

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

AGENDA

September 27, 2017 at 7:00 P.M.

- A. CALL TO ORDER:
- B. ROLL CALL: LINDSTROM ___ HARRIS ___ BROWN THUNDER ___
FISCHER ___ GUSTAFSON ___

STAFF PRESENT: THONGVANH___
- C. PRESENTATION
- D. APPROVAL OF MINUTES:
 - 1. August 6, 2017 City Council Work Session Meeting Minutes
 - 2. August 23, 2017 City Council Meeting Minutes
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA:
 - 1. General Disbursements through: 9/19/17 \$531,016.55
Payroll through: 9/15/17 \$20,046.69
 - 2. Inter-Fund Loan Repayment From 2017 PMP
 - 3. Budget Amendment for Fund 427
- G. POLICY ITEMS:
 - 1. Adopt 2018 Preliminary Levy
- H. INFORMATION/ANNOUNCEMENTS:
 - 1. Weekly Police Reports – Can Now Be Found At:
http://www.falconheights.org/index.asp?SEC=75B3E8BB-785B-4048-B543-995BAE0716A5&Type=B_BASIC
- I. COMMUNITY FORUM:
- J. ADJOURNMENT:

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Falcon Heights City Council Workshop

City Hall
2077 W Larpenteur Ave.
6:30 p.m.

MINUTES

Wednesday, September 6, 2017

Council Present: Mayor Lindstrom; Council Member Brown Thunder, Council Member Harris, Council Member, Gustafson, Council Member Fischer; City Administrator Thongvanh, Pittman, Olson, Sandvik, O'Connor, and Hinrichs

Call to order: 6:30 pm

1) Permitted Parking – Falcon Woods

There has been no parking installed in the south loop of falcon woods. There has been a petition submitted for the rest of Moore St. If each street individually petitions, that requires a public hearing for each petition. The Council can move to put permitted parking in the whole area south of Roselawn without a petition. The Council would like to consider a public hearing and sending a notice of the proposed permitted parking area. This will be an opportunity to get feedback from residents that are in support or opposed to the permitted parking on their streets. This public hearing would take place at an October Council meeting.

2) 2018 Proposed Budget

The city received an increase in fiscal disparity. There is also an increase in LGA to \$600,000. There is \$10,000 allocated in the administrative fund for the potential to utilize that, in conjunction, with funds from grants for a part-time staff to do the Task Force Recommendations work.

- Fund 116- Communication Expenditures: The changes have been made to split up the actual cost of i-net services between administrative, public works, and the fire department. This will guide discussions with Lauderdale about the fire contract.
- Fund 122- Police Expenditures: We're looking at a large increase to about \$1.2 million. There were discussions with the Patrol Supervisor for Ramsey County about the Task Force Recommendations. There are recommendations that they're already doing, some that they're willing to do, and a few that they will not do. They have many oversight boards, so that is one thing that they do not want to add to. We are slotted to pay for .6 of an FTE for Ramsey Co. Sherriff's Office.
- Special Revenues- Parks and Programming: We have limited space since we no longer have a building at Curtiss or can utilize Falcon Heights Elementary as they are doing some remodeling. We face challenges of not being able to put on programming with all of the benefits that Roseville has. There has been some decreases in park program registrations, but there has been an increase in building and field rentals. If anything moves forward with the Community Park building, there would need to be plan in place. For a new building, it would be estimated at 2-3 million. Other improvements that have been discussed is the installation of a half basketball court at Curtiss field. That would be estimated at \$15-20,000.
- Fund 132- Street Expenditures: Costs have been kept low, but there need to be considerations for the capital funds and replacement of trucks. This would likely be coordinated with Ramsey County's cycle of when they will sell their trucks which will likely be 2018-2019.
- Fund 124- There is a requested 12% increase for salaries to be comparable with salaries within the county. Comparisons can be seen in the Fire Study that was done in 2012. Little Canada is a comparable sized fire department with a similar call volume. This year, the department did really well with receiving grant money due to an increase of funds available. There are other areas that would be considered for

improvement (i.e. re-carpeting in the fire department and a second truck to meet ISO standards). It was agreed upon that the increase will be consistent with the increase for other staff of 5% for on-call and drill. But no change for administrative.

