

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

**AGENDA**  
August 22, 2018 at 7:00 P.M.

- A. CALL TO ORDER:
- B. ROLL CALL: LINDSTROM \_\_\_ LEEHY\_\_\_ BROWN THUNDER \_\_\_  
MIAZGA \_\_\_ GUSTAFSON\_\_\_
- STAFF PRESENT: THONGVANH\_\_\_
- C. PRESENTATIONS:
1. New CTV Executive Director Dana Healy
  2. Zane Johnson – Eagle Scout Update
- D. APPROVAL OF MINUTES:
1. August 8, 2018 City Council Meeting Minutes
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA:
1. General Disbursements through: 8/15/18 \$185,588.83  
Payroll through: 8/15/18 \$20,377.90
  2. Good Neighbor Fund – Grant Application “Piano in the Park”
- G: POLICY ITEMS:
- H. INFORMATION/ANNOUNCEMENTS
1. Budget Workshop #1 following August 22, 2018 Regular City Council Meeting
  2. Budget Workshop #2 – September 5, 2018 at 6:30 P.M.
  3. Budget Workshop #3 – September 15, 2018 at 6:30 P.M.
  4. Weekly Police Reports – [Click Here](#)
- I. COMMUNITY FORUM:
- J. ADJOURNMENT:

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Regular Meeting of the City Council  
City Hall  
2077 West Larpenteur Avenue

**AGENDA**  
August 8, 2018 at 7:00 P.M.

- A. CALL TO ORDER:
- B. ROLL CALL: LINDSTROM X LEEHY X BROWN THUNDER N/A  
MIAZGA X GUSTAFSON X  
  
STAFF PRESENT: THONGVANH X
- C. PRESENTATIONS:
- D. APPROVAL OF MINUTES:
  - 1. July 25, 2018 City Council Meeting Minutes

City Administrator Thongvanh

There is an updated meeting minutes in front of Mayor Lindstrom and Council Members. Council Member Leehy made some corrections and we will be adopting the amended meeting minutes that you have in front of you. The corrections were just grammatical changes only.

- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA:
  - 1. General Disbursements through: 8/01/18 \$46,776.78  
Payroll through: 7/31/18 \$25,229.34

Council Member Leehy Moved, Approved 4-0

- G: POLICY ITEMS:
- H. INFORMATION/ANNOUNCEMENTS
  - 1. Budget Workshop #1 following August 22, 2018 Regular City Council Meeting

City Administrator Thongvanh

The Finance Director Roland and I are currently working on the budget, and the two main items are the General Funds and Debt Service. These two items are the ones that will affect resident's property taxes levy. A reminder that water, sewer, and recycling do not change the levy and we will discuss them at a later time along with capital improvements.

- 2. Weekly Police Reports – [Click Here](#)

### Mayor Lindstrom

The Weekly Police Reports is available online each week at Falcon Heights website under Public Safety. We received the Ramsey County Sheriff's report and get to see police activities that have happened in that week.

### Council Member Miazga

- We had a great Planning Commission interactions at Night to Unite last night. We received a lot of feedback from residents. I spoke to 13 residents at the block I attended, and the rest of the other commissions visited different neighborhoods to get public inputs. City Administrator Thongvanh should have some community inputs to pass along to the consultants. Planning Commission's next meeting is September 25th at 7:00 p.m. and it's still a public input session. As I mentioned in the last City Council meeting, each Planning Commissioners is taking ownership of a specific section from the 2040 Comprehensive Plan, and this will help build an informal dialogue between residents and commissioners.
- I attended the League of Minnesota Cities Improving Local Economy Committee kick-off meeting last week. It was a great collaboration, and I learned that most of the Pre-emption efforts at the Capital thankfully failed which keeps local control and where it should be. It was reassuring to hear it from the meeting.
- A reminder that August 14<sup>th</sup> is the Minnesota Primary Election and don't forget to vote. It is easy to register in Minnesota and can do it on the same day.
- I will be meeting City Administrator Thongvanh to discuss NYFS' opening in Council Member Brown Thunder's absent. I am leaning towards to take the position since I can see the 2040 Comprehensive Plan through the end of the year, then transition to NYFS.

### Council Member Leehy

- I would like to thank all the residents for participating in Night to Unite. I heard that some of the numbers of attendees were higher than last year and that is excellent news. I was delighted at one of the apartment complexes there was a corporative where the senior apartments merged with the party at the multi-family. That is something I have been working towards over the last several years. Everybody was pleased. The seniors were pleased, and those that lived in the multi-family units were pleased. Everybody was introducing each other, and it was a great time there.
- Park and Recreation Commission has openings and would like to encourage residents to join. If you have ideas for community involvement and recreation, whether it is for children, youth or seniors, there is an opportunity for you to speak about it. Our Next meeting is on October 1<sup>st</sup>.

