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

AGENDA  
**March 27, 2019 at 7:00 P.M.**

A. CALL TO ORDER:

B. ROLL CALL: Vacant Seat \_\_\_ LEEHY\_X\_\_\_ HARRIS\_X\_\_\_ MIAZGA\_X\_\_\_  
GUSTAFSON\_X\_\_\_

STAFF PRESENT: THONGVANH\_X\_\_\_

C. PRESENTATION

1. Appointment of Council Member Randy Gustafson to Mayor and Oath of Office

City Administrator Thongvanh

The Agenda is to appoint Councilmember Randy Gustafson as Mayor and do the Oath of Office. The Council will have to take a vote to elect Randy Gustafson as the mayor and adopt the resolution to appoint Randy to the seat and declare of a vacancy on the Council.

Mayor Pro-Tem Leehy stated that they would need a motion for Resolution 19-12 to appoint Randall C. Gustafson as Mayor and declare a vacancy on the Council.

Council Member Harris Moved, Approved 4-0

2. NYFS Annual Report – Jerry Hromatka

Jerry Hromatka

NYFS has been around for 42 years, and the primary population is from 5 - 21 years old (youths, adults, and families). The annual budget is \$3.3 million (Day Treatment 38%, OPMH 35%, Com Service 12%, Admin 4%, Development 6%, and Building 5%) and the organization focuses on Mental Health, Day Treatment, and Community Services. NYFS revenue sources come from Contracts, Fees, Grants, and Contributions. Your support buys services for residents are assured, benefits (Educational attainment, Effective workforce, Citizenship), reduce costs to public, and leverage outside resources.

The 2017-2018 Service Summary provides the number of Falcon Heights households that received services from NYFS. In 2017, Counseling was \$450, Diversion was \$1,237, Senior Chore (seniors/youth) was \$120, Cost of Contracted was \$1,807, Non Contracted was \$12,790, and City Contract \$9,017. As of September 2018, Counseling was \$3,387, Diversion was \$620, Senior Chore (seniors/youth) was \$1,308, Cost of Contracted was \$5,315, Non Contracted was \$63,406, and City Contract \$9,399.

NYFS future events are Leadership Lunch on May 1st and Taste of Northeast on October 10. Everyone is welcome to attend the event.

D. APPROVAL OF MINUTES:

1. March 13, 2019 City Council Meeting Minutes

Council Member Leehy

Prior to the meeting, I sent the grammatical errors to City Administrator Thongvanh.

City Administrator Thongvanh

Another change is the spelling of the word Mayor.

Council Member Leehy Moved, Approved 4-0

E. PUBLIC HEARINGS:

F. CONSENT AGENDA:

1. General Disbursements through: 3/20/19 \$173,448.97  
Payroll through: 3/15/19 \$19,377.07
2. Approval of City License(s)
3. Council Appointments as Liaison for City Commissions
4. University of Minnesota Good Neighbor Fund

City Administrator Thongvanh

Item F3: Council Appointments as Liaison for City Commissions

Due to Mayor Peter Lindstrom's resignation, there is an open seat for a liaison in the Environment Commission. Council Member Miazga used to be the Chair for the Environment Commission, and with his experience and passion, I think it is a good idea for him to be the liaison.

Item F4: University of Minnesota Good Neighbor Fund

The city continues to apply for the University of Minnesota Good Neighbor Fund to enhance operations throughout the city. In the past, we used the fund for Piano in the Park and Fix-it stations. We are applying for the fund again, and it will focus on "Cultivating a Caring Community" theme. The funds will go towards building a storage shed for sports equipment at Curtiss Field, story time with Falcon Heights elementary students and area seniors, and Rec on the Go.

Council Member Leehy Moved, Approved 4-0

G. POLICY ITEMS:

1. 2018 Ramsey County Multi-Hazard Mitigation Plan

City Administrator Thongvanh

The Multi-Hazard Mitigation Plan (MHMP) is a requirement of the Federal Disaster Mitigation Act of 2000 (DMA 2000). The development of a local government plan is required to maintain eligibility for federal hazard mitigation grant funding programs. For communities to be eligible for future mitigation funds, they must adopt an MHMP. The plan intends to reduce the actual threat of specific hazards by limiting the impact of damages and losses.

City Council asked Bryan Mayer from Ramsey County to elaborate Number 16, Severe Winter & Summer Storms, because the status is new. Mr. Mayer stated that one of the larger items is to bury the power lines. One of our biggest concerns are ice storms because power lines primarily come from trees or built from ice. In the wintertime, it takes a long time to get heat back on. Heat does not work in houses unless the power is working. In Minnesota, if the temperature drops down below zero and following an ice storm, it will be dangerous. It is a new development and we will work with power utilities to bury the power lines. It will also be in zoning, planning and 2040 Comprehensive Plan and it will point to the mitigation plans. If funds become available, it is certainly something we can pull it in to assist with it.

Council Member Leehy Moved, Approved 4-0

2. Resolution of Support for Grant Application for Redevelopment at 1667 Snelling Ave (Formally TIES Building)

City Administrator Thongvanh

The building at 1667 Snelling Ave (formally TIES/Sourcwell) is in the final phases of being sold. The new owner, Buhl Investors, is making plans for how to redevelop the property. In order to recover some of these clean-up costs, Buhl Investors, and Braun Intertec Corporation plan to submit a grant application for the Metropolitan Council's Tax Base Revitalization Account. If awarded, the City would be the grantee and agree to be a legal sponsor to administer the funds appropriately. A separate agreement between the City and Buhl Investors will be needed if the grant is awarded.

Peter Deanovic (Buhl Investors)

Resolution 19-13 is to proceed with a plan we have to reinvigorate at the TIES Building. As you may be aware, Sourcwell recently vacated the property and is looking to sell the building. Buhl Investors stepped in and are in the purchase agreement process with Sourcwell. As a 1940s building, it needs asbestos mitigation and other maintenance that was deferred over many years. We are asking the City's support in customary and requesting grant funds from a group like Met Council to assist with the expenses associated with removing the asbestos.

Council Member Miazga asks if he can distinguish Falcon Heights being in the legal sponsor versus a partner. Mr. Deanovic stated that he does not know, but the letter before Council is

what the Met Council request from any municipality that would be receiving grants and put them towards an individual project such as the TIES Building.

Council Member Harris asked Mr. Deanovic why Buhl Investors want to buy the property, how they would use it, and are they leasing it to others. Mr. Deanovic answered that the firm has a long history of acquiring assets that do not have occupancy. When it was identified as a property that was going to be vacant, we thought it was well suited for our skills and step in to improve something that becomes vibrant to the city. We plan to lease it to others for office use and believe it is a once in a lifetime opportunity.

Council Member Miazga Moved, Approved 4-0

### 3. City Council Vacancy

#### City Administrator Thongvanh

In the last Regular City Council meeting, the Council accepted Peter Lindstrom's letter of resignation and declared a vacancy on the Falcon Heights City Council. Minnesota Statute states that the City Council "Shall" appoint, but it does specify when the City Council has to fill the vacant seat. The Council does have to appoint someone before the end of the term, which is December 30th, 2019. There are three options, and the City Council must choose the following three:

- **Option #1: Take Applications and Interview**
- **Option #2: Hold a Special Election** - This can only be during designated dates and times (August and November) allowed by Ramsey County. It will cost the city up to \$10,000.
- **Option #3: Appointment** - The City Council can appoint a person for the vacancy. The Council does have the option to appoint after the November election when the voters have decided a candidate.

Council Members Miazga, Leehy, and Harris like Option #3 because it saves the city money, can appoint a person for the vacancy, and citizens can choose someone in the November election. Mayor Gustafson likes Option #1 where the city takes applications and interviews.

Council Member Harris Moved, Approved 3-1

#### H. INFORMATION/ANNOUNCEMENTS:

1. April 3, 2019 City Council Workshop Rescheduled for April 10, 2019 after the Regular City Council Meeting

#### Council Member Miazga

- NYFS and the Bonding work are keeping me busy.

#### Council Member Leehy

- I received an invitation to speak on Sunday at the Falcon Heights United of Christ. It was an enjoyable opportunity to interact with everyone. I represented two presentations that were brought to the city already and looked at the essential items. The two things

that stood out were the food trucks and surveys (S.O.S and Community Survey). They appreciate the efforts that the city is doing to create more inclusive and cultivating a caring community.

- Parks Commission is meeting Monday, April 1st at 6:30PM.

#### Council Member Harris

- Last night, the Planning Commission met and discuss the changes to the 2040 Comprehensive Plan because the Met Council made some comments. We decided on recommendations that would be presented to the City Council, and one of them is building heights. Also, we had two residents who attended the meeting. One was a parent and a high school student. The high school student was interested in a planning career, and we invited them to contact anybody who works in planning; such as Justin and continue to attend our meetings.

#### Mayor Gustafson

- Community Engagement Commission met on Monday. We discussed Spring Together, Neighborhood Liaison, Neighborhood Watch Program, and youth engagement ideas that revolves around “Cultivating a Caring Community”.
- Spring Together is on June 8, 11AM - 2PM at Curtiss Field Park.