- The options presented, with counsel from auditors and financial advisors, is to take from the sanitary sewer fund to offset the debt service. This would reduce our annual expenses by \$23,000 for the 2013 street project, and it would reduce the expenses for the latest street project. This is possible because we budgeted an increase in sanitary sewer last year, and this year we received a decrease from Met Council for sanitary sewer costs. Additional revenues can be through a franchise fee from Xcel. Non-taxable jurisdictions will make up 40-45% of the franchise fees. This would be for electric and gas bills. This could be implemented in January or February and would be paid out quarterly to the city.
- The general fund total is \$1,486,134. The impact to a medium value home with a 24% levy increase would be \$180, and an increase of a 34.8% levy increase would mean \$263. The 34.8% is projected to only cover the police contract increases. A 17% increase would be \$132 per medium value home.
- There are a few capital funds that will be expected to be depleted next year. There is no money being invested back into capital funds, and therefore there has been a freeze in any capital expenditures. This will affect the Fire Department and Public Works.
- Updates:
 - Inet will be at the upcoming Council Meeting to propose a purchase for fiber.
 - There was a meeting with Ramsey County Sherriff's Office today and discussions about the Task Force Recommendations.
 - Once the Ramsey County contract is finalized, there will need to be a formalized contract with the State Fair for extra police services for large events.
 - There has been an application for pull tabs at Stout's Pub. This will be on the agenda for the next Council Meeting for vote.

Adjourn: 8:45 pm

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

MINUTES
September 13, 2017 at 7:00 P.M.

- A. CALL TO ORDER: 7:00 pm
- B. ROLL CALL: LINDSTROM X HARRIS BROWN THUNDER X
FISCHER X GUSTAFSON X
- STAFF PRESENT: THONGVANH X
FREIHAMMER X
- C. PRESENTATION
- D. APPROVAL OF MINUTES:
1. August 23, 2017 City Council Meeting Minutes Approved
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA:
1. General Disbursements through: 9/07/17 \$96,020.05
Payroll through: 8/31/17 \$20,947.95
2. Acceptance of Minnesota Historical Society – Grant Funding for an Interpretive Sign for Curtiss Field
This will explain the historical significance of the airport that used to be located at Curtiss Field.
3. Acceptance of U of MN Good Neighbor Grant Award – Piano in the Park
These grant funds allow the city to have a piano at Community Park next summer, and a local artist will paint it. The city will reach out for involvement on the theme and design of the piano.
4. Approve Payment #5 to Valley Paving, Inc. for the 2017 Pavement Management Project
City Engineer, Jesse Freihammer, anticipates one more payment this fall and a final payment next spring.
Council Member Gustafson Moved, Approved 4-0
- G: POLICY ITEMS:
1. Approve Charitable/Lawful Gambling License and Premise Application – Pull Tabs at Stout’s

City Administrator Thongvanh presented on the application submitted by Minnesota Brass Association. The city received all the required materials in August. Minnesota Brass is a non-

profit, performing arts organization. The city will receive 3% of local gambling taxes on gross receipts. In addition to that, the city will also receive 10% contribution of net profit to be administrated by the city. The city will have to set a process for distributing that money. A 501c3 can receive those funds. Staff has been directed to see if a park dedication fund would qualify for fund distribution. The city can also observe what neighboring cities are currently doing.

Council Member Fischer Moved, Approved 4-0

2. Fiber Optic Network to Roseville City Hall

The city has worked with the City of Roseville since 2004 through a shared service agreement. The city utilizes INET to obtain these services. The new franchise agreement will no longer provide access to Roseville through INET, so it will be necessary to obtain a comparable network connection. It has been made feasible to pursue fiber optics.

Terre Heiser, Roseville IT Manager, stated that the institutional network is a fiber based, data network that has been provided to cities. The city used to get about 6 strands of fiber, but that has now been redistributed to Comcast. The cities in the collaborative haven't had the need to have servers in their buildings, they exist in data centers. Falcon Heights has relied on that data connectivity. One of the options that was looked at was managed Ethernet services through Comcast. That would be about \$958 per month to utilize the services. An opportunity presented itself in Falcon Heights because the City of Roseville recently received 12 strands of fiber from conduit bonding for future opportunities to connect their schools in their district. This has extended the fiber up to Fairview and Larpenteur. This allows Falcon Heights to connect to this fiber for less than \$50,000.

This would take Falcon Heights connection to 10gb per second. Through other service providers, this service equates to about a \$5,000 value per month. The cost to buy into these services annually is \$4,020. This segment would be included in the locate agreement, and they would have a four hour response with fiber cuts. The majority of the Roseville fiber network runs from St. Anthony to Oakdale along the Hwy 36 corridor.

Sarah Kohn:

Would this project affect traffic when the fiber is being laid along Larpenteur Ave?

Terre Heiser:

In order to lay the fiber, the equipment they use may require a lane closure. Typically this wouldn't take any longer than the course of a day. He anticipates that the project could be completed by the end of October.

