

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

AGENDA

November 15, 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. October 25, 2017 City Council Meeting Minutes
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA:
 - 1. General Disbursements through: 11/07/17 \$157,736.81
Payroll through: 10/31/17 \$18,764.30
 - 2. Approval of City License(s)
 - 3. Sanitary Sewer Partial Fee Credit – The Good Acre
 - 4. 2018 Tort Limit Liability
 - 5. Reducing the 2018 Debt Levy on General Obligation Debt
- G: POLICY ITEMS:
 - 1. Canvassing 2017 Election Results
 - 2. 2017 PMP Assessment Appeals
 - a. 1596 Northrop Street
 - b. 1596 Vincent Street
 - 3. Comprehensive Planning Proposal from WSB
- 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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Regular Meeting of the City Council
City Hall
2077 West Larpenteur Avenue

MINUTES

October 25, 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

C. PRESENTATION

D. APPROVAL OF MINUTES:

1. October 11, 2017 City Council Meeting Minutes Approved

E. PUBLIC HEARINGS:

F. CONSENT AGENDA:

1. General Disbursements through: 10/19/17 \$207,288.42
Payroll through: 10/15/17 \$20,691.69
2. 2017 Pavement Management Project Change Order(s)
3. Grant Application – Como Park Lutheran Trust
4. Grant Application – Local Government Innovation Awards
5. Transfer of Funds for Budget Amendment for Fiber Optic Network
6. Ramsey County Recycling SCORE Grant

Council Member Gustafson Moved, Approved 4-0

G: POLICY ITEMS:

1. Law Enforcement Services with Ramsey County Sheriff's Office
City Administrator Thongvanh stated that on July 11, 2017 the City of St. Anthony passed a resolution to terminate the 22-year contract with Falcon Heights after the two cities could not agree on the indemnification clause. St. Anthony believed that Larpenteur Avenue creates a higher risk factor. There were 10 request for interest letters sent out to the surrounding communities and only Ramsey County responded. They provided two options to Falcon Heights: to enter into a contract for services we wish to have them provide or to enter into a contract with the contract cities group that already receives services. The City Council decided to go with the option of entering into the contract cities group due to the cost sharing. The Ramsey County Sheriffs were at a Council Workshop to discuss services provided and answer questions. Ramsey County Sheriff's Office made Falcon Heights a priority and decided to begin their contract on January 1. The contract would go from 2018-2021. There is an additional year in the contract so that the city can line up with the contract cities renewal years. It would then start over as a three-year contract.

Mayor Lindstrom stated that he feels we are entering into an agreement with a good partner. Many of the communities that are currently with Ramsey County have been in contract with them for decades. There are many aspects of the contract that are solid: the data, indemnifications, ownership, communication, and personnel related provisions. We will be watching this carefully and pushing forward the Task Force recommendations. They are open to many of those recommendations. Upon approval, the city would plan to host two open houses to meet Ramsey County Sheriffs and ask questions.

Council Member Fischer is grateful for their generosity to make Falcon Heights a priority.

Council Member Brown Thunder believes this contract is in the best interest of the city.

Council Member Gustafson is looking forward to the partnership and getting to work with the block captains to engage citizens.

Farook Meah- 1597 Hollywood Ct:

What would the response time be from Ramsey County?

Mayor Lindstrom:

The service should be comparable to St. Anthony since they will have 24/7 coverage with one or more squad cars in the city. The response time should be short.

Council Member Gustafson:

The squad cars will be black and white with Ramsey County Sheriff on the side and the cities that they patrol on the back panel.

Melissa Stone- 1656 Garden Ave:

The data piece seemed to be minimal. In addition, what are the processes in place to have continued conversations on the Task Force recommendations?

Mayor Lindstrom:

There are quarterly reports, but they can be generated on a more frequent basis. It won't have the type of narrative that St. Anthony's reports had. Also, with this new contract the city will be meeting monthly with the other contract cities and Sheriffs. At those meetings that is where critical decisions are made on topics such as, what data should be collected and budgetary concerns. The communication piece is much stronger than it's been in the past.

Council Member Fischer:

They utilize a website, communitycrimemap.com, and that is updated regularly throughout the day. This will serve Falcon Heights with more available data.

Council Member Brown Thunder:

The Sheriff's Office will have a much more formal process for data practices and requests. This data collection software is already in place.

Paula Mielke- 1868 Arona St:

Thank you for moving forward on this. Can you address Ramsey County Sheriff's Office status on body cameras?

Council Member Gustafson:

They are researching body cameras, developing policy and procedures, and looking at the various technology needs. He does not know what the target date for completion is.

Hawa Samatar- 1550 Larpenteur Ave:

Would the data show the stops that are made and who is being stopped? Also, what are the plans to create awareness that the Sheriffs will begin patrol in 2018?

Mayor Lindstrom:

There will be open houses with the Ramsey County Sheriffs, and he would like one of those to be at 1550 Larpenteur. In terms of who is being stopped, the data provided is a high level overview of the stop with the type of citation noted but does not have a specific name attached to it. The information available to the public can be requested from Ramsey County.

Council Member Gustafson:

They collect information on the type of citation, sex, perceived race, whether the person/car was searched, and why it was stopped. In addition, you can see the traffic stops and calls for service by visiting communitycrimemap.com. Also, in regards to making citizens aware, Ramsey County does offer a Citizens Academy to get an in-depth look of behind the scenes. This will take place in January. If there is enough demand for it, there could be a mini Citizens Academy just for Falcon Heights residents in February.

Council Member Gustafson Abstained, Council Member Fischer Moved, Approved 3-0

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:

Thursday, December 7th at 6:30pm the Community Engagement Commission will be remembering Human Rights Day by watching the movie SOLD about Human Trafficking. This is becoming a focus with the Super Bowl coming up, and we are trying to line up a speaker.

Council Member Brown Thunder:

He attended the Taste of Northeast NYFS fundraiser. It was well-attended with about 350 people.

Council Member Gustafson:

It's the last weekend of Fright Farm at Ramsey County Fairgrounds. It is from 7-11pm for \$12 per person. Proceeds go to the Ramsey County Sheriff's Foundation. There will be a low-scare event on Sunday from 12-4pm for \$5 per person. Halloween night will be the final performance.

Mayor Lindstrom:

At the last Council Meeting, there were many people in the attendance from Falcon Woods. He promised to bring up the issue to the University of Minnesota. He met with the new UMN Community Liaison staff, and he is well aware of the issue. Although he didn't make promises, he will be a good representative to communicate with.

City Administrator Thongvanh:

The next Council Workshop will be on November 1. At that time, Council will revisit the budget, specifically capital, enterprise, and debt service funds. Additionally, the November 8 Council meeting will be rescheduled to November 15 so they can canvas the election results.

I. COMMUNITY FORUM:

J. ADJOURNMENT: 7:37 PM

Dated this 25th day of October, 2017

Peter Lindstrom, Mayor

Sack Thongvanh, City Administrator



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	November 15, 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: 11/07/17 \$157,736.81 Payroll through: 10/31/17 \$18,764.30
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. #			
T DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION	
=====							
01-05692	BROCK WHITE COMPANY LLC						
I-1284349300		C. HALL PRKG LOT SIDEWALK PAI	208.66				
10/24/2017	APBNK	DUE: 10/24/2017 DISC: 10/24/2017		1099: N			
		C. HALL PRKG LOT SIDEWALK PAINT		101 4141-87120-000	FACILITIES & GROUND MAIN	208.66	
		=== VENDOR TOTALS ===	208.66				
=====							
01-03123	CINTAS CORPORATION #470						
I-470250178		BLACK MAT SERVICE, CLEANING S	164.80				
10/24/2017	APBNK	DUE: 10/24/2017 DISC: 10/24/2017		1099: N			
		BLACK MAT SERVICE, CLEANING SU		101 4141-70100-000	SUPPLIES	164.80	
		=== VENDOR TOTALS ===	164.80				
=====							
01-07228	CITY OF ST ANTHONY						
I-3562		CAR CRAFT EVENT	1,774.08				
10/24/2017	APBNK	DUE: 10/24/2017 DISC: 10/24/2017		1099: N			
		CAR CRAFT EVENT REIMBURSEMENT		101 4122-81000-000	POLICE SERVICES	1,774.08	
		=== VENDOR TOTALS ===	1,774.08				
=====							
01-05693	MIDWEST ASPHALT CORPORATION						
I-5895		DUMP CLEAN RUBBLE	2.16				
10/24/2017	APBNK	DUE: 10/24/2017 DISC: 10/24/2017		1099: N			
		DUMP CLEAN RUBBLE		101 4132-75000-000	BITUMINOUS PATCHING	2.16	
		=== VENDOR TOTALS ===	2.16				
=====							
01-0098	MINNESOTA ASSOCIATION FOR VOLU						
I-201710246442		VOLUNTEERISM EVENT	50.00				
10/24/2017	APBNK	DUE: 10/24/2017 DISC: 10/24/2017		1099: N			
		VOLUNTEERISM EVENT		101 4112-86100-000	CONFERENCES/EDUCATION/AS	50.00	
		=== VENDOR TOTALS ===	50.00				
=====							
01-05832	MORETTO, PAUL						
I-201710246443		RESISSUE CHECK #86319	30.00				
10/24/2017	APBNK	DUE: 10/24/2017 DISC: 10/24/2017		1099: N			
		RESISSUE CHECK #86319		101 4117-86100-000	CONFERENCES/EDUCATION/AS	30.00	
		=== VENDOR TOTALS ===	30.00				

