

**CITY OF FALCON HEIGHTS**  
Regular Meeting of the City Council  
City Hall  
2077 West Larpenteur Avenue

AGENDA  
March 25, 2015

- A. CALL TO ORDER:
- B. ROLL CALL: LINDSTROM \_\_\_\_ HARRIS \_\_\_\_ BROWN THUNDER \_\_\_\_  
LONG \_\_\_\_ MERCER-TAYLOR \_\_\_\_  
  
STAFF PRESENT: FISCHER \_\_\_\_
- C. PRESENTATIONS:
- D. APPROVAL OF MINUTES: March 11, 2015
- E. PUBLIC HEARINGS:
  - 1. SAPD Annual Report, 2014 - Chief Ohl
- F. CONSENT AGENDA:
  - 1. General Disbursements through 3/19/2015: \$44,627.12  
Payroll through 3/15/2015: \$14,153.11
  - 2. Appointment of City Administrator
  - 3. Appointment of Interim City Administrator
  - 4. Designate Signor for City Funds
  - 5. Approval of Curtis Field preparation
- G: POLICY ITEMS:
  - 1. Resolution Proclaiming National Service Day (Amendment)
- H. INFORMATION/ ANNOUNCEMENTS:
- I. COMMUNITY FORUM:
- J. ADJOURNMENT:

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**CITY OF FALCON HEIGHTS**  
Regular Meeting of the City Council  
City Hall  
2077 West Larpenteur Avenue

MINUTES  
March 11, 2015

- A. CALL TO ORDER: 7:00PM
- B. ROLL CALL: LINDSTROM  HARRIS  BROWN THUNDER   
LONG  MERCER-TAYLOR   
  
STAFF PRESENT: SANDVIK
- C. PRESENTATIONS:
- D. APPROVAL OF MINUTES: February 25, 2015 APPROVED
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA:  
1. General Disbursements through 3/5/2015: \$170,556.73  
Payroll through 2/28/2015: \$13,568.87  
2. Approval of City Licenses  
3. Accepting Plans and Specifications and Ordering Advertisement for Bids for 2015 PMP  
4. Approval of the 2015 Revision of the North Suburban Communications Commission JPA  
5. Approval of Service Agreement between the City of Falcon Heights and the Great Plains Institute for Sustainable Development, Inc. (GPISD)  
6. Appointment of Administrative Coordinator  
7. Approval of Construction Agreement with the City of Roseville for Roselawn Avenue Improvements
- Harris - Moved, Approved 5-0
- G. POLICY ITEMS:  
1.
- H. INFORMATION/ANNOUNCEMENTS:

Council Member Mercer-Taylor: Environmental Commission did not meet this month, but will have a full Agenda in April. Was able to attend the Energy Resource Team conference in St Cloud. CERTs has a good website showing these results.

Council Member Harris: Has been appointed to the Met Council Land Use Advisory Committee and is excited to serve.

Council Member Long: Parks Commission did not meet this month, will meet in April.

Council Member Brown Thunder: Attended first Northeast Youth Family Services Board Meeting. Phenomenal organization with programming and counseling available.

Mayor Lindstrom: Attended a meeting of approximately 15 regional mayors exploring opportunities for sustainable efforts put on at the University of Minnesota and Great Plains Institute.

Council is interviewing finalists for the City Administrator position, tomorrow (3.12.15) at 4pm. All are invited to attend.

Lions Club is offering 2 scholarships to RAHS students. They must be residents of Falcon Heights or Lauderdale.

Save the date for presentation of the Bell Museum of Natural History on April 27<sup>th</sup> at Falcon Heights City Hall.

- I. COMMUNITY FORUM:  
Deb Wiswell of 1543 Iowa and Cari of 1546 Iowa, discussed with Council the possible upcoming improvements to Curtiss Field and their dissatisfaction with how the City communicates to residents.
- J. ADJOURNMENT: 7:32PM



City of  
Falcon  
Heights

# Police Department

## ANNUAL REPORT

# 2014



- I. Message from the Chief.....1
- II. Crime Statistics.....2
- III. Patrol Review .....6
- IV. Investigation Review.....8
- V. Police Education Summary .....10
- VI. Police Reserve Summary.....12
- VII. East Metro SWAT/WMD  
Summary..... 14
- VIII. Crime Prevention Summary..... 16
- IX. "In the Mailbox".....23
- X. 2014 Accomplishments.....25
- XI. 2015 Work Plan..... 25

# I. Message from the Chief



Honorable Mayor, Council, City Administrator, and Citizens of Falcon Heights:

This year our former chief, Richard Engstrom, passed away. Chief Engstrom spent 39 years serving our community...the most service years of any police officer in our department's history.

At its core, being a police officer is about "service." In addition, service is also at the center of our community policing efforts. Through serving people, we establish the relationships that are necessary to affect crime in our community. The word "service" has become so important to our operational goals, I have started a new motto for the police department..."Safety Through Service." Safety through service has always been at the center of our ethos, now it will be formalized into our day to day consciousness. When the police department identifies "service" as our core principle, we set up our deliverables in a way that represents the best outcomes for the people we serve. The word and motto helps us frame our point of reference and how we fit into the community, as well as solidifies our train of thought. By remembering and internalizing the word "service," we remind ourselves about our mission, about how we would like our family members to be treated, about how we need the "permission" of the people to be effective, and about how to be human while we perform a very difficult profession. Sir Robert Peel understood that the police are simply "citizens in uniform" and these uniformed citizens exercise their power with the consent of the people they serve. The consensus of the people, transparency in our organization, integrity, and accountability, as well as a strong focus on service is as important today as it was in 17th century England when these core concepts of modern policing were first developed.

"Safety Through Service" has always been our culture here at the St. Anthony Police Department. Richard Engstrom understood this concept, I am simply naming it.

It is with great honor that I present the 2014 annual report to the citizens of Falcon Heights.

Respectfully,

John Ohl

Chief of Police

## II. Crime Statistics

### FALCON HEIGHTS - PART I AND PART II CRIMES

Part I Crimes								
	Murder	Rape	Robbery	Agg Assault	Burglary	Theft	MV Theft	Arson
2014	0	0	1	4	27	67	12	0
2013	0	0	2	4	18	86	5	0
+/-	0	0	-1	0	+9	-19	+7	0

Part II Crimes							
	Misd. Assaults	Property Damage	Forgery	DOC	Liquor	Weapons	Drugs
2014	12	10	1	5	9	0	18
2013	10	9	0	7	1	0	13
+/-	+2	+1	+1	-2	+8	0	+5

#### Part I and II Crimes over the past five years

2010	Part I 116 Part II 88	<b>Total 204</b>	<b>Overall Clearances</b>	<b>51%</b>
2011	Part I 113 Part II 81	<b>Total 194</b>	<b>Overall Clearances</b>	<b>50%</b>
2012	Part I 154 Part II 122	<b>Total 276</b>	<b>Overall Clearances</b>	<b>49%</b>
2013	Part I 115 Part II 100	<b>Total 215</b>	<b>Overall Clearances</b>	<b>50%</b>
2014	Part I 111 Part II 106	<b>Total 217</b>	<b>Overall Clearances</b>	<b>52%</b>

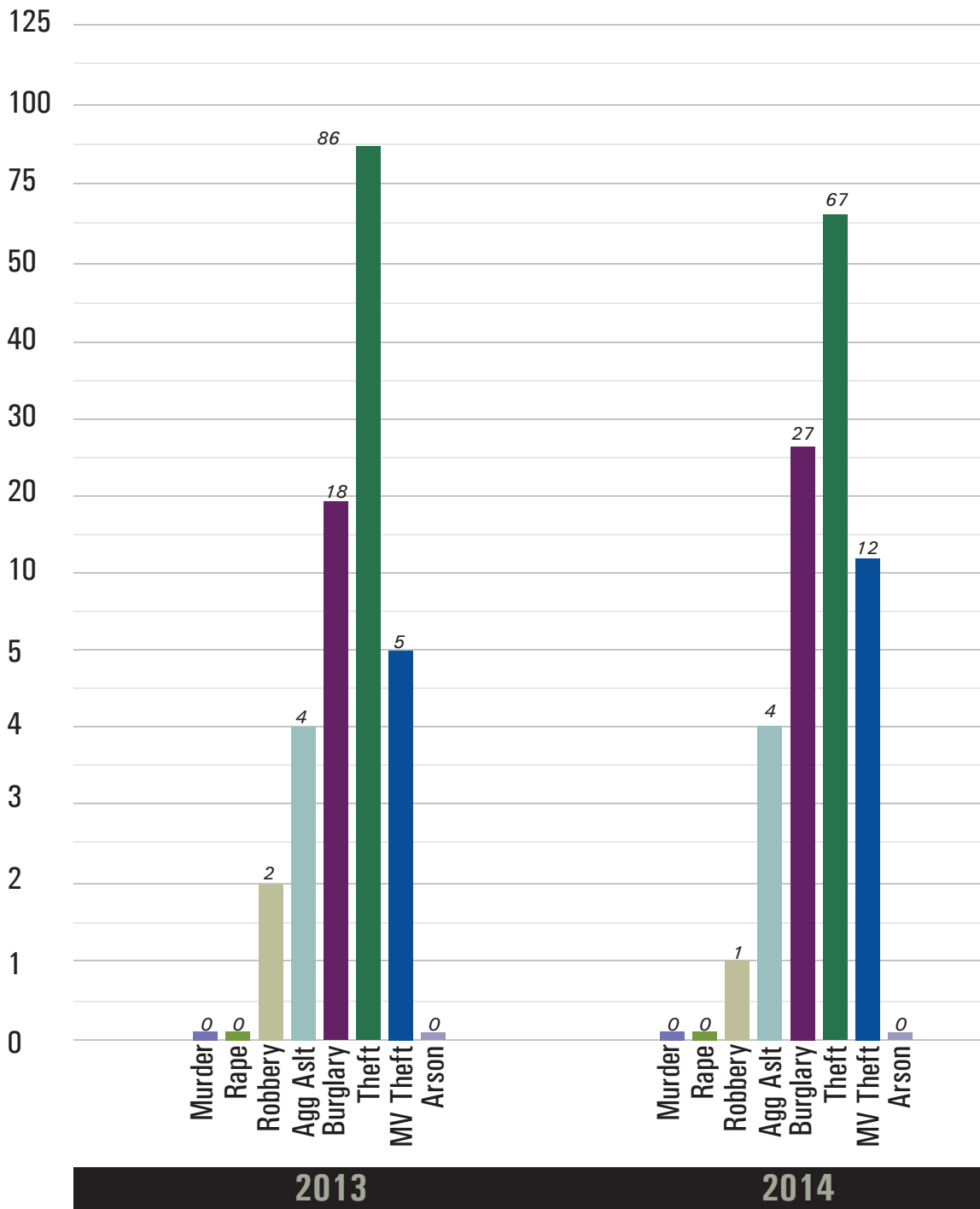
Average Part I and Part II clearance rates for Hennepin County in 2013 was 40%

