

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

**AGENDA**  
February 12, 2020 at 7:00 P.M.

- A. CALL TO ORDER:
- B. ROLL CALL: ANDREWS \_\_\_ GUSTAFSON\_\_\_ LEEHY\_\_\_  
MIAZGA \_\_\_ WEHYEE\_\_\_  
  
STAFF PRESENT: THONGVANH\_\_\_
- C. PRESENTATION
- D. APPROVAL OF MINUTES:
  - 1. January 15, 2020 City Council Workshop Minutes
  - 2. January 22, 2020 City Council Meeting Minutes
- E. PUBLIC HEARINGS:
  - 1. Ordinance Amendment to Chapter 14 of the City Code
- F. CONSENT AGENDA:
  - 1. General Disbursements through: 2/07/20 \$119,610.95  
Payroll through: 1/31/20 \$18,852.92
  - 2. Approval of City License(s)
  - 3. Resignation of Ben Smith from the Falcon Heights Fire Department
- G: POLICY ITEMS:
  - 1. Consider changes to the City Code concerning vegetation, forestry, and landscaping
  - 2. Consider approval of agreement with Center for Energy and Environment to perform Home Energy Squad visits
- H. INFORMATION/ ANNOUNCEMENTS:
- I. COMMUNITY FORUM:  
*Please limit comments to 3 minutes per person. Items brought before the Council will be referred for consideration. Council may ask questions for clarification, but no council action or discussion will be held on these items.*
- J. ADJOURNMENT:

BLANK PAGE

**CITY OF FALCON HEIGHTS**  
City Council Workshop  
City Hall  
2077 West Larpenteur Avenue

**AGENDA**  
January 15, 2020  
6:30 P.M.

A. CALL TO ORDER:

B. ROLL CALL: ANDREWS\_X\_ GUSTAFSON\_X\_ LEEHY\_AB\_  
MIAZGA\_X\_ WEHYEE\_X\_

STAFF PRESENT: THONGVANH\_X\_ LOR\_X\_  
Nandkumar\_X\_ Markon\_X\_

C. PRESENTATIONS:

D. POLICY ITEMS:

1. Advertisement for Newsletter

- The business ads will be placed at the last two pages of the newsletter
- City Council does not want the newsletter to look like a coupon booklet
- City Council would like to focus on local businesses first then expand it to other businesses
- The goal is to adopt the Advertisement Policy in March or April. City Staff will reach out to local businesses in the summer and ads will be printed in the Fall Newsletter

2. Ordinance Amendments

A. Chapter 46 - Traffic and Vehicles

- Possible increase in citation amount
- Clarification on parking restrictions for vehicles
- Change the language on the snow removal policy
  - City Council requested staff to do more research on parking because there has been an increase of calls on where to park during a snow emergency. It will help the residents who live in apartments and have no driveway

B. Chapter 14 - Businesses

- The City Council needs to approve General Contractor License; however, this affects a project's timeframe because the council only meets twice a month. If the City Administrator approves the license, it will help contractors and homeowners to start the project quicker. The City Council was in favor of the idea and will hold a public hearing in February.

### 3. Native Landscaping and Forestry

The Environment Commission explored changes to the city code that would allow native landscaping. The Environment Commission created a survey on the website to allowed public comments. To date, the cities received over 60 positive responses. The Planning Commission will hold a public hearing on January 28, regarding the proposed code changes, which will provide clarity on what sort of plantings are allowed, where they can be planted, and how they should be maintained.

City staff will provide updates from the public hearing at the February City Council Workshop, and it will be in the February 12 City Council regular meeting

#### E. INFORMATION/ANNOUNCEMENTS

- The new logo drafts will be at the February workshop meeting
- Falcon Heights has been chosen to be included in the Governor's Bonding Proposal for the 2020 Capital Budget Requests that was sent to the Legislators on Wednesday, January 15.
- Amber Union did not receive the Met Council grant but did received the DEED and Ramsey County grants.
- Breakfast with City Council is on Saturday, March 21, from 10AM-12PM at City Hall
- The Council Retreat will be in March, and Nalisha or Amanda will email City Council the possible dates and time.