PACKET: 01651 OCTOBER 24 PAYABLES
VENDOR SET: 01 City of Falcon Heights
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
T DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-07263		NEXTEL COMMUNICATIONS, INC				
I-610189226172		CELL PHONES	130.35			
10/24/2017	APBNK	DUE: 10/24/2017 DISC: 10/24/2017		1099: N		
		CELL PHONES		101 4121-85015-000	CELL PHONE	24.77
		CELL PHONES		101 4131-85015-000	CELL PHONE	13.04
		CELL PHONES		101 4141-85015-000	CELL PHONE	13.04
		CELL PHONES		101 4132-85015-000	CELL PHONE	13.04
		CELL PHONES		601 4601-85015-000	CELL PHONE	48.23
		CELL PHONES		602 4602-85015-000	CELL PHONES	18.23
		=== VENDOR TOTALS ===	130.35			
		=== PACKET TOTALS ===	2,360.05			

PACKET: 01654 OCTOBER 26 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
=====							
01-05277		ADVANCED GRAPHIX					
I-198141		BLACK BACKGROUND MAGNETIC DEC	80.00				
10/26/2017	APBNK	DUE: 10/26/2017 DISC: 10/26/2017		1099: N			
		BLACK BACKGROUND MAGNETIC DECA		101 4124-70100-000	SUPPLIES		80.00
=== VENDOR TOTALS ===			80.00				
=====							
01-00295		AVR, INC					
I-161275		SIDEWALK PANELS REPLACED	476.25				
10/26/2017	APBNK	DUE: 10/26/2017 DISC: 10/26/2017		1099: N			
		SIDEWALK PANELS REPLACED		419 4419-92005-000	SIDEWALK IMPROVEMENTS		476.25
=== VENDOR TOTALS ===			476.25				
=====							
01-05724		DISTRICT 10 COMO COMMUNITY COU					
I-201701		CLEAN MN STATE FAIRGROUNDS	290.00				
10/27/2017	APBNK	DUE: 10/27/2017 DISC: 10/27/2017		1099: N			
		CLEAN MN STATE FAIRGROUNDS		206 4206-89010-000	CLEANUPDAY/EVENTS/ORG CO		290.00
=== VENDOR TOTALS ===			290.00				
=====							
01-05153		HOME DEPOT CRC/GECF					
I-201710276448		PARKS, STREETS, FF SUPPLIES	193.80				
10/27/2017	APBNK	DUE: 10/27/2017 DISC: 10/27/2017		1099: N			
		WOOD STAIN, PAINT, SHOWER WAND		101 4141-70100-000	SUPPLIES		87.05
		CONCRETE MIX, GRASS SEED		101 4132-70120-000	SUPPLIES		24.82
		PAINT		101 4124-70100-000	SUPPLIES		81.93
=== VENDOR TOTALS ===			193.80				
=====							
01-05646		M-R SIGN COMPANY INC					
I-198038		FALCON WOODS STREET SIGN	174.20				
10/27/2017	APBNK	DUE: 10/27/2017 DISC: 10/27/2017		1099: N			
		FALCON WOODS STREET SIGN		101 4132-75100-000	STREET SIGNS		174.20
=== VENDOR TOTALS ===			174.20				
=====							
01-05564		MED-COMPASS					
I-32227		SCBA MEDICAL EXAMS AND QUANTI	1,508.00				
10/26/2017	APBNK	DUE: 10/26/2017 DISC: 10/26/2017		1099: N			
		SCBA MEDICAL EXAMS AND QUANTIT		101 4124-86200-000	MEDICAL EXAMINATIONS		1,508.00
=== VENDOR TOTALS ===			1,508.00				

-----ID-----			GROSS	P.O. #		
DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-05731		MN DEPARTMENT OF LABOR INDUSTR				
I-SEPT1230152017		3RD QTR SURCHARGES	760.15			
10/27/2017	APBNK	DUE: 10/27/2017 DISC: 10/27/2017		1099: N		
		3RD QTR SURCHARGES		101 20801-000	DUE TO OTHER GOVERNMENTS	760.15
=== VENDOR TOTALS ===			760.15			
=====						
01-05892		MOTOROLA				
I-13184696		APX 4000 PORTABLE RADIO FOR F	3,140.18			
10/26/2017	APBNK	DUE: 10/26/2017 DISC: 10/26/2017		1099: N		
		APX 4000 PORTABLE RADIO FOR FI		402 4402-91800-000	DNR GRANT	3,140.18
=== VENDOR TOTALS ===			3,140.18			
=====						
01-05722		NEWTON BONDING				
I-8171		BOND #55-130587	350.00			
10/26/2017	APBNK	DUE: 10/26/2017 DISC: 10/26/2017		1099: N		
		BOND #55-130587		101 4113-88000-000	INSURANCE & BONDS	350.00
=== VENDOR TOTALS ===			350.00			
=====						
01-05791		STATE SIGN SHOP				
I-201710266445		GREENSTEP CITIES SIGN	52.00			
10/26/2017	APBNK	DUE: 10/26/2017 DISC: 10/26/2017		1099: N		
		GREENSTEP CITIES SIGN		101 4132-75100-000	STREET SIGNS	52.00
=== VENDOR TOTALS ===			52.00			
=====						
01-05755		TOM LYNCH ELECTRIC LLC				
I-201710266446		REWIRE MEZZ, INSTALL CORD REE	1,315.00			
10/26/2017	APBNK	DUE: 10/26/2017 DISC: 10/26/2017		1099: N		
		REWIRE MEZZ, INSTALL CORD REEL		101 4124-87029-000	REPAIR OTHER EQUIPMENT	1,315.00
=== VENDOR TOTALS ===			1,315.00			
=====						
01-05755		WATTENHOFER, DANIEL				
I-201710266447		EMT SKILLS TRAINING	95.00			
10/26/2017	APBNK	DUE: 10/26/2017 DISC: 10/26/2017		1099: N		
		EMT SKILLS TRAINING		101 4124-86020-000	TRAINING	95.00
=== VENDOR TOTALS ===			95.00			
=== PACKET TOTALS ===			8,434.58			