Average Part I and Part II clearance rates for Ramsey County in 2013 was 33%

Part I Crimes decreased by 4 in 2014

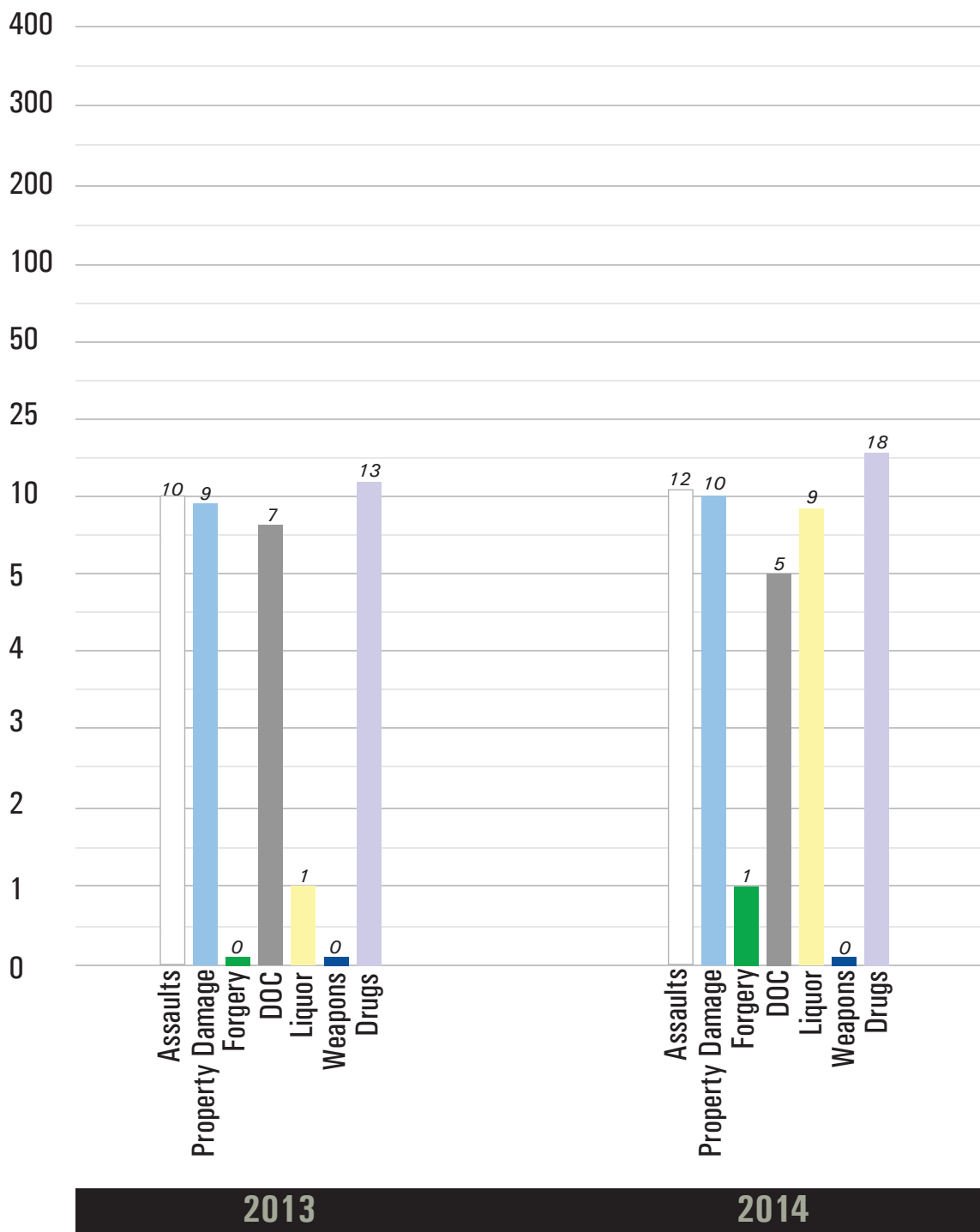
Part II Crimes increased by 6 in 2014

**Falcon Heights - Part I Crimes**

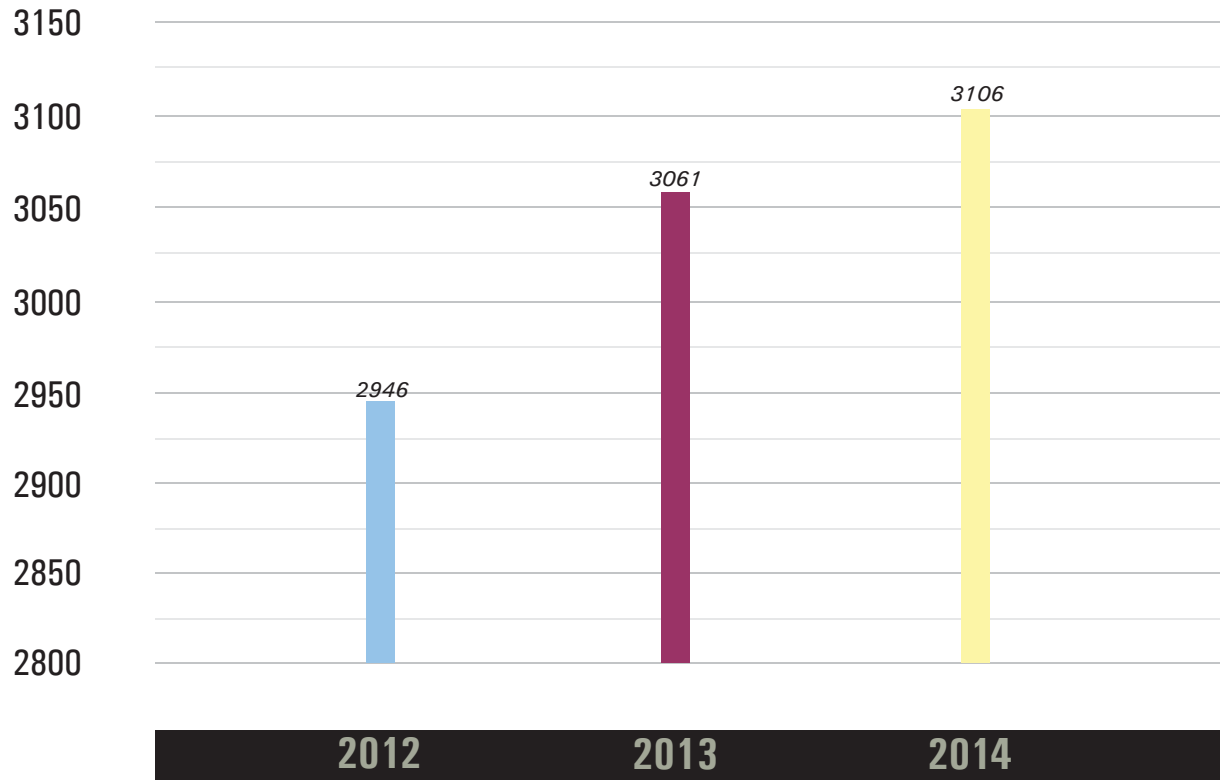




**Falcon Heights - Part II Crimes**



**Other calls/incidents of interest in 2014**



**Total Calls for Police Service - 3,106**

Domestics	32
Disturbance Calls	40
Suspicious Person/Vehicle	152
Medical	168
Juvenile Runaway	1
Juvenile Tobacco Use	0
Juvenile Curfew Violations	0
Underage Drinking Arrest	8
Disorderly Conduct	5
DWI	27
False Alarms	64
Alarms – No Report	35
Sale of Tobacco to Juvenile	0
Permits to Purchase Handgun	17

## III. Patrol Review

*Prepared by Sergeant Jeff Spiess*

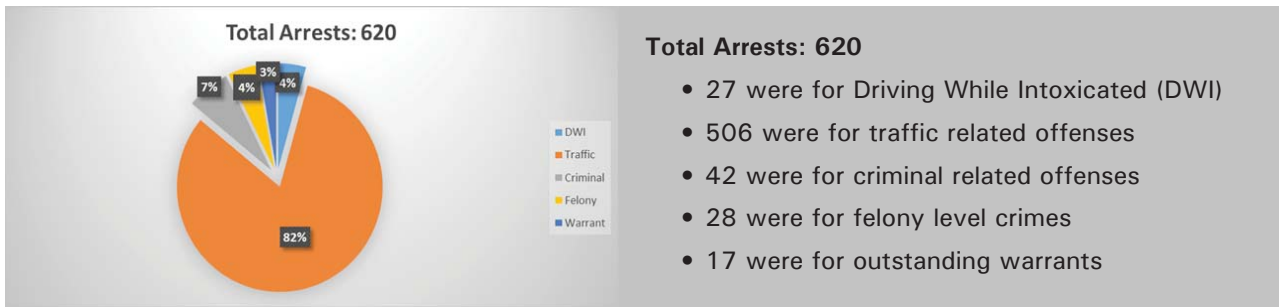
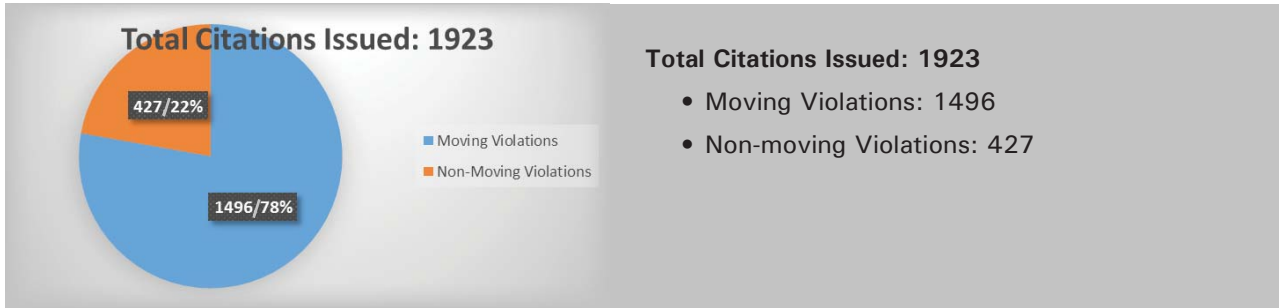
The patrol officer, at one point or another, wears nearly every hat and does nearly every job in the police department. Daily, the patrol officer does data entry and clerical work to make sure reports and citations are completed correctly. They also serve as an animal control agent, who catches runaway dogs and handles nuisance wildlife issues. They provide a safe and warm presence by tending to the sick and the victims of crime. They have an open ear for the concerns and needs of neighbors, business operators, school and government officials, and those who choose to recreate in the City. Patrol officers are the most visible to the community in which they serve and have the most impact on the relationships that are essential to a great community experience. The patrol officer receives nearly every imaginable call for service, ranging from a broken furnace in the middle of the night to an in-progress violent, felony crime. This requires that patrol officers are able to use discretion and to consciously adjust their attitude, demeanor, and emotions to best fit the situation in which they encounter. They must be fully aware of City ordinances, State and Federal laws, and the current status of case law. Patrol officers are also detectives, who conduct preliminary investigations and use their skills to often solve crimes quickly and bring offenders to justice. These comprehensive set of skills and responsibilities are what makes the job of a patrol officer sometimes difficult, but necessary, and also rewarding, for the officer and the community.



A necessary addition to the patrol unit is the role of the Community Service Officer (CSO). The CSO is a non-sworn member of the police department, who serves the community in many ways. First, the CSO is present in the community to serve as an extra set of eyes and ears for the patrol officers. He also handles calls for service that do not necessarily require the attention of a sworn police officer. These services include parking enforcement, animal control, traffic control, community events, equipment maintenance, and building the same relationships with the community that is important to all department members. The job of a CSO is demanding, requires significant attention to detail, and a strong desire to serve the department and the community. Since 2011, Andy Kukowski has reflected the attributes necessary to be a successful CSO with the St. Anthony Police Department and has exceeded expectations. In December of 2014, Andy interviewed and was ultimately appointed as a sworn police officer with this department. We look forward to having him continue his service as a valued member of our team. We also look forward to welcoming a new CSO in early 2015.

Also of note from 2014, was the resignation of Officer Ryan Baker. Officer Baker had served as a police officer with the department since 2007 and was a very valuable member of the St. Anthony family. Though a difficult decision, he elected to pursue other career aspirations. His hard work and sense of humor will be missed around the department and in the community.