#### City Administrator Thongvanh

- Due to a death in Ron Rabinovitz’s family, we had to reschedule the event to Thursday, May 23, 7pm at City Hall. We hope everyone can make it.
- We will continue to work with the Fire Department in terms of structure. Mayor Gustafson, Council Member Leehy, and I will schedule individual meetings with Assistant Fire Chief, Captains, and all fire department employees.
- Tim Pittman, Public Works Director and I have been working together to replace the dump truck. The good news is that it will not cost the city \$150-160,000 and is looking at \$80-90,000. The bad news is that the county is going the dual axle route instead of a single axle. This means the turning radius will be wider and it will be difficult to go through the University Grove and narrow roads in the community. That is a concern for us. The best option is to retain the old truck as a backup. We need to look at different options and structures.
- Regarding the half basketball court in Curtiss Field, we originally wanted it in last fall, but with the rain for three straight weeks and snow, we did not make it in time. Once the snow thaws and the ground is dry, we will put the half basketball court in.

### I. COMMUNITY FORUM:

#### Bryan Sullivan (1802 Eustis, Lauderdale, MN)

I want to talk about your management team. You stated that the safety of the community and fire department is a priority and I call BS on that. The Fire Department is in a very valuable state right now. If we get a real emergency, it is not going to be good. You expect one of those management team members to run complex fire incident baffles me. None of them has been in command or leadership roles. I have a newborn son at home, and I do not know if I am going to go in a burning house with someone who is in command and have never walked in those

shoes. If that does not bother all of you, then I do not know what will. Nobody here has the experience, knowledge, certifications, and insight scope on this City and Fire Department more than Rich did. You made a big mistake. It is very evident when all the community members came up and spoke in the last few weeks. Make this department safe again and bring Rich back.

In addition, I want to address about the names that appeared in the newspapers. It was embarrassing to Ben Smith and me. We were both told that this incident was classified and would remain in personal files. It is the city's responsibility to protect the names and by releasing it shows the incompetence of our administration and the lack of compassion you have for your employees. I trust the administration and council to have the names remain confidential, yet you betrayed my trust and faith. In last week's meeting, Ben wanted to know who was responsible for releasing the information to the news stations and so far, no one took responsibility for it. It upsets me because my file was not requested yet my personal information was released. This leads me to file a Workplace Hostile Work Environment against our city administrator because this was blatantly careless and hurtful. You fired Rich for the wrong reasons, and you owe it to the community to make it right.

Dale Ehuff (1795 Fry St)

I am a former firefighter for about ten years. I received an email that Rich was terminated and it is unbelievable. You made a big mistake. I do not know what were you thinking when you released the files but whoever released them should be fired as well. Hire him back because you can never replace him. You made a mistake.

Daryle Goodmanson (1803 Malvern St, Lauderdale, MN)

I want to talk about the 22 minutes fire response. In the last meeting, one of the council members stated that the fire chief had the highest percentage of being the first one on the job but not over 50%. Rich has his phone on whether he was on vacation or not. He does what he has to do whether he is in Florida or other places. His mind is always in the fire department. Rich does not just go on vacation and be on vacation. He is a firefighter, fire chief, and more knowledgeable than anybody is. I do not see the fire department getting any better unless he returns.

The City Administrator stated that one person does not make a fire station and I disagree with that. If you have a person in any business and is knowledgeable, get the company going, and good with his employees then his business will thrive. If not, his business will not last. Rich has built this Fire Department, and you fired the wrong person.

Steve Scott (Arden Hills Council Member)

My wife and I are part of the Ramsey County yellow ribbon network and assist veterans who are currently deployed and after when they return. Ramsey County oversees the north metro cities, and Falcon Heights is one of them. I will send some network information to you and get more representations from Falcon Heights. Ten years ago, a group of three Gold Star (a family that lost a service member in combat) families decided to establish an education fund to fallen soldiers. They hosted an Ice Cream Social event in their backyard and did not expect over 400 people. They continue to host the event at an outdoor venue park and added a 5K run and other outdoor activities. The event continues to grow throughout the years, and five years ago,



they moved the event to Arden Hills Army Training Site. This year's Ice Cream Social is on Sunday, April 28, at Arden Hills Army Training Site from 10 AM - 3 PM. This year's guest speaker is Chaplain John Morris. If you are interested in participating in the 5K run or 3K run, please register at [www.scoopsfortroops.net](http://www.scoopsfortroops.net).

Mayor Gustafson asked Mr. Scott to send the electronic flyer to City Administrator and the city will put it on the newsletter.

Tom Brace (1433 Idaho Ave)

Have you considered hiring someone that is skilled in conflict resolution that can help bridge this situation? It is not common for a fire chief to get crosswise or uncoordinated with the council and mayor. What is the level of fire suppression activities of your current management staffs? Fighting fire requires a great deal of training, experiences, and leadership. As a city, you want to make sure that whoever is in charge has the experience to do it. I am not putting a negative on the staffs and council, but Falcon Heights has enjoyed a good fire department for a long time.

J. ADJOURNMENT: 8:47 P.M

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Randy Gustafson, Mayor

Dated this 27th day of March, 2019

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Sack Thongvanh, City Administrator

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*The City That Soars!*

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	April 10, 2019
<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: 4/04/19 \$273,925.70 Payroll through: 3/31/19 \$18,283.54
<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: 01935 PAYABLES MARCH 28  
 VENDOR SET: 01 City of Falcon Heights  
 SEQUENCE : ALPHABETIC  
 DUE TO/FROM ACCOUNTS SUPPRESSED

POST DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
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01-020		ALEX AIR APPARATUS INC				
I-1189		AIR COMPRESSOR	360.00			
3/28/2019	APBNK	DUE: 3/28/2019 DISC: 3/28/2019		1099: N		
		AIR COMPRESSOR		101 4124-87029-000	REPAIR OTHER EQUIPMENT	360.00
=== VENDOR TOTALS ===			360.00			
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01-05153		HOME DEPOT CRC/GECF				
I-201903287088		CEDAR BOARD, PATCH, ETC	72.43			
3/28/2019	APBNK	DUE: 3/28/2019 DISC: 3/28/2019		1099: N		
		CEDAR BOARD, PATCH, ETC		101 4131-70110-000	SUPPLIES	72.43
=== VENDOR TOTALS ===			72.43			
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01-05404		KURHAJETZ, CLEM				
I-201903287087		CLEANING SUPPLIES	17.65			
3/28/2019	APBNK	DUE: 3/28/2019 DISC: 3/28/2019		1099: N		
		CLEANING SUPPLIES		101 4112-70100-000	SUPPLIES	17.65
=== VENDOR TOTALS ===			17.65			
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01-05555		MEDICS TRAINING				
I-10349		EMT/EMR TRAINING	550.00			
3/28/2019	APBNK	DUE: 3/28/2019 DISC: 3/28/2019		1099: N		
		EMT/EMR TRAINING		101 4124-86020-000	TRAINING	550.00
=== VENDOR TOTALS ===			550.00			
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01-05700		METRO PRODUCTS INC				
I-42090		TY WRAPS, HX LAG, BATTERY	47.83			
3/28/2019	APBNK	DUE: 3/28/2019 DISC: 3/28/2019		1099: N		
		TY WRAPS, HX LAG, BATTERY		101 4132-70120-000	SUPPLIES	47.83
=== VENDOR TOTALS ===			47.83			
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01-05665		METROPOLITAN COUNCIL				
I-201903287083		SAC CHARGE HENDREINSON APRT	116,795.00			
3/28/2019	APBNK	DUE: 3/28/2019 DISC: 3/28/2019		1099: N		
		SAC CHARGE HENDREINSON APRT		601 4601-85070-000	SAC CHARGES AND SS CHARG	116,795.00
=== VENDOR TOTALS ===			116,795.00			

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INVT DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
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01-043		MN NCPERS LIFE INSURANCE				
I-201903287086		APRIL LIFE INSURANCE	48.00			
3/28/2019	APBNK	DUE: 3/28/2019 DISC: 3/28/2019		1099: N		
		APRIL LIFE INSURANCE		101 21709-000	OTHER PAYABLE	24.64
		APRIL LIFE INSURANCE		204 21709-000	OTHER PAYABLE	1.60
		APRIL LIFE INSURANCE		601 21709-000	OTHER PAYABLE	15.52
		APRIL LIFE INSURANCE		602 21709-000	OTHER PAYABLE	6.24
		=== VENDOR TOTALS ===	48.00			
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01-04800		MN RECREATION & PARK ASSOCIATI				
I-201903287084		2019 MEMBERSHIP	120.00			
3/28/2019	APBNK	DUE: 3/28/2019 DISC: 3/28/2019		1099: N		
		2019 MEMBERSHIP		101 4141-86110-000	MEMBERSHIPS	120.00
		=== VENDOR TOTALS ===	120.00			
=====						
01-06024		ON SITE SANITATION				
I-733079		HAND SANITIZERS&STD RESTROOM	75.00			
3/28/2019	APBNK	DUE: 3/28/2019 DISC: 3/28/2019		1099: N		
		HAND SANITIZERS&STD RESTROOM		601 4601-85080-000	PORTABLE TOILET PARKS	75.00
I-733080		PORTABLE RESTROOM&HAND SANITI	160.00			
3/28/2019	APBNK	DUE: 3/28/2019 DISC: 3/28/2019		1099: N		
		PORTABLE RESTROOM&HAND SANITIZ		601 4601-85080-000	PORTABLE TOILET PARKS	160.00
		=== VENDOR TOTALS ===	235.00			
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01-05292		SOUTH CENTRAL COLLEGE				
I-3606		TRAINING-WILLIAM RAVEN	150.00			
3/28/2019	APBNK	DUE: 3/28/2019 DISC: 3/28/2019		1099: N		
		TRAINING-WILLIAM RAVEN		101 4124-86020-000	TRAINING	150.00
		=== VENDOR TOTALS ===	150.00			
=====						
01-05314		UNITED STATE TENNIS ASSOCIATIO				
I-201903287085		MEMBERSHIP 2019	35.00			
3/28/2019	APBNK	DUE: 3/28/2019 DISC: 3/28/2019		1099: N		
		MEMBERSHIP 2019		101 4141-86110-000	MEMBERSHIPS	35.00
		=== VENDOR TOTALS ===	35.00			