### Council Member Gustafson

- Community Engagement Commission's next meeting is September 17<sup>th</sup> at 7:00 p.m. at City Hall.
- Tuesday, August 14th from 5:00 p.m. to 7:00 p.m. is Ice Cream Social and Hot Dog with a Deputy at Community Park on Roselawn and Cleveland. The event was rescheduled because of the weather in July. Stop by the City Hall to vote then come over to

Community Park to enjoy some free ice cream and hot dog. Looking forward to seeing everyone after voting.

- Night to Unite event was spectacular. I was with Animal Control Officer Lee and Sergeant Young from the Transport Unit, and we visited five block parties south of Larpenteur. They helped answer questions from residents and were great ambassadors. We did about 200+ events last night in the Sheriff's Office and the community and 46 teams of ambassadors hitting parties. Everyone had a great and fun time.
- Tomorrow I will be at the Ramsey County Legal Local Government office, and they are holding an emergency meeting at 5:30 p.m. at Old Chicago in Roseville. The meeting will talk about leadership issues that came with the disbandment on one of the water conservation districts that got adsorb into the county. The two, Chair and the Vice Chair no longer have an elective office which means it no longer exists. Therefore, all of the cities have a representative to that group.

### Mayor Lindstrom

- Yesterday I went on a fascinating tour at the Waste Water Treatment Plant. It is the metro plant which is south of downtown St. Paul (3 miles) and it takes care of Minneapolis-St. Paul metro area wastewater. It is a top 10 wastewater plant treatment in the nation, in terms of volume of wastewater coming in. Overall, I was extremely impressed, and I went on the tour with other local government officials and got to hear their story and take great pride, as they should, with their operations. It is very efficient and very sustainable minded. They are doing these tour because, as Sack was mentioning, we have these enterprise funds, which one of them is wastewater. It is good for local government officials to know that Metropolitan Council is keeping a close eye on how its run and making sure that it is efficient as possible.
- Tomorrow I am attending the Warners' Stellian celebration. They completely remodeled their showroom in Falcon Heights. They invited me there to say a few words which will be fun.
- I am also active in the League of Minnesota Cities.. Mark mentioned at he is also on one of the committees. I am on a different committee called Service Delivery Committee and we met as well. That is a great opportunity to help form the policies of the League of MN Cities that represent us at the Capitol. Great way the network and get to know other city council members, mayors and staff.
- Attended the Night to Unite last night and received a lot of feedbacks on improvements, suggestions and comments. It was a fun night.
- A reminder that the application for the City Council Vacancy is still open. The final review committee is me, Council Member Miazga, City Commissioners Shirley Reider and John Larkin, Olivia Demerath a high school student, and Jim Wassenberg.

### City Administrator Thongvanh

- City staffs are currently working on the fall newsletter, and this year we will do something new by including the community survey in it and mail it all at once. We are doing this, so residents know that this survey is coming from the City. We will display the Community Survey on weekly newsletters, Falcon Heights website, and QR code to

do the survey on the phone till the deadline. You can take a picture of the QR code, and your internet browser will pop up to take the survey. I am not sure if it works for Android phones, but it does work for Apples.

- I received a call from the Realtor representing the TIES building and they are reviewing six proposals from private entities looking to purchase the building. The Realtor also wants to know what the City's interests regarding what we would like to see there.
- Council Member Miazga and I will finalize the Community Survey tonight.
- Council Member Leehy and Council Member Gustafson and I will meet tomorrow but at an earlier time because Council Member Leehy will also attend the celebration at Warners' Stellan. Our meeting tomorrow, we will discuss the \$20,000 grant we received from the St. Paul Foundation for the work that we are doing as recommended by the Task Force. We will consider where the funds will be allocated towards. This is different from the Bush Foundation of \$200,000.
- City Council Vacancy Application deadline is August 24<sup>th</sup> by noon. The Review Committee will interview all candidates on September 4<sup>th</sup> and 6<sup>th</sup> and identify finalists. Council will interview finalists and makes a selection on September 12<sup>th</sup> and on September 26<sup>th</sup> the Council will appoint a new member.

I. COMMUNITY FORUM:

J. ADJOURNMENT:

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Peter Lindstrom, Mayor

Dated this 8th day of August, 2018

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Sack Thongvanh, City Administrator



*The City That Soars!*

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	August 22, 2018
<b>Agenda Item</b>	Consent F1
<b>Attachment</b>	General Disbursements and Payroll
<b>Submitted By</b>	Roland Olson, Finance Director

<b>Item</b>	General Disbursements and Payroll
<b>Description</b>	General Disbursements through: 8/15/18 \$185,588.83 Payroll through: 8/15/18 \$20,377.90
<b>Budget Impact</b>	The general disbursements and payroll are consistent with the budget.
<b>Attachment(s)</b>	· General Disbursements and Payroll
<b>Action(s) Requested</b>	Staff recommends that the Falcon Heights City Council approve general disbursements and payroll.