Active enforcement of traffic laws is essential toward suppressing and detecting crime, reducing traffic crashes, and creating a safer community for those that live, work, and visit the City of Falcon Heights. The patrol division is committed to such goals and this is evident when considering the following patrol statistics for 2014.



While statistics paint some of the picture, there are many things that they fail to reflect. As stated previously, traffic enforcement brings about safer travels and a safer community. Officers exercise discretion in their dealings with traffic violators and not every encounter ends with a citation issued. In instances where a warning is given rather than a citation, this activity would not be reflected statistically.

Even more important and equally difficult to measure is the time a patrol officer gives to the community on a daily basis. This could be anticipating a problem area and providing an extra police presence, working with community members to solve ongoing problems at their roots, or by getting out of the squad car to talk with business employees and residents to get to know them better. These activities are what is engrained in the culture of the St. Anthony Police Department and what each patrol officer values as essential to furthering the mission that is vital to creating and maintaining the wonderful community that is Falcon Heights.

## IV. Investigation Review

Prepared by Captain Cotroneo



Television shows like the “NCIS” series, “CSI”, “Forensic Files”, and several others, have become very popular in the past few years. The shows have entertainment value, and give a bit of a glimpse into the different sciences being used in policing today. What they also do though, is give a skewed perception on how these sciences work in real life police work.

Some of these programs lead viewers to believe that the lifting of fingerprints is possible off of any surface the suspect may have touched. In reality, there are many surfaces from which this is not possible due to their makeup. Some of these programs also show the use of facial recognition technologies, which are tied to state records systems, allowing for immediate identification of a suspect. This makes for entertaining viewing, but the real process isn’t as smooth. In reality, facial recognition technologies used by governmental agencies are not as advanced as those used by some large commercial institutions. Also, our form of government and criminal procedures don’t allow for the seamless connections between private and public systems. The access to some of these technologies is only available after getting approval from the courts (either by subpoena or warrant).

The use of DNA is the most recent tool added to the investigators’ toolkit. When first introduced into the policing world, DNA testing was only being used in serious crimes against persons. Advances in technology, have streamlined the process, allowing it to be used as a tool to solve various property crimes. There are 3 forensic labs accredited to test DNA in the State of Minnesota. They are at the BCA (Bureau of Criminal Apprehension), Hennepin County Sheriff’s Office Crime Lab and the Tri County Regional Forensic Lab at the Anoka County Sheriff’s Office. When DNA is found at a crime scene, scientists match it to a known offender’s sample in CODIS, which is the national DNA database. If a match is not made at first, the sample is re-entered multiple times in the future, continuing to check for matches with newly entered samples in the system. This process can



Officer Mark Dokken

of course stretch out the amount of time it takes to solve some crimes. A recent report revealed that a high percentage of the DNA cases being tested at each of the labs is related to a property crime.

All of the DNA evidence collected at crime scenes in Falcon Heights is tested at the BCA. DNA evidence has identified suspects in a few property crimes in Falcon Heights this past year.

These new technologies/sciences being used in police work are of great assistance to small agencies like ours. They allow for a higher clearance rate of crimes, and the ability to actively investigate lower level crimes before they become a major problem in the community.

Listed below is the total number of Criminal Investigations in the City of Falcon Heights, for the year 201, and what percentage of them were cleared.



Detective Tim Briski

<b>Total Criminal Cases</b>	<b>217</b>
Total Cases Cleared	114
Total Cleared by Arrest	101
Total Cleared by Other	13
<b>CLEARANCE RATE:</b>	<b>52%</b>

## V. Police Education Summary

*Prepared by Lieutenant Scholl*



Lieutenant Scholl

We train to better ourselves, your department, and your city. In 2014 we trained over 1550 hours. Over 1000 hours of these, were Peace Officer Standards and Training (POST) certified. Each officer is licensed in the State of Minnesota. In order to keep such a license, the POST Board places requirements for each department and officer. Your department is 100% compliant.

One requirement is a series of firearm certifications involving courses of action. According to FBI data the majority of police involved shootings are outdoors. We need to train outdoors. One of our qualifications was conducted outdoors. The officers' physical condition came into play. We ran and exercised as we faced shoot and don't shoot combat situations. We dealt with poor weather, squad positioning, movement, and split second decision making. We challenge ourselves and improve.

In 2014, your police department took part in Diversity Awareness in Law Enforcement. We learned that racial micro aggressions are brief and occur daily through verbal, behavioral, and environmental indignities. A lot of the time it is unintentional. We worked on recognizing and correcting this behavior. Our instructor, Dr Samuel Betances, received enthusiastic reviews from this department.

Juvenile sex trafficking and exploitation are present, though often hidden, in every community. I'm saddened to inform you that it wasn't different in 2014. Your department conducted joint investigations with the Minneapolis Police Department and the FBI. We did receive in-depth training through the Ramsey County Attorney's Office, the BCA, and others. We learned how we can best respond, act, use resources, and follow-up on sex trafficking issues.

We constantly strive to cultivate good leadership qualities in our officers. Two of our street officers that are field training officers and also our department firearms and use of force instructors had the opportunity to complete a leadership program at the Minnesota BCA. The certification included attending classes over two years at the BCA ranging from handling stress in leadership roles in law enforcement to strategies for hiring new officers in today's changing law enforcement community.



Officer Dokken, Officer Sroga, and Captain Cotroneo

In a pro-active move to combat residential, summer burglaries, and peeping tom/suspicious persons, we got another officer certified in bicycle patrol. Some of their patrol comes when the majority of residents are sleeping. A bike patrol Officer can be stealthy which makes crime detection easier. A bike patrol officer can make a surprisingly large number of contacts while on night patrol.

Four of your officers also went to Crime Prevention Practitioner training. We are looking forward to implementing new techniques and building on the old in the very near future.

Minnesota Towards Zero Deaths saves lives by bringing together: education, enforcement, emergency services, engineering, and more. Two of your sergeants took part in "Towards Zero Deaths" training. They brought back creative ideas. They learned from the past. They learned about what works and what does not. New ideas for safer communities, bicycling, transportation, and life and safety enforcement will be implemented in 2015.



## VI. Police Reserve Summary

*Prepared by Officer Tressa Sunde*



This year, the Police Reserve Program was like most others...we had a great year! This year, also like most others, we had a lot of turnover. Some may think of this as a bad thing...but I like to think of this as an ever evolving position that helps both the police department and those who commit to helping it.

After losing a few of our long term reserve officers last year, we settled into as comfortable of a pattern as could be with covering shifts and special events as they came up. As expected, our reserves stepped up to the plate and covered all of the special events and most weekends. This was all done with only 8 people. The commitment of these reserves never ceases to amaze me.

As the year went on and everyone got more time and experience under their duty belts, we again went through a hiring process. Again we asked our reserve officers to assist with this process as they will be working side by side with them. I take the hiring process very seriously, just like we do when we hire police officers. Chief Ohl has made a huge impact on me with the hiring process we use for police officers and I think it is a great way to hire our reserve officers.

In May we hired 4 new reserve officers and we did a great job if I do say so myself. Amro Abdalla, Mike Milbrandt, Ismail Turay and Scotty Gordhammer. Amro and Mike are both eligible to be hired as police officers and Ismail is a recent graduate who was also a 'mentee' for the Century College 916 program (Officer Jim South was Ismail's mentor). Scotty was a recent high school graduate and the youngest reserve we have hired.

All 4 of the new hires began an extensive field training program and were partnered with our seasoned reserves to teach them the ins and outs of what it is to be a reserve. Due to their commitment to the program, all of them successfully completed their training in a short amount of time.

In September we hired again and are very happy to have Braden McNair on the roster. Braden went to and successfully completed the Hennepin County Reserve School. This school is free of cost and provided by the Hennepin County Sheriff's Office to all cities in Hennepin County. It is one night (3-4 hours) a week for 7 weeks (See attached photo from his graduation with Sgt Spiess and I there to show our support to Braden and his family).

In September Scotty stepped down due to his work schedule changing. Kyle Hopper also stepped down as he took a position with the Minnesota Department of Corrections and is now working at the Lino Lakes Prison. He made it very clear when he left that he credits his experiences with the St Anthony Reserve Program for giving him the skills he needed and the confidence it requires to do the job. Thank you for the years of service you gave and we wish you good luck! In August, Dane Lazenberry also stepped down as he was accepted into the Minnesota State Patrol LETO Program (Law Enforcement Training Opportunity). This is the first step to becoming a State Trooper. He will be following in his father's footsteps as he is a retired Lt. Colonel and was the interim Chief for the Minnesota State Patrol. Dane, we cannot thank you enough for time and energy you gave to this program!

The total amount of hours for 2014 was 2356! This is an incredible amount of hours with a very limited number of reserve officers. Each of the reserves is either going to school full-time, working full-time, or a combination of both.

The reserves are required to volunteer 150 hours per year and all who worked the entire year have achieved that. Taking into consideration 4 of the 13 reserves were hired halfway through the year, this is an incredible feat and it did not go unnoticed by myself, Sgt Spiess and the street patrol officers who truly appreciate the time and dedication given by each and every one of our reserves. This year three of our reserves went above and beyond the 150 hours requirement. We will be awarding these reserves with an Eagle Award! The Eagle award is given to those who volunteer double the amount of hours required. I am VERY proud of them and cannot thank them enough!



Officer Sunde, Reserve Officer McNair and Sergeant Spiess

**Here is a breakdown of the hours:**

- Abdalla – 83 (new hire)
- Eichinger – 238
- Gordhammer – 30 (new hire/resigned)
- Hoffman - 314
- Hopper - 18 (resigned)
- Lazenberry - 108 (resigned)
- McNair - 95 (new hire)
- Milbrandt - 72 (new hire)
- Moen - 192
- Nordin - 181
- Olson - 525
- Steffen - 49 (LOA –Leave of absence)
- Turay - 451 (new hire)
- Village Fest -76
- State Fair - 124

I know I say it every year, and I truly mean it... **I cannot wait to see what next year will bring!**

## VII. East Metro SWAT/WMD Summary

*Prepared by Officer Mike Huddle*



Officer Mike Huddle



East Metro SWAT, a multi-agency tactical team, is comprised of sworn Police Officers from the St. Anthony, Roseville, North St. Paul, and University of Minnesota Police Departments. This past year Metro Transit Police assigned one Officer to the team. The addition of Metro Transit PD will bring new assets and capabilities to the team.

Team members attended monthly training, which included training for response to barricaded subjects, vehicle searches, hostage rescue, chemical agent and less lethal deployment. 110 hours of total training was spread throughout the year at monthly training events and 50 hours over a one-week annual training event at Camp Ripley. The team accrued 160 hours of training for 2014.

Activity for East Metro SWAT increased slightly in 2014. This increase was primarily in response to barricaded subject type calls or searches for a suspect with a gun. One of these incidents the team was deployed to was the search for high profile homicide suspect, Ty Hoffman, this past summer. The University of Minnesota PD called upon the team for assistance during the two days of rioting on and around the University Campus in the late spring of 2014 following the NCAA Men's Hockey Championship. High risk warrant service activity was relatively low in comparison to response to barricaded subject type incidents. A barricaded

subject/hostage incident in the City of St. Anthony, resulted in an Officer involved shooting in which Officers assigned to East Metro SWAT engaged a suspect armed with a rifle. This incident involved the resources and personnel from several agencies to bring the event to resolution. The partnerships and professional relationships developed by the City of St. Anthony, and the member agencies of East Metro SWAT, enabled St. Anthony Police leadership to call upon the appropriate resources, personnel, and equipment to resolve this very difficult and sensitive situation.