PACKET: 01935 PAYABLES MARCH 28

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

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01- 37		VERIZON WIRELESS					
I-9825014376		CELL PHONE MARCH	82.60				
3/28/2019	APBNK	DUE: 3/28/2019 DISC: 3/28/2019		1099: N			
		CELL PHONE MARCH		101 4124-85015-000	CELL PHONE		82.60
		=== VENDOR TOTALS ===	82.60				
		=== PACKET TOTALS ===	118,513.51				

PACKET: 01939 APRIL 4 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

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01-00250	AMERIPRIDE SERVICES					
I-1004419166		LINEN CLEAING	55.15			
4/04/2019	APBNK	DUE: 4/04/2019 DISC: 4/04/2019		1099: N		
		LINEN CLEAING		101 4124-82011-000	LINEN CLEANING	55.15
I-1004431575		LINEN CLEANING	55.65			
4/04/2019	APBNK	DUE: 4/04/2019 DISC: 4/04/2019		1099: N		
		LINEN CLEANING		101 4124-82011-000	LINEN CLEANING	55.65
		=== VENDOR TOTALS ===	110.80			
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01-00169	ANOKA COUNTY					
I-201904047098		NOTARY STAMP	20.00			
4/04/2019	APBNK	DUE: 4/04/2019 DISC: 4/04/2019		1099: N		
		NOTARY STAMP		101 4112-70100-000	SUPPLIES	20.00
		=== VENDOR TOTALS ===	20.00			
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01-00875	BHE COMMUNITY SOLAR, LLC					
375442		FEB CITY HALL SOLAR ELECT	198.54			
4/04/2019	APBNK	DUE: 4/04/2019 DISC: 4/04/2019		1099: N		
		FEB CITY HALL SOLAR ELECT		101 4131-85025-000	SOLAR ELECTRIC	198.54
		=== VENDOR TOTALS ===	198.54			
=====						
01-05422	BP					
I-201904047092		FUEL	1,635.62			
4/04/2019	APBNK	DUE: 4/04/2019 DISC: 4/04/2019		1099: N		
		FUEL		101 4132-74000-000	MOTOR FUEL & LUBRICANTS	1,541.49
		FUEL		101 4124-74000-000	MOTOR FUEL & LUBRICANTS	94.13
		=== VENDOR TOTALS ===	1,635.62			
=====						
01-03198	CELLUTION SOFTWARE					
I-201904047097		FIXED ASSET SOFTWARE UPDATE	195.00			
4/04/2019	APBNK	DUE: 4/04/2019 DISC: 4/04/2019		1099: N		
		FIXED ASSET SOFTWARE UPDATE		101 4113-80600-000	SOFTWARE MAINTENANCE	195.00
		=== VENDOR TOTALS ===	195.00			



PACKET: 01939 APRIL 4 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

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01-06290		CITY OF ROSEVILLE				
I-225807		TELEPHONE	340.00			
4/04/2019	APBNK	DUE: 4/04/2019 DISC: 4/04/2019 TELEPHONE		1099: N 101 4116-85010-000	TELEPHONE	340.00
I-225842		MAR IT SVCS	2,510.00			
4/04/2019	APBNK	DUE: 4/04/2019 DISC: 4/04/2019 MAR IT SVCS		1099: N 101 4116-85070-000	TECHNICAL SUPPORT	2,510.00
I-225914		AXIS 8IP CAMERA LICENSING/SOF	940.89			
4/04/2019	APBNK	DUE: 4/04/2019 DISC: 4/04/2019 AXIS 8IP CAMERA LICENSING/SOFT		1099: N 101 4116-85070-000	TECHNICAL SUPPORT	940.89
I-225923		WIRELESS ACCESS POINTS	861.00			
4/04/2019	APBNK	DUE: 4/04/2019 DISC: 4/04/2019 WIRELESS ACCESS POINTS		1099: N 101 4141-85070-000	SEWER	861.00
		=== VENDOR TOTALS ===	4,651.89			
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01-03300		DISCOUNT STEEL, INC				
444190		HOT ROLLED STEEL PLATE	220.64			
4/04/2019	APBNK	DUE: 4/04/2019 DISC: 4/04/2019 HOT ROLLED STEEL PLATE		1099: N 101 4131-70110-000	SUPPLIES	220.64
		=== VENDOR TOTALS ===	220.64			
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01-05115		GOPHER STATE ONE CALL				
I-9030381		MAR LOCATES	17.55			
4/04/2019	APBNK	DUE: 4/04/2019 DISC: 4/04/2019 MAR LOCATES		1099: N 601 4601-88030-000	LOCATES	17.55
		=== VENDOR TOTALS ===	17.55			
=====						
01-05166		GRAINGER, W. W., INC.				
I-9118778514		SLOW MOVING VEHICLE SIGNS	76.23			
4/04/2019	APBNK	DUE: 4/04/2019 DISC: 4/04/2019 SLOW MOVING VEHICLE SIGNS		1099: N 101 4132-70120-000	SUPPLIES	76.23
		=== VENDOR TOTALS ===	76.23			

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POST DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
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01-05235	JAN-PRO CLEANING SYSTEMS					
I-83647		APR REGULAR JANITORIAL SVC	205.00			
4/04/2019	APBNK	DUE: 4/04/2019 DISC: 4/04/2019		1099: N		
		APR REGULAR JANITORIAL SVC		101 4131-87010-000	CITY HALL MAINTENANCE	205.00
		=== VENDOR TOTALS ===	205.00			
=====						
01-07272	LILLIE SUBURBAN NEWSPAPER					
I-201904047096		LEGAL NOTICE ORDINANCE	20.13			
4/04/2019	APBNK	DUE: 4/04/2019 DISC: 4/04/2019		1099: N		
		LEGAL NOTICE ORDINANCE		101 4111-70410-000	LEGAL NOTICES	20.13
		=== VENDOR TOTALS ===	20.13			
=====						
01-05418	JUSTIN MARKON					
I-201904047095		MILEAGE AND CELL PHONE REIMB	45.23			
4/04/2019	APBNK	DUE: 4/04/2019 DISC: 4/04/2019		1099: N		
		MILEAGE AND CELL PHONE REIMB		101 4112-86010-000	MILEAGE & PARKING	25.23
		MILEAGE AND CELL PHONE REIMB		101 4131-85015-000	CELL PHONE	20.00
		=== VENDOR TOTALS ===	45.23			
=====						
01-05060	MCQUEEN EQUIPMENT INC					
I-p18877		SWEEPER PARTS	520.20			
4/04/2019	APBNK	DUE: 4/04/2019 DISC: 4/04/2019		1099: N		
		SWEEPER PARTS		602 4602-83025-000	SWEEPER PARTS/SUPPLIES	520.20
		=== VENDOR TOTALS ===	520.20			
=====						
01-05665	METROPOLITAN COUNCIL					
I-1094798		MAY SS	41,362.51			
4/04/2019	APBNK	DUE: 4/04/2019 DISC: 4/04/2019		1099: N		
		MAY SS		601 4601-85070-000	SAC CHARGES AND SS CHARG	41,362.51
		=== VENDOR TOTALS ===	41,362.51			
=====						
01-07263	NEXTEL COMMUNICATIONS, INC					
I-172808921		CELL PHONE FEB 27 TO MAR 26	17.08			
4/04/2019	APBNK	DUE: 4/04/2019 DISC: 4/04/2019		1099: N		
		CELL PHONE FEB 27 TO MAR 26		101 4124-85015-000	CELL PHONE	17.08
I-610189225-189		FEB 15 TO MAR 14 CELL PHONE	124.30			
4/2019	APBNK	DUE: 4/04/2019 DISC: 4/04/2019		1099: N		
		FEB 15 TO MAR 14 CELL PHONE		101 4131-85015-000	CELL PHONE	124.30
		=== VENDOR TOTALS ===	141.38			