#### F. ADJOURNMENT: 8:44 P.M.

---

Randy Gustafson, Mayor

Dated this 15th day of January, 2020

---

Sack Thongvanh, City Administrator

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

**AGENDA**  
January 22, 2020 at 7:00 P.M.

- A. CALL TO ORDER:
- B. ROLL CALL: ANDREWS X GUSTAFSON X LEEHY X  
MIAZGA X WEHYEE X

STAFF PRESENT: THONGVANH X

- C. PRESENTATION

- D. APPROVAL OF MINUTES:  
1. January 8, 2020 City Council Meeting Minutes

Approved 5-0

- E. PUBLIC HEARINGS:

- F. CONSENT AGENDA:
1. General Disbursements through: 1/13/20 \$69,168.37  
Payroll through: 1/15/20 \$18,889.67
  2. Approval of City License(s)
  3. Appointment of Jeff Yager to the Park Commission
  4. Authorizing the Submission of the Pay Equity Compliance Report to the State of Minnesota

Jeff Yager (1801 Asbury St)

I recently moved to Falcon Heights and have two young children. Our family has been an avid user of the parks in Falcon Heights. I believe strongly in parks being a strong asset to the community. I saw that the Park and Recreation Commission was in need of commissioners and decided to apply. It is a great opportunity to get involved in a city that we are considering as a forever home.

Mayor Gustafson Moved, Approved 5-0

- G. POLICY ITEMS:

## H. INFORMATION/ANNOUNCEMENTS:

### Council Member Andrews

- I attended my first Environment Commission meeting and there is a lot to learn. We are currently looking at a native landscaping ordinance. We have been receiving positive responses from residents, and you can take the survey on city website.

### Council Member Miazga

- NYFS has a meeting tomorrow, and we are going to review the strategic planning ideas to help make sure the organization continues to be viable. The possible ideas are mental health levy within various districts such as Mounds View and Roosevelt and lobbying the legislature to see if they would be interested in coming up with some funds.
- Governor Walz included our bonding bill for the Community Park for \$1 million in the Bonding Proposal for the 2020 Capital Budget Report. The next step is to get approval from the legislators. Please continue reaching out to your legislators.

### Council Member Leehy

- Introductory Vegetable Gardening Class event is on March 18, from 6:30pm-8:30pm. All are welcome to the event, whether you have a plant, community garden, and a garden in your yard or in your neighbor's. It is a great opportunity for people to learn from one another.
- The new city website is live and it looks amazing. It is accessible, easy to read, and user-friendly. I want to thank City Administrator Thongvanh and the staff for their hard work.

### Council Member Wehyee

- The meeting with Commonwealth Terrace Cooperative (CTC) and University of Minnesota was on Tuesday, January 14, and discussed the plans of replacing the existing housings with mixed service retails. It is a huge impact not just to the University of Minnesota but also to the City of St. Paul and Falcon Heights, students and their family, and the number of affordable units. Commonwealth Terrace Cooperative will do a presentation at city hall and shed more light in the next few weeks.
- I was approached by the president of Somalia American Women Action Center who hopes to partner with the city to provide some programs for Somali women. I will connect with City Administrator Thongvanh and staff on how we can partner with them.
- Community Engagement Commission is meeting on Monday, January 27, at 7pm. We will discuss the goals that we outlined in the Strategic Planning report. The Human Rights Day "Food Security and Child Hunger" is on Monday, February 3, at 6:30pm.

### Mayor Gustafson

- The Planning Commission will hold a public hearing on Tuesday, January 28, on the proposed Native Landscaping ordinance. Residents can look at the proposed ordinance on the city website and can provide input.
- The city staff did a wonderful job setting up the new website. I spent some time looking at it, and it was easy to use.

City Administrator Thongvanh

- Regarding the bonding Councilmember Miazga mentioned, it is very exciting and much of the credit goes to him for helping with the application and getting the word out. The City of Falcon Heights has been chosen to be included in the Governor's Bonding Proposal for the 2020 Capital Budget Report. The Minnesota Management and Budget received a bonding request for \$1,325,643,000. The Governor's recommended \$408,616,000 of which included \$1 million requested by the City of Falcon Heights to construct a new building at Community Park. The Community Park is a center point of St. Paul, Minneapolis, Roseville, and St. Anthony. We also hold our summer programs and events there. I encourage residents and visitors to continue to reach out to their state representatives.
- I want to thank the staff for their hard work in getting the website running. It is nice to have a website that is ADA compliant, user-friendly, and works well on mobile devices.
- The warming house will be closing due to the warm weather. This also makes it difficult to flood the rink.
- We are in the process to close out of our financials for this year and looking at our budgets for next year.
- I am hearing many good things happening in the Fire Department with different kinds of training with Roseville. The transition is going well for both of the cities.
- The food scraps collection site at the city hall parking lot is now open and it is 24/7. Ramsey County funded the project and will collect it once a week. The city has received many positive comments on the collection site.
- Breakfast with City Council is on Saturday, March 21, from 10am – 12pm.