PACKET: 01657 NOVEMBER 2 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
01-03089	BP					
I-201711026450		FUEL	837.72			
11/02/2017	APBNK	DUE: 11/02/2017 DISC: 11/02/2017		1099: N		
		FUEL		101 4124-74000-000	MOTOR FUEL & LUBRICANTS	39.15
		FUEL		101 4132-74000-000	MOTOR FUEL & LUBRICANTS	487.83
		FUEL		602 4602-74000-000	FUEL & LUBRICANTS	220.68
		FUEL		101 4141-74000-000	MOTOR FUEL & LUBRICANTS	90.06
		=== VENDOR TOTALS ===	837.72			
01-03089	CASH					
I-201711026451		MAIL AND VACUUM BELT	19.84			
11/02/2017	APBNK	DUE: 11/02/2017 DISC: 11/02/2017		1099: N		
		MAIL AND VACUUM BELT		101 32120-000	LIQUOR LICENSES	7.00
		MAIL AND VACUUM BELT		101 4131-70110-000	SUPPLIES	12.84
		=== VENDOR TOTALS ===	19.84			
01-03123	CINTAS CORPORATION #470					
I-470253451		BLACK MAT AND CLEANING SUPPLI	79.65			
11/02/2017	APBNK	DUE: 11/02/2017 DISC: 11/02/2017		1099: N		
		BLACK MAT AND CLEANING SUPPLIE		101 4141-70100-000	SUPPLIES	79.65
		=== VENDOR TOTALS ===	79.65			
01-06290	CITY OF ROSEVILLE					
I-223699		OCTOBER IT SERVICES	2,080.08			
11/02/2017	APBNK	DUE: 11/02/2017 DISC: 11/02/2017		1099: N		
		OCTOBER IT SERVICES		101 4116-85070-000	TECHNICAL SUPPORT	2,080.08
I-23736		CITY OF ROSEVILLE	356.26			
11/02/2017	APBNK	DUE: 11/02/2017 DISC: 11/02/2017		1099: N		
		OCTOBER TELEPHONE		101 4116-85010-000	TELEPHONE	356.26
		=== VENDOR TOTALS ===	2,436.34			
01-07228	CITY OF ST ANTHONY					
I-3587		NOVEMBER POLICE SERVICES	56,049.21			
11/02/2017	APBNK	DUE: 11/02/2017 DISC: 11/02/2017		1099: N		
		NOVEMBER POLICE SERVICES		101 4122-81000-000	POLICE SERVICES	56,049.21
		=== VENDOR TOTALS ===	56,049.21			

PACKET: 01657 NOVEMBER 2 PAYABLES
VENDOR SET: 01 City of Falcon Heights
SEQUENCE : ALPHABETIC
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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-039		DAKOTA ELECTRIC ASSOCIATION				
I-1780700060		NOVEMBER SOLAR ELECTRIC	530.00			
11/02/2017	APBNK	DUE: 11/02/2017 DISC: 11/02/2017		1099: N		
		NOVEMBER SOLAR ELECTRIC		101 4131-85025-000	SOLAR ELECTRIC	530.00
		=== VENDOR TOTALS ===	530.00			
01-05115		GOPHER STATE ONE CALL				
I-7100365		OCTOBER LOCATES	93.15			
11/02/2017	APBNK	DUE: 11/02/2017 DISC: 11/02/2017		1099: N		
		OCTOBER LOCATES		601 4601-88030-000	LOCATES	93.15
		=== VENDOR TOTALS ===	93.15			
01-05235		JAN-PRO CLEANING SYSTEMS				
I-70484		NOVEMBER CLEANING SERVICES	205.00			
11/02/2017	APBNK	DUE: 11/02/2017 DISC: 11/02/2017		1099: N		
		NOVEMBER CLEANING SERVICES		101 4131-87010-000	CITY HALL MAINTENANCE	205.00
		=== VENDOR TOTALS ===	205.00			
01-05509		LEAGUE OF MN CITIES				
I-258515		CITY MEMBERSHIP DUES 2017-201	5,722.00			
11/02/2017	APBNK	DUE: 11/02/2017 DISC: 11/02/2017		1099: N		
		CITY MEMBERSHIP DUES 2017-2018		101 4111-86140-000	COMMISSIONS/MEMBERSHIPS/	5,722.00
I-264841		REGIONAL MEETINGS - SACK	75.00			
11/02/2017	APBNK	DUE: 11/02/2017 DISC: 11/02/2017		1099: N		
		REGIONAL MEETINGS - SACK		101 4112-86100-000	CONFERENCES/EDUCATION/AS	75.00
		=== VENDOR TOTALS ===	5,797.00			
01-05670		METRO PRODUCTS INC				
I-130265		COTTER PINS	3.20			
11/02/2017	APBNK	DUE: 11/02/2017 DISC: 11/02/2017		1099: N		
		COTTER PINS		101 4132-70120-000	SUPPLIES	3.20
		=== VENDOR TOTALS ===	3.20			

PACKET: 01657 NOVEMBER 2 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
01-43		MN NCPERS LIFE INSURANCE				
I-201711026453		NOVEMBER LIFE INSURANCE	64.00			
11/02/2017	APBNK	DUE: 11/02/2017 DISC: 11/02/2017		1099: N		
		NOVEMBER LIFE INSURANCE		101 21709-000	OTHER PAYABLE	36.64
		NOVEMBER LIFE INSURANCE		201 21709-000	OTHER PAYABLE	4.00
		NOVEMBER LIFE INSURANCE		204 21709-000	OTHER PAYABLE	1.60
		NOVEMBER LIFE INSURANCE		601 21709-000	OTHER PAYABLE	15.52
		NOVEMBER LIFE INSURANCE		602 21709-000	OTHER PAYABLE	6.24
		=== VENDOR TOTALS ===	64.00			
01-05797		MN STATE FIRE DEPT. ASSOC				
I-201711026454		2017 MEMBERSHIP DUES	264.00			
11/02/2017	APBNK	DUE: 11/02/2017 DISC: 11/02/2017		1099: N		
		2018 MEMBERSHIP DUES		101 4124-86110-000	MEMBERSHIPS	264.00
		=== VENDOR TOTALS ===	264.00			
01-06639		O'CONNOR, KATIE				
I-201711026455		CELL PHONE AND APMP REIMB	70.00			
11/02/2017	APBNK	DUE: 11/02/2017 DISC: 11/02/2017		1099: N		
		CELL REIMB		101 4131-85015-000	CELL PHONE	40.00
		CELL REIMB		101 4112-86100-000	CONFERENCES/EDUCATION/AS	30.00
		=== VENDOR TOTALS ===	70.00			
01-06943		QUALITY RESOURCE GROUP INC				
I-1402854		LASER CHECKS FOR PAYABLES	1,059.44			
11/02/2017	APBNK	DUE: 11/02/2017 DISC: 11/02/2017		1099: N		
		LASER CHECKS FOR PAYABLES		101 4113-70100-000	SUPPLIES	1,059.44
		=== VENDOR TOTALS ===	1,059.44			
01-06185		RAMSEY COUNTY				
I-EMCOM006474		OCTOBER RADIO FLEET SUPPORT	81.12			
11/02/2017	APBNK	DUE: 11/02/2017 DISC: 11/02/2017		1099: N		
		OCTOBER RADIO FLEET SUPPORT		101 4124-86800-000	RADIO MESB/FLEET SUPPORT	81.12
		=== VENDOR TOTALS ===	81.12			

PACKET: 01657 NOVEMBER 2 PAYABLES
 VENDOR SET: 01 City of Falcon Heights
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	POST DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-00934			RAMSEY COUNTY - 911 DISPATCH				
I-EMCOM006504	11/02/2017	APBNK	OCTOBER CAD SERVICES DUE: 11/02/2017 DISC: 11/02/2017 OCTOBER CAD SERVICES	519.00	1099: N 101 4122-81200-000	911 DISPATCH FEES	519.00
I-EMCOM006519	11/02/2017	APBNK	OCTOBER 911 DISPATCH DUE: 11/02/2017 DISC: 11/02/2017 OCTOBER 911 DISPATCH	2,609.24	1099: N 101 4122-81200-000	911 DISPATCH FEES	2,609.24
=== VENDOR TOTALS ===				3,128.24			
01-00935			ST PAUL REGIONAL WATER SERVICE				
I-201711026456	11/02/2017	APBNK	COMM PARK AND CITY HALL WATER DUE: 11/02/2017 DISC: 11/02/2017 COMM PARK WATER COMM PARK SS CITY HALL WATER CITY HALL SS	618.45	1099: N 101 4141-85040-000 101 4141-85070-000 101 4131-85040-000 101 4131-85070-000	WATER SEWER WATER SEWER	327.25 193.92 73.14 24.14
=== VENDOR TOTALS ===				618.45			
01-06525			SUBURBAN ACE HARDWARE				
I-201711026457	11/02/2017	APBNK	SUPPLIES DUE: 11/02/2017 DISC: 11/02/2017 SUPPLIES FASTENERES AND LUBRICANT	130.57	1099: N 101 4124-70100-000 101 4132-70120-000	SUPPLIES SUPPLIES	10.34 120.23
=== VENDOR TOTALS ===				130.57			
01-05374			TENNIS SANITATION LLC				
I-1976610	11/02/2017	APBNK	OCTOBER RECYCLING DUE: 11/02/2017 DISC: 11/02/2017 OCTOBER RECYCLING	5,769.00	1099: N 206 4206-82030-000	RECYCLING CONTRACTS	5,769.00
I-1976611	11/02/2017	APBNK	OCTOBER WASTE REMOVAL DUE: 11/02/2017 DISC: 11/02/2017 OCTOBER WASTE REMOVAL	66.50	1099: N 101 4131-82010-000	WASTE REMOVAL	66.50
=== VENDOR TOTALS ===				5,835.50			