PACKET: 01939 APRIL 4 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
BT DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-05973		NORTH SUBURBAN ACCESS CORPORAT				
-----						
I-2019-029		WEBSTREAMING/CABLE SVC	345.10			
4/04/2019	APBNK	DUE: 4/04/2019 DISC: 4/04/2019		1099: N		
		WEBSTREAMING		101 4116-85060-000	WEB SITE	165.56
		CABLE PRODUCTION		101 4116-85050-000	CABLE TV	179.54
		=== VENDOR TOTALS ===	345.10			
=====						
01-06053		OREILLY AUTO PARTS				
-----						
I-201904047091		OIL/ OIL WRENCH/ WIPER BLADE	73.87			
4/04/2019	APBNK	DUE: 4/04/2019 DISC: 4/04/2019		1099: N		
		OIL/ OIL WRENCH/ WIPER BLADES		101 4132-70120-000	SUPPLIES	73.87
		=== VENDOR TOTALS ===	73.87			
=====						
01-06184		RAMSEY COUNTY - POLICE AND 911				
-----						
I-SHRFL 001774		MAR POLICE SVCS	96,322.76			
4/04/2019	APBNK	DUE: 4/04/2019 DISC: 4/04/2019		1099: N		
		MAR POLICE SVCS		101 4122-81000-000	POLICE SERVICES	96,322.76
		=== VENDOR TOTALS ===	96,322.76			
=====						
01-00935		ST PAUL REGIONAL WATER SERVICE				
-----						
I-201904047094		ST PAUL REGIONAL WATER SERVIC	862.83			
4/04/2019	APBNK	DUE: 4/04/2019 DISC: 4/04/2019		1099: N		
		ST PAUL REGIONAL WATER SERVICE		101 4131-85040-000	WATER	14.99
		ST PAUL REGIONAL WATER SERVICE		101 4141-85040-000	WATER	589.56
		ST PAUL REGIONAL WATER SERVICE		101 4141-85070-000	SEWER	258.28
		=== VENDOR TOTALS ===	862.83			
=====						
01-05374		TENNIS SANITATION LLC				
-----						
I-2344701		MAR RECYCLING	6,249.75			
4/04/2019	APBNK	DUE: 4/04/2019 DISC: 4/04/2019		1099: N		
		MAR RECYCLING		206 4206-82030-000	RECYCLING CONTRACTS	6,249.75
-----						
I-2344702		MAR RECYCLY SWMT AND CEC	66.50			
4/04/2019	APBNK	DUE: 4/04/2019 DISC: 4/04/2019		1099: N		
		MAR RECYCLY SWMT AND CEC		101 4131-87010-000	CITY HALL MAINTENANCE	66.50
		=== VENDOR TOTALS ===	6,316.25			

PACKET: 01939 APRIL 4 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----		GROSS	P.O. #		
POST DATE	BANK CODE	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====					
01-05737	VERIZON WIRELESS				
I-9826874903		FIRE INSPECTOR CELL PHONE	59.85		
4/04/2019	APBNK	DUE: 4/04/2019 DISC: 4/04/2019	1099: N		
		FIRE INSPECTOR CELL PHONE	101 4117-85015-000	CELL PHONE	59.85
		=== VENDOR TOTALS ===	59.85		
=====					
01-07898	WSB				
I-R-011252-000-13		COMP PLAN UPDATE FEB	1,980.00		
4/04/2019	APBNK	DUE: 4/04/2019 DISC: 4/04/2019	1099: N		
		COMP PLAN UPDATE FEB	208 4208-81900-000	OTHER PROFESSIONAL SERVI	1,980.00
		=== VENDOR TOTALS ===	1,980.00		
=====					
01-05870	XCEL ENERGY				
I-201904047093		ELECTRICITY	30.81		
4/04/2019	APBNK	DUE: 4/04/2019 DISC: 4/04/2019	1099: N		
		ELECTRICITY	209 4209-85020-000	STREET LIGHTING POWER	11.61
		ELECTRICITY	101 4141-85020-000	ELECTRIC/GAS	19.20
		=== VENDOR TOTALS ===	30.81		
		=== PACKET TOTALS ===	155,412.19		

MP #	NAME	AMOUNT
016	PAMELA M HARRIS	277.05
1-0022	RANDALL C GUSTAFSON	262.05
1-0023	MELANIE M LEEHY	262.05
1-0024	MARK J MIAZGA	262.05
1-1005	SACK THONGVANH	3,289.54
1-1020	AMANDA P LOR	1,370.42
1-1022	NALISHA NANDKUMAR	1,402.69
1-1136	ROLAND O OLSON	2,584.26
1-1021	JUSTIN M MARKON	1,514.53
1-0095	MICHAEL J POESCHL	275.63
1-0097	PATRICK GAFFNEY	128.61
1-0105	ANTON M FEHRENBACH	358.44
1-0123	BRYAN R SULLIVAN	92.35
1-0124	MICHAEL D KRUSE	126.51
1-1030	TIMOTHY J PITTMAN	2,094.07
1-1033	DAVE TRETSVEN	1,681.32
1-1143	COLIN B CALLAHAN	1,672.27

TOTAL PRINTED: 17 17,653.84

3-26-2019 12:08 PM PAYROLL CHECK REGISTER PAGE: 1  
 PAYROLL NO: 01 City of Falcon Heights PAYROLL DATE: 3/26/2019

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
116	JINZE, LI	R	3/26/2019	524.65	088430
0034	KURHAJETZ, CLEMENT	R	3/26/2019	105.05	088431

3-26-2019 12:08 PM PAYROLL CHECK REGISTER PAGE: 2  
 PAYROLL NO: 01 City of Falcon Heights PAYROLL DATE: 3/26/2019

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

REGULAR CHECKS:	2	629.70
DIRECT DEPOSIT REGULAR CHECKS:	17	17,653.84
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	19	18,283.54

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

\*\* END OF REPORT \*\*

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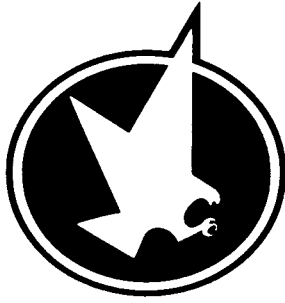
## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	April 10, 2019
<b>Agenda Item</b>	Consent F2
<b>Attachment</b>	N/A
<b>Submitted By</b>	Amanda Lor, Administrative Coordinator

<b>Item</b>	Approval of City License(s)
<b>Description</b>	<p>The following individuals have applied for a <u>Tree Trimming License</u> for 2019. Staff has received the necessary documents for licensure.</p> <ol style="list-style-type: none"> <li>1. Twin City Tree Service, Inc.</li> </ol>
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	N/A
<b>Action(s) Requested</b>	Staff recommends that the Falcon Heights City Council approve the 2019 City License Applications contingent on background checks as required by each permit.

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## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	April 10, 2019
<b>Agenda Item</b>	Consent F3
<b>Attachment</b>	Document(s)
<b>Submitted By</b>	Nalisha Nandkumar, Assistant to the City Administrator

<b>Item</b>	Commonwealth Terrace Cooperative (CTC) Recreation Programming
<b>Description</b>	<p>Falcon Heights has been partnering with Commonwealth Terrace Cooperative (CTC) in offering reduced pricing for youth programs and activities as part of the Parks &amp; Rec program. CTC residents receive a discounted offer through their program guide and pay the amount advertised. CTC is invoiced at the end of the program season to match the amount paid by participants as part of the agreement.</p> <p>For the 2018 year CTC has offered their residents scholarship funds of \$570. There were 8 participants in the Messy Art session 1 program, 7 participants in the Messy Art session 2 program and 9 participants in the Discovery Playgrounds program. The Parks &amp; Rec program would like to continue this indemnification agreement with CTC for the 2019 season.</p>
<b>Budget Impact</b>	CTC residents will pay the advertised program pricing on the specific program guide issued only to CTC residents. CTC will be invoiced at the end of the program season about matching the amount that each participant paid in order to cover the overall program cost to the Parks & Rec department.
<b>Attachment(s)</b>	<ul style="list-style-type: none"> <li>· 2019 Indemnification Agreement</li> </ul>
<b>Action(s) Requested</b>	Staff recommends continuing agreement with CTC and authorize the City Administrator and Mayor to execute all necessary agreements.

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**INDEMNIFICATION AGREEMENT BETWEEN THE CITY OF FALCON HEIGHTS  
AND COMMONWEALTH TERRACE COOPERATIVE (CTC)**

THIS INDEMNIFICATION AGREEMENT (“Agreement”) is made as of \_\_\_\_\_, 2019, by and between the CITY OF FALCON HEIGHTS, a Minnesota municipal corporation (“City”) and Commonwealth Terrace Cooperative (CTC), (“CTC”).

**RECITALS**

A. City of Falcon Heights intends to conduct sports programs at Commonwealth Terrace Cooperative (CTC), 1250 Fifeld Ave. St. Paul, MN 55108 from June 10, 2019 through November 30, 2019.

**AGREEMENT**

1. CTC agrees to conduct recreation programs in accordance with applicable government regulations and utilize usual and customary safety procedures.

**2. Indemnification and Insurance.**

(a) Commonwealth Terrace Cooperative (CTC) agrees that it will at all times defend, protect, indemnify, and hold harmless the City and its agents, officials, servants, contractors and employees from and against any and all claims for damages and other remedies, including but not limited to, costs and attorneys’ fees, arising from or by reason of the conduct of the recreation programs. Nothing in this Agreement is to be construed as a waiver by the City of any immunities, defenses, or other limitations on liability to which the City is entitled to by law, including, but not limited to, the maximum monetary limits on liability established by Minnesota Statutes, Chapter 466.

(b) Commonwealth Terrace Cooperative (CTC), at his/her/its sole cost and expense agrees that it will maintain in full force and effect during the term of this Agreement liability insurance in the minimum amounts stated in the City’s recreation programs policy. A certificate of insurance evidencing compliance with the recreation programs policy must be provided to the City by CTC prior to the recreation programs. The City must be named as an additional insured on the insurance policy, and the policy must contain a stipulation that the CTC’s insurer will provide ten (10) days’ prior written notice of cancellation of such insurance to the City. The insurance shall be carried by a solvent and responsible insurance company that is licensed to do business in the State of Minnesota.

**3. Miscellaneous Provisions.**

(a) Any titles of the several Paragraphs of the Agreement are inserted for convenience of reference only and are to be disregarded in construing or interpreting any of its provisions.