I. COMMUNITY FORUM:

*Please limit comments to 3 minutes per person. Items brought before the Council will be referred for consideration. Council may ask questions for clarification, but no council action or discussion will be held on these items.*

J. ADJOURNMENT: 7:24 P.M.

---

Randy Gustafson, Mayor

Dated this 22nd day of January, 2020

---

Sack Thongvanh, City Administrator

BLANK PAGE





**The City That Soars!**

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	February 12, 2020
<b>Agenda Item</b>	Public Hearing E1
<b>Attachment</b>	Ordinance, License Application
<b>Submitted By</b>	Justin Markon, Community Development Coordinator

<b>Item</b>	Ordinance Amendment to Chapter 14 of the City Code
<b>Description</b>	<p>The majority of contractors who pull permits from the city are licensed by the state of Minnesota for their specific disciplines (for example, plumbers, remodelers, and roofers). However, for contractors who specialize in one skillset, a state license is not required (for example, cement work). In these scenarios, cities have created their own licensing program to ensure that contractors and residents are safe during projects.</p> <p>Falcon Heights does license contractors, but the City Code language is thin and in need of updating. Currently, the Code simply states that contractors who do not have a state license must be licensed by the city. No definition of a contractor is provided.</p> <p>At the January 15, 2020 City Council workshop, council members and city staff discussed the proposed changes. These changes include specific examples of contractors who would be required to obtain a city license. Another change was related to the process of obtaining a license. Currently, all contractor licenses must be approved by City Council. The proposed Ordinance allows for administrative review of licenses, which is the similar process for solicitor/peddler licenses.</p> <p>The Public Hearing Notice and proposed Ordinance have been available on the City's website since January 30 for public comments. Staff received one comment pertaining to clarification on the fee for a license.</p>
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	<ul style="list-style-type: none"> <li>• Ordinance 20-01 Amending Chapter 14 Businesses</li> <li>• Summary Ordinance 20-01 Amending Chapter 14 Businesses</li> <li>• Contractor License Application</li> </ul>

<b>Action(s) Requested</b>	Staff recommend adopting attached ordinance and approve publication of summary ordinance.
--------------------------------	-------------------------------------------------------------------------------------------

**ORDINANCE NO. 20-01**

**CITY OF FALCON HEIGHTS  
RAMSEY COUNTY, MINNESOTA**

**AN ORDINANCE AMENDING CHAPTER 14  
OF THE FALCON HEIGHTS CITY CODE**

THE CITY COUNCIL OF FALCON HEIGHTS ORDAINS:

**SECTION 1** Section 14-8 is amended as follows. Additions are shown with an underline, and deletions are shown with a ~~striketrough~~.

***Sec. 14-8 - Contractors license requirements and regulations***

(a) *Generally.* ~~Unless otherwise specified by this Code, all contractors must apply for a license and provide to the city a certificate of insurance showing evidence that the applicant has in effect public liability insurance in the amount of at least \$300,000.00 for injury of one person, \$500,000.00 for injury of two or more persons in the same accident and \$100,000.00 for property damages. Should any insurance be canceled, the city shall be given ten days notice and the license issued shall be suspended and inoperative until adequate insurance is provided.~~

Residential building and remodeling contractors who engage in business in the city must present the city with proof they hold the required state license. Residential building and remodeling contractors who provide only one special skill and all commercial building and remodeling contractors who are not required to have a state license must maintain a Falcon Heights contractor license. Common services requiring licensure include, but are not limited to:

- (1) Asphalt paving and driveway installation.
- (2) Cement work, cement bond work, cement block laying, or brick work.
- (3) General construction including erection, alteration or repair of building.
- (4) Moving or demolition of buildings.
- (5) Plastering, drywall, outside stucco work, or lathing.
- (6) Heating, cooling, and gas installation including appliances, devices or machinery, but if the contractor holds a state license in the Plumbing discipline, a city contractor license is not required.
- (7) Roofing.
- (8) Fence erecting.
- (9) Sign and billboard erecting.
- (10) Excavation for basements, foundations, grading of lots, etc.
- (11) Water and sewer excavating, installation, and connection.

(12) Tree removal and/or tree trimming, except that no license shall be required when the work to be done is performed under the direction of the public utility otherwise authorized to use the streets of the city for work related to such utilities.

(b) *Licensing procedure.*

(1) *Application and issuance.* Application for contractor's licenses must be on forms provided by the city, accompanied by the appropriate fee as stipulated in ~~section 14-1~~ the City Fee Schedule, and any special requirements set forth for specific contractors. Such application shall be submitted to the city ~~council-administrator~~ for consideration approval.

(2) *Revocation.* Every license may be revoked by the city council for ~~just cause~~ violation of this code or whose work is found to be improper, defective, or so unsafe as to jeopardize life or property providing the license holder has been given reasonable notice and a hearing is held.

(3) *Reapplication following denial.* In the event an individual is denied license, that individual may not reapply for a license until six months have passed from the date of denial.