Council Member Gustafson Moved, Approved 4-0

3. Approve Resolution Receiving Assessment roll and Setting Assessment Hearing Date for the 2017 Pavement Management Project

Engineer Freihammer stated that this year's portion of the project is wrapping up. The project will be completed next year as they are withholding the final layer of pavement until after winter. Estimates have been made for the final layer, and assessments can be determined with those totals. They are proposing a \$1 increase per linear foot for residential, and for commercial

they are proposing a \$1.50 increase per linear foot. The Finance Director recommends the interest rate be set at 5%. The public hearing will be on October 11, 2017.

The reason for the delay in putting on the final layer is to allow it to settle after the water main work. In terms of drainage, that could be problematic in the low points, but they are looking into putting in some patching this fall to help allow for draining. When the work is conducted next summer, it should take about 2-3 days.

One thing that will need to be taken into consideration this year is parking during the winter months. Due to not having that final lift, snow plowing cannot be done from curb to curb. Naturally, this will narrow the streets and will specifically limit the amount they can clear with vehicles parked. They are looking into limiting parking to one side of the street or no parking during the winter.

Residents will have the option to discuss assessments at the public hearing and they can also go through the appeal process.

Council Member Fischer Moved, Approved 4-0

H. INFORMATION/ANNOUNCEMENTS:

1. Weekly Police Reports – Can Now Be Found At:

http://www.falconheights.org/index.asp?SEC=75B3E8BB-785B-4048-B543-995BAE0716A5&Type=B_BASIC

Council Member Fischer:

The Community Engagement Commission is meeting on Monday, and people are welcome to observe.

Council Member Brown Thunder:

NYFS is having their Taste of NE fundraiser on Thursday, October 5 from 5:30-8:30pm. It is \$30 per person, and there is great local food. Tickets can also be purchased online.

Council Member Gustafson:

The wording for the signage for Curtiss Field is included in the Parks and Recreation Commission agenda packet for September. Staff worked with the Historical Society and the author of the Curtiss Field book to put something together. To have more input on that, public can attend the December Parks and Recreation Commission meeting.

Mayor Lindstrom:

No updates.

City Administrator Thongvanh:

- The Citywide Garage Sale is on Saturday, September 16, starting at 9am. The map can be found on our website home page.
- The annual Fire Department Open House and Chili Cook Off is on Saturday, October 7 from 11am-2pm. They do fire demonstrations, have a bounce house, and people can check out the fire trucks.
- The Falcon Heights-Lauderdale Family Fun Run/5K is on Saturday, September 16, and registration begins at 7am at Community Park.
- Additionally, the Council will be adopting the preliminary levy at the next meeting on September 27. The Council has worked diligently to decrease the levy from 34% to 24%

by using reserves to offset debt service. The major increase is due to the increase in police services.

I. COMMUNITY FORUM:

J. ADJOURNMENT: 7:48 pm

Peter Lindstrom, Mayor

Dated this 13th day of September, 2017

Sack Thongvanh, City Administrator



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	September 27, 2017
Agenda Item	Consent F1
Attachment	General Disbursements and Payroll
Submitted By	Roland Olson, Finance Director

Item	General Disbursements and Payroll
Description	General Disbursements through: 9/19/17 \$531,016.55 Payroll through: 9/15/17 \$20,046.69
Budget Impact	The general disbursements and payroll are consistent with the budget.
Attachment(s)	· General Disbursements and Payroll
Action(s) Requested	Staff recommends that the Falcon Heights City Council approve general disbursements and payroll.

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-----ID-----			GROSS	P.O. #		
BT DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-00900	BEISSWENGER'S					
I-201709196407		REPAIR TORO WALKING MOWER	68.55			
9/19/2017	APBNK	DUE: 9/19/2017 DISC: 9/19/2017		1099: N		
		REPAIR TORO WALKING MOWER		101 4132-87000-000	REPAIR EQUIPMENT	68.55
		=== VENDOR TOTALS ===	68.55			
01-03110	CENTURY LINK					
I-201709196410		LANDLINES - PARKS	61.86			
9/19/2017	APBNK	DUE: 9/19/2017 DISC: 9/19/2017		1099: N		
		LANDLINES - PARKS		101 4141-85011-000	TELEPHONE - LANDLINE	61.86
		=== VENDOR TOTALS ===	61.86			
01-05166	GRAINGER, W. W., INC.					
I-9549405877		ELECTRONIC BALLAST LAMPS	41.74			
9/19/2017	APBNK	DUE: 9/19/2017 DISC: 9/19/2017		1099: N		
		ELECTRONIC BALLAST LAMPS		101 4141-70100-000	SUPPLIES	41.74
		=== VENDOR TOTALS ===	41.74			
01-05582	MENARDS					
I-201709196408		SUPPLIES	455.26			
9/19/2017	APBNK	DUE: 9/19/2017 DISC: 9/19/2017		1099: N		
		DECORATIVE ROCK		101 4141-70100-000	SUPPLIES	24.90
		CAST IRON SWIVELS AND WOOD LAT		101 4132-70120-000	SUPPLIES	26.09
		PAINT, LUMBER, BRUSHES, CARTRI		101 4124-86020-000	TRAINING	404.27
		=== VENDOR TOTALS ===	455.26			
01-00483	SENTRY SYSTEMS, INC.					
I-730511		CIMMERCIAL MONITORING SERVICE	94.50			
9/19/2017	APBNK	DUE: 9/19/2017 DISC: 9/19/2017		1099: N		
		CIMMERCIAL MONITORING SERVICES		101 4131-87100-000	PANIC BUTTON SECURITY	94.50
		=== VENDOR TOTALS ===	94.50			
01-06525	SUBURBAN ACE HARDWARE					
I-201709196409		SUPPLIES	83.91			
9/19/2017	APBNK	DUE: 9/19/2017 DISC: 9/19/2017		1099: N		
		POWER EQUIP PARTS, CONCRETE MI		101 4132-70120-000	SUPPLIES	37.96
		SEA FOAM MOTOR TUNEUP, MOTO MI		101 4124-70100-000	SUPPLIES	45.95
		=== VENDOR TOTALS ===	83.91			