(b) Any notice, demand, or other communication under this Agreement by either

party to the other will be sufficiently given or delivered if it is dispatched by registered or certified mail, postage prepaid, return receipt requested, or delivered personally; and

- (i) in the case of Commonwealth Terrace Cooperative (CTC), is addressed to or delivered personally to 1250 Fifeld Ave. St. Paul, MN 55108 and;
- (ii) in the case of the City, is addressed to or delivered personally to the City Administrator at City of Falcon Heights, 2077 W. Larpenteur Ave W., Falcon Heights, MN 55113

or at such other address with respect to either such party as that party may, from time to time, designate in writing and forward to the other as provided in this paragraph.

- (c) This Agreement may be executed in any number of counterparts, each of which will constitute one and the same instrument.
- (d) This Agreement constitutes the entire agreement between CTC and the City and supersedes any other written or oral agreements between the parties. This Agreement can be modified only in a writing signed by the parties.
- (e) The Agreement is effective on June 10, 2019 and terminates on November 30, 2019.
- (f) Except as specifically set forth herein, nothing in this Agreement is to be construed to exempt Commonwealth Terrace Cooperative (CTC) from or waive the application of any federal, state, or local law, rule, or regulation.

IN WITNESS WHEREOF, Commonwealth Terrace Cooperative (CTC) and the City of Falcon Heights have, by their duly-authorized representatives, executed this Agreement this 10<sup>th</sup> day of June, 2019.

***CITY OF FACLON HEIGHTS***

By: \_\_\_\_\_  
Its: Randy Gustafson, Mayor

And \_\_\_\_\_  
Its: Sack Thongvanh, City Administrator

***COMMONWEALTH TERRACE COOPERATIVE, CTC***

By: \_\_\_\_\_  
Its: \_\_\_\_\_



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## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	April 10, 2019
<b>Agenda Item</b>	Consent F4
<b>Attachment</b>	N/A
<b>Submitted By</b>	Nalisha Nandkumar, Assistant to the City Administrator

<b>Item</b>	Donations for 2019 Parks Program Fund
<b>Description</b>	At the beginning of each year, Falcon Heights' and surrounding businesses provide donations to support the upcoming year's Park and Recreation Fund and Special Events. There are three levels at which the business can donate- Gold (\$200 - \$500) Silver (\$100-\$199) and Bronze (\$50-\$99). The Parks and Recreation department uses the money from the local businesses to assist in purchasing the events entertainment, supplies and any other event and programming related costs. Each donation is recognized by the city as appropriate.
<b>Budget Impact</b>	To date, a total of \$980 has been donated to the Parks and Recreation Programming Fund and Special Events Fund. These donations help offset the cost of Parks Programming and Special Events.
<b>Attachment(s)</b>	NA
<b>Action(s) Requested</b>	<p>Motion to accept the following donations for 2019 special events from the following businesses:</p> <p><b>Gold Level (\$200-250):</b> Falcon Heights-Lauderdale Lions Club (\$500) Cox Insurance Associates, INC. (\$250)</p> <p><b>Silver Level (\$100 - \$199):</b> Hair Designs Unlimited (2X \$50 gift cards) (\$30) Total of \$130</p> <p><b>Bronze Level (\$50-\$99):</b> John A Knutson &amp; Co., PLLP (\$50) Young Spa (\$50)</p>

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## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	April 10, 2019
<b>Agenda Item</b>	Consent F5
<b>Attachment</b>	Recreation Agreement
<b>Submitted By</b>	Nalisha Nandkumar, Assistant to the City Administrator

<b>Item</b>	Recreation Agreement with the City of Lauderdale
<b>Description</b>	<p>The City of Lauderdale does not offer recreation programs to their residents. In 2009, Lauderdale asked Falcon Heights Parks and Recreation to offer programs to their residents at a residential rate. In return, Lauderdale provides facility and park space for Falcon Heights Parks and Recreation programs.</p> <p>At the end of each year, Falcon Heights invoices Lauderdale the difference in resident rate and non-residential rate for each registrant that participate in a program that is provide at a Falcon Heights facility. The agreement is updated annually.</p>
<b>Budget Impact</b>	With more sites available for programming, registration revenue in the recreation budget increases.
<b>Attachment(s)</b>	<ul style="list-style-type: none"> <li>· Recreation Services Agreement</li> </ul>
<b>Action(s) Requested</b>	Staff recommends that the Falcon Heights City Council adopt the Recreation Agreement with the City of Lauderdale and authorize the City Administrator and Mayor to execute all necessary documents.

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**City of Falcon Heights  
City of Lauderdale**

**Recreation Agreement**

THIS AGREEMENT is effective April 1, 2019 through December 31, 2019, by and between the City of Lauderdale, 1891 Walnut Street ~ Lauderdale, MN 55113, and the City of Falcon Heights, 2077 W. Larpenteur Ave ~ Falcon Heights, Minnesota 55113. Falcon Heights agrees to provide recreation programs within the City of Lauderdale. Lauderdale agrees to provide facility space for the programs.

The Cities of Lauderdale and Falcon Heights agree to the following obligations:

**1. Falcon Heights agrees to:**

- Provide recreation programs and experiences to Lauderdale residents for the same fee as paid by Falcon Heights' residents. Lauderdale will reimburse Falcon Heights the difference between the resident and non-resident rate for recreation programs and experiences held at Falcon Heights' facilities. Lauderdale will not reimburse Falcon Heights if the programs are held at Lauderdale facilities.
- Coordinate registration, supervision, and program curriculum appropriate for the recreation program.
- Hold recreation programs at Lauderdale City Hall and at Lauderdale Community Park as needs and interest warrant.
- Provide program staff, program supplies and equipment, and program maintenance support for the agreed upon recreation program.

**2. Lauderdale agrees to:**

- Provide program space at Lauderdale City Hall and at Lauderdale Community Park. The City of Lauderdale agrees to provide regular facility and park maintenance such as sweeping the floor and supplying tables requested by Falcon Heights.
- Provide facilities access and keys to Falcon Heights Park and Recreation Staff.

***Liability***

Falcon Heights shall defend and indemnify Lauderdale and its employees, officers, volunteers and agents for any claims against Lauderdale arising from Falcon Heights's performance or failure to perform its duties under this Agreement.

Lauderdale shall defend and indemnify Falcon Heights and its employees, officers, volunteers and agents for any claims against Falcon Heights arising from Lauderdale's performance or failure to perform its duties under this Agreement.

Under no circumstances, however, shall a party be required to pay on behalf of itself and the other party, any amounts in excess of the limits on liability established in Minnesota Statutes, Chapter 466 applicable to any one party. The limits of liability for the parties may not be added together to determine the maximum amount of liability for any party.

Employees of Falcon Heights and Lauderdale shall remain employees of their respective cities regardless of where services are provided under this Agreement. Each party shall be responsible for injuries to or death of its own personnel. Each party will maintain workers' compensation insurance or self-insurance coverage, covering its own personnel while they are providing services pursuant to this Agreement. Each party waives the right to sue the other party for any workers' compensation benefits paid to its own employees or their dependants, even if the injuries were caused wholly or partially by the negligence of the other party.

IN WITNESS WHEREOF, the parties have duly executed this Agreement effective as of the date first above written.

**City of Falcon Heights**

**City of Lauderdale**

\_\_\_\_\_  
Mayor Randall Gustafson

\_\_\_\_\_  
Mayor Mary Gaasch

Date: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
City Administrator  
Sack Thongvanh

\_\_\_\_\_  
City Administrator  
Heather Butkowski

Date: \_\_\_\_\_

Date: \_\_\_\_\_



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## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	April 10, 2019
<b>Agenda Item</b>	Consent F6
<b>Attachment</b>	N/A
<b>Submitted By</b>	Roland Olson, Finance Director

<b>Item</b>	Investment Internal Controls Policy Update
<b>Description</b>	<p>The city completes a resolution each year designating the official depositories for the city's funds. In this resolution it is also resolved that the City Administrator and/or Finance Director is authorized to deposit general and other funds therein and make investments and transfers of funds for the City of Falcon Heights.</p> <p>The City uses the 4M Fund with the Minnesota League of Cities as the main depository for the funds. All transfers that might occur for investment purposes are transferred from and into the 4M fund. The 4M Fund has specific security requirements that must be followed. One is that any specific bank wiring instructions sent to the 4M Fund must be documented in specific ways by 4M Fund before the wiring instructions are approved into their system.</p>
<b>Budget Impact</b>	
<b>Attachment(s)</b>	NA
<b>Action(s) Requested</b>	<p>Staff recommends that both the City Administrator and Finance Director authorize the required 4M paperwork to set up wiring instructions. Currently, only one person can authorize. Staff recommends also sending the 4M fund the annual delegation of authority to the 4M Fund as approved by the City Council.</p> <p>Also, internally, staff recommends an approval document to request and obtain approval from the City Administrator for each investment transfer made.</p>

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## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	April 10, 2019
<b>Agenda Item</b>	Consent F7
<b>Attachment</b>	N/A
<b>Submitted By</b>	Nalisha Nandkumar, Staff

<b>Item</b>	Minnesota Timberwolves Basketball Court Refurbishment
<b>Description</b>	<p>The Minnesota Timberwolves FastBreak Foundation will travel across the state of Minnesota to help neighborhoods take their love of basketball outdoors with the 'Our Courts. Our Future.' program, presented by U.S. Bank. Four courts will be selected from the nominations received from the public.</p> <p>The City of Falcon Heights has nominated the basketball court at Community Park for the refurbishment program. The theme focused on for the basketball court nomination is cultivating a caring community and highlighting the heavy use of Community Park that brings the City together. If selected to move forward, voting for Community Park Court will begin on April 22<sup>nd</sup>.</p>
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	N/A
<b>Action(s) Requested</b>	Staff recommends approval for nominating Community Park Basketball Court for Timberwolves Refurbishment project.