East metro SWAT remains committed to maintaining excellence in training and personnel standards, responsible procurement of the best equipment for the job, and establishing strong professional relationships with other agencies in order to share resources and maximize the benefits for the communities and citizens we serve.

2014 marked the tenth anniversary of the existence of the Hennepin County WMD Tactical Team. The St. Anthony Police Department has proudly been part of this unique team since the very beginning. 2014 was also noted as one the busiest in the team's history. Several visits from the President and Vice President of the United States had the team activated in support of the US Secret Service in their mission to protect the President and Vice President while they were in the Twin Cities. The team was activated in July of this past year for three days during the Major League All-Star game and the events leading up to the game.



In addition to the Presidential protection details and the MLB All-Star game, the team maintained its regular training schedule of eight hours each month and 40 hours at an annual training event at Camp Ripley, for an annual total of 128 hours of training as a team. This training includes extended hours working in protective equipment such as chemical suits, gas masks, self-contained breathing apparatus (SCBA), and heavy body armor. The team trains on a regular basis with other agencies with similar specialized missions, such as the National Guard 55th Civil Support Team (CST), the Secret Service, the FBI, and other tactical teams. The members of the Hennepin County WMD Tactical Team are from over twelve law enforcement agencies from around Hennepin County, the MN State Patrol, Ramsey County Sheriff's Office, and the MSP Airport Police.



In August 2014 I resigned from my position as a member of the WMD Team. I stepped down as a member in good standing with the team in favor of other challenges and opportunities within the St. Anthony Police Department. During my time with the team I served as operator and later as a Team Leader. I was fortunate to have participated in many large multi-agency training events and operational assignments. Some of the most notable were the 2008 Republican National Convention, multiple dignitary protection details, and the 2014 MLB All-Star Game.

It is my strong belief that the St. Anthony Police Department, and the cities we serve, benefited from the training and access to resources afforded by this partnership with the WMD Team. This is a direct result of the forward thinking City and Police leadership in seeking opportunities to share training, assets, and resources for a greater reward to our Department and communities at the lowest cost to our citizens. Our strong professional relationships with the WMD Team and the partner agencies remain intact, and our Department will continue to receive the benefit of our investment in the team well into the future.

## VIII. Crime Prevention Summary

*Prepared by Sergeant Jon Mangseth*

The prevention of crime is one of the primary goals of the St. Anthony Police Department and the Crime Prevention Unit. It is when crimes are prevented from occurring that our communities are best served. The term "crime prevention" applies to proactive efforts aimed at the elimination of criminal incidents, rather than responding to them after they have occurred. Crime Prevention is the anticipation, recognition and appraisal of a crime risk and the initiation of some action to remove or reduce the act. In other words, taking active measures to harden yourself and your property from being victimized.

Crime prevention is achieved by developing, training and equipping a strong and engaged police force, which has been a primary focus at the St. Anthony Police Department. We also focus on building active partnerships with our residents, businesses and schools, in order to effectively meet the needs of the communities we serve. Our crime prevention efforts focus on educational initiatives, seminars and positive police contacts, within our communities, in an effort to reduce the causes of crime and the conditions in which they occur. As a department, we will continue to actively focus on arresting offenders, solving problems and increasing the overall quality of life in our communities.

This report will reflect some of the many efforts we have engaged in, throughout 2014, to prevent crime and build partnerships with the communities we serve. Please be aware that this is not an all-inclusive list of activities that were conducted.



Sergeant Mangseth

In January of 2014, I wrote a proposal to Chief John Ohl outlining a plan to reorganize the Crime Prevention unit. As a result, we added four patrol officers to the unit, while losing one due to promotional advancement. Officers Mike Huddle, Jim South, Kiel Rushton and Jeronimo Yanez were selected for the unit. They join Officers Tressa Sunde, Dale Moore and I as members of the unit. The four previously mentioned officers attended a 40 hour class and were certified as crime prevention specialists by the Minnesota Crime Prevention Association, in conjunction with the American Crime Prevention Institute. These Officers were selected based on their initiative, creativeness and varied backgrounds in law enforcement.

Goals for 2015 include: research and development in the areas of social media, workplace security, senior safety, bicycle safety and teenage driving safety. We will look at reformatting the original "Citizen Academy" model by creating individualized classes, instead of an eight week program. We also look to continue offering seminars and programs that focus on personal safety, property protection and crime prevention. We will continue to meet the needs of our communities by tailoring seminars on topics identified by members of our communities. We will extend our partnership with community services, in an effort to better market the programs we offer.



In **January**, the Cops versus Kids Basketball Challenge was back. The challenge took place at the St. Anthony High School gym. Six student teams each played a twenty minute game against the St. Anthony Police team. Each student team gave the police team a run for their money, with the student teams ending up with victories in all games. Most important, fun was had by all participants.

Officers Dale Moore and Ryan Baker attended the Falcon Heights Winterfest celebration. They met with area residents and provided crime prevention materials, along with squad car tours.

Officer Moore attended the area Cub Scout Pinewood Derby race that was hosted at Faith United Church, where he competed in the celebrity race.

In **March**, Officer Joseph Kauser took time out of a patrol shift to visit Falcon Heights businesses, including gas stations and convenience stores, to hand out crime alerts regarding recent crime trends.

In **April**, Sgt. Jon Mangseth attended a grand opening event at the Roseville Walmart. A \$1,500 donation was accepted, from Walmart Corporation, on behalf of the police department. The donation was used to support the Youth Summer Survival Camp and the Shop with a Cop Program.

Capt. Dominic Cotroneo met with the new owner of the Underground Music Café. He spoke with the owner about compliance checks that are completed annually at businesses with wine/3.2 beer licenses. He prepared and sent a packet outlining City Ordinances and State Statutes, relating to the sales of liquor and enforcement activities.

Lt. Jeff Scholl and CSO Andy Kukowski met with two preschool classes from Community Services. Many questions were answered and department tours were provided.

Officers from the St. Anthony Police Department were invited to a gathering at the Middle School where they were challenged to several games of dodgeball. Officers participating included: Capt. Dominic Cotroneo, Det. Tim Briski, Sgt. Jeff Spiess, Jeremy Sroga, Jon Schlingman and Andy Kukowski.

In April, Det. Tim Briski and CSO Andy Kukowski attended the Minnesota Crime Prevention Association 2014 Minnesota Night to Unite "Kickoff Event" at the MN Bureau of Criminal Apprehension. The event is a recap of the previous year's event and officially starts the planning for this year's event.

In May and June Officer Jeronimo Yanez met with community members and their children to discuss and demonstrate bicycle safety.

In **May**, and for the second year in a row, Officer Jeronimo Yanez took part in the Standing of the Memorial Guard event as part of Law Enforcement Memorial Day and National Peace Officer's Day (May 15th). He participated by standing watch at the Law Enforcement Memorial Monument, in front of the Capitol.



Officer Dale Moore and Sgt. Jon Mangseth were invited to the Cox Insurance Agency to present at their "Youthful Driver" workshop. Officer Moore presented on the Graduated Driver's License Program, distracted driving and common driving violations encountered among teen drivers. Sgt. Mangseth spoke about the Minnesota "To Zero Death" (TZD) traffic initiative and distracted driving. A Q&A session followed.

Officer Mark Mosby and Sgt. Jon Mangseth attended the Falcon Heights Human Rights Spring Together Event.

In **June**, Sgt. Dan Diegnau and Officer Yanez met with the Citizen's for Sustainability group for a bike event. Tips were provided on bicycle safety, rider mechanics, and laws of the roadway. Officers then joined the group for a bike ride throughout the community.



Officers and family members completed the SAPD leg of the Law Enforcement Torch Run. SAPD Officers were passed the torch, from New Brighton Officers, at the St. Anthony City Hall and ran through St. Anthony, to Snelling Ave. at County Rd. C, where they passed the torch to members of the Roseville Police Department.

Reserve Officers Olson and Abdalla attended the "Movie in the Park" event at the Falcon Heights Community Park.



Officer Baker



On June 18th and 19th the St. Anthony Police Department with the assistance of the St. Anthony Fire Department, St. Anthony Community Services and Falcon Heights Parks and Recreation held its fourth annual Summer Survival School at Central Park. The event brought 51 incoming 4th graders from St. Anthony and Falcon Heights Elementary Schools for two days of safety education. Topics included Firearms Awareness, Internet Safety, Severe Weather Awareness, Electrical Safety, Bike Safety, 911 Dispatch, Physical Fitness Awareness and Drug Awareness and household chemical safety. The campers also had visits from the Hennepin County Crime Lab, the East Metro Swat Team, Roseville Police K-9, and the State Patrol Helicopter.



The kids had a chance to visit the fire station, operate working fire hoses, Learn CPR and dress up in fire gear. Lunches were provided by Culver's and Broadway Pizza of St. Anthony. All campers received a certificate of completion as well as a Summer Survival School T-Shirt. The police department looks forward to the 5th Annual Summer Survival School coming on June 17th and 18th 2015.



In July, Officers Jack Christman and Ryan Baker escorted the 30th annual neighborhood Independence Day Parade held in the area of Garden Ave. and Moore St. They attended the neighborhood block party that followed.





Officers Mark Mosby and Jeremy Sroga attended community services day camps for kids held at Falcon Heights Community Park and Curtiss Field. They provided talks about safety and squad car tours.

Additional Officers were put on extra patrol, in Falcon Heights, during the Back to the 50's and Car Craft Car Shows, which were held at the fairgrounds.



Sgt. Jon Mangseth met with the onsite manager at Town Square Apartments regarding plans for a MN Night to Unite event at the complex.

Captain Dominic Cotroneo, Detective Tim Briski and Officer Kiel Rushton attended the FH Ice Cream Social at the community park.

In **August**, nine Falcon Heights neighborhood groups joined thousands across the state to celebrate MN Night to Unite. This was our 19th year of celebrating this special night in Falcon Heights. We thank CUB Foods for donating pails of Kemps ice cream for the event. Throughout August, September and October several additional block parties were attended by Officers.

**June, July and August** are particularly busy months for the SAPD, and the crime prevention unit, as a lot of planning goes into ensuring that events like MN Night to Unite and other summer community activities go off as planned.



Officer Christman

In **September**, Officers Mark Mosby, Dale Moore, Ryan Baker and Detective Tim Briski assisted with traffic control and safety at the Falcon Heights/Lauderdale fun run.

Officer Mark Mosby attended a Touch-a-Truck event held near Salo Park. The concept behind the event is to let kids see, touch and interact with Law Enforcement emergency service vehicles and personnel.



Sgt. Dan Diegnau attended the Minnesota Special Olympics Flag Football Tournament at the St. Anthony High School. He assisted with the awards presentation.

Officer Elliot Erdman attended a neighborhood crime prevention meeting in the 1400 block of California Ave. He spoke with residents concerning recent burglaries in the area. He discussed appropriate security measures with residents.

In **October**, Officer Mark Mosby joined members of the Falcon Heights Fire Department for their 1st Annual Chili Cook-Off. He was asked to judge entries and met with residents and city staff.

Officer Kiel Rushton and Sgt. Jeff Spiess attended a community crime prevention meeting, held at the Falcon Heights city hall. Officer Rushton gave a presentation regarding home safety, crime prevention, 911 reporting and community involvement. The meeting was initiated by the crime prevention unit in partnership with a California Ave. block club and city staff.



Sergeant Diegnau



Officer South

While on patrol during the evening of Halloween, Officer Jim South handed out candy and spoke with children "Trick or Treating" throughout Falcon Heights neighborhoods.

During the months of October and November selected Officers conducted focused patrol shifts in Falcon Heights neighborhoods due to the recent residential burglaries reported in the area.