PACKET: 01633 SEPTEMBER 21 PAYABLES
VENDOR SET: 01 City of Falcon Heights
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #			
DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
=====							
01-05449		TEE SQUARED SCREENPRINTING					
I-1637		5K RUN SHIRTS	500.00				
9/19/2017	APBNK	DUE: 9/19/2017 DISC: 9/19/2017		1099: N			
		5K RUN SHIRTS		101 4116-89010-000	SPECIAL EVENTS		500.00
		=== VENDOR TOTALS ===	500.00				
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01-06595		TWIN CITIES INFLATABLES					
I-13962		INFLATABLE FOR FIRE OPEN HOUS	305.50				
9/19/2017	APBNK	DUE: 9/19/2017 DISC: 9/19/2017		1099: N			
		INFLATABLE FOR FIRE OPEN HOUSE		101 4116-89010-000	SPECIAL EVENTS		305.50
		=== VENDOR TOTALS ===	305.50				
=====							
01-05870		XCEL ENERGY					
I-561538671		CURTISS FIELD GAZEBO AND SNEL	23.97				
9/19/2017	APBNK	DUE: 9/19/2017 DISC: 9/19/2017		1099: N			
		CURTISS FIELD GAZEBO		101 4141-85020-000	ELECTRIC/GAS		12.17
		SNELLING AND HOYT SIGN AREA		209 4209-85020-000	STREET LIGHTING POWER		11.80
		=== VENDOR TOTALS ===	23.97				
		=== PACKET TOTALS ===	1,635.29				

ID	T DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
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01-00259			AMERICAN ENGINEERING TESTING I				
I-97938	9/15/2017	APBNK	MATERIALS TESTING DUE: 9/15/2017 DISC: 9/15/2017 MATERIALS TESTING	2,747.95	1099: N 427 4427-92098-000	2017 STREET PROJECT - GR	2,747.95
=== VENDOR TOTALS ===				2,747.95			
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01-00250			AMERIPRIDE SERVICES				
I-1003875678	9/15/2017	APBNK	LINEN CLEANING DUE: 9/15/2017 DISC: 9/15/2017 LINEN CLEANING	43.76	1099: N 101 4124-82011-000	LINEN CLEANING	43.76
=== VENDOR TOTALS ===				43.76			
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01-05600			ASPEN MILLS				
I-197572	9/15/2017	APBNK	FF UNIFORMS DUE: 9/15/2017 DISC: 9/15/2017 FF UNIFORMS	155.94	1099: N 402 4402-91000-000	MACHINERY & EQUIPMENT	155.94
I-203098	9/15/2017	APBNK	FF UNIFORMS DUE: 9/15/2017 DISC: 9/15/2017 FF UNIFORMS	171.80	1099: N 402 4402-91000-000	MACHINERY & EQUIPMENT	171.80
I-203484	9/15/2017	APBNK	FF UNIFORMS DUE: 9/15/2017 DISC: 9/15/2017 FF UNIFORMS	171.80	1099: N 402 4402-91000-000	MACHINERY & EQUIPMENT	171.80
I-203911	9/15/2017	APBNK	FF UNIFORMS DUE: 9/15/2017 DISC: 9/15/2017 FF UNIFORMS	171.80	1099: N 402 4402-91000-000	MACHINERY & EQUIPMENT	171.80
=== VENDOR TOTALS ===				671.34			
=====							
01-03001			CAMPBELL KNUTSON				
I-201709156399	9/15/2017	APBNK	AUGUST LEGALS DUE: 9/15/2017 DISC: 9/15/2017 AUGUST LEGALS	710.57	1099: Y 101 4114-80200-000	LEGAL FEES	710.57
=== VENDOR TOTALS ===				710.57			