PACKET: 01657 NOVEMBER 2 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 /0		TOM LYNCH ELECTRIC LLC				
I-201711026458		REPAIR LARPEN TEUR LIGHTS	3,970.00			
11/02/2017	APBNK	DUE: 11/02/2017 DISC: 11/02/2017		1099: N		
		REPAIR LARPEN TEUR LIGHTS		209 4209-85020-000	STREET LIGHTING POWER	3,970.00
=== VENDOR TOTALS ===			3,970.00			
01-05870		XCEL ENERGY				
I-566629670		CIVIL DEFENSE SIREN	8.35			
11/02/2017	APBNK	DUE: 11/02/2017 DISC: 11/02/2017		1099: N		
		CIVIL DEFENSE SIREN		101 4121-85020-000	ELECTRIC	8.35
I-566656439		AUTO PROTECTIVE LIGHT	29.16			
11/02/2017	APBNK	DUE: 11/02/2017 DISC: 11/02/2017		1099: N		
		AUTO PROTECTIVE LIGHT		101 4141-85020-000	ELECTRIC/GAS	29.16
I-5673678902		ST LIGHTING ELECTRIC	11.10			
11/02/2017	APBNK	DUE: 11/02/2017 DISC: 11/02/2017		1099: N		
		ST LIGHTING ELECTRIC		209 4209-85020-000	STREET LIGHTING POWER	11.10
I-567369738		ST LIGHTING ELECTRIC	46.41			
11/02/2017	APBNK	DUE: 11/02/2017 DISC: 11/02/2017		1099: N		
		ST LIGHTING ELECTRIC		209 4209-85020-000	STREET LIGHTING POWER	46.41
I-567377768		ST LIGHTING ELECTRIC	42.11			
11/02/2017	APBNK	DUE: 11/02/2017 DISC: 11/02/2017		1099: N		
		ST LIGHTING ELECTRIC		209 4209-85020-000	STREET LIGHTING POWER	42.11
I-567383642		ST LIGHTING ELECTRIC	11.10			
11/02/2017	APBNK	DUE: 11/02/2017 DISC: 11/02/2017		1099: N		
		ST LIGHTING ELECTRIC		209 4209-85020-000	STREET LIGHTING POWER	11.10
57387740		CITY HALL GAS	89.23			
11/02/2017	APBNK	DUE: 11/02/2017 DISC: 11/02/2017		1099: N		
		CITY HALL GAS		101 4131-85030-000	NATURAL GAS	89.23
=== VENDOR TOTALS ===			237.46			
=== PACKET TOTALS ===			81,509.89			

PACKET: 01659 NOVEMBER 7 PAYABLES
 VENDOR SET: 01 City of Falcon Heights
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	POST DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-00000	27		AMERICAN PLANNING ASSOCIATION				
I-201711076459	11/07/2017	APBNK	APA MEMBERSHIP DUE: 11/07/2017 DISC: 11/07/2017 APA MEMBERSHIP	113.00	1099: N 101 4117-86110-000	MEMBERSHIPS	113.00
=== VENDOR TOTALS ===				113.00			
01-01034			BRAKE AND EQUIPMENT WAREHOUSE				
I-1026364	11/07/2017	APBNK	2.5 GALLON ROTELLA, RADIAL IN DUE: 11/07/2017 DISC: 11/07/2017 2.5 GALLON ROTELLA 4" STEEL BELTED RADIAL INSERTS	276.79	1099: N 101 4132-70120-000 101 4132-70120-000	SUPPLIES SUPPLIES	267.76 9.03
I-1029403	11/07/2017	APBNK	BRAKE CLEANER DUE: 11/07/2017 DISC: 11/07/2017 BRAKE CLEANER	21.72	1099: N 101 4132-70120-000	SUPPLIES	21.72
=== VENDOR TOTALS ===				298.51			
01-03001			CAMPBELL KNUTSON				
I-201711076464	11/07/2017	APBNK	OCTOBER LEGALS DUE: 11/07/2017 DISC: 11/07/2017 OCTOBER LEGALS	760.00	1099: Y 101 4114-80200-000	LEGAL FEES	760.00
=== VENDOR TOTALS ===				760.00			
01-06290			CITY OF ROSEVILLE				
I-223776	11/07/2017	APBNK	ENGINEERING COSTS DUE: 11/07/2017 DISC: 11/07/2017 2017 ST PROJECT ENGINEERING 2017 ST PROJECT ENGINEERING	6,778.61	1099: N 427 4427-92098-000 101 4133-80100-000	2017 STREET PROJECT - GR ENGINEERING SERVICES	5,038.90 1,739.71
I-223783	11/07/2017	APBNK	VIRTUAL SERVER AND DATA STORA DUE: 11/07/2017 DISC: 11/07/2017 VIRTUAL SERVER AND DATA STORAG	985.00	1099: N 101 4116-85010-000	TELEPHONE	985.00
=== VENDOR TOTALS ===				7,763.61			
01-05175			CONTINENTAL RESEARCH CORPORATI				
I-456998CRC1	11/07/2017	APBNK	BIG SLICK FOR SNOW BLOWER CHU DUE: 11/07/2017 DISC: 11/07/2017 BIG SLICK FOR SNOW BLOWER CHUT	213.00	1099: N 101 4132-70120-000	SUPPLIES	213.00
=== VENDOR TOTALS ===				213.00			

-----ID-----	POST DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-27			EMERGENCY APPARATUS MAINT				
I-94037	11/07/2017	APBNK	REPAIR 755-REPLACE BRAKES, ID DUE: 11/07/2017 DISC: 11/07/2017 REPAIR 755-REPLACE BRAKES, IDL	4,228.46	1099: N 101 4124-87029-000	REPAIR OTHER EQUIPMENT	4,228.46
			=== VENDOR TOTALS ===	4,228.46			
01-04570			JOSEPH, KATRINA E.				
I-70	11/07/2017	APBNK	OCTOBER PROSECUTIONS DUE: 11/07/2017 DISC: 11/07/2017 OCTOBER PROSECUTIONS	2,500.00	1099: Y 101 4123-80200-000	LEGAL FEES	2,500.00
			=== VENDOR TOTALS ===	2,500.00			
01-05450			LEAGUE MN CITIES INS TRST				
I-11629	11/07/2017	APBNK	WORKMANS COMP PITTMAN DUE: 11/07/2017 DISC: 11/07/2017 WORKMANS COMP PITTMAN	584.91	1099: N 101 4132-88000-000	INSURANCE & BONDS	584.91
			=== VENDOR TOTALS ===	584.91			
01-07272			LILLIE SUBURBAN NEWSPAPER				
I-201711076460	11/07/2017	APBNK	COMCAST AND PAVING NOTICES DUE: 11/07/2017 DISC: 11/07/2017 COMCAST AND PAVING NOTICES	368.55	1099: N 101 4111-70410-000	LEGAL NOTICES	368.55
			=== VENDOR TOTALS ===	368.55			
01-05665			METROPOLITAN COUNCIL				
J73778	11/07/2017	APBNK	DEC SANITARY SEWER DUE: 11/07/2017 DISC: 11/07/2017 DEC SANITARY SEWER	42,449.17	1099: N 601 4601-85060-000	METRO SEWER CHARGES	42,449.17
			=== VENDOR TOTALS ===	42,449.17			
01-07263			NEXTEL COMMUNICATIONS, INC				
I-201711076463	11/07/2017	APBNK	CELL PHONES DUE: 11/07/2017 DISC: 11/07/2017 CELL PHONES	58.62	1099: N 101 4124-85015-000	CELL PHONE	58.62
			=== VENDOR TOTALS ===	58.62			