In December, Chief John Ohl, Capt. Dominic Cotroneo, Officers Shane Hess, Jeremy Sroga, Mark Dokken, Tressa Sunde, Mike Huddle and Detective Tim Briski welcomed children and their families to the SAPD to participate in the "Shop with a Cop" program. The participants were chosen by the school district. The families were treated to a tour of the police department. Each child was provided with a Wal Mart gift card to purchase Christmas gifts for their family.



Officer Kiel Rushton and Sgt. Jeff Spiess hosted a large group of Falcon Heights Cub Scouts at the St. Anthony Police Department. Officers provided a presentation on the nature of police work and provided a tour of the PD. Cub Scouts who attended were able to work towards completing a public safety merit badge.

Officers Kiel Rushton and Jeronimo Yanez conducted a residential premise survey at an address on California Ave.

Throughout the year our crime prevention officer's create and submit informative articles that appear in our community newsletter. Sgt. Spiess, Officer Sunde and Officer South continued volunteering with the Police Mentoring Program, offered by Century College. Our Officers logged countless "Stop and Talk" COP details. Our



"I Got Caught" bicycle safety initiative

Patrol Officers informally participated in an "I Got Caught" bicycle safety initiative that was sponsored by Dairy Queen. DQ provided coupons for free ice creams cones to SAPD Officers. Officers handed out these coupons to children "Caught" using safety equipment while riding bicycles, scooters, skate boards and other similar equipment. Our Reserve Officers and Patrol Officers attended home football games at SAHS, as well as a variety of school events and after school programs.



Officer Rushton

This concludes my recap of this year's events. As a shift supervisor, I am fortunate to be able to observe as our Officers shift from call to call and maintain a fresh perspective, as they encounter each new challenge. The positive attitudes our Officers bring to the varied aspects of policing our communities is truly something to be proud of. I am proud to provide this report every year as it offers me a chance to go through and remember the many initiatives our personnel engage in each year in order to have a positive impact in our communities. The many positive contacts we engage in every year is what helps provide balance in our law enforcement careers. These positive interactions help us remain engaged, at times cope, and always help all of us remember why we have chosen this career.

## IX. "In the Mailbox"

*These are just a few excerpts of the many letters the police department receives from the citizens we serve.*

*Now being the new people on the block, as well as living in St. Paul prior to living here, I must say I didn't have high expectations for how your department would handle this. In fact, I didn't have expectations at all, crime is crime, it happens everywhere. But to see how responsive your department has been in this matter has been very very impressive to me.*

*Saint Anthony PD and its officers are true professionals. It feels great to know we moved to a city that has a department like this. I am utterly impressed and will gladly voice my overwhelmingly positive opinion of your department to my neighbors so they understand what fine work you are all doing.*

**My husband and I wanted to let you know how grateful we are for the officer's response to the recent criminal activity in our neighborhood. The officer came to our neighborhood gathering that evening and spent a long time talking with all of the adults as a group and also to individuals who had concerns.**

**We love our neighborhood and have always been impressed by the police presence. We are especially thankful in these days.**

**The three of them gave us so much consideration and respect and gave us their time and energy in helping us. The Saint Anthony Police Department has always been so good to my family in our time of need and crisis. Each one of these officers showed us compassion and really cared.**

**They communicated with me and answered my phone calls, and I and my family are so very thankful to each of them for all they did. The way they handled this from the beginning to the end was amazing and I will be forever grateful to all of them for their support and kindness and being here for us.**

**I can't say enough about them and I so wanted to let you know what an outstanding job and people they are. I and my family will be forever grateful to these fine officers and I want to thank you as well for all you do for Saint Anthony and all of the staff in the Saint Anthony Police Department.**

**...but I wanted to say thank you anyhow. We appreciate the work you all do and that you sweat the small stuff so it doesn't become larger. Helps keep our community nice.**



Reaching into your own pocket to provide this person with some food and temporary shelter is what most would consider "above and beyond"....especially when you take into consideration how many similarly situated people a police officer routinely contacts.

I'm grateful to the St. Anthony Police Department for safe guarding the neighborhood. I feel confident knowing when I make a call with a concern, the issue at hand is taken care of promptly and with understanding.

I was leaving for work shortly before 8:00, and my children (ages 3 and 1) came to the front door to wave goodbye to me. That didn't last long because they saw a police car parked across the street by the park, and immediately began waving at the officer in the car. He happened to see them waving and rolled down his window to greet them. My wife let my kids sit on our front step, and the officer carried on a conversation with my children (as best as one could with kids those ages). It probably took just two minutes out of the officer's day, but it completely thrilled my kids. I just wanted to thank him for his kindness.

As you know, YOU gave our family tremendous relief by finding the person who committed the crime and then obtained a guilty plea. I am forever grateful for your work!! I will never forget the relief you gave our family.

The response was under two minutes. As a result, the prowler was stopped and identified by your officers. Both officers were very courteous and professional and helped put our neighbor's mind at ease. We appreciate your service to the community.

I just can't say enough about how wonderful he was and he deserves all kinds of credit....he did such a nice job.

## X. 2014 Accomplishments

- Reorganized the Crime Prevention Unit
- Graduated 2 more officers from the BCA Police Management Program
- Passed federal inspection of the police department
- Presented another successful Summer Survival School
- Worked with Ramsey County on the new CAD and Mobile integration to our existing RMS
- Completed department infrastructure improvements
- Developed, posted, and used our new electronic schedule
- Trained a new Threat Liaison Officer
- Updated our Field Training Manual
- Saw one new officer through probation
- eCharging for felony cases in Hennepin County

## XI. 2015 Work Plan

- Reinvent Citizens Police Academy
- Expand "Workplace Violence Initiative"
- Conduct a bike safety rodeo
- Continue Summer Survival School
- Explore officer mentoring program
- Integrate the new Ramsey County CAD and Mobile and train all officers on new system
- See new police officer through training and probation
- Train new Use of Force Instructor
- Hire new CSO
- eCharge cases in Ramsey County



*The City That Soars!*

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	March 25, 2015
<b>Agenda Item</b>	Consent F1
<b>Attachment</b>	General Disbursements and Payroll
<b>Submitted By</b>	Roland Olson, Finance Director

<b>Item</b>	General Disbursements and Payroll
<b>Description</b>	General Disbursements through 3/19/2015: \$44,627.12 Payroll through 3/15/2015: \$14,153.11
<b>Budget Impact</b>	
<b>Attachment(s)</b>	General Disbursements and Payroll
<b>Action(s) Requested</b>	Staff recommends that the Falcon Heights City Council approve general disbursements and payroll.

PACKET: 01188 ACCOUNTS PAYABLE 2015  
 VENDOR SET: 01 City of Falcon Heights  
 SEQUENCE : ALPHABETIC  
 DUE TO/FROM ACCOUNTS SUPPRESSED

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
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01-001	CAMPBELL KNUTSON					
I-201503195237		FEBRUARY LEGALS	522.00			
3/19/2015	APBNK	DUE: 3/19/2015 DISC: 3/19/2015		1099: Y		
		FEBRUARY LEGALS		101 4114-80200-000	LEGAL FEES	522.00
		=== VENDOR TOTALS ===	522.00			
=====						
01-03110	CENTURY LINK					
I-201503195231		LANDLINE - PARKS	116.10			
3/19/2015	APBNK	DUE: 3/19/2015 DISC: 3/19/2015		1099: N		
		LANDLINE - PARKS		101 4141-85011-000	TELEPHONE - LANDLINE	116.10
I-201503195232		LANDLINE - PUMP STATION	61.72			
3/19/2015	APBNK	DUE: 3/19/2015 DISC: 3/19/2015		1099: N		
		LANDLINE - PUMP STATION		601 4601-85011-000	TELEPHONE - LANDLINE	61.72
		=== VENDOR TOTALS ===	177.82			
=====						
01-06290	CITY OF ROSEVILLE					
I-219979		MARCH IT SVCS	1,286.83			
3/19/2015	APBNK	DUE: 3/19/2015 DISC: 3/19/2015		1099: N		
		MARCH IT SVCS		101 4116-85070-000	TECHNICAL SUPPORT	1,286.83
I-220012		MARCH PHONE	295.88			
3/19/2015	APBNK	DUE: 3/19/2015 DISC: 3/19/2015		1099: N		
		MARCH PHONE		101 4116-85010-000	TELEPHONE	295.88
I-220046		LASERFICHE MAINTENANCE	947.12			
3/19/2015	APBNK	DUE: 3/19/2015 DISC: 3/19/2015		1099: N		
		LASERFICHE MAINTENANCE		101 4116-85080-000	LASERFICHE MAINTENANCE	947.12
		=== VENDOR TOTALS ===	2,529.83			
=====						
01-04000	EHLERS AND ASSOCIATES					
I-66978		TIF PROJECT	1,155.00			
3/19/2015	APBNK	DUE: 3/19/2015 DISC: 3/19/2015		1099: N		
		TIF PROJECT		412 4412-81900-000	OTHER PROFESSIONAL SERVI	1,155.00
		=== VENDOR TOTALS ===	1,155.00			



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01-052	JOHNSON-POWERS,DAN					
I-201503195228		FIRE CHIEFS HAZMAT TRAINING	362.50			
3/19/2015	APBNK	DUE: 3/19/2015 DISC: 3/19/2015		1099: N		
		FIRE CHIEFS HAZMAT TRAINING		101 4124-86020-000	TRAINING	362.50
=== VENDOR TOTALS ===			362.50			
01-04570	JOSEPH, KATRINA E.					
I-38		FEB PROSECUTIONS	2,500.00			
3/19/2015	APBNK	DUE: 3/19/2015 DISC: 3/19/2015		1099: Y		
		FEB PROSECUTIONS		101 4123-80200-000	LEGAL FEES	2,500.00
=== VENDOR TOTALS ===			2,500.00			
01-05404	KURHAJETZ, CLEM					
I-201503195235		KITCHEN/CLEANING SUPPLIES	63.35			
3/19/2015	APBNK	DUE: 3/19/2015 DISC: 3/19/2015		1099: N		
		KITCHEN/CLEANING SUPPLIES		101 4124-70100-000	SUPPLIES	63.35
=== VENDOR TOTALS ===			63.35			
01-05233	LISA LYNN CONSULTING INC					
I-COFH:4:15		PERSONNEL CONSULTING	450.00			
3/19/2015	APBNK	DUE: 3/19/2015 DISC: 3/19/2015		1099: Y		
		PERSONNEL CONSULTING		101 4112-80330-000	CONSULTANT	450.00
=== VENDOR TOTALS ===			450.00			
01-05440	LOFFLER COMPANIES, INC					
16668113		MARCH COPIER CHARGES	237.91			
3/19/2015	APBNK	DUE: 3/19/2015 DISC: 3/19/2015		1099: N		
		MARCH COPIER CHARGES		101 4112-87000-000	REPAIR OFFICE EQUIPMENT	237.91
=== VENDOR TOTALS ===			237.91			
01-05555	MEDICS TRAINING					
I-9764		EMT / EMR TRAINING	550.00			
3/19/2015	APBNK	DUE: 3/19/2015 DISC: 3/19/2015		1099: N		
		EMT / EMR TRAINING		101 4124-86020-000	TRAINING	550.00
=== VENDOR TOTALS ===			550.00			