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PACKET: 01814 AUGUST 8 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
=====							
01-00285	APPLIED ECOLOGICAL SERVICES						
I-201808086809		HAND MOWING		510.00			
8/08/2018	APBNK	DUE: 8/08/2018 DISC: 8/08/2018			1099: N		
		HAND MOWING			602 4602-81910-000	VEGETATION MGMT	510.00
		=== VENDOR TOTALS ===		510.00			
=====							
01-06487	BONNIE SINGH						
I-201808086807		ENERGY EFFICIENCY REBATE PROG		71.00			
8/08/2018	APBNK	DUE: 8/08/2018 DISC: 8/08/2018			1099: N		
		ENERGY EFFICIENCY REBATE PROGM			101 4117-89100-000	ENERGY REBATE PROGRAM	71.00
		=== VENDOR TOTALS ===		71.00			
=====							
01-03122	CITY OF ST PAUL						
I-IN00029630		ASPHALT MIX-11		654.96			
8/08/2018	APBNK	DUE: 8/08/2018 DISC: 8/08/2018			1099: N		
		ASPHALT MIX-11			101 4132-75000-000	BITUMINOUS PATCHING	654.96
		=== VENDOR TOTALS ===		654.96			
=====							
01-05179	FIRE SAFETY USA, INC						
I-003754		SUPPLIES:3XHALL RUNNER, MASK		123.00			
8/08/2018	APBNK	DUE: 8/08/2018 DISC: 8/08/2018			1099: N		
		SUPPLIES:3XHALL RUNNER, MASK			101 4124-70100-000	SUPPLIES	123.00
		=== VENDOR TOTALS ===		123.00			
=====							
01-05235	JAN-PRO CLEANING SYSTEMS						
I-76920		AUGUST REGULAR JANITORIAL SER		205.00			
8/08/2018	APBNK	DUE: 8/08/2018 DISC: 8/08/2018			1099: N		
		AUGUST REGULAR JANITORIAL SERV			101 4131-87010-000	CITY HALL MAINTENANCE	205.00
		=== VENDOR TOTALS ===		205.00			
=====							
01-06486	JUSTIN TACHENY						
I-201808086806		JUSTIN TACHENY		133.83			
8/08/2018	APBNK	DUE: 8/08/2018 DISC: 8/08/2018			1099: N		
		CELL PHONE REIMBT			201 4201-89000-000	MISCELLANEOUS	40.00
		MILEAGE			201 4201-86010-000	MILEAGE	93.83
		=== VENDOR TOTALS ===		133.83			

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01-07272	LILLIE	SUBURBAN NEWSPAPER				
I-201808086804		LILLIE SUBURBAN NEWSPAPER	94.88			
8/08/2018	APBNK	DUE: 8/08/2018 DISC: 8/08/2018		1099: N		
		NOTICE-ELECTRICAL ORDINANCE		101 4111-70410-000	LEGAL NOTICES	60.38
		FINANCIAL STATEMENT		101 4111-70410-000	LEGAL NOTICES	34.50
		=== VENDOR TOTALS ===	94.88			
=====						
01-05440	LOFFLER	COMPANIES, INC				
I-201808086801		LOFFLER COMPANIES, INC	387.37			
8/08/2018	APBNK	DUE: 8/08/2018 DISC: 8/08/2018		1099: N		
		JULY COPIER CHARGES		101 4112-87000-000	REPAIR OFFICE EQUIPMENT	73.14
		APRIL-JUNE COPIER CHARGES		101 4112-87000-000	REPAIR OFFICE EQUIPMENT	314.23
		=== VENDOR TOTALS ===	387.37			
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01-05665	METROPOLITAN	COUNCIL				
I-1085612		SEPTEMBER SANITARY SEWER	39,846.43			
8/08/2018	APBNK	DUE: 8/08/2018 DISC: 8/08/2018		1099: N		
		SEPTEMBER SANITARY SEWER		601 4601-85060-000	METRO SEWER CHARGES	39,846.43
		=== VENDOR TOTALS ===	39,846.43			
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01-05825	MUNICIPAL CODE	CORPORATION				
I-00314072		SUPPLEMENT PAGES&FOLIO UPDATE	1,639.62			
8/08/2018	APBNK	DUE: 8/08/2018 DISC: 8/08/2018		1099: N		
		SUPPLEMENT PAGES&FOLIO UPDATE		101 4114-80210-000	ZONING CODE UPDATE	1,639.62
		=== VENDOR TOTALS ===	1,639.62			
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01-07263	NEXTEL	COMMUNICATIONS, INC				
I-172868921-161		FIRE FIGHTING-CELL PHONE	24.42			
8/08/2018	APBNK	DUE: 8/08/2018 DISC: 8/08/2018		1099: N		
		FIRE FIGHTING-CELL PHONE		101 4124-85015-000	CELL PHONE	24.42
		=== VENDOR TOTALS ===	24.42			
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01-06053	OREILLY	AUTO PARTS				
I-1799-432394		STREET SWEEPER	50.75			
8/08/2018	APBNK	DUE: 8/08/2018 DISC: 8/08/2018		1099: N		
		STREET SWEEPER		602 4602-83020-000	STREET SWEEPING	50.75
		=== VENDOR TOTALS ===	50.75			