PACKET: 01631 SEPTEMBER 15 PAYABLES
 VENDOR SET: 01 City of Falcon Heights
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
BT DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-00110	CENTURY LINK					
I-201709156400		LIFT STATION AUTO DIALER	65.30			
9/15/2017	APBNK	DUE: 9/15/2017 DISC: 9/15/2017		1099: N		
		LIFT STATION AUTO DIALER		601 4601-85011-000	TELEPHONE - LANDLINE	65.30
		=== VENDOR TOTALS ===	65.30			
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01-03123	CINTAS CORPORATION #470					
I-470221236		BLACK MAT SERVICE	72.00			
9/15/2017	APBNK	DUE: 9/15/2017 DISC: 9/15/2017		1099: N		
		BLACK MAT SERVICE		101 4141-70100-000	SUPPLIES	72.00
		=== VENDOR TOTALS ===	72.00			
=====						
01-03122	CITY OF ST PAUL					
I-IN00024378		ASPHALT MIX	449.20			
9/15/2017	APBNK	DUE: 9/15/2017 DISC: 9/15/2017		1099: N		
		ASPHALT MIX		101 4132-75000-000	BITUMINOUS PATCHING	449.20
		=== VENDOR TOTALS ===	449.20			
=====						
01-04000	EHLERS AND ASSOCIATES					
I-74546		ARBITRAGE REPORTING SERVICES	4,487.50			
9/15/2017	APBNK	DUE: 9/15/2017 DISC: 9/15/2017		1099: N		
		ARBITRAGE REPORTING SERVICES		316 4316-94900-000	BOND FEES	4,487.50
I-74701		TIF REPORTING	230.00			
9/15/2017	APBNK	DUE: 9/15/2017 DISC: 9/15/2017		1099: N		
		TIF REPORTING		414 4414-81900-000	OTHER PROFESSIONAL SERVI	230.00
		=== VENDOR TOTALS ===	4,717.50			
=====						
01-05637	FITNESS DISTRIBUTING, INC.					
I-201709156401		ROWING MACHINE	650.00			
9/15/2017	APBNK	DUE: 9/15/2017 DISC: 9/15/2017		1099: N		
		ROWING MACHINE		101 4124-70100-000	SUPPLIES	650.00
		=== VENDOR TOTALS ===	650.00			

ID	T DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
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01-04570			JOSEPH, KATRINA E.				
I-68	9/15/2017	APBNK	AUGUST PROSECUTIONS DUE: 9/15/2017 DISC: 9/15/2017 AUGUST PROSECUTIONS	2,500.00	1099: Y 101 4123-80200-000	LEGAL FEES	2,500.00
=== VENDOR TOTALS ===				2,500.00			
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01-05450			LEAGUE MN CITIES INS TRST				
I-11422	9/15/2017	APBNK	WORKMANS COMP - PITTMAN DUE: 9/15/2017 DISC: 9/15/2017 WORKMANS COMP	35.21	1099: N 101 4112-88000-000	INSURANCE & BONDS	35.21
=== VENDOR TOTALS ===				35.21			
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01-05440			LOFFLER COMPANIES, INC				
I-21273543	9/15/2017	APBNK	SEPTEMBER COPIER CHARGES DUE: 9/15/2017 DISC: 9/15/2017 SEPTEMBER COPIER CHARGES	222.08	1099: N 101 4112-87000-000	REPAIR OFFICE EQUIPMENT	222.08
=== VENDOR TOTALS ===				222.08			
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01-05198			MACQUEEN EQUIPMENT INC				
I-201709156402	9/15/2017	APBNK	ST SWEEPER REPAIR DUE: 9/15/2017 DISC: 9/15/2017 ST SWEEPER REPAIR	1,963.77	1099: N 602 4602-83025-000	SWEEPER PARTS/SUPPLIES	1,963.77
=== VENDOR TOTALS ===				1,963.77			
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01-04570			METRO PRODUCTS INC				
I-129036	9/15/2017	APBNK	HEX NUTS AND CUT OFFS DUE: 9/15/2017 DISC: 9/15/2017 HEX NUTS AND CUT OFFS	393.88	1099: N 101 4141-70100-000	SUPPLIES	393.88
=== VENDOR TOTALS ===				393.88			
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01-05665			METROPOLITAN COUNCIL				
I-107234	9/15/2017	APBNK	OCTOBER SANITARY SEWER DUE: 9/15/2017 DISC: 9/15/2017 OCTOBER SANITARY SEWER	42,449.17	1099: N 601 4601-85060-000	METRO SEWER CHARGES	42,449.17
=== VENDOR TOTALS ===				42,449.17			