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION	
01-033		OREILLY AUTO PARTS					
I-3243132590		OIL FILTER	18.46				
11/07/2017	APBNK	DUE: 11/07/2017 DISC: 11/07/2017		1099: N			
		OIL FILTER		101 4132-70120-000	SUPPLIES	18.46	
=== VENDOR TOTALS ===			18.46				
=====							
01-06115		TIMOTHY PITTMAN					
I-201711076461		MILEAGE REIMB	34.24				
11/07/2017	APBNK	DUE: 11/07/2017 DISC: 11/07/2017		1099: N			
		MILEAGE REIMB		101 4141-86101-000	MILEAGE	34.24	
=== VENDOR TOTALS ===			34.24				
=====							
01-06185		RAMSEY COUNTY					
I-RISK001886		NOVEMBER DENTAL/DISABILITY/LI	969.48				
11/07/2017	APBNK	DUE: 11/07/2017 DISC: 11/07/2017		1099: N			
		NOVEMBER DENTAL/DISABILITY/LIF		101 4112-89000-000	MISCELLANEOUS	969.48	
=== VENDOR TOTALS ===			969.48				
=====							
01-05170		TOM LYNCH ELECTRIC LLC					
I-201711076462		LARPEN TEUR AVE LIGHTING	3,907.00				
11/07/2017	APBNK	DUE: 11/07/2017 DISC: 11/07/2017		1099: N			
		LARPEN TEUR AVE LIGHTING		209 4209-87120-000	REPAIR & MAINTENANCE	3,907.00	
=== VENDOR TOTALS ===			3,907.00				
=====							
01-05870		XCEL ENERGY					
I-57490332		STREET LIGHTING ELECTRIC	42.38				
11/07/2017	APBNK	DUE: 11/07/2017 DISC: 11/07/2017		1099: N			
		STREET LIGHTING ELECTRIC		209 4209-85020-000	STREET LIGHTING POWER	42.38	
I-567545513		STREET LIGHTING ELECTRIC	47.78				
11/07/2017	APBNK	DUE: 11/07/2017 DISC: 11/07/2017		1099: N			
		STREET LIGHTING ELECTRIC		209 4209-85020-000	STREET LIGHTING POWER	47.78	
I-567569194		STREET LIGHTING ELECTRIC	11.63				
11/07/2017	APBNK	DUE: 11/07/2017 DISC: 11/07/2017		1099: N			
		STREET LIGHTING ELECTRIC		209 4209-85020-000	STREET LIGHTING POWER	11.63	
I-567618975		CURTISS FIELD GAZEBO	32.17				
11/07/2017	APBNK	DUE: 11/07/2017 DISC: 11/07/2017		1099: N			
		CURTISS FIELD GAZEBO		101 4141-85020-000	ELECTRIC/GAS	32.17	

PACKET: 01659 NOVEMBER 7 PAYABLES
 VENDOR SET: 01 City of Falcon Heights
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	POST DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01 70		XCEL ENERGY	(** CONTINUED **)				
I-567621744	11/07/2017	APBNK	COMM PARK ELECTRIC AND GAS DUE: 11/07/2017 DISC: 11/07/2017 COMM PARK ELECTRIC COMM PARK GAS	350.77	1099: N 101 4141-85020-000 101 4141-85030-000	ELECTRIC/GAS NATURAL GAS	298.48 52.29
I-567725807	11/07/2017	APBNK	STREET LIGHTING ELECTRIC DUE: 11/07/2017 DISC: 11/07/2017 STREET LIGHTING ELECTRIC	47.92	1099: N 209 4209-85020-000	STREET LIGHTING POWER	47.92
I-567735057	11/07/2017	APBNK	STREET LIGHTING ELECTRIC DUE: 11/07/2017 DISC: 11/07/2017 STREET LIGHTING ELECTRIC	43.21	1099: N 209 4209-85020-000	STREET LIGHTING POWER	43.21
I-567738992	11/07/2017	APBNK	COFFMAN ICE RINK LIGHTS DUE: 11/07/2017 DISC: 11/07/2017 COFFMAN ICE RINK LIGHTS	25.66	1099: N 101 4141-85020-000	ELECTRIC/GAS	25.66
I-567752920	11/07/2017	APBNK	CITY HALL ELECTRIC DUE: 11/07/2017 DISC: 11/07/2017 CITY HALL ELECTRIC	533.76	1099: N 101 4131-85020-000	ELECTRIC	533.76
			=== VENDOR TOTALS ===	1,135.28			
			=== PACKET TOTALS ===	65,402.29			

EMP #	NAME	AMOUNT
0013	PETER C LINDSTROM	297.77
01-0016	PAMELA M HARRIS	277.05
01-0021	JOSE A FISCHER	262.05
01-0022	RANDALL C GUSTAFSON	262.05
01-1005	SACK THONGVANH	2,946.71
01-1017	TIMOTHY J SANDVIK	1,591.39
01-1019	KATHLEEN N THRASHER	1,334.76
01-1136	ROLAND O OLSON	2,100.00
01-2246	BRANDON C NELSON	324.62
01-2154	MAUREEN A ANDERSON	144.95
01-1018	PAUL A MORETTO	1,907.66
01-0086	RICHARD H HINRICHS	872.30
01-0095	MICHAEL J POESCHL	445.33
01-0097	PATRICK GAFFNEY	122.48
01-0105	ANTON M FEHRENBACH	341.96
01-0123	BRYAN R SULLIVAN	116.83
01-0124	MICHAEL D KRUSE	116.83
01-1030	TIMOTHY J PITTMAN	2,050.26
01-1033	DAVE TRETSVEN	1,509.60
01-1143	COLIN B CALLAHAN	1,477.65

TOTAL PRINTED: 20 18,502.25

10-26-2017 9:25 AM PAYROLL CHECK REGISTER
 PAYROLL NO: 01 City of Falcon Heights

PAGE: 1
 PAYROLL DATE: 10/26/2017

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
0000	BROWN THUNDER, JOSEPH C	R	10/26/2017	262.05	086518

10-26-2017 9:25 AM PAYROLL CHECK REGISTER
 PAYROLL NO: 01 City of Falcon Heights

PAGE: 2
 PAYROLL DATE: 10/26/2017

*** REGISTER TOTALS ***

REGULAR CHECKS:	1	262.05
DIRECT DEPOSIT REGULAR CHECKS:	20	18,502.25
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	21	18,764.30

*** NO ERRORS FOUND ***

** END OF REPORT **



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	November 15, 2017
Agenda Item	Consent F2
Attachment	N/A
Submitted By	Tim Sandvik, Deputy Clerk

Item	Approval of City Licenses
Description	<p>The following individuals have applied for a <u>Municipal Business License</u> for 2018. Staff has received the necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. Hair Designs Unlimited 2. TyCo Inc, dba Fish Window Cleaning 3. Young Spa 4. Golden Tailor 5. Twin Cities Laboratories 6. Association of Metropolitan School Districts 7. Falcon Heights Gas and Convenience 8. The Art, LLC 9. Warner's Stellan 10. Peterson Dental 11. Get Pressed Dry Cleaning & Laundry Service <p>The following individuals have applied for a <u>Restaurant License</u> for 2018. Staff has received the necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. MUY Pizza Minnesota, LLC dba Pizza Hut <p>The following individuals have applied for a <u>Cigarette License</u> for 2018. Staff has received the necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. Falcon Heights Gas and Convenience <p>The following individuals have applied for a <u>Gas Station License</u> for 2018. Staff has received the necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. Falcon Heights Gas and Convenience <p>The following individuals have applied for a <u>Retail Grocer License</u> for 2018. Staff has received the necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. Falcon Heights Gas and Convenience <p>The following individuals have applied for a <u>Car Wash License</u> for 2018. Staff has received the necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. Falcon Heights Gas and Convenience

	<p>The following individuals have applied for a <u>Home Occupation License</u> for 2018. Staff has received the necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. David L Wasson Graphic Design <p>The following individuals have applied for a <u>Tree Sales License</u> for 2017. Staff has received the necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. Falcon Heights – Lauderdale Lions Club <p>The following individuals have applied for a <u>Bus Bench License</u> for 2018. Staff has received the necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. U. S. Bench Corporation
Budget Impact	N/A
Attachment(s)	N/A
Action(s) Requested	Staff recommends that the Falcon Heights City Council approve the 2018 City License Applications.