PACKET: 01814 AUGUST 8 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
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01-06185	RAMSEY COUNTY					
I-RISK001936		AUGUST DENTL/DISAY/LIFE INSUR	1,005.27			
8/08/2018	APBNK	DUE: 8/08/2018 DISC: 8/08/2018		1099: N		
		AUGUST DENTL/DISAY/LIFE INSUR		101 4112-89000-000	MISCELLANEOUS	1,005.27
		=== VENDOR TOTALS ===	1,005.27			
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01-06184	RAMSEY COUNTY - POLICE AND 911					
I-201808086810		RAMSEY COUNTY - POLICE AND 91	3,137.90			
8/08/2018	APBNK	DUE: 8/08/2018 DISC: 8/08/2018		1099: N		
		JULY 911 DISPATCH		101 4122-81200-000	911 DISPATCH FEES	2,557.68
		JULY CAD		101 4122-81200-000	911 DISPATCH FEES	499.10
		JULY RADIP FLEET SUPPORT		101 4124-86800-000	RADIO MESB/FLEET SUPPORT	81.12
		=== VENDOR TOTALS ===	3,137.90			
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01-05374	TENNIS SANITATION LLC					
I-201808086802		TENNIS SANITATION LLC	5,835.50			
8/08/2018	APBNK	DUE: 8/08/2018 DISC: 8/08/2018		1099: N		
		JULY WASTE REMOVAL		101 4131-82010-000	WASTE REMOVAL	66.50
		JULY RECYCLING		206 4206-82030-000	RECYCLING CONTRACTS	5,769.00
		=== VENDOR TOTALS ===	5,835.50			
=====						
01-00871	TERENCE BOYLE					
I-201808086808		REFUND FD18-13	31.45			
8/08/2018	APBNK	DUE: 8/08/2018 DISC: 8/08/2018		1099: N		
		REFUND FD18-13		101 32216-000	DRIVEWAYS/FENCES	31.45
		=== VENDOR TOTALS ===	31.45			
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01-05737	VERIZON WIRELESS					
I-9811584569		VERIZON WIRELESS	129.62			
8/08/2018	APBNK	DUE: 8/08/2018 DISC: 8/08/2018		1099: N		
		CELL PHONE		101 4131-85015-000	CELL PHONE	59.60
		FIRE DEPT. CAD		101 4124-85015-000	CELL PHONE	70.02
		=== VENDOR TOTALS ===	129.62			

PACKET: 01814 AUGUST 8 PAYABLES  
VENDOR SET: 01 City of Falcon Heights  
SEQUENCE : ALPHABETIC  
DUE TO/FROM ACCOUNTS SUPPRESSED

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01-05870	XCEL ENERGY					
I-201808086805	XCEL ENERGY		325.57			
8/08/2018	APBNK	DUE: 8/08/2018 DISC: 8/08/2018		1099: N		
	ELECT			209 4209-85020-000	STREET LIGHTING POWER	11.31
	ELECT			209 4209-85020-000	STREET LIGHTING POWER	56.99
	ELECT			101 4121-85020-000	ELECTRIC	0.84
	ELECT			209 4209-85020-000	STREET LIGHTING POWER	56.96
	ELECT			209 4209-85020-000	STREET LIGHTING POWER	49.93
	ELECT			209 4209-85020-000	STREET LIGHTING POWER	11.31
	ELECT			209 4209-85020-000	STREET LIGHTING POWER	50.77
	ELECT			209 4209-85020-000	STREET LIGHTING POWER	11.31
	ELECT			101 4141-85020-000	ELECTRIC/GAS	25.35
	ELECT			209 4209-85020-000	STREET LIGHTING POWER	50.80
	=== VENDOR TOTALS ===		325.57			
	=== PACKET TOTALS ===		54,206.57			

PACKET: 01816 AUG 10 PAYABLES  
VENDOR SET: 01 City of Falcon Heights  
SEQUENCE : ALPHABETIC  
DUE TO/FROM ACCOUNTS SUPPRESSED

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01	01	MIDWEST MACHINERY COMPANY				
I-201808106811		JOHN DEERE MOWER	25,685.00			
8/10/2018	APBNK	DUE: 8/10/2018 DISC: 8/10/2018		1099: N		
		JOHN DEERE MOWER		401 4401-91000-000	MACHINERY & EQUIPMENT	25,685.00
		=== VENDOR TOTALS ===	25,685.00			
		=== PACKET TOTALS ===	25,685.00			