ID	DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
=====							
01-05273			MN PUBLIC EMPLOYEES INSURANCE				
I-627666	9/15/2017	APBNK	OCTOBER HEALTH INSURANCE	9,133.44	1099: N		
			DUE: 9/15/2017 DISC: 9/15/2017		101 4112-89000-000	MISCELLANEOUS	9,133.44
			OCTOBER HEALTH INSURANCE				
			=== VENDOR TOTALS ===	9,133.44			
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01-05832			MORETTO, PAUL				
I-201709156403	9/15/2017	APBNK	CELL REIMB	60.00	1099: N		
			DUE: 9/15/2017 DISC: 9/15/2017		101 4117-85015-000	CELL PHONE	60.00
			CELL REIMB				
			=== VENDOR TOTALS ===	60.00			
=====							
01-06024			ON SITE SANITATION				
I-479572	9/15/2017	APBNK	COMM PARK TOILETS	75.00	1099: N		
			DUE: 9/15/2017 DISC: 9/15/2017		601 4601-85080-000	PORTABLE TOILET PARKS	75.00
			COMM PARK TOILETS				
			=== VENDOR TOTALS ===	75.00			
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01-05782			OUYANG, ALLAN				
I-201709156404	9/15/2017	APBNK	5K REFUND	15.00	1099: N		
			DUE: 9/15/2017 DISC: 9/15/2017		101 36465-000	5K RUN SPECIAL EVENT	15.00
			5K REFUND				
			=== VENDOR TOTALS ===	15.00			
=====							
01-05832			RYKISS, TINA				
I-201709156405	9/15/2017	APBNK	MISC BUSINESS LICENSE REFUND	50.00	1099: N		
			DUE: 9/15/2017 DISC: 9/15/2017		101 32140-000	MISC BUSINESS LICENSE	50.00
			MISC BUSINESS LICENSE REFUND				
			=== VENDOR TOTALS ===	50.00			
=====							
01-07314			VALLEY PAVING INC				
I-201709156406	9/15/2017	APBNK	PAY ESTIMATE 5 GROVE ST PROJE	178,339.49	1099: N		
			DUE: 9/15/2017 DISC: 9/15/2017		427 4427-92098-000	2017 STREET PROJECT - GR	178,339.49
			PAY ESTIMATE 5 GROVE ST PROJEC				
			=== VENDOR TOTALS ===	178,339.49			

PACKET: 01631 SEPTEMBER 15 PAYABLES
VENDOR SET: 01 City of Falcon Heights
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #			
ST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
01-0070		XCEL ENERGY					
I-560530874		ST LIGHTING ELECTRIC	2,117.70				
9/15/2017	APBNK	DUE: 9/15/2017 DISC: 9/15/2017		1099: N			
		ST LIGHTING ELECTRIC		209 4209-85020-000	STREET LIGHTING POWER		2,117.70
		=== VENDOR TOTALS ===	2,117.70				
		=== PACKET TOTALS ===	247,482.36				

9/11/2017 1:09 PM
 PACKET: 01629 SEPT 11 PAYABLES
 VENDOR SET: 01 City of Falcon Heights
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
ST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-07314		VALLEY PAVING INC				

I-201709116398		PAY EST# 4 GROVE ST PMP	281,898.80			
9/11/2017	APBNK	DUE: 9/11/2017 DISC: 9/11/2017		1099: N		
		PAY EST# 4 GROVE ST PMP		427 4427-92098-000	2017 STREET PROJECT - GR	281,898.80
		=== VENDOR TOTALS ===	281,898.80			
		=== PACKET TOTALS ===	281,898.80			

EMP #	NAME	AMOUNT
1005	SACK THONGVANH	2,946.71
1017	TIMOTHY J SANDVIK	1,591.39
01-1019	KATHLEEN N THRASHER	1,334.76
01-1136	ROLAND O OLSON	2,304.33
01-2246	BRANDON C NELSON	343.50
01-1018	PAUL A MORETTO	1,907.66
01-0085	DANIEL S JOHNSON-POWERS	164.81
01-0086	RICHARD H HINRICHS	758.00
01-0087	MICHAEL A MCKAY	147.07
01-0095	MICHAEL J POESCHL	698.81
01-0097	PATRICK GAFFNEY	126.32
01-0105	ANTON M FEHRENBACH	388.98
01-0106	SCOTT A TESCH	287.37
01-0123	BRYAN R SULLIVAN	338.68
01-0124	MICHAEL D KRUSE	304.76
01-0132	ANDREW K TEMME	130.02
01-0135	MORGAN B MCCANN	132.45
01-0136	SCHLIZ S SAWYERS	184.80
01-0138	GRANT W HEITMAN	102.38
01-1030	TIMOTHY J PITTMAN	2,050.26
01-1033	DAVE TRETSEVEN	1,509.60
01-1143	COLIN B CALLAHAN	1,477.65