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	November 15, 2017
Agenda Item	Consent F3
Attachment	N/A
Submitted By	Roland Olson, Finance Director

Item	Sanitary Sewer Partial Fee Credit – The Good Acre
Description	<p>Credit of partial sanitary sewer fees for The Good Acre due to a large water irrigation leak which they discovered July 2017. For commercial properties the sanitary sewer fee is calculated based up the water usage as metered by St Paul Water Utility. In July, The Good Acre discovered a large irrigation water leak. This affected the monthly readings for both July and August. The water that leaked did not go into the sanitary sewer system and did not require treatment.</p> <p>After comparing other summer month’s usage to determine a normal rate, it was determined that there was an additional 457 units (45,700 cubic feet) that should be credited The Good Acre. Staff recommends that this value of \$996.26 should be credited to the sanitary sewer fees for The Good Acre. Upon notification from Falcon Heights, St Paul Water Utility will issue the credit on the monthly statement for The Good Acre.</p>
Budget Impact	N/A
Attachment(s)	N/A
Action(s) Requested	Staff recommends the approval of the credit of \$996.26 in sanitary sewer fees for the The Good Acre due to the irrigation leak.

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The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	November 15, 2017
Agenda Item	Consent F4
Attachment	Tort Limit Liability Form
Submitted By	Roland Olson, Finance Director

Item	Statutory Tort Limits Liability Coverage for City in 2018
Description	<p>Effective January 1, 2018, the statutory tort limits for the City of Falcon Heights under our insurance policy with the League of Minnesota Cities Insurance Trust will continue to be \$1,500,000. An individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total which all claimants would be able to recover for a single occurrence to which statutory tort limits apply would be limited to \$1,500,000.</p> <p>The League of Minnesota Cities Insurance Trust is requesting that cities determine if they wish to waive the statutory tort limits for 2018. Under certain circumstances the LMCIT, which represents the city in these claims, may negotiate above the legal liability limit if necessary because some claims like employment are exempt from the cap. The general council from the LMCIT states that cities make different choices depending upon their circumstances. However, they perceived that maintaining the limit was prudent in many cases. The city has had no claims for settlements for several years. Since 2000, the city council has voted <u>not to waive</u> the statutory tort limits.</p>
Budget Impact	NA
Attachment(s)	<ul style="list-style-type: none"> Liability Coverage Waiver Form from the League of Minnesota Insurance Trust (LMCIT)
Action(s) Requested	Staff recommends that the city council approve a motion <u>not to waive</u> the city's statutory tort limits for 2018 and authorize the City Administrator to execute all necessary documents.

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LIABILITY COVERAGE – WAIVER FORM

LMCIT members purchasing coverage must complete and return this form to LMCIT before the effective date of the coverage. Please return the completed form to your underwriter or email to pstech@lmc.org

This decision must be made by the member's governing body every year. You may also wish to discuss these issues with your attorney.

League of Minnesota Cities Insurance Trust (LMCIT) members that obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- o *If the member does not waive the statutory tort limits*, an individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits apply regardless of whether the city purchases the optional excess liability coverage.
- o *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could potentially recover up to \$2,000,000 for a single occurrence. (Under this option, the tort cap liability limits are waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2 million.) The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- o *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name

Check one:

- The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04.
- The member **WAIVES** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04 to the extent of the limits of the liability coverage obtained from LMCIT.

Date of city council/governing body meeting _____

Signature _____

Position _____

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The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	November 15, 2017
Agenda Item	Consent F5
Attachment	Resolution
Submitted By	Sack Thongvanh, City Administrator

Item	Reducing the 2018 Debt Levy on General Obligation Debt
Description	<p>The City Council is required to pass a resolution reduce debt levy by the action of the Council to reduce general levy from 34% to 24%. The action includes removing the 2018 tax levy for the following bonds:</p> <p>G.O. Improvement Bonds 2013 A \$ 25,136 G.O. Improvement Bonds 2017A \$ 115,422</p> <p>Total Reduction: \$ 140,558</p>
Budget Impact	N/A
Attachment(s)	· Resolution 17-33 Reducing the 2018 Debt Levy
Action(s) Requested	Staff would recommend approval of attached resolution.

*Certified Election Results will be available as an addendum

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**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

November 15, 2017

No. 17-33

**A RESOLUTION REDUCING THE 2018 DEBT LEVY ON GENERAL
OBLIGATION DEBT**

WHEREAS, the city council of the City of Falcon Heights has funds on hand in the Debt Service Funds in the amount of \$140,558.

WHEREAS, this amount is strictly reserved for the debt payment on the General Obligation improvement bonds of 2013A and the General Obligation bonds of 2017A.

NOW THEREFORE, BE IT RESOLVED by the city council of the City of Falcon Heights that the following be removed from the 2018 tax levy:

G.O. Improvement Bonds 2013 A	\$25,136
G.O. Improvement Bonds 2017A	<u>\$115,422</u>
Total Reduction:	\$140,558

Moved by:

Approved by: _____

Peter Lindstrom
Mayor

LINDSTROM _____ In Favor
GUSTAFSON
HARRIS _____ Against
BROWN THUNDER
FISCHER

Attested by: _____

Sack Thongvanh
City Administrator

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The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	November 15, 2017
Agenda Item	Policy G1
Attachment	Results & Resolution
Submitted By	Sack Thongvanh, City Administrator

Item	Canvassing Election Results																																	
Description	<p>The City is required to hold a meeting between November 13th to November 17th to accept and approve election results for the years that the City holds an election. I have attached a resolution to accept the results with certified results provided by Ramsey County Elections.</p> <p>Note: Unofficial Results Tuesday, November 7, 2017</p> <table border="1"> <thead> <tr> <th>Candidate</th> <th>Totals</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Council Member at Large (Elect 2)</td> <td></td> <td></td> </tr> <tr> <td>Paula Mielke</td> <td>607</td> <td>23.41%</td> </tr> <tr> <td>Melanie Leehy</td> <td>723</td> <td>27.88%</td> </tr> <tr> <td>Tom Brace</td> <td>136</td> <td>5.24%</td> </tr> <tr> <td>Tony Fischer</td> <td>229</td> <td>8.83%</td> </tr> <tr> <td>Ronald Dixon</td> <td>58</td> <td>2.24%</td> </tr> <tr> <td>Michael A. Wade</td> <td>125</td> <td>4.82%</td> </tr> <tr> <td>Mark Miazga</td> <td>705</td> <td>27.19%</td> </tr> <tr> <td>Write-In</td> <td>10</td> <td>.39%</td> </tr> <tr> <td>Voters Registered:</td> <td></td> <td></td> </tr> </tbody> </table>	Candidate	Totals	Percentage	Council Member at Large (Elect 2)			Paula Mielke	607	23.41%	Melanie Leehy	723	27.88%	Tom Brace	136	5.24%	Tony Fischer	229	8.83%	Ronald Dixon	58	2.24%	Michael A. Wade	125	4.82%	Mark Miazga	705	27.19%	Write-In	10	.39%	Voters Registered:		
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Budget Impact	N/A																																	
Attachment(s)	<ul style="list-style-type: none"> · Certified Results from Ramsey County Elections* · Resolution 17-34 Approving the 2017 Election Results 																																	
Action(s) Requested	Staff would recommend approval of attached resolution.																																	

*Certified Election Results will be available as an addendum

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**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

November 15, 2017

No. 17-34

**RESOLUTION APPROVING ABSTRACT OF VOTES CAST IN THE PRECINCTS
OF THE CITY OF FALCON HEIGHTS STATE OF MINNESOTA AT THE
GENERAL ELECTION HELD TUESDAY, NOVEMBER 7, 2017**

WHEREAS, the City of Falcon Heights held a municipal election on November 7, 2017;
and

WHEREAS, the abstract of votes cast are attached and incorporated into this resolution;

NOW, THEREFORE, BE IT RESOLVED that the Falcon Heights City Council, sitting as
members of the canvassing board, approve the abstract of votes cast attached to this
resolution.