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
01 97		ASSOC FOR NONSMOKERS					
I-201808136817		ASSOC FOR NONSMOKERS		168.00			
8/13/2018	APBNK	DUE: 8/13/2018 DISC: 8/13/2018			1099: N		
		TABACCO CHECKS			101 4122-81000-000	POLICE SERVICES	168.00
		=== VENDOR TOTALS ===		168.00			
01-00875		BHE COMMUNITY SOLAR, LLC					
I-201808136814		BHE COMMUNITY SOLAR, LLC		1,002.96			
8/13/2018	APBNK	DUE: 8/13/2018 DISC: 8/13/2018			1099: N		
		JUNE CITY HALL SOLAR ELECT			101 4131-85025-000	SOLAR ELECTRIC	541.67
		MAY CITY HALL SOLAR ELECT			101 4131-85025-000	SOLAR ELECTRIC	461.29
		=== VENDOR TOTALS ===		1,002.96			
01-03110		CENTURY LINK					
I-201808136815		CENTURY LINK		136.82			
8/13/2018	APBNK	DUE: 8/13/2018 DISC: 8/13/2018			1099: N		
		LANLINES-BALANCE FORWARD			601 4601-85011-000	TELEPHONE - LANDLINE	67.30
		LANLINES LIFT STATION			601 4601-85011-000	TELEPHONE - LANDLINE	69.52
		=== VENDOR TOTALS ===		136.82			
01-03123		CINTAS CORPORATION #470					
I-4008405405		CINTAS CORPORATION #470		116.10			
8/13/2018	APBNK	DUE: 8/13/2018 DISC: 8/13/2018			1099: N		
		GLASS&SURF CLEANER, BLACK MAT			101 4131-70110-000	SUPPLIES	116.10
		=== VENDOR TOTALS ===		116.10			
01 70		METRO PRODUCTS INC					
I-136812		METRO PRODUCTS INC		32.79			
8/13/2018	APBNK	DUE: 8/13/2018 DISC: 8/13/2018			1099: N		
		SUPPLIES:LOCK&FLAT WASHER, ETC			101 4131-70110-000	SUPPLIES	32.79
		=== VENDOR TOTALS ===		32.79			
01-05273		MN PUBLIC EMPLOYEES INSURANCE					
I-738629		MN PUBLIC EMPLOYEES INSURANCE		9,210.28			
8/13/2018	APBNK	DUE: 8/13/2018 DISC: 8/13/2018			1099: N		
		SEPTEMBER HEALTH INSURANCE			101 4112-89000-000	MISCELLANEOUS	9,210.28
		=== VENDOR TOTALS ===		9,210.28			

PACKET: 01819 Payables August 13  
VENDOR SET: 01 City of Falcon Heights  
SEQUENCE : ALPHABETIC  
DUE TO/FROM ACCOUNTS SUPPRESSED

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
01-076		OFFICE DEPOT					
I-150421408001/2		OFFICE DEPOT	506.73				
8/13/2018	APBNK	DUE: 8/13/2018 DISC: 8/13/2018		1099: N			
		NOT FULLY PAID BEFORE: SUPPLIES		101 4112-70100-000	SUPPLIES		506.73
		=== VENDOR TOTALS ===	506.73				
01-06184		RAMSEY COUNTY - POLICE AND 911					
I-SHRFL001717		AUGUST POLICE SERVICES	82,692.72				
8/13/2018	APBNK	DUE: 8/13/2018 DISC: 8/13/2018		1099: N			
		AUGUST POLICE SERVICES		101 4122-81000-000	POLICE SERVICES		82,692.72
		=== VENDOR TOTALS ===	82,692.72				
01-06628		SACK THONGVANH					
I-201808136816		SACK THONGVANH	120.00				
8/13/2018	APBNK	DUE: 8/13/2018 DISC: 8/13/2018		1099: N			
		JULY CELL PHONE REIMB		101 4131-85015-000	CELL PHONE		60.00
		AUGUST CELL PHONE REIMB		601 4601-85015-000	CELL PHONE		60.00
		=== VENDOR TOTALS ===	120.00				
01-05870		XCEL ENERGY					
I-201808136813		XCEL ENERGY	2,257.72				
8/13/2018	APBNK	DUE: 8/13/2018 DISC: 8/13/2018		1099: N			
		STREET LIGHT ELECT		209 4209-85020-000	STREET LIGHTING POWER		89.74
		PARKS ELECT		101 4141-85020-000	ELECTRIC/GAS		17.53
		CITY HALL GAS		101 4131-85030-000	NATURAL GAS		65.02
		STREET LIGHT ELECT		209 4209-85020-000	STREET LIGHTING POWER		11.84
		STREET LIGHT ELECT		209 4209-85020-000	STREET LIGHTING POWER		2,073.59
		=== VENDOR TOTALS ===	2,257.72				
		=== PACKET TOTALS ===	96,244.12				