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
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01-0670		METRO PRODUCTS INC				
I-106340		SHOP SUPPLIES	89.52			
3/19/2015	APBNK	DUE: 3/19/2015 DISC: 3/19/2015		1099: N		
		SHOP SUPPLIES		101 4131-70110-000	SUPPLIES	89.52
=== VENDOR TOTALS ===			89.52			
=====						
01-05273		MN PUBLIC EMPLOYEES INSURANCE				
I-201503195233		APRIL HEALTH INSURANCE	7,427.36			
3/19/2015	APBNK	DUE: 3/19/2015 DISC: 3/19/2015		1099: N		
		APRIL HEALTH INSURANCE		101 4112-89000-000	MISCELLANEOUS	7,427.36
=== VENDOR TOTALS ===			7,427.36			
=====						
01-05531		OFFICETEAM				
I-42479263		FRONT OFFICE RECEPTIONIST	689.04			
3/19/2015	APBNK	DUE: 3/19/2015 DISC: 3/19/2015		1099: N		
		FRONT OFFICE RECEPTIONIST		101 4112-60520-000	PART-TIME EMPLOYEES	689.04
I-42522339		FRONT OFFICE RECEPTIONIST	843.03			
3/19/2015	APBNK	DUE: 3/19/2015 DISC: 3/19/2015		1099: N		
		FRONT OFFICE RECEPTIONIST		101 4112-60520-000	PART-TIME EMPLOYEES	843.03
=== VENDOR TOTALS ===			1,532.07			
=====						
01-06185		RAMSEY COUNTY				
I-PRRLG-001322		4TH QTR ELECTION CONTRACT PYM	4,475.00			
3/19/2015	APBNK	DUE: 3/19/2015 DISC: 3/19/2015		1099: N		
		4TH QTR ELECTION CONTRACT PYMT		101 4115-80300-000	ELECTION CONTRACT	4,475.00
=== VENDOR TOTALS ===			4,475.00			
=====						
01-06483		SENTRY SYSTEMS, INC.				
I-700967		MONITORING SERVICES	94.50			
3/19/2015	APBNK	DUE: 3/19/2015 DISC: 3/19/2015		1099: N		
		MONITORING SERVICES		101 4131-87100-000	PANIC BUTTON SECURITY	94.50
=== VENDOR TOTALS ===			94.50			

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
01-0551	ANDREW TEMME						
I-201503195236		FIRE TRUCK PUMP TNG - MANKATO	301.73				
3/19/2015	APBNK	DUE: 3/19/2015 DISC: 3/19/2015		1099: N			
		FIRE TRUCK PUMP TRAINING		101 4124-86020-000	TRAINING		301.73
=== VENDOR TOTALS ===			301.73				
01-00878	US BANCORP						
I-201503195229		INTERVIEW AND WORKSHOP FOOD	174.88				
3/19/2015	APBNK	DUE: 3/19/2015 DISC: 3/19/2015		1099: N			
		INTERVIEW AND WORKSHOP FOOD		101 4112-70100-000	SUPPLIES		174.88
I-201503195230		LMC CONFERENCE PARKING	7.50				
3/19/2015	APBNK	DUE: 3/19/2015 DISC: 3/19/2015		1099: N			
		LMC CONFERENCE PARKING		101 4112-86010-000	MILEAGE & PARKING		7.50
=== VENDOR TOTALS ===			182.38				
01-05870	XCEL ENERGY						
I-201503195234		ELECTRIC/GAS	5,466.88				
3/19/2015	APBNK	DUE: 3/19/2015 DISC: 3/19/2015		1099: N			
		ELECTRIC		209 4209-85020-000	STREET LIGHTING POWER		2,405.80
		ELECTRIC		601 4601-85020-000	ELECTRIC		79.66
		ELECTRIC		101 4131-85020-000	ELECTRIC		523.41
		GAS		101 4131-85030-000	NATURAL GAS		1,374.70
		ELECTRIC/GAS		101 4141-85020-000	ELECTRIC/GAS		1,083.31
=== VENDOR TOTALS ===			5,466.88				
01-07194	ZARNOTH BRUSH WORKS						
153679-IN		BROOM REFILL/CABLEWRAP	369.00				
3/19/2015	APBNK	DUE: 3/19/2015 DISC: 3/19/2015		1099: N			
		BROOM REFILL/CABLEWRAP		602 4602-83025-000	SWEEPER PARTS/SUPPLIES		369.00
=== VENDOR TOTALS ===			369.00				
=== PACKET TOTALS ===			28,486.85				

-----ID-----				GROSS	P.O. #			
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION	
=====								
01-0255		AMERICAN OFFICE PRODUCTS						
I-1706		LETTERHEAD ENVELOPES	342.80					
3/13/2015	APBNK	DUE: 3/13/2015 DISC: 3/13/2015		1099: N				
		LETTERHEAD ENVELOPES		101 4112-70100-000	SUPPLIES			342.80
		=== VENDOR TOTALS ===	342.80					
=====								
01-00250		AMERIPRIDE SERVICES						
I-1003058900		LINEN CLEANING	37.09					
3/13/2015	APBNK	DUE: 3/13/2015 DISC: 3/13/2015		1099: N				
		LINEN CLEANING		101 4124-82011-000	LINEN CLEANING			37.09
		=== VENDOR TOTALS ===	37.09					
=====								
01-03123		CINTAS CORPORATION #470						
I-470523139		SHOP TOWELS/MATS/SOAP	45.24					
3/13/2015	APBNK	DUE: 3/13/2015 DISC: 3/13/2015		1099: N				
		SHOP TOWELS/MATS/SOAP		101 4131-70110-000	SUPPLIES			45.24
I-470549554		SHOP MATS	45.24					
3/13/2015	APBNK	DUE: 3/13/2015 DISC: 3/13/2015		1099: N				
		SHOP MATS		101 4131-70110-000	SUPPLIES			45.24
		=== VENDOR TOTALS ===	90.48					
=====								
01-03120		CITY OF WHITE BEAR						
I-9702		2015 GIS FEES	535.32					
3/13/2015	APBNK	DUE: 3/13/2015 DISC: 3/13/2015		1099: N				
		2015 GIS FEES		101 4117-80500-000	GIS SUPPORT			535.32
		=== VENDOR TOTALS ===	535.32					
=====								
01-05352		SHAILA CUNNINGHAM						
I-201503135225		YOGA INSTRUCTOR	547.60					
3/13/2015	APBNK	DUE: 3/13/2015 DISC: 3/13/2015		1099: Y				
		YOGA INSTRUCTOR		201 4201-87700-000	INSTRUCTOR-SPECIALTY CLA			547.60
		=== VENDOR TOTALS ===	547.60					

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
=====							
01-0527		DELEGARD TOOL COMPANY					
I-983906		MICRO RATCHET / BIT SET	19.52				
3/13/2015	APBNK	DUE: 3/13/2015 DISC: 3/13/2015		1099: N			
		MICRO RATCHET / BIT SET		101 4131-70110-000	SUPPLIES		19.52
		=== VENDOR TOTALS ===	19.52				
=====							
01-04061		FALCON HEIGHTS FIRE RELIEF					
I-201503135226		FIRE RELIEF PASS THROUGH PYMT	2,000.00				
3/13/2015	APBNK	DUE: 3/13/2015 DISC: 3/13/2015		1099: N			
		FIRE RELIEF PASS THROUGH PYMT		101 4125-64040-000	FIRE RELIEF AID		2,000.00
		=== VENDOR TOTALS ===	2,000.00				
=====							
01-05190		HYDRAULIC SPECIALTY CO					
I-9049952998		DUMP TRUCK SPREADER MOTOR	180.12				
3/13/2015	APBNK	DUE: 3/13/2015 DISC: 3/13/2015		1099: N			
		DUMP TRUCK SPREADER MOTOR		101 4132-87000-000	REPAIR EQUIPMENT		180.12
		=== VENDOR TOTALS ===	180.12				
=====							
01-05468		MN DEPT OF HEALTH					
I-201503135223		WASTE WATER TRAINING - TIM	23.00				
3/13/2015	APBNK	DUE: 3/13/2015 DISC: 3/13/2015		1099: N			
		WASTE WATER TRAINING - TIM		601 4601-86100-000	TRAINING		23.00
		=== VENDOR TOTALS ===	23.00				
=====							
01-06053		OREILLY AUTO PARTS					
I-201503135224		SHOP REPAIRS / SUPPLIES	165.65				
3/13/2015	APBNK	DUE: 3/13/2015 DISC: 3/13/2015		1099: N			
		REPAIR DUMP TRUCK		101 4132-87000-000	REPAIR EQUIPMENT		104.04
		REPAIR AIR COMPRESSOR		101 4132-87000-000	REPAIR EQUIPMENT		32.63
		MISC SHOP SUPPLIES		101 4132-70120-000	SUPPLIES		28.93
		=== VENDOR TOTALS ===	165.65				
=====							
01-06190		RAMSEY COUNTY - HAZARDOUS WAST					
I-PHEH-038759		ANNUAL HAZARDOUS WASTE LICENS	84.50				
3/13/2015	APBNK	DUE: 3/13/2015 DISC: 3/13/2015		1099: N			
		ANNUAL HAZARDOUS WASTE LICENSE		101 4131-89000-000	MISCELLANEOUS		84.50
		=== VENDOR TOTALS ===	84.50				

PACKET: 01186 ACCOUNTS PAYABLE 2015  
VENDOR SET: 01 City of Falcon Heights  
SEQUENCE : ALPHABETIC  
DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-0301	SAMS CLUB MC/SYNCB					
I-201503135227		KITCHEN SUPPLIES	68.89			
3/13/2015	APBNK	DUE: 3/13/2015 DISC: 3/13/2015		1099: N		
		KITCHEN SUPPLIES		101 4131-70110-000	SUPPLIES	68.89
=== VENDOR TOTALS ===			68.89			
01-07194	ZARNOTH BRUSH WORKS					
I-153560-IN		DRIVE HUB FOR JD BROOM	74.00			
3/13/2015	APBNK	DUE: 3/13/2015 DISC: 3/13/2015		1099: N		
		DRIVE HUB FOR JD BROOM		602 4602-83025-000	SWEEPER PARTS/SUPPLIES	74.00
=== VENDOR TOTALS ===			74.00			
=== PACKET TOTALS ===			4,168.97			

federal withholdings	5372.02
state withholdings	832.64
Pera	2708.11
ICMA	1850.00

total	14,931.74
-------	-----------

PACKET: 01183 Regular Payables  
VENDOR SET: 01 City of Falcon Heights  
SEQUENCE : ALPHABETIC  
DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01 250		AMERIPRIDE SERVICES				
I-1003045982		LINEN CLEANING	37.09			
3/06/2015	APBNK	DUE: 3/06/2015 DISC: 3/06/2015		1099: N		
		LINEN CLEANING		101 4124-82011-000	LINEN CLEANING	37.09
=== VENDOR TOTALS ===			37.09			
01-03123		CINTAS CORPORATION #470				
I-470546206		SHOP SOAP/MATS/TOWELS	99.09			
3/06/2015	APBNK	DUE: 3/06/2015 DISC: 3/06/2015		1099: N		
		SHOP SOAP/MATS/TOWELS		101 4131-70110-000	SUPPLIES	99.09
=== VENDOR TOTALS ===			99.09			
01-05585		METROPOLITAN AREA MANAGEMENT A				
I-1757		JAN MEETING - BART	20.00			
3/06/2015	APBNK	DUE: 3/06/2015 DISC: 3/06/2015		1099: N		
		JAN MEETING - BART		101 4112-86100-000	CONFERENCES/EDUCATION/AS	20.00
=== VENDOR TOTALS ===			20.00			
01-07263		NEXTEL COMMUNICATIONS, INC				
I-172868921-120		CELL PHONE - FIRE TRKS	52.63			
3/06/2015	APBNK	DUE: 3/06/2015 DISC: 3/06/2015		1099: N		
		CELL PHONE - FIRE TRKS		101 4124-85015-000	CELL PHONE	52.63
=== VENDOR TOTALS ===			52.63			
01 185		RAMSEY COUNTY				
201503065221		TIF PYMT RECEIVED AFTER CLOSE	64.34			
3/06/2015	APBNK	DUE: 3/06/2015 DISC: 3/06/2015		1099: N		
		TIF PYMT RECEIVED AFTER CLOSED		412 20200-000	ACCOUNTS PAYABLE	64.34
I-RISK-001709		MARCH DENTAL/LIFE/DISAB. INSU	935.38			
3/06/2015	APBNK	DUE: 3/06/2015 DISC: 3/06/2015		1099: N		
		MARCH DENTAL/LIFE/DISAB. INSUR		101 4112-89000-000	MISCELLANEOUS	935.38
=== VENDOR TOTALS ===			999.72			
=== PACKET TOTALS ===			1,208.53			



March 2015 Statement 02/10/2015 - 03/09/2015

Page 2 of 3

CITY OF FALCON HEIGHT (CPN 001055690)

Cardmember Service 1-866-485-4545



Important Messages

Paying Interest: You have a 24 to 30 day interest-free period for Purchases provided you have paid your previous balance in full by the Payment Due Date shown on your monthly Account statement. In order to avoid additional INTEREST CHARGES on Purchases, you must pay your new balance in full by the Payment Due Date shown on the front of your monthly Account statement.