Passed and Adopted by the Council on this 15th day of November 2017.

Moved by:

Approved by: _____
Peter Lindstrom
Mayor

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

Attested by: _____
Sack Thongvanh
City Administrator

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The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	November 15, 2017
Agenda Item	Policy G2
Attachment	Resolutions and Election Results
Submitted By	Sack Thongvanh, City Administrator

Item	2017 Pavement Management Project Assessment Appeals
Description	<p>The 2017 Pavement Management Project was authorized by the Council in 2016 for 2017 construction season. On October 11, 2017, the Council held a public hearing to confirm and approve special assessments for the project. During the hearing, the City received two appeals as follow:</p> <ol style="list-style-type: none"> 1. 1596 Northrop Street (PID 202923120065) 2. 1596 Vincent Street (PID 202923120081)
Budget Impact	It will have a minimal impact on the overall project, but it will increase the commitment of the City to make up the difference.
Attachment(s)	<ul style="list-style-type: none"> · Resolution 17-35 Reducing Special Assessment for 1596 Northrop Street (PID 202923120065) · Resolution 17-36 Reducing Special Assessment for 1596 Vincent Street (PID 202923120081)
Action(s) Requested	Staff would recommend approval of attached resolutions and authorize the City Administrator and Mayor to execute all necessary documents.

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**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

November 15, 2017

No. 17-35

**A RESOLUTION REDUCING THE SPECIAL ASSESSMENT FOR 2017 PMP
FOR 1596 NORTHROP STREET (PID 202923120065)**

WHEREAS, on May 11, 2016, the City Council order a feasibility report for the 2017 Pavement Management Project (PMP) which included:

- Garden Avenue, from Snelling Avenue to Hamline Avenue
- Folwell Ave, from Fulham St to Hoyt Ave
- Vincent St, from Hoyt Ave to Folwell Ave
- Northrup Ave, from Hoyt Ave to Folwell Ave
- Burton St, from Hoyt Ave to Folwell Ave
- Coffman St, From Hoyt Ave to Larpenteur Ave

WHEREAS, on October 12, 2016 the City Council received the 2017 Pavement Management Project and ordered the public hearing with the removal of:

- Garden Avenue, from Snelling Avenue to Hamline Avenue

WHEREAS, on December 14, 2016, the City Council passed Resolution 2016-41 Ordering Improvement and Preparation of Plans and Specifications;

WHEREAS, on January 11, 2017, the City Council approved plans and specifications and ordered advertisements for bids;

WHEREAS, on March 22, 2017, the City Council awarded the bid to Valley Paving, Inc.;

WHEREAS, on October 11, 2017, the City Council held a public hearing for the adoption and confirmation of assessments for the 2017 Pavement Management Project and received an appeal from Eric Schiffman and Karen Kloser of 1596 Northrop Street;

WHEREAS, on October 11, 2017 the City Council authorized the City Administrator to negotiate with the property owners;

WHEREAS, on November 1, 2017, the City Administrator met with the property owners and agreed to adjust their assessment as followed:

Original Assessment: \$4,785.00

Adjusted Assessment: \$3,816.50

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Falcon Heights as followed:

1. Adjust the Special Assessment for the 2017 Pavement Management Project for 1596 Vincent Street (PID 202923120065) from \$4,785.00 to \$3,816.50.
2. Authorize the City Administrator and Mayor to execute all necessary documents.

Moved by:

Approved by: _____

Peter Lindstrom
Mayor

LINDSTROM	_____	In Favor
GUSTAFSON		
HARRIS	_____	Against
BROWN THUNDER		
FISCHER		

Attested by: _____

Sack Thongvanh
City Administrator

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

November 15, 2017

No. 17-36

**A RESOLUTION REDUCING THE SPECIAL ASSESSMENT FOR 2017 PMP
FOR 1596 VINCENT STREET (PID 202923120081)**

WHEREAS, on May 11, 2016, the City Council order a feasibility report for the 2017 Pavement Management Project (PMP) which included:

- Garden Avenue, from Snelling Avenue to Hamline Avenue
- Folwell Ave, from Fulham St to Hoyt Ave
- Vincent St, from Hoyt Ave to Folwell Ave
- Northrup Ave, from Hoyt Ave to Folwell Ave
- Burton St, from Hoyt Ave to Folwell Ave
- Coffman St, From Hoyt Ave to Larpenteur Ave

WHEREAS, on October 12, 2016 the City Council received the 2017 Pavement Management Project and ordered the public hearing with the removal of:

- Garden Avenue, from Snelling Avenue to Hamline Avenue

WHEREAS, on December 14, 2016, the City Council passed Resolution 2016-41 Ordering Improvement and Preparation of Plans and Specifications;

WHEREAS, on January 11, 2017, the City Council approved plans and specifications and ordered advertisements for bids;

WHEREAS, on March 22, 2017, the City Council awarded the bid to Valley Paving, Inc.;

WHEREAS, on October 11, 2017, the City Council held a public hearing for the adoption and confirmation of assessments for the 2017 Pavement Management Project and received an appeal from Niels Waller and Caprice Waller of 1596 Vincent Street;

WHEREAS, on October 11, 2017 the City Council authorized the City Administrator to negotiate with the property owners;

WHEREAS, on November 1, 2017, the City Administrator met with the property owners and agreed to adjust their assessment as followed:

Original Assessment: \$4,727.00

Adjusted Assessment: \$3,541.00

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Falcon Heights as followed:

1. Adjust the Special Assessment for the 2017 Pavement Management Project for 1596 Vincent Street (PID 202923120081) from \$4,727.00 to \$3,541.00.
2. Authorize the City Administrator and Mayor to execute all necessary documents.

Moved by:

Approved by: _____

Peter Lindstrom
Mayor

LINDSTROM	_____	In Favor
GUSTAFSON		
HARRIS	_____	Against
BROWN THUNDER		
FISCHER		

Attested by: _____

Sack Thongvanh
City Administrator



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	November 15, 2017
Agenda Item	Policy G3
Attachment	WSB & Associates Proposal for Professional Services
Submitted By	Paul Moretto, Community Development Coordinator

Item	Review of the WSB & Associates proposal for consulting services for the 2040 Comprehensive Plan.
Description	<p>The City of Falcon Heights is a first ring suburb located in the Minneapolis-St. Paul metropolitan statistical area (MSA). The Metropolitan Council (Met Council) is the regions metropolitan planning organization (MPO). Cities located in the MSA are required to complete and submit a Comprehensive Plan to the MPO every ten (10) years. These plans coordinate the city's goals and objectives concerning land use, development, public resources, environmental efforts, open spaces, park land, transit, and numerous other policy areas. The Met Council coordinates with cities within its MPO region to provide support and to conduct review of submitted plans. Cities are also required to submit their plan to adjacent cities and received comments on the plan. Plans are due to the Met Council by December 31, 2018.</p> <p>The Comprehensive Planning process is complex and time consuming. Many cities contract with planning consultants to facilitate and conduct research, public meetings, mapping, and other professional services. The City of Falcon Heights has been in contact with WSB & Associates to provide these services for the city. The consultant will work with city staff to update the Comprehensive Plan to include new requirements and updated data.</p> <p>WSB & Associates proposed the following items:</p> <ul style="list-style-type: none"> · Public Participation · Background and Demographic Content · Housing · Land Use · Transportation · Wastewater · Parks and Trails · Implementation · Met Council Coordination <p>WBS & Associates also provides professional services to the City of Roseville and currently provides planning services for their city. Falcon Heights often shares resources and services with Roseville such as engineering, surface water</p>

	management, and mapping. As an organization providing professional services for the city, the city was not required to engage in a competitive process for these services.
Budget Impact	\$52,825
Attachment(s)	<ul style="list-style-type: none"> · WSB & Associates' proposal for consultants services for Falcon Heights' Comprehensive Plan.
Action(s) Requested	Staff would recommend authorizing the use of WSB & Associates up to \$80,000 per approval by the City Administrator.