-----ID-----				GROSS	P.O. #			
POST DATE	BANK CODE	-----DESCRIPTION-----		DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
01-10		CENTURY LINK						
I-201808156820		CENTURY LINK		124.00				
8/15/2018	APBNK	DUE: 8/15/2018 DISC: 8/15/2018			1099: N			
		LANDLINES-PARKS BALANCE FORWAR			101 4141-85011-000	TELEPHONE - LANDLINE		61.93
		LANDLINES-PARKS(8/7-9/6)			101 4141-85011-000	TELEPHONE - LANDLINE		62.07
		=== VENDOR TOTALS ===		124.00				
01-04000		EHLERS AND ASSOCIATES						
I-201808156821		EHLERS AND ASSOCIATES		5,100.00				
8/15/2018	APBNK	DUE: 8/15/2018 DISC: 8/15/2018			1099: N			
		TIF PREPARATION			414 4414-81900-000	OTHER PROFESSIONAL SERVI		3,480.00
		PAYMENT CALCULATION VERIFICATI			414 4414-81900-000	OTHER PROFESSIONAL SERVI		1,620.00
		=== VENDOR TOTALS ===		5,100.00				
01-05171		FRA DOR INC						
I-1807359		FRA DOR INC		68.00				
8/15/2018	APBNK	DUE: 8/15/2018 DISC: 8/15/2018			1099: N			
		BOULEVARD MAINTENANCE			101 4132-87010-000	BOULEVARD MAINTENANCE		68.00
		=== VENDOR TOTALS ===		68.00				
01-04570		JOSEPH, KATRINA E.						
I-201808156823		JOSEPH, KATRINA E.		2,500.00				
8/15/2018	APBNK	DUE: 8/15/2018 DISC: 8/15/2018			1099: Y			
		JULY PROSECUTIONS			101 4123-80200-000	LEGAL FEES		2,500.00
		=== VENDOR TOTALS ===		2,500.00				
01-01		SAMS CLUB MC/SYNCB						
I-201808156822		SAMS CLUB MC/SYNCB		1,244.73				
8/15/2018	APBNK	DUE: 8/15/2018 DISC: 8/15/2018			1099: N			
		KITCHEN SUPPLIES:TOWELS POWEDE			101 4131-70110-000	SUPPLIES		161.08
		SWEEPER REPAIR			602 4602-83025-000	SWEEPER PARTS/SUPPLIES		1,083.65
		=== VENDOR TOTALS ===		1,244.73				



PACKET: 01821 Payables August 15  
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	23	USA INFLATABLES				
I-201808156818		USA INFLATABLES	393.39			
8/15/2018	APBNK	DUE: 8/15/2018 DISC: 8/15/2018		1099: N		
		FIRE DEPART OPEN HOUSE		101 4116-89010-000	SPECIAL EVENTS	393.39
		=== VENDOR TOTALS ===	393.39			
01-05870		XCEL ENERGY				
I-201808156819		XCEL ENERGY	23.02			
8/15/2018	APBNK	DUE: 8/15/2018 DISC: 8/15/2018		1099: N		
		GAZEBO, SNELLING ELECT		101 4141-85020-000	ELECTRIC/GAS	23.02
		=== VENDOR TOTALS ===	23.02			
		=== PACKET TOTALS ===	9,453.14			

IP #	NAME	AMOUNT
005	SACK THONGVANH	3,198.63
L-1017	TIMOTHY J SANDVIK	1,736.07
L-1020	AMANDA P LOR	1,270.70
L-1136	ROLAND O OLSON	2,484.60
L-0040	KEVIN ANDERSON	171.67
L-0085	DANIEL S JOHNSON-POWERS	200.74
L-0086	RICHARD H HINRICHS	527.17
L-0087	MICHAEL A MCKAY	258.59
L-0095	MICHAEL J POESCHL	485.70
L-0097	PATRICK GAFFNEY	352.27
L-0105	ANTON M FEHRENBACH	455.32
L-0106	SCOTT A TESCH	223.84
L-0123	BRYAN R SULLIVAN	116.41
L-0124	MICHAEL D KRUSE	197.98
L-0126	BENJAMIN J SMITH	119.79
L-0132	ANDREW K TEMME	160.03
L-0135	MORGAN B MCCANN	175.85
L-0136	SCHLIZ S SAWYERS	88.25
L-0137	DANIEL J WATTENHOFER	116.78
L-0138	GRANT W HEITMAN	130.85
L-0139	WILLIAM M RAVEN	197.70
L-2172	MICHAEL W ARCAND	187.11
L-2240	TIMOTHY P TWOHY	874.50
L-2247	THOMAS J DEMARS	688.49
L-1030	TIMOTHY J PITTMAN	2,062.95
033	DAVE TRETSVEN	1,626.64
L 1143	COLIN B CALLAHAN	1,614.32

OTAL PRINTED: 27 19,722.95

8-12-2018 8:28 AM PAYROLL CHECK REGISTER PAGE: 1  
 PAYROLL NO: 01 City of Falcon Heights PAYROLL DATE: 8/12/2018

IP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
17	JINZE, LI	R	8/12/2018	435.68	087812
	GRAY, MCGWIRE T	R	8/12/2018	92.02	087813
25	HART, KELLY M	R	8/12/2018	127.25	087814