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## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	April 10, 2019
<b>Agenda Item</b>	Policy G1
<b>Attachment</b>	CDBG application and Resolution
<b>Submitted By</b>	Justin Markon, Community Development Coordinator

<b>Item</b>	Resolution of Support to Community Development Block Grant (CDBG) Funds for Group Home Rehab – Accessible Space, Inc
<b>Description</b>	The City received a request from Accessible Space, Inc. to consider a resolution of support for their Community Development Block Grant application with Ramsey County. ASI operates a shared room occupancy home for four adults in a single family home on Snelling Ave. They are licensed by the state Department of Human Services. This grant, through Ramsey County, would provide funds for rehabilitating this property as well as a location in White Bear Lake. The renovations are intended to make the properties more efficient, more attractive, and safer for residents. The grant request totals \$84,900, of which \$41,700 would be used for the Snelling Ave house to renovate windows, flooring, restroom, and deck.
<b>Budget Impact</b>	No impact
<b>Attachment(s)</b>	<ul style="list-style-type: none"> <li>· CDBG application</li> <li>· Resolution 19-15 Approving CDBG Grant Application – Accessible Space, Inc</li> </ul>
<b>Action(s) Requested</b>	Staff recommend approving the attached resolution to approve the application of the Community Development Block Grant by Accessible Space, Inc.

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Ramsey County  
Community and Economic Development  
**2019 CDBG/HOME**  
3/8/2019 deadline

## ASI Ramsey, Inc. ASI Ramsey, Inc. Rehabilitation Project (Phase II)

Jump to: [Eligibility Determination](#) [Application Questions](#) [Budget](#) [Project Address & Contacts](#) [Attachments](#)

**USD\$ 84,900.00** Requested

**Project Contact**

Devin Vander Schaaf  
[dcvanderschaaf@gmail.com](mailto:dcvanderschaaf@gmail.com)  
Tel: 651-645-7271

**Additional Contacts**

*none entered*

**ASI Ramsey, Inc.**

2550 University Ave. West.  
Ste 330 N  
Saint Paul, MN 55114

Telephone 651-645-7271  
Fax 651-645-0541  
Web [www.accessiblespace.org](http://www.accessiblespace.org)

**President/CEO**

Stephen Vander Schaaf  
[svanderschaaf@accessiblespace.org](mailto:svanderschaaf@accessiblespace.org)

### Eligibility Determination [top](#)

Some answers will not be presented because they are not part of the selected group of questions based on the answer to #2.

**1. Does your targeted population meet the applicable HUD income guidelines? Do you have the capacity to maintain accurate income documentation and keep records and data current, as required by the HUD program?**

**Explain:**

*Refer to the Resource Documents Tab for HUD Income Limits and guidance on documentation requirements.*

Yes. In order to qualify at our apartments, applicants must be at or below 50% of the area median income (AMI) and have a qualifying physical disability. HUD requires annual income re-certifications, which are processed by our experienced Housing Certification Specialists.

**2. Please indicate the type of project that is being submitted:**

*This is a branching question.*

- Multi-family Housing
- Public Facilities- non-residential construction
- Public Service Project
- Other Housing Project
- Other

**3. Describe the location of the proposed project and if it will meet local zoning and land use laws, if applicable.**

ASI Ramsey County, Inc. is a scattered two site project (meets zoning and land use laws). The locations are as follows:

Cedar Home: 2461 Cedar Ave  
White Bear Lake, MN 55110

Snelling Home: 1746 Snelling Ave N  
Falcon Heights, 55113

**4. Check which statements below apply to your project site:**

*More information about Environmental Review Requirements can be found in the Library. Please refer to the Documents tab to upload required environmental documentation.*

- Project includes demolition or rehabilitation on an existing structure that is 50 years old or more
- Project is located within the 100- or 500-year floodplain
- There are identified wetlands on the project site
- There is an identified environmental contamination or hazard(s) on the project site
- None of the Above

**5. Do you have site control for the property?**

*Provide a brief response and if applicable include proof of site control.*

Yes

**6. Is the subject property vacant or occupied?**

*Refer to the Library for additional information.*

Occupied.

**7. If your project includes construction, it may be subject to state and/or federal (Davis-Bacon) wage requirements. Are Davis-Bacon wage rates reflected in your application?**

*If no, explain.*

Yes, they are. However, due to the size of the homes, Davis-Bacon wages may not apply.

**8. Capital Projects: please select the Project Activity Type:**

*Check all that apply.*

- Rental
- Homeowner
- Acquisition
- Rehabilitation
- Rehab or Adaptive Reuse of an Existing Building (not currently residential)
- Redevelopment
- Mobile Home Park Preservation
- Affordable Housing Preservation
- Facility Capital Improvements
- New Construction
- Other:

**9. If a public services project, indicate whether it will be a new or expanded service.**

*-answer not presented because of the answer to #2-*

**Application Questions** [top](#)

Some answers will not be presented because they are not part of the selected group of questions based on the answer to #1.

**BRANCHING QUESTION**

Project Type

**1. Please indicate the type of project that is being submitted.**

*Choose only one. Based on you answer, other questions will appear that are applicable to that respective program. Please disregard question numbering.*

- Multi-family housing
- Public Facilities Non Residential Construction
- Public Services Project
- Other housing

**2. Multi-family Housing Projects should also submit as attachment the MHFA Common Application as an attached document. If not applying for Minnesota Housing funds, please include the information on Appendix A, Project Description.**

*Please confirm your upload.*  
Attached

**3. Has your organization previously been awarded HOME funds?**

- Yes
- No

**4. Please provide a brief narrative summary of the proposed project. Describe the location, project type (new vs. acquisition-rehab), proposed affordability period, target population, housing demand/market need for neighborhood and community.**

*Describe any unique project characteristics, and its affordability level(s).*

This project includes the renovation of two affiliated sites of Accessible Space, Inc. in suburban Ramsey County. Cedar Home, a shared room occupancy home in White Bear Lake for adults with traumatic brain injuries and Snelling Home, a shared room occupancy home in Falcon Heights for adults with traumatic brain injuries. The renovations are intended to make the properties more efficient, more attractive, and safer for the residents.

**5. Indicate the anticipated number of Units for each Income category below:**

*Please insert a zero (0) if you are not specifically serving that target population Income group.*

8	0-30% Area Median Income (AMI)
	31-50% AMI
	51-80% AMI
8.00	<b>TOTAL</b>

**6. Provide a detailed description of the proposed design, construction, rehabilitation, and/or other improvements.**

*Include a description of how the design of the project is suitable for and will meet the needs of targeted and Special Needs population(s) (if any) and any unique design components or characteristics of the Project.*

Cedar Basement windows \$3000  
 Sidewalk replacement \$10,000  
 Decks \$12,000  
 Common area flooring \$5000  
 Gutter guards \$ 1200  
 Bath remodel Best Bath (accessible) \$ 12000

Snelling Windows \$15000  
 kitchen, hallway flooring \$ 3500  
 Deck \$10,000  
 Gutter guards \$1200  
 Best bath remodel \$12,000

**7. Have you notified the adjacent property owners and the neighborhood about the project? If so, how.**

*The level of neighborhood notification appropriate for a project is based on the size and proposed use, but applicants are required to inform neighborhoods of the project.*

We will inform the community about our proposed project. However, due to the size and proposed use, we don't expect any issues from our neighbors. The rehab work is primarily interior work except for the driveway.

**8. Describe the area and neighborhood surrounding the proposed project, including proximity to public transportation, local services and amenities. Describe the relative access to schools, jobs, parks, medical facilities, etc.**

*What makes this location suitable? (Please include these locations in the site map requested under the Documents tab.*

Snelling Home: the Snelling home is near two bus lines (within two blocks), close to restaurants, a fitness center, and a cub

foods grocery store. Parks are within two blocks as well.

Cedar Home: the Cedar home is less than a block from a park and a church. It is half a block from the nearest bus line and .5 miles from the nearest grocery store. The home is also less than a block from White Bear middle school.

Map has been attached. However, the locations of these amenities are not shown.

**9. Given the specific characteristics of your project, what will be done to encourage neighborhood support?**

*Describe how surrounding neighbors will continue to be informed about the project. Identify concerns that neighbors have raised and strategies to mitigate those concerns.*

Since this is a rehabilitation project - and will have very little impact on neighbors - we don't anticipate a lot of push back.

**10. What is the current Form of Site Control?**

*Please provide Site Control Documentation under the Documents tab. If the project involves acquisition, you MUST submit the Informational Notice to the Owner/Seller prior to submitting the option or conditional contract.*

- Deed
- Conditional Contract
- Purchase Option
- Lease
- Lease Option
- Other: HUD Approved Firm Commitment Application
- Site Control has not yet been established

**11. Briefly describe the current zoning of the project site and if the proposed project is consistent with the zoning of the site.**

*Outline the steps that will be taken to address zoning issues, if any, and include the time frame needed to resolve these issues. Provide zoning documentation under the Documents tab.*

No zoning issues

**12. Describe how the project is consistent/compatible with surrounding uses:**

The Adult Foster Care homes are in residential areas and next to single family homes. Rehabbing these homes will improve their curb appeal as well as allow the homes to stay financially independent for the foreseeable future. This project will help the homes stay consistent with other homes in the neighborhood, as well as improve safety and energy efficiency for our residents.