TOTAL PRINTED: 22 19,230.31

9-10-2017 1:11 PM PAYROLL CHECK REGISTER
PAYROLL NO: 01 City of Falcon Heights

PAGE: 1
PAYROLL DATE: 9/10/2017

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
00	ANDERSON, KEVIN	R	9/10/2017	123.16	086377
0	WICK, JEFFREY M	R	9/10/2017	87.22	086378
01	SMITH, BENJAMIN J	R	9/10/2017	42.02	086379
0134	MCCREARY, IAN H	R	9/10/2017	346.89	086380
0137	WATTENHOFER, DANIEL J	R	9/10/2017	100.08	086381
2172	ARCAND, MICHAEL W	R	9/10/2017	117.01	086382

9-10-2017 1:11 PM PAYROLL CHECK REGISTER
PAYROLL NO: 01 City of Falcon Heights

PAGE: 2
PAYROLL DATE: 9/10/2017

*** REGISTER TOTALS ***

REGULAR CHECKS:	6	816.38
DIRECT DEPOSIT REGULAR CHECKS:	22	19,230.31
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	28	20,046.69

*** NO ERRORS FOUND ***

** END OF REPORT **

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The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	September 27, 2017
Agenda Item	Consent F2
Attachment	N/A
Submitted By	Roland Olson, Finance Director

Item	Interfund Loan Repayment from the 2017 GO Street Project Fund 427 back to the Sanitary Sewer Fund 601.
Description	<p>An interfund loan for \$300,000 was approved by the Council in 2015 to help finance the 2015 Pavement Management Street Project. The reasoning for this approach was to minimize the cost of issuing multiple bonds and obtain better interest rates.</p> <p>This amount was included in the 2017 GO Improvement Bonds. In December 9, 2015 the Council approved the Declaration of Official Intent for Reimbursement for the 2015 Pavement Management Project. The bond proceeds have been received and the reimbursement to the sanitary sewer fund should be made. Staff recommends repaying the inter-fund loan.</p>
Budget Impact	
Attachment(s)	NA
Action(s) Requested	Staff recommends repaying the inter-fund loan as described above from the bond proceeds.

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The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	September 27, 2017
Agenda Item	Consent F3
Attachment	N/A
Submitted By	Roland Olson, Finance Director

Item	Budget Amendment for Fund 427										
Description	<p>The Budget Amendment for Fund 427 include two changes.</p> <p>First, in February, the broom for the JD mower broke and was deemed unrepairable. This broom was needed as soon as possible. This broom is used for sidewalk sweeping and maintenance and is especially useful during the winter months for removing snow from the city's sidewalks. Request retro council approval since the broom cost \$5,175 and was not a budgeted item.</p> <p>Second, additional budget line items are needed for book-keeping purposes on Fund 427, the 2017 PMP Capital Street Project.</p> <table> <tr> <td>Revenue:</td> <td style="text-align: right;"><u>2017 Budget Amount</u></td> </tr> <tr> <td>427-33435 St Paul Regional Water Utility</td> <td style="text-align: right;">\$582,000</td> </tr> <tr> <td>Expense:</td> <td></td> </tr> <tr> <td>427-4427-94900 Bond Fees/Issuance Costs</td> <td style="text-align: right;">\$35,000</td> </tr> <tr> <td>(Raise from \$6,000 to \$35,000)</td> <td></td> </tr> </table>	Revenue:	<u>2017 Budget Amount</u>	427-33435 St Paul Regional Water Utility	\$582,000	Expense:		427-4427-94900 Bond Fees/Issuance Costs	\$35,000	(Raise from \$6,000 to \$35,000)	
Revenue:	<u>2017 Budget Amount</u>										
427-33435 St Paul Regional Water Utility	\$582,000										
Expense:											
427-4427-94900 Bond Fees/Issuance Costs	\$35,000										
(Raise from \$6,000 to \$35,000)											
Budget Impact											
Attachment(s)	NA										
Action(s) Requested	Staff requests retro council approval of the broom for the JD mower. Also, staff requests budget amendments as outlined above.										