8-12-2018 8:28 AM PAYROLL CHECK REGISTER PAGE: 2  
 PAYROLL NO: 01 City of Falcon Heights PAYROLL DATE: 8/12/2018

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

REGULAR CHECKS:	3	654.95
DIRECT DEPOSIT REGULAR CHECKS:	27	19,722.95
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	30	20,377.90



*The City That Soars!*

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	August 22, 2018
<b>Agenda Item</b>	Consent F2
<b>Attachment</b>	Final Grant Payment
<b>Submitted By</b>	Tim Sandvik – Deputy Clerk Recreation Supervisor

<b>Description</b>	Good Neighbor Fund - Grant Application “Piano in the Park”
<b>Background</b>	<p>The City of Falcon Heights regularly explores grant funding opportunities to enhance Parks and Recreation throughout the city. As an ongoing effort to connect visitors with the parks, the Parks and Recreation Commission discovered an opportunity to do so by hosting a “Piano in the Park” for public use at Community Park. In the Fall of 2017, the city was awarded the grant and the first payment of \$833.33 (one third of the cost) was received in September of 2017.</p> <p>The Good Neighbor Fund was established in 2008 by the University of Minnesota. Funds are available from the annual proceeds of an endowment established at the time of the development of TCF Bank Stadium.</p> <p>Groups eligible to apply must be member organizations of the University of Minnesota Stadium Advisory Group.</p> <p>Having completed the project in July of 2018, staff submitted final reporting and has now received the final payment totaling \$1667.67.</p>
<b>Budget Impact</b>	The total grant award was \$2,500 with the city providing ‘In-Kind Match Hours’ through staff time. Matching In-Kind Hours is not a requirement, but is recommended to show the City has sincere interest in the grant application.
<b>Attachment(s)</b>	<ul style="list-style-type: none"> <li>· Final report submitted to the Good Neighbor Fund</li> </ul>
<b>Action(s) Requested</b>	Staff recommends that the Falcon Heights City Council approve the Good Neighbor Fund Grant Final Payment for deposit.

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CITY OF  
**FALCON HEIGHTS**

2077 W. Larpenteur Avenue  
Falcon Heights, MN 55113-5594

email: [mail@falconheights.org](mailto:mail@falconheights.org)  
website: [www.falconheights.org](http://www.falconheights.org)

*The City That Soars!*

Phone - (651) 792-7600  
Fax - (651) 792-7610

June 14, 2018

University of Minnesota Good Neighbor Fund  
Room 3 Morrill Hall  
100 Church Street SE  
Minneapolis MN, 55455

To whom it may concern –

Attached to this letter you will find a Payout Request Form, Final Grantee Report Form, and appropriate attachments for Grant Number 2017.05.

You will see our Final Report form requests the final two-thirds payment as we are submitting both forms at once (a total of \$1666.67).

If you have any questions, comments or concerns, please don't hesitate to contact us.

Best,

Tim Sandvik  
Deputy Clerk/Recreation Supervisor  
City of Falcon Heights  
651.792.7600  
[tim.sandvik@falconheights.org](mailto:tim.sandvik@falconheights.org)

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FAMILIES, FIELDS AND FAIR

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PRINTED ON RECYCLED PAPER

**2017 University of Minnesota Good Neighbor Fund  
Payout Request Form**

Date: June 14, 2018

Grant Number: 2017.05

Name of Grantee Organization: City of Falcon Heights

It is the general policy to disburse 1/3 of the grant amount approximately 30 days of the execution of this agreement; 1/3 approximately 30 days of submission of a Payout Request Form, documenting allowable costs to date amounting to 2/3 of the total grant; and the final 1/3 approximately 30 days of the submission of a final Grantee Report.

Please note that, depending on the Grantee's arrangement with any third party partners or vendors, it may be necessary for the Grantee to cover costs and then be reimbursed from the payout of grant funds. It is the responsibility of the Grantee to manage the cash flow of the project.

1. Briefly describe the progress on implementation of the project:


The grant is currently in the 'use' phase. During the spring of 2018, the city was able to purchase a piano from the non-profit organization (Keys 4/4 Kids – Piano on Parade program). Following that, we were able to identify a partner with the local elementary school (Falcon Heights Elementary) in that their art teacher was willing to take on the design phase with her students. The piano has since been painted and was recently moved to Falcon Heights – Community Park for use. The piano will remain in the park until early July.

2. Complete the table on page 2.

3. Attach to this report documentation of the expenditures or fund commitments already made. Acceptable documentation for expenditures would include receipts containing a description and explanation of expenses and number of hours and pay rate for any staff time associated with the grant.

4. If you anticipate a substantial change in activities, a change in the project budget of 20% or greater, please attach a project amendment request, explaining what will be different from the original project and/or budget, and the reason for the change.

I certify that I am authorized to sign on behalf of the Grantee organization.