**13. If the Site contains Existing buildings or structures, describe each on-site existing structure and whether the structure will be demolished, rehabilitated, or remain:**

*-answer not presented because of the answer to #1-*

**14. Please describe the conditions of the buildings to be rehabilitated.**

*-answer not presented because of the answer to #1-*

**15. Are there known adverse environmental conditions on the site? If so, what are they and can they be mitigated through reasonable measures?**

No

**16. Does the Project include components that contribute to improved energy performance, thermal comfort, a healthier indoor environment, increased durability and/or simplified maintenance requirements?**

*Will the proposed Project meet any green building certification standards? Describe.*

Yes. The old windows at both homes are failing and letting in moisture. By adding new energy efficient windows our very low-income tenants with physical disabilities will be able to improve energy efficiency in their rooms and allow for better thermal comfort. We are also requesting funds for new flooring, which has been damaged due to wheelchairs, as well as sidewalk replacement and a replacement of the accessible "Best Bath model" shower. All of these items will improve durability, accessibility and extend the life of the homes for current and future tenants.

**17. If there are any on-site structures subject to historic preservation requirements, briefly state how you plan to comply with applicable historic preservation requirements.**

No

**18. For projects requesting \$100,000 or more, what will you do to assure that employment and/or job training opportunities for low-income individuals are provided in the development of your project, per HUD Section 3 requirements?**

*-answer not presented because of the answer to #1-*

19. For projects requesting \$10,000 or more, what steps will you take to hire businesses that are registered Minority-owned Business Enterprise (MBE) or Women-owned Business Enterprise (WBE) firms?

*-answer not presented because of the answer to #1-*

20. Describe the target population to be served.

*-answer not presented because of the answer to #1-*

21. Will this project EXCLUSIVELY serve a Special Needs Population? Indicate which Special Needs Populations will be served:

*-answer not presented because of the answer to #1-*

22. Will this project provide on-site services? Describe how these services promote self-sufficiency and independent living, including counseling, job training, and other on- or off-site education opportunities which will be made available.

*If the services will be provided by a partner agency, describe the agency and its experience.*

Cedar and Snelling homes provide Corporate Adult Foster care services in subsidized housing. Residents work with an ASI Site Supervisor along with a county Case Manager to identify care needs and set personal goals. ASI provides a comprehensive package to provide support and guide residents towards increased independence in activities of daily living including physical cares, medication management, transfers, household cleaning tasks, problem solving, bathing, scheduling and tracking appointments, transportation arrangements and behavior management.

23. If there are any known issues or circumstances that may delay the project, please list issues below, including an outline of steps that will be taken and the time frame needed to resolve these issues:

None.

24. Program Description Public Services Describe the program to be funded, including the type of activities that will be provided

*-answer not presented because of the answer to #1-*

25. Describe project characteristics that address special needs of the population you intend to serve:

*-answer not presented because of the answer to #1-*

26. Public services: Indicate whether your activity is new or an expansion of existing services, and explain.

*-answer not presented because of the answer to #1-*

27. Awarded funds for public service projects will be reimbursed, based on a per-client cost for each LMI eligible client served.

*-answer not presented because of the answer to #1-*

28. Organizational Capacity: Provide an overview of your organization, including length of time in existence.

*-answer not presented because of the answer to #1-*

29. If the project anticipates using a method other than direct benefit, indicate which. (See resource documents for details.)

*-answer not presented because of the answer to #1-*

30. Organizational Capacity - Partners Identify any other agencies you will partner with in implementing this activity, and what each partner's role will be.

*-answer not presented because of the answer to #1-*

31. If serving low- to moderate-income clientele, how is income eligibility determined? To qualify for an award of CDBG funds, the program must collect income on all clients. (Direct benefit.)

*-answer not presented because of the answer to #1-*

32. Service Location Provide the address or addresses where the services are provided (i.e. Street number, Street name, Street type (blvd, ct, ave, etc.), City, State, Zip Code

*-answer not presented because of the answer to #1-*

33. Beneficiary Information: How will this project benefit low and moderate income residents of suburban Ramsey County?

*-answer not presented because of the answer to #1-*

<b>Funding Sources/Revenues</b>	Committed	Conditional	Proposed
HOME Funding (this request)			
CDBG funding (this request)	USD\$ 0.00		USD\$ 84,900.00
Low-Income Housing Tax Credits (4%)			
Low-Income Housing Tax Credits (9%)			
Federal			
State			
County			
Local/City (non-federal)			
In-kind			
<b>Total</b>	<b>USD\$ 0.00</b>	<b>USD\$ 0.00</b>	<b>USD\$ 84,900.00</b>

<b>Funding Uses/Expenses</b>	HOME/CDBG Request	Other Federal	State	Other Local	Other:
Personnel Costs					
Operating Costs					
Professional Services					
Construction Costs	USD\$ 84,900.00				
Capital Outlay					
Relocation Expenses					
Permits, SDCs, Development Fees					
Appraisal Fees					
Property Acquisition					
Legal & Public Notices					
<b>Total</b>	<b>USD\$ 84,900.00</b>	<b>USD\$ 0.00</b>	<b>USD\$ 0.00</b>	<b>USD\$ 0.00</b>	<b>USD\$ 0.00</b>

### Budget Narrative

We are requesting that 100% of the project be covered with CDBG funds. Please see the attached Sources and Uses document for a complete breakdown of all costs for each line item.

### Project Address & Contacts [top](#)

### Project Location

Name of Ownership Entity	Project Address	City and Zip Code	Map/Taxlot #	Current Zoning	Census Tract & Block Group#
ASI Ramsey, Inc. (Cedar)	2461 Cedar Ave.	White Bear Lake, 55110	LOT 11 BLK 4	R-3	403.02 Block Group 2
ASI Ramsey, Inc. (Snelling)	1746 Snelling Ave. N	Falcon Heights, 55113	LOT 13 BLK 2	R-3	419 Block Group 3

### Project Development Team

Team Member Title	Designated Primary Contact	Team Member Name	Organization Name	Email	Phone	Fax	Additional Information
Executive	e	Stephen	Accessible	info@accessiblespace.org	6,516,457,271	203	44 of 55

Director/CEO		Vander Schaaf	Space, Inc.		
Project Manager	€	Devin Vander SChaaF	Accessible Space, Inc.	Accessible Space, Inc.	6,516,457,271 225
Financial Contact Person	€	Stephanie Brooks	Accessible Space, Inc.	Accessible Space, Inc.	6,516,457,271
Development Consultant (if applicable)	€				
Architect/Engineer	€				
Contractor (if known)	€				
	€				
	€				
	€				

## Attachments [top](#)

Documents Requested *	Required?	Attached Documents *
Project Map(s) showing nearby facilities and distances		<a href="#">Maps</a>
Preliminary Drawings and Site Plan		
Photos of the Project Site		<a href="#">Photos</a> <a href="#">Photo of Cedar</a>
Documentation of Site Control		<a href="#">Closing Documents</a>
Financial Proforma (for non Minnesota Housing Common Application Projects)		<a href="#">Budget Proforma</a>
Zoning and Land Use Documentation		<a href="#">Zoning</a>
Project Schedule & Project Schedule Narrative		<a href="#">Timeline and Schedule</a> <a href="#">Project Narrative and Sources and Uses</a>
PROJECT Commitment Letters & Description of status of investor negotiations (if applicable)		
IRS Form 990		<a href="#">IRS 990</a>
Housing Exhibit A (for For Non Minnesota Housing Common Application projects) <a href="#">download template</a>		<a href="#">Exhibit A Cedar Home</a> <a href="#">Exhibit A Snelling Home</a>
Resolution of support from the applicable Ramsey County Municipality for any site-specific project.	✓	
Provide a one paragraph summary of the project that will be used to present the project to elected officials and the public.		<a href="#">Project Narrative</a>
Additional Information		<a href="#">ASI Overview Brochure</a> <a href="#">Adult Foster Care Flier</a>

\* ZoomGrants™ is not responsible for the content of uploaded documents.

Application ID: 138366

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**CITY OF FALCON HEIGHTS  
COUNCIL RESOLUTION**

April 10, 2019

No. 19-15

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**RESOLUTION APPROVING PROPOSED APPLICATION FOR 2019 URBAN RAMSEY COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM FUNDS AND AUTHORIZING EXECUTION OF SUB-RECIPIENT AGREEMENT WITH URBAN RAMSEY COUNTY AND ANY THIRD PARTY AGREEMENTS**

**WHEREAS**, the city of Falcon Heights, through execution of a Joint Cooperation Agreement with Ramsey County, is cooperating in the Urban Ramsey County Community Development Block Grant Program; and

**WHEREAS**, the city of Falcon Heights has developed a proposal for the use of 2019 Urban Ramsey County Community Development Block Grant funds;

**NOW THEREFORE BE IT RESOLVED** that the City Council of Falcon Heights approves the following project(s) for funding from the 2019 Urban Ramsey County Community Development Block Grant Program and authorizes submittal of the proposal to Urban Ramsey County/ Consolidated Pool.

**Activity**

Snelling Home Rehabilitation

**Budget**

\$41,700

**BE IT FURTHER RESOLVED** that the City Council hereby authorizes and directs the Mayor and its' City Administrator to execute the Sub-recipient Agreement and any required Third Party Agreement on behalf of the City to implement the 2019 Community Development Block Grant Program.