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The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	September 27, 2017
Agenda Item	Policy G1
Attachment	Resolution
Submitted By	Sack Thongvanh, City Administrator

Item	Adopt 2018 Preliminary Levy																								
Description	<p>Each year, the City must set and certify to Ramsey County a preliminary levy by September 30th.</p> <p>Details for the preliminary 2018 General Fund Budget:</p> <ol style="list-style-type: none"> 1) There are no levy limits imposed by the Legislature for the 2018 Budget. 2) The amount of LGA state aid was increased by an amount of \$55,774 by the Legislature for budget year 2018. LGA will increase from \$544,817 to \$600,591 in 2018. 3) Fiscal Disparity distribution dollars for 2018 increased by \$14,374 over the 2017 level. 4) Change in Police Services from St. Anthony (\$672,590) to Ramsey County (\$1,001,640) for the 2018 Budget, an increase of 49%. The change in cost for police services account for 26% of the initial 34% proposed levy increase. It was determined that to reduce the impact of the 34% levy increase, the City Council agreed to use Reserve Funds to prefund debt service for 2018. The strategy decreased the levy from 34% to 24%. <p>Impacts to the Overall Property Tax Levy:</p> <table border="1"> <thead> <tr> <th></th> <th><u>2015</u></th> <th><u>2016</u></th> <th><u>2017</u></th> <th><u>2018 Proposed</u></th> <th><u>Change 2017 to 2018</u></th> </tr> </thead> <tbody> <tr> <td>General Fund Levy</td> <td>1,014,116</td> <td>1,046,183</td> <td>1,152,646</td> <td>1,487,059</td> <td>334,413</td> </tr> <tr> <td>Debt Service Levy</td> <td>69,734</td> <td>127,264</td> <td>125,585</td> <td>98,330</td> <td>-27,255</td> </tr> <tr> <td>TOTAL LEVY</td> <td>1,083,850</td> <td>1,173,447</td> <td>1,278,231</td> <td>1,585,389</td> <td>307,158</td> </tr> </tbody> </table>		<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018 Proposed</u>	<u>Change 2017 to 2018</u>	General Fund Levy	1,014,116	1,046,183	1,152,646	1,487,059	334,413	Debt Service Levy	69,734	127,264	125,585	98,330	-27,255	TOTAL LEVY	1,083,850	1,173,447	1,278,231	1,585,389	307,158
	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018 Proposed</u>	<u>Change 2017 to 2018</u>																				
General Fund Levy	1,014,116	1,046,183	1,152,646	1,487,059	334,413																				
Debt Service Levy	69,734	127,264	125,585	98,330	-27,255																				
TOTAL LEVY	1,083,850	1,173,447	1,278,231	1,585,389	307,158																				

Impacts on a Median Value Home in Falcon Heights:

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018 Proposed</u>	<u>Change 2017 to 2018</u>
Median Value Home	251,500	247,700	252,600	266,600	14,000
Taxable Median Value	236,895	232,753	238,094	253,354	15,260
Tax Capacity	2,369	2,328	2,381	2,534	153
City Tax Rate	23.470	25.840	26.358	31.770	5.412
City Taxes	556	601	627	805	178
Net Change	41	45	26	178	

The 2018 proposed increase on a median value home is estimated to be \$178 per year or \$14.83 per month.

Budget Impact	Dependent upon adoption of the 2018 General Fund Budget. Budget Hearing Scheduled for the Wednesday December 13 th 2017 at 7pm City Council Meeting.
Attachment(s)	· Resolution 17-27 Certification of the Preliminary Levy for 2018
Action(s) Requested	Staff recommends that the Falcon Heights City Council approve the attached resolution. The Preliminary 2018 Tax Levy is \$1,585,389. Further, staff recommends that the Falcon Heights City Council set a budget hearing meeting for December 13 th , 2017, at 7:00 pm in the City Council Chambers for the purpose of receiving public comment on the 2018 General Fund Budget and Levy.

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

September 27, 2017

No. 17-27

CERTIFICATION OF THE PRELIMINARY TAX LEVY FOR 2018

WHEREAS, the State of Minnesota requires the City adopt a proposed preliminary levy certification for its General Fund; and

WHEREAS, the City Council of Falcon Heights is required to adopt its 2018 Preliminary Levy Certification on or before September 30, 2017; and

WHEREAS, the City Council of the City of Falcon Heights wishes to comply with State law in this area.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Falcon Heights, Minnesota hereby does levy for the preliminary tax levy for the fiscal year commencing January 1, 2017 and the following sums for the respective purposes indicated therein upon taxable property of the City of Falcon Heights, to wit:

	PRELIMINARY LEVY
General Fund	\$1,487,059
Debt Service	\$98,330
TOTAL LEVY	\$1,585,389

Moved by:

Approved by: _____

Peter Lindstrom
Mayor

LINDSTROM _____ In Favor
BROWN THUNDER _____
HARRIS _____ Against
FISCHER _____
GUSTAFSON _____

Attested by: _____

Sack Thongvanh
City Administrator