Signature:  - Tim Savarik Title: Deputy Clerk / Recreation Supervisor

1	2	3	4	5	6	7
Activity description	Grant amount approved for this activity	Amount previously disbursed to Grantee for this activity	Amount of grant funds expended to date	Amount requested at this time	Funds committed from other sources	Amount other funds expended to date
Payment for piano	\$2500	\$833.33	\$2500	\$0	\$0	\$0
<b>Total project funds:</b>	<b>\$2500</b>	<b>\$833.33</b>	<b>\$2500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Please submit completed Payout Request Forms and supporting documentation to:

University of Minnesota Good Neighbor Fund  
 Room 3 Morrill Hall  
 100 Church Street SE  
 Minneapolis, MN 55455

**2017 University of Minnesota Good Neighbor Fund  
Final Grantee Report Form**

---

Date: June 14, 2018

Grant Number: 2017.05

Name of Grantee Organization: City of Falcon Heights

Grantees are required to submit this form by June 30, 2018, or upon completion of the project, whichever comes first.

1. Please check that:

The project is complete and this is the Final Grantee Report.

2. Briefly describe the implementation of this project.

The grant is currently in the 'use' phase. During the spring of 2018, the city was able to purchase a piano from the non-profit organization (Pianos on Parade or POP). Following that, we were able to identify a partner with the local elementary school (Falcon Heights Elementary) in that their art teacher was willing to take on the design phase with her students. The piano has since been painted and was recently moved to Falcon Heights – Community Park for use. The piano will remain in the park until early July.

3. Briefly describe the most important results of the project related to the purposes of the University of Minnesota Good Neighbor Fund. .

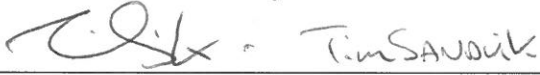
The City of Falcon Heights, home to the University of Minnesota's St. Paul Campus, sees a variety of visitors throughout the year. Both residents of the city and visitors alike are affected by the uses of TCF Bank Stadium including increased traffic and noise pollution.

Making a piano available for public use in one of our parks had promoted beauty and vitality by providing a non-traditional outlet of art in our parks. The piano was painted in a way that promotes the beauty of the parks, in addition to the opportunity to create music. These efforts help promote vitality of these public spaces through a method typically not available in public spaces.



4. Complete the table on page 2. As this is the final Grantee Report, if the total of all grant funds expended to date is less than the amount of the grant, the balance will be returned to the University of Minnesota. If the Grantee is in possession of unexpended grant funds, enclose with this Report payment of any remaining grant funds to the University of Minnesota.
  
5. Attach to this report documentation of the expenditures or fund commitments made since those submitted with any previous Payout Request Form. Acceptable documentation for expenditures would include receipts containing a description and explanation of expenses and number of hours and pay rate for any staff time associated with the grant. Where applicable please include a couple photographs of your project, project design plans, etc.
  
6. If there has been a substantial change in activities, a change in the project budget of 20% or greater, please attach an explanation of how it differs from the project and/or budget, and the reason for the change.

I certify that I am authorized to sign on behalf of the Grantee organization, and that the project is 100 % complete.

Signature:  Tim SANDVIK Title: Deputy Clerk/Recreation Supervisor

1	2	3	4	5	6	7
Activity description	Grant amount approved for this activity	Amount previously disbursed to Grantee for this activity	Amount of grant funds expended to date	Amount requested at this time	Funds committed from other sources	Amount other funds expended to date
Payment/Implementation of Piano	\$2500	\$833.33	\$2500	\$1666.67		
<b>Total project funds:</b>	<b>\$2500</b>	<b>\$833.33</b>	<b>\$2500</b>	<b>\$1666.67</b>	<b>\$</b>	<b>\$</b>

(The sum of the totals of columns 3 and 5 should not exceed 100% of the approved grant amount)

Please submit the completed Grantee Report Form to: University of Minnesota Good Neighbor Fund;  
Room 3 Morrill Hall; 100 Church Street SE; Minneapolis, MN 55455.





**JANUARY 5, 2018  
INVOICE #6798**

<b>Bill To:</b>	
<b>Sponsor</b>	City of Falcon Heights
<b>Contact</b>	Tim Sandvik Deputy Clerk/Recreation Supervisor
<b>Phone</b>	651-792-7617
<b>E-mail</b>	tim.sandvik@falconheights.org
<b>Payment Due</b>	Upon Receipt of Invoice
<b>Delivery Date</b>	Spring 2018 (date TBD)

Qty.	Description	Unit Price	Discount	Line Total
1	POP Sponsorship, Artist POP	\$2,500		\$2,500
	Sales Tax	0.00%		0.00
<b>Total</b>				<b>\$2,500</b>

**Thank you for your generous gift!**

**Keys 4/4 Kids, Inc.**

2099 Old Hudson Road, St. Paul, MN 55119 | [www.keys44kids.org](http://www.keys44kids.org)  
p (651) 698-3890 | [info@keys44kids.org](mailto:info@keys44kids.org)