**BE IT FURTHER RESOLVED** that should the final amount of FY2019 CDBG available to the city be different from the preliminary amount provided to the city, the City Council hereby authorizes the city administrator to adjust project budget(s) to reflect an increase or decrease in funding.

Adopted this 10<sup>th</sup> day April, 2019.

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Moved by:

Approved by: \_\_\_\_\_  
Randall C. Gustafson  
Mayor

GUSTAFSON     \_\_\_    In Favor  
HARRIS  
LEEHY           \_\_\_    Against  
MIAZGA

Attested by: \_\_\_\_\_  
Sack Thongvanh  
City Administrator



*The City That Soars!*

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	April 10, 2019
<b>Agenda Item</b>	Policy G2
<b>Attachment</b>	Met Council comments
<b>Submitted By</b>	Justin Markon, Community Development Coordinator

<b>Item</b>	Consider changes to 2040 Comprehensive Plan
<b>Description</b>	<p>The City received the first comments from the Metropolitan Council in mid-February regarding the 2040 Comprehensive Plan submittal. City staff, Roseville Engineering, and our consultants from WSB discussed the feedback and are preparing updates to the Plan. Staff felt one aspect of the plan that should be discussed by the Planning Commission and City Council pertains to density and mixed use developments.</p> <p>The Metropolitan Council would like to see more information about our plans for mixed use (MU), including the percentage of share of uses and overall density of the land use category. Currently, the City has stipulated one MU category in the Comprehensive Plan: MU-Residential.</p> <p>In the submitted Plan, the MU-Residential land use stipulates that: “These areas are comprised of a mix of both residential and commercial uses, either in horizontal or vertical mixture. The density will be a minimum of 12 units per acre (a minimum of 15 units per acre within ½ mile of Snelling Avenue) and a maximum of 46 units per acre with an anticipated minimum of 75% comprised of housing. The remaining 25% shall be a variety of commercial and office space.” This information needs to be updated in a couple ways.</p> <p>First, the Met Council noted in their review that areas within ½ mile of a bus rapid transit line (A line in Falcon Heights) require 15 residential units per acre for redevelopment. WSB updated the Plan to include this information.</p> <p>Next, an expected share of land uses for the mixed use category needs to be more defined. This share is spread out over the entire land use category, rather than parcel by parcel or building by building. In our plan, most of the redevelopment opportunities identified between now and 2040 are of a mixed-use nature, 35.4 acres, concentrated in the Snelling/Larpenteur corner and along Larpenteur Ave west to Cleveland Ave. The Metropolitan Council requires that we identify what mix of uses we plan for over this entire area.</p>

WSB shared the following information about mixed use land use designations in other communities:

#### ARDEN HILLS

100 acres of possible redevelopment into Community Mixed-Use

Community Mixed Use (CMU) – areas designated for a broad range of retail, shopping, services, and office space to meet the needs of the community and surrounding areas. This area may also include medium to high density housing with a potential density of nine (9) to twenty (20) units per acre. The expected share of uses within this area are as follows: 10% to 50% Light Industrial; 10% to 100% Retail; 10% to 100% Office; 10% to 50% High Density Residential; and 0% to 25% Medium Density Residential

#### ROSEVILLE

170.91 acres of possible redevelopment into Community Mixed-Use

Density: 10–36 dwelling units/acre    Uses: Medium- to high-density residential, commercial, office, civic, parks and open space    Residential requirement: 10%  
Scale/Intensity: medium    Transportation considerations: sidewalks, trails, multi-modal facilities, connections between uses, and connections to transit stops

Community Mixed-Use areas are intended to contain a mix of complementary uses that may include housing, office, civic, commercial, park, and open space uses. Community Mixed-Use areas organize uses into a cohesive district, neighborhood, or corridor, connecting uses in common structures and with sidewalks and trails, and using density, structured parking, shared parking, and other approaches to create green space and public places within the areas. The mix of land uses may include medium- and high-density residential, office, community business, institutional, and parks and open space uses. Residential land uses will account for at least 10% of the overall mixed-use area.

The mix of uses may be in a common site, development area, or building. Individual developments may consist of a mix of two or more complementary uses that are compatible and connected to surrounding land-use patterns. To ensure that the desired mix of uses and connections are achieved, a more detailed small-area plan, master plan, and/or area-specific design principles is required to guide individual developments within the overall mixed-use area.

	<p>Both examples illustrate a lower threshold for residency in mixed-use categories. Staff feel that an appropriate share for MU-Residential in our Comprehensive Plan is as follows:</p> <p><b>The Mixed Use Residential designation will have a mix of 50 to 90% residential, 25% to 50% commercial, and 0% to 25% office over the entire acreage of the MU-Residential area.</b></p> <p>The Planning Commission recommended approval of this language during their March 26, 2019 meeting.</p> <p>It should also be noted that Comprehensive Plan land use categories and Zoning Code districts are different planning pieces. Land use categories guide the overall look of a community while districts apply to specific parcels that help reach the land use goals.</p> <p>Other comments from the Metropolitan Council are included in the following pages.</p>
<b>Budget Impact</b>	No impact
<b>Attachment(s)</b>	<ul style="list-style-type: none"> <li>· Other comments from the Met Council</li> </ul>
<b>Action(s) Requested</b>	Staff recommend discussion and a decision on mixed use language for resubmittal of the 2040 Comprehensive Plan

## Comments received from the Metropolitan Council regarding incomplete 2040 Comprehensive Plan

Dated February 8, 2019

### Future Land Use

The Plan needs to include a more legible Future Land Use Map. The legend uses identical colors for several of the land uses, including the following: Commercial Core and Medium Density Residential; Park and Recreation and Institutional (Golf Course); and, State Fair Grounds and Institutional (University). The map needs to be revised so that the different land uses can be differentiated.

A map with different colors is included in this attachment.

Table 14 provides a Future Land Use Table, but it also needs to show expected total acres for redevelopment for each 10-year planning period (now-2020, 2021-2030, and 2031-2040). The Table currently only shows 2040 totals, while the Plan discusses and identifies areas for potential redevelopment, such as in Figure 9. The acreages of those properties and in which decade they are expected to develop should be detailed in your Future Land Use table. This will also help satisfy some requirements identified elsewhere in this letter, such as with density calculations and housing requirements.

WSB provided the following table to address potential redevelopment.

**Table 12: Potential Redevelopment by Decade**

	Now - 2020		2021-2030		2031-2040		Total	
	Acres	Percent	Acres	Percent	Acres	Percent	Acres	Percent
Mixed-Use Residential (35.4 ac.)	1.3	100%	4.5	50.0%	6.8	100%	12.6	73.7%
Limited Business	0	0.0%	4.5	50.0%	0	0%	4.5	26.3%
Total	1.3	100%	9.0	100%	6.8	100%	17.1	100%

### Forecasts

As noted in the Land Use comments above, the Plan must include a description and inventory of land supply for future development and redevelopment. Since the City has no forecasted household growth between 2017 to 2040, no extensive discussion is needed beyond that found on page 14. However, the current population estimate (2017) has exceeded the City's 2020 forecasts and the Employment estimate (2017) is far below the City's 2020 Forecast. The City may wish to consider a formal forecast change request to increase Population and/or decrease Employment forecasts to better represent future conditions and their plans for potential redevelopment along some of the corridors.

## Parks

Include a capital Improvement Program (CIP) for parks and open space facilities as part of the Implementation Chapter, Chapter 7.

- Although a CIP is referenced on page 86, the focus is on the City's "biennial pavement management program to maintain its local streets." There are no parks or open space facility-focused projects included in Appendix A - "Falcon Heights Street Improvement CIP – 11/26/18", nor are there any other park-related CIP details in the Plan.
- If the City does not use a Capital Improvement Plan to budget for parks and open space facilities, it needs to describe how these facilities are/will be operated and maintained.
  - Consider including language from the Funding section of the Falcon Heights Parks Improvement Study (pages 39-44).

### **Staff made the following addition to the Plan:**

Due to the limited amount of park and recreation facilities in the City, there is no established Capital Improvement Plan. Furthermore, two of the three parks maintained by the City are on land leased by the University of Minnesota. Currently, the only capital improvement opportunity is the park building in Community Park. The building is reaching the end of its usable life. In the next three years, the City will determine the best course of action to address the building. Improvements may include rehabilitation or a completely new building. Funding for these improvements may come from bond issue, park dedication funds, general fund, grants, private donations, or some combination thereof. In other parks, the City will continue to make improvements that comply with the Americans with Disabilities Act of 1990 (ADA).

### **WSB included the following information regarding implementation:**

Ordinances are a powerful tool for implementing the Comprehensive Plan since they provide the legal framework for evaluating projects and implementing many policies. The City currently uses a number of ordinances to regulate development and other activities, including, but not limited to:

- Zoning (Figure 8 on page 36 and Table 11 on page 35) – regulates the use, type, and style of development throughout the City.
- Subdivision – regulates the subdivision and consolidation of land.
- Water Supply – **To be described by Roseville Public Works**
- SSTS – **To be Described by Roseville Public Works**
- Storm Water Management - provides regulations for controlling runoff and erosion from development and development activities throughout the City.

Ordinances require periodic evaluation to ensure they are meeting the City's vision, Metropolitan Council requirements, Watershed District regulations, and State Statutes. State law requires the official controls to be amended to conform to the Comprehensive Plan.