August 21, 2017

Sack Thongvanh
City Administrator
City of Falcon Heights
2077 West Larpenteur Ave
Falcon Heights, MN 55113

Re: Proposal for Professional Engineering and Planning Services
2040 Update to the Falcon Heights Comprehensive Plan
City of Falcon Heights

Dear Mr. Thongvanh:

We appreciate the opportunity to present the following proposal for professional engineering and planning services to assist the City of Falcon Heights with the completion of the 2040 update to the Comprehensive Plan. Our multi-faceted comprehensive planning team includes professionals in: community planning, transportation planning, water/wastewater infrastructure planning, water resources, and landscape architecture. This proposal is based on discussions with the City of Falcon Heights and Metropolitan Council on the required components of the 2040 update. WSB proposes to complete all of the proposed tasks and will only require City staff to provide guidance, comments, and existing community information. Based on the elements defined below, we propose to complete services for the 2040 Comprehensive Plan update for a **fee of \$52,825**

Below is a list of the components to complete the Falcon Heights 2040 Comprehensive Plan, and the cost for completing these tasks.

Task 1: Public Participation **Cost: \$8,500**

1.1 Community Visioning Meeting

Plan, prepare, market, and facilitate one, large community visioning session to kick-off the Comp Plan with the public.

1.2 Planning Commission Meetings (Up to 4 meetings)

Plan, prepare, market and facilitate up to three Planning Commission Meetings to discuss key topic areas of the Comprehensive Plan. The fourth meeting with the Planning Commission will be the public hearing to recommend the City Council adopt the Comprehensive Plan.

1.3 City Council Meetings (Up to 2 meetings)

This includes one meeting to preliminarily adopt the Comprehensive Plan and authorize its submittal to the Metropolitan Council, and one meeting to adopt the Comprehensive Plan following Metropolitan Council approval. Joint meetings with the Planning Commission will be encouraged when applicable.

Task 2: Background and Demographic Content **Cost: \$1,500**

2.1 Review and update information on previous planning studies, existing Comprehensive Plan, Zoning Ordinance, and City Code.

2.2 Examine and update demographic information in the existing Comprehensive Plan, including:

- Historic and projected population and household growth
- Population age distribution
- Household incomes by age of householder
- Net worth by age of householder
- Household tenure by age of householder
- Household type
- Race and ethnicity

2.3 Examine historic building permit and building permit valuation data.

Task 3: Housing Component

Cost: \$3,200

3.1 Complete an existing housing assessment, including a table of existing local conditions with information such as:

- Total number of housing units.
- Number of housing units affordable to households with incomes at or below 30% Area Median Income (AMI), between 31 and 50% AMI, and between 51 and 80% AMI.
- Number of housing units that are owner occupied.
- Number of housing units that are rental.
- Number of single family homes.
- Number of multi-family homes.
- Number of publicly subsidized housing units by the following types: senior housing, housing for people with disabilities, and all other publicly subsidized units.

3.2 Provide the number of existing households that are experiencing a housing cost burden with incomes at or below 30% AMI, between 31-50% AMI, and 51-80% AMI.

3.3 Prepare a map of owner-occupied housing units identifying their assessed values.

3.4 A narrative analysis of existing housing needs and priorities for the community.

3.5 Discuss how the land use plan addresses the forecasted housing need.

3.6 Acknowledge Falcon Heights' allocation of the region's need for affordable housing and guide residential land at densities sufficient to create opportunities for affordable housing.

3.7 Develop implementation strategies to meet the existing and projected housing needs.

Task 4: Land Use

Cost: \$4,500

4.1 Prepare existing and future land use maps and tables with total acres and percent of total acres for each land use category.

4.2 Discuss different existing and planned land use categories in terms of types of allowed uses and minimum and maximum densities for residential uses.

4.3 Identify and map land areas that are available or likely to be available for redevelopment, infill development or new development.

4.4 Describe community goals, intentions, and priorities concerning preservation, conservation, or restoration of natural resources in the community.

Task 5: Transportation

Cost: \$14,225

5.1 Transportation Plan Work Session: Meet with City, County and MnDOT to identify existing and forecasted issues and strategies and opportunities for collaboration.

5.2 TAZ Allocation: Allocate approved 2040 Falcon Heights land use plan population, employment and households for 2020, 2030 and 2040 by Traffic Analysis Zones (TAZs) and compare to the Metropolitan Council's regional 2040 land use growth allocation for Falcon Heights.

5.3 Roadway: Map and describe existing and forecasted elements of the roadway system including functional classification, roadway jurisdiction, number of lanes and existing and forecasted traffic. Identify and map roadway system issues and identify strategies for improvements.

5.4 Transit: Map and describe existing and planned transit infrastructure and services. Identify and map transit system issues and identify strategies for improvements.

5.5 Bicycle and Pedestrian: Map and describe existing and planned bicycle and pedestrian local, county and regional system facilities. Identify and map barriers and other issues negatively impacting bicycle and pedestrian safety and mobility and identify strategies for improvements.

5.6 Aviation: Identify policies and ordinances that protect regional airspace from obstructions including how the FAA will be notified of proposed structures.

5.7 Freight: Identify railways, barge facilities and truck or intermodal freight terminals and identify important nodes that may generate freight movement, such as industrial parks and large shopping areas. Collect and map heavy commercial truck traffic for Principal Arterial and A-Minor Arterial roadways. Identify freight issues and strategies for improvement.

5.8 Final Transportation Plan Chapter: Write final transportation plan report including all modal components, associated tables, maps and strategies for improvement.

Task 6: Wastewater

Cost: \$14,400

6.1 The previous Comprehensive Sanitary Sewer Plan will be analyzed and updated as needed to comply with Metropolitan Council requirements. The updated Plan will rely on information from the City's 2030 Comprehensive Plan to maximize efficiency and minimize cost.

6.2 Update the previously completed capacity analysis based on revised land use assumptions.

6.3 Development of goals and implementation steps for the sanitary sewer plan, including loading requirements and needed improvements.

6.4. Preparation of GIS maps of the existing system, needed infrastructure and pipe size ranges, and proposed future system.

6.5. Develop detailed management strategies to address inflow and infiltration from public and private sources.

Task 7: Water Supply Plan

This proposal assumes this task is completed under a separate contract. Requirements are governed by the Minnesota Department of Health, and follow different timelines than the Comprehensive Plan (although required to be submitted with the plan to the Met Council). Scopes and cost are available for these items, upon request.

Task 8: Surface Water Management Plan

Mr. Sack Thongvanh
August 21, 2017
Page 4

This proposal assumes this task is completed under a separate contract. Requirements are governed by the watershed district and BWSR, and follow different timelines than the Comprehensive Plan (although required to be submitted with the plan to the Met Council). Scopes and cost are available for these items, upon request.

Task 9: Parks and Trails

Cost: \$2,000

9.1 Describe, map and label the Regional Park System facilities that are located in the community.

9.2 Describe and map existing and proposed local parks, trails, and recreation facilities.

9.3 Develop a capital improvement program for parks and open space facilities as part of the implementation section.

Task 10: Implementation

Cost: \$2,000

10.1 Describe all public programs, fiscal devices, and other actions that will be used to implement the goals and policies of the comprehensive plan.

10.2 Define a timeline as to when actions will be taken to implement each required element of the comprehensive plan.

10.3 Develop a Capital Improvement Program (CIP) for transportation, sewers, parks, water supply, and open space facilities specifying timing and sequence of major local public investments.

10.4 Describe and analyze relevant official controls addressing zoning, subdivision, water supply, and private sewer systems and include a schedule that prioritizes needed changes to official controls.

Task 11: Met Council Coordination

Cost: \$2,500

11.1 Coordination of adjacent community review and incorporation of comments received as necessary.

11.2 Coordination with Metropolitan Council to submit plan and incorporate comments by Metropolitan Council staff.

If this proposal is acceptable to you, please sign this agreement and return a copy to WSB. Receipt of an executed copy will be WSB's authorization to proceed with the scope of services. Although unlikely, any additional tasks that may arise will be billed at WSB's hourly rate, and will be provided to the City in a separate scope of work for authorization prior to initiating such additional work.

WSB appreciates the opportunity to submit this proposal for the City of Falcon Heights 2040 Comprehensive Plan update. If you have any questions, please feel free to call me at 763-231-4863.

Sincerely,

WSB & Associates, Inc.

Breanne Rothstein
CPED Manager

ACCEPTED BY:

Mr. Sack Thongvanh
August 21, 2017
Page 5

City of Falcon Heights, MN

Name _____

Title _____

Date _____