There is no interest-free period for transactions that post to the Account as Advances or Balance Transfers except as provided in any Offer Materials. Those transactions are subject to interest from the date they post to the Account until the date they are paid in full.

Did you know...you can count on US for customizable spending reports? ScoreBoard is an online tool that helps you track and monitor spend on your U.S. Bank Business Edge™ credit card account. Easily access ScoreBoard from your online Account Summary page. Learn more at usbank.com/scoreboard.

Transactions FISCHER, BART J Credit Limit \$18000

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
<b>Purchases and Other Debits</b>					
02/27	02/26	3592	JIMMY JOHN'S # 305 - M 651-6471999 MN	\$30.00	Credit Workshop
03/04	03/03	7198	ROSEVILLE CUB FOODS ROSEVILLE MN	\$7.32	Admin. Interview
03/05	03/04	7299	JIMMY JOHN'S # 305 - M 651-6471999 MN	\$137.56	Admin. Interview
03/09	03/05	5083	CAP CITY - DAILY MINNEAPOLIS MN	\$7.50	Line Conf.
<b>Total for Account 4798 5312 0987 3100</b>				<b>\$182.38</b>	per ledger

Transactions BILLING ACCOUNT ACTIVITY

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
<b>Payments and Other Credits</b>					
02/20	02/20	0068	BRANCH PAYMENT THANK YOU	\$196.50CR	
				<b>\$196.50CR</b>	

2015 Totals Year-to-Date	
Total Fees Charged in 2015	\$0.00
Total Interest Charged in 2015	\$0.00



#	NAME	AMOUNT
01-1004	BART J FISCHER	2,598.83
01-1017	TIMOTHY J SANDVIK	1,399.83
01-1019	KATHLEEN N THRASHER	227.42
01-1136	ROLAND O OLSON	1,643.66
01-1156	ERICA L HEBL	264.18
01-1018	PAUL A MORETTO	777.99
01-0085	DANIEL S JOHNSON-POWERS	84.13
01-0086	RICHARD H HINRICHS	89.81
01-0087	MICHAEL A MCKAY	89.42
01-0095	MICHAEL J POESCHL	961.01
01-0105	ANTON M FEHRENBACH	117.47
01-0106	SCOTT A TESCH	33.44
01-0123	BRYAN R SULLIVAN	479.73
01-0124	MICHAEL D KRUSE	126.87
01-0132	ANDREW K TEMME	61.43
01-0133	MICHAEL A TESTER	67.66
01-1030	TIMOTHY J PITTMAN	1,620.79
01-1033	DAVE TRETSVEN	1,415.73
01-1143	COLIN B CALLAHAN	1,439.27
TOTAL PRINTED:	19	13,498.67

3-11-2015 7:28 AM PAYROLL CHECK REGISTER  
PAYROLL NO: 01 City of Falcon Heights

PAGE: 1  
PAYROLL DATE: 3/11/2015

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
	ANDERSON, KEVIN	R	3/11/2015	55.98	083837
0057	GAFFNEY, PATRICK	R	3/11/2015	106.12	083838
0119	WICK, JEFFREY M	R	3/11/2015	72.70	083839
0126	SMITH, BENJAMIN J	R	3/11/2015	94.13	083840
0130	RABEK, PAUL A	R	3/11/2015	108.06	083841
0131	THOMAS, DAVID M	R	3/11/2015	55.98	083842
0172	ARCAND, MICHAEL W	R	3/11/2015	161.47	083843

3-11-2015 7:28 AM PAYROLL CHECK REGISTER  
PAYROLL NO: 01 City of Falcon Heights

PAGE: 2  
PAYROLL DATE: 3/11/2015

\*\*\* REGISTER TOTALS \*\*\*

REGULAR CHECKS:	7	654.44
DIRECT DEPOSIT REGULAR CHECKS:	19	13,498.67
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	26	14,153.11

\*\*\* NO ERRORS FOUND \*\*\*

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## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	March 25, 2015
<b>Agenda Item</b>	Consent F2
<b>Attachment</b>	-Employment Agreement
<b>Submitted By</b>	Mayor Peter Lindstrom

<b>Item</b>	Appointment of City Administrator and approval of subsequent Employment Agreement
<b>Description</b>	After reviewing 40 applications and conducting 2 rounds of interviews, the City Council of Falcon Heights recommends the hiring of Sack Thongvanh for the vacant City Administrator position.
<b>Budget Impact</b>	This is a budgeted position.
<b>Attachment(s)</b>	-Employment Agreement
<b>Action(s) Requested</b>	Appoint Sack Thongvanh the City Administrator of Falcon Heights beginning on April 27, 2015, and approving the subsequent Employment Agreement with Mr. Thongvanh.

# EMPLOYMENT AGREEMENT

**AGREEMENT** made this \_\_\_\_ day of \_\_\_\_\_, 2015, by and between the **CITY OF FALCON HEIGHTS**, a Minnesota municipal corporation ("Employer"), and **SACK THONGVANH** ("Employee").

The parties agree as follows:

**1. POSITION.** Employer agrees to employ Employee as its City Administrator. Employee agrees to serve as City Administrator in accordance with state statutes and City ordinances and to perform such other legally permissible and proper duties and functions as the City Council shall from time to time assign.

**2. PENSION PLAN.** Employer shall contribute to PERA as required by State law for Employee or an alternate pension plan, if selected by Employee, authorized by State law.

**3. SALARY.** Employer shall pay Employee a salary of \$90,000.00 per year commencing April 27, 2015. Employee's salary may be adjusted thereafter from time to time by the City Council without amending this Agreement. The City will provide Employee an annual performance review.

**4. SENORITY.** For purposes of employment benefits such as sick leave, vacation leave, and the like, Employee will be credited with having completed ten (10) years of employment with the City upon Employee's first day of employment.

**5. SICK LEAVE.** Effective upon Employee's first day of employment, Employee shall be credited with fifteen (15) days of accrued sick leave. Thereafter, Employee shall accrue sick leave in accordance with the City's personnel policies.

**6. VACATIONS.** Effective upon Employee's first day of employment, Employee shall be credited with fifteen (15) days of accrued vacation leave. Thereafter, Employee shall accrue vacation leave in accordance with the City's personnel policies.

**7. HOLIDAYS.** Employer shall provide Employee the same holidays as enjoyed by other non-union employees.

**8. GENERAL INSURANCE.** Employer shall provide Employee the same group insurance benefits as provided to all other non-union employees.

**9. CELL PHONE.** The city shall reimburse Employee \$60 per month for use of his personal cell phone for City business.

**10. DUES AND SUBSCRIPTIONS.** Employer shall budget and pay the professional dues and subscriptions for Employee which are deemed reasonable and necessary for Employee's continued participation in national, regional, state and local associations necessary and desirable for Employee's continued professional participation, growth and advancement, e.g. International City/County Management Association, Minnesota City/County Management Association, League of Minnesota Cities.

**11. PROFESSIONAL DEVELOPMENT.** Employer shall budget and pay necessary and reasonable registration, travel and subsistence expenses of Employee for professional and official travel, meetings and occasions adequate to continue the professional development of Employee and to adequately pursue necessary official and other committees thereof which Employee serves as a member. Employee shall use good judgment in Employee's outside activities so Employee will not neglect the primary duties to the Employer.

**12. CIVIC CLUB MEMBERSHIP.** Employer recognizes the desirability of representation in and before local civic and other organizations. Employee is authorized to

become a member of such civic clubs or organizations as deemed appropriate by Employee and Employer; and at Employer's expense.

**13. AUTOMOBILE.** Employee shall be paid on a reimbursement basis for the use of Employee's personal automobile for Employer business. Mileage shall be submitted on a quarterly basis. Reimbursement shall be based on the current IRS mileage reimbursement rate.

**14. GENERAL EXPENSES.** Employer shall reimburse Employee reasonable miscellaneous job related expenses which it is anticipated Employee will incur from time to time when provided appropriate documentation.

**15. HOURS OF WORK.** It is understood that the position of City Administrator requires attendance at evening meetings and occasionally at weekend meetings. It is understood by Employee that additional compensation and compensatory time shall not be allowed for such additional expenditures of time. It is further understood that Employee may absent himself/herself from the office to a reasonable extent in consideration of extraordinary time expenditures for evening and weekend meetings at other than normal working hours.

**16. OTHER CONDITIONS OF EMPLOYMENT.** The City's ordinances, City Employee policies, and City Employee Handbook, as may be amended from time to time, are all incorporated herein except to the extent that they conflict with this Employment Agreement.

**17. TERMINATION BENEFITS.** In the event that Employee is terminated by the Employer during such time that Employee is willing and able to perform the duties of City Administrator, then in that event, Employer agrees to pay Employee four (4) months salary, payable on a by-weekly basis, and to continue to provide and pay for the benefits set forth in paragraph 8 for a period of four (4) months following termination. However, in the event Employee is terminated because of his/her malfeasance in office, gross misconduct, conviction

for a felony, or conviction for an illegal act involving personal gain to Employee, then Employer shall have no obligation to pay the termination benefits.

If Employer at any time during the employment term reduces the salary or other financial benefits of Employee in a greater percentage than across-the-board reduction for all non-union employees, or if Employer refuses, following written notice, to comply with any other provisions of this Agreement benefiting Employee or Employee resigns following a formal suggestion by Employer that he/she resign, then Employee may, at his/her option, be deemed to be "terminated" on the effective date of Employee's resignation and the Employee shall also be entitled to receive the termination benefits set forth above.

If Employee voluntarily resigns his position with Employer, Employee agrees to give the Employer forty-five (45) days advance notice. If Employee voluntarily resigns his/her position with Employer, no termination benefits shall be paid to Employee. If Employee does not give Employer at least forty-five (45) days advance notice of Employee's resignation, Employee will not be paid any accrued and unused sick and vacation leave pay otherwise payable to Employee.

**18. GENERAL CONDITIONS OF EMPLOYMENT.** Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Employer to terminate the services of Employee at any time, for any reason, subject only to the provisions of this Agreement and statutory requirements. Furthermore, nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Employee to resign at any time from his/her position with Employer, subject only to the provisions of this Agreement.

**IN WITNESS WHEREOF**, Employer has caused this Agreement to be signed and executed on its behalf by its Mayor and City Clerk, and Employee has signed this Agreement, in duplicate, the day and year first written above.

CITY OF FALCON HEIGHTS

EMPLOYEE

BY: \_\_\_\_\_  
Peter Lindstrom, Mayor

\_\_\_\_\_  
Sack Thongvanh

AND

\_\_\_\_\_  
City Clerk





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## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	March 25, 2015
<b>Agenda Item</b>	Consent F3
<b>Attachment</b>	N/A
<b>Submitted By</b>	Bart Fischer, City Administrator

<b>Item</b>	Appointment of an Interim City Administrator
<b>Description</b>	Current City Administrator Bart Fischer will be leaving his role as of Friday, March 27, 2015. New City Administrator Sack Thongvanh is not expected to start in the role until April 27, 2015. Staff recommends the City Council appoint Public Works Director Tim Pittman as the Interim City Administrator from March 28, 2015, through April 26, 2015.
<b>Budget Impact</b>	It is recommended that Tim Pittman's salary be increased to \$90,000 only during this time. This increase is available in the 2015 Budget.
<b>Attachment(s)</b>	N/A
<b>Action(s) Requested</b>	Appoint Tim Pittman the Interim City Administrator of Falcon Heights beginning on March 28, 2015, and ending on April 26, 2015, and increase Mr. Pittman's salary to \$90,000 only during this time period.

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## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	March 25, 2015
<b>Agenda Item</b>	Consent F4
<b>Attachment</b>	
<b>Submitted By</b>	Roland Olson, Finance Director

<b>Item</b>	Designated Signor for city funds, investments, and transfers by Interim City Administrator/City Clerk.
<b>Description</b>	In accordance with Minnesota Statute 412.271 the Mayor and City Clerk are required to be the designated signors for any orders drawn on the city's funds. The signors currently are Mayor Peter Lindstrom and City Administrator/City Clerk Bart Fischer. Bart Fischer's last official day as City Administrator and City Clerk will be March 27, 2015. Bart Fischer's authority to be a designated signor on the city's funds needs to be rescinded as of close of business on March 27, 2015. The interim City Administrator and City Clerk will be Timothy Pittman. The city council needs to authorize Timothy Pittman to be a designated signor, effective March 27, 2015, for orders drawn on city funds and also be authorized to deposit general and other funds and handle investments and transfers of funds for the City of Falcon Heights for the period of time that he is appointed in these positions.
<b>Budget Impact</b>	NA
<b>Attachment(s)</b>	NA
<b>Action(s) Requested</b>	Rescind Bart Fischer as designated signor on the city's funds and rescind his authority to deposit general funds and other funds and handle investments and transfers of funds for the city at the close of business on March 27, 2015. Authorize Timothy Pittman as Interim City Administrator and City Clerk to be a designated signor on orders drawn on city funds and also grant authority to deposit general and other funds and handle investments and transfers of funds for the period of time as determined by the city council.

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## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	March 25, 2015
<b>Agenda Item</b>	Consent F5
<b>Attachment</b>	Proposal of removing materials
<b>Submitted By</b>	Tim Pittman - Public Works Director Tim Sandvik - Deputy Clerk/Rec Supervisor

<b>Item</b>	Curtiss Field preparation for new playground structure with KaBOOM and future park plan developments
<b>Description</b>	Additional removal of existing concrete, pavement, playground structure and fence to be removed during the removal of existing building that was approved by council.
<b>Budget Impact</b>	\$13,700
<b>Attachment(s)</b>	Proposal of removing materials and existing items, including map.
<b>Action(s) Requested</b>	Staff has received direction from council to continue with site preparation and have attached a proposal for work by Benteson Companies and recommends council approves further removal of above mentioned materials.



P.O. Box 335 Big Lake, Minnesota 55309 Phone: 763-263-3100 or Fax: 763-241-1798  
Website: www.brentesoncompanies.com - Email: info@brentesoncompanies.com

## PROPOSAL

To: City of Falcon Heights	Work Site: Curtis Field Pavilion Demo
Attn: Tim Pittman	Attn:
Address:	Address:
City/St/Zip:	City/St/Zip: Flacon Heights, MN
Phone: 612-366-2307	Date of Plan: No Plan
Fax: 651-792-7610	Addenda:

QUOTATION #: 2

DATE: 03/19/2015

We hereby propose to furnish the material and perform the labor necessary for completion of the project as follows:

**Inclusions:**

- Additional sidewalk, curb and asphalt demolition, as directed by Matt Pittman, in onsite meeting on March 16<sup>th</sup>, 2015.
- Approximately 427 SY sidewalk, 360 LF Curb and 183 SY Asphalt.
- Onsite Sketch is attached.

**Exclusions:** Dislocating/removal of small utilities; removal/relocate Water Service; Hauling of trees or brush; hidden and buried debris; soil correction; Class 5; Asphalt Paving; Concrete Paving; handling of testing of contaminated soil; damage to public or private utilities, except those correctly marked by Gopher State One Call; locating private utilities; winter conditions; Spring Road Restrictions; soil conditioning; Importing/placing of topsoil; exporting soil; sand cushion; vapor barrier; drain tile; soil testing; staking; dewatering; tree protection fence; lawn restoration; temporary erosion control; concrete wash out; trench drains and sump basket; Sanitary Sewer or Storm Sewer Connections at Building; SAC/WAC; Permits; Bond.

All material is guaranteed to be as specified and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workman-like manner for the sum of:

**Bid: \$ 13,700.00**

**This Proposal is valid for 30 days from the date prepared and noted above.**

**This Proposal shall become part of any Contract, as an Exhibit.** Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders and will be an extra charge over and above the estimate. All Agreements are contingent upon strikes, accidents, or delays beyond our control. Owner is to carry fire, tornado and other necessary insurance on above work. Workman's Compensations and Public Liability Insurance on above work is to be taken out by Brenteson Companies, Inc.

Quotation prepared by: \_\_\_\_\_  
Matthew Brenteson, BRENTESON COMPANIES, INC.

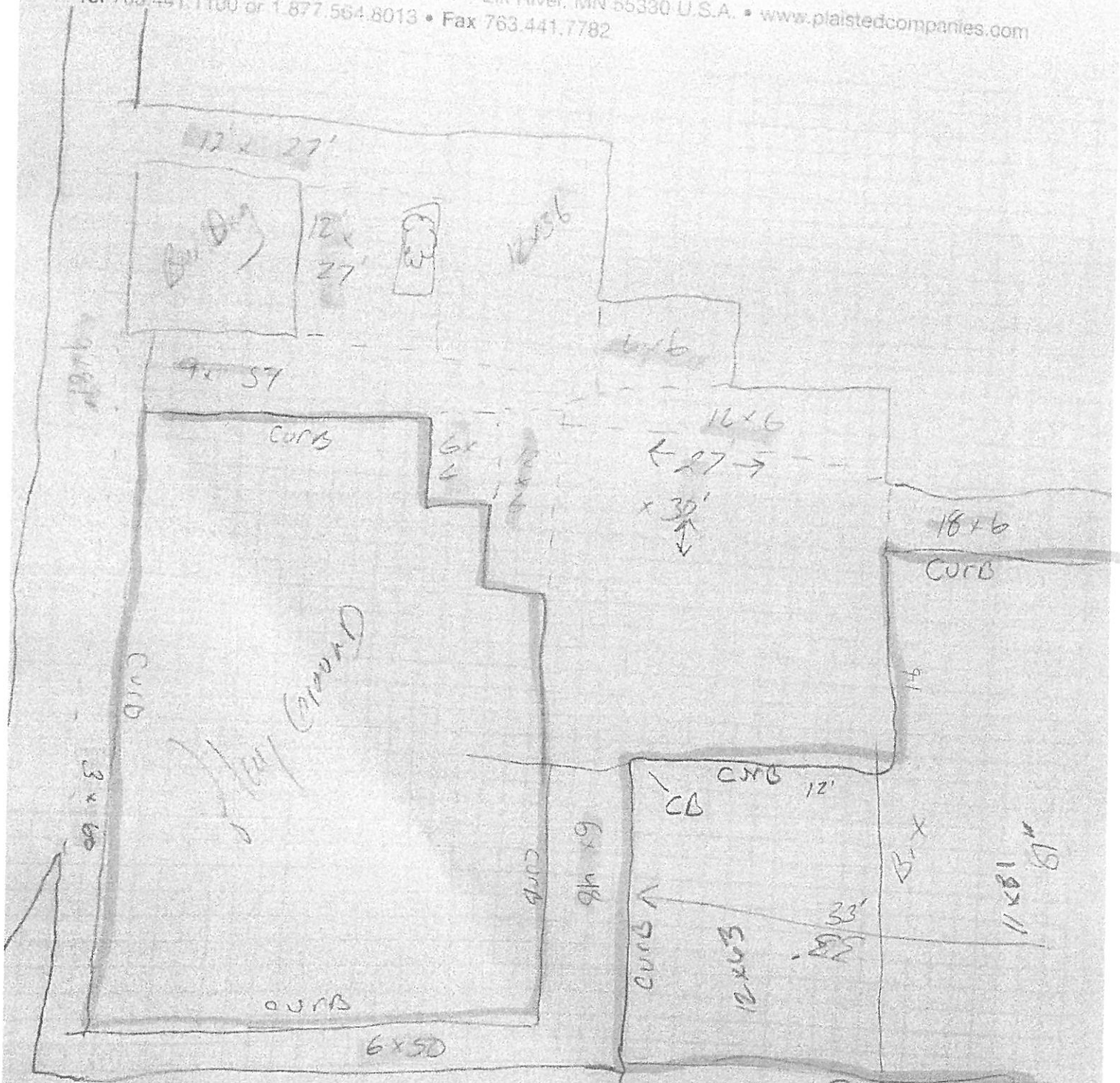
Quotation accepted by: \_\_\_\_\_  
Please sign and date above to accept this Quotation. Date



# Plaisted Companies

INCORPORATED

P.O. Box 332 • 11555 205th Avenue NW • Elk River, MN 55330 U.S.A. • www.plaistedcompanies.com  
 Tel 763.441.1100 or 1.877.564.8013 • Fax 763.441.7782



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- horticultural Products • Growers mix • Composted pine bark • Coarse & Fine peat • Premium garden mix
- andscape Products • Allan & Keystone retaining wall block • Borgert pavers • Masonry tools • Decorative rock
- and & Gravel • Mason sand • Road gravel • Rock • Black dirt • CU-Structural Tree Soil • Rain garden mixes
- ecast • Septic tanks & accessories • Sewer rock • Mound sand • Soil cover • Stone Strong retaining wall block

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**CITY OF FALCON HEIGHTS  
COUNCIL RESOLUTION**

March 25, 2015

No. 15-06

-----

**Resolution Proclaiming National Service Day**

**WHEREAS**, Participants take part in service organizations and activities that support local government and community members through volunteerism; and

**WHEREAS**, Volunteerism builds community morale while assisting local government in a cost-effective way; and

**WHEREAS**, 38% of Minnesotans volunteer, making them 4<sup>th</sup> among the 50 states; and

**WHEREAS**, 171.8 billion hours and \$3.7 billion were contributed to volunteerism in Minnesota in 2011; and

**WHEREAS**, Mayors across the country will thank those who serve and recognize the impact made by those who serve on the first-ever Mayors Day of Recognition for National Service.

**NOW, THEREFORE BE IT RESOLVED**, that the Falcon Heights City Council does hereby proclaim April 7, 2015 as NATIONAL SERVICE DAY in appreciation of the services provided by volunteers throughout the City of Falcon Heights.

-----

Moved by:

Approved by: \_\_\_\_\_  
Peter Lindstrom, Mayor  
March 25, 2015

LINDSTROM        \_\_\_\_\_    In Favor  
BROWN THUNDER  
HARRIS            \_\_\_\_\_    Against  
LONG  
MERCER-TAYLOR

Attested by: \_\_\_\_\_  
Bart Fischer  
City Administrator  
March 25, 2015