(4) *Insurance.* All contractors must apply for a license and provide to the city a certificate of insurance showing evidence that the applicant has in effect public liability insurance in the amount of at least \$300,000.00 for injury of one person, \$500,000.00 for injury of two or more persons in the same accident and \$100,000.00 for property damages. The insurance shall remain in and be in force and effect during the entire term of said license. Should any insurance be canceled, the city shall be given ten days notice, and the license issued shall be suspended and inoperative until adequate insurance is provided.

(5) *Expiration.* All licenses under this section shall expire on December 31 of the year of issuance, unless sooner revoked or forfeited.

(c) *General and subcontractor licenses.* A license granted to a general contractor shall include the right to perform all of the work included in the general contract. Such license shall include any or all of the persons performing the work which is classified and listed in this section, providing that each person performing such work is in the regular employ of such general contractor and qualified under state law and the provisions of this Building Code to perform such work. In these cases, the general contractor shall be responsible for all of the work so performed. Subcontractors on any work shall be required to comply with the sections of this Code pertaining to license, bond, qualifications, etc. for their particular type of work.

**SECTION 2** Article II – Construction Contractors and Section 14-19 is deleted, and all following Articles are renumbered as appropriate.

**SECTION 3** Article X – Tree Trimmers and Section 14-311 is deleted.

**SECTION 4** This ordinance shall be effective upon its passage and a summary published in the official newspaper.

**ADOPTED** this 12th day of February, 2020, by the City Council of the City of Falcon Heights, Minnesota.

-----

Moved by:

Approved by: \_\_\_\_\_

Randall Gustafson  
Mayor

GUSTAFSON  
LEEHY  
MIAZGA  
WEHYEE  
ANDREWS

\_\_\_ In Favor

\_\_\_ Against

Attested by: \_\_\_\_\_

Sack Thongvanh  
City Administrator

BLANK PAGE

**SUMMARY ORDINANCE NO. 20-01**

**CITY OF FALCON HEIGHTS  
RAMSEY COUNTY, MINNESOTA**

**AN ORDINANCE AMENDING CHAPTER 14  
OF THE FALCON HEIGHTS CITY CODE  
CONCERNING CONTRACTOR LICENSE  
REQUIREMENTS AND REGULATIONS**

This ordinance amends Chapter 14 of the Falcon Heights City Code concerning contractor license requirements and regulations. The amendment includes specifications on the common contractors requiring a license and changes to the licensing procedure. The amendment also deletes Sections 14-19 and 14-311 from the City Code.

A printed copy of the entire ordinance is available for inspection by any person during the City Administrator's regular office hours.

APPROVED for publication by the City Council of the City of Falcon Heights, Minnesota this 12<sup>th</sup> day of February, 2020.

CITY OF FALCON HEIGHTS

BY: \_\_\_\_\_  
Randall Gustafson, Mayor

ATTEST:

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

BLANK PAGE





# CITY OF FALCON HEIGHTS

2077 W Larpenteur Ave  
Falcon Heights MN 55113  
Phone 651-792-7600. Fax 651-792-7610  
[www.falconheights.org](http://www.falconheights.org)

FOR OFFICE USE
License Number:
Approval Date:
Amount Paid:
Receipt:

## 2020 Contractor License

### Application Form

\$35.00 - Application Fee

Firm Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: Business: \_\_\_\_\_ Fax No: \_\_\_\_\_

Email address: \_\_\_\_\_

(Will be used to send out next year's renewals).

Name of Owner: \_\_\_\_\_

Home Address: \_\_\_\_\_

Telephone: Residence: \_\_\_\_\_

List your skillset areas: (Examples: chimneys, roofs, cement work, remodeling, driveways, signs, etc)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Other communities in which you are licensed: \_\_\_\_\_

#### ITEMS REQUIRED FOR LICENSURE:

- Insurance minimum of \$300,000/\$500,000/\$100,000  
(The city of Falcon Heights should be named as additional insured.)
- State of Minnesota Tax ID Form
- State of Minnesota Workers' Compensation Form
- ***Proof of insurance must be furnished with application and must indicate 10 days notice before cancellation.***

*I swear that the above statements are true to the best of my knowledge and belief.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**STATE OF MINNESOTA TAX ID FORM  
LICENCE APPLICATION INFORMATION**

Under Minnesota law (M.S.270.72), the agency issuing you this license is required to provide the Minnesota Commissioner of Revenue your Minnesota business tax identification.  
Under the Minnesota Government Data Practices Act and the Federal Privacy Act of 1974, we must advise you that:

- This information may be used to deny the issuance, renewal or transfer of your license if you owe the Minnesota Department of Revenue delinquent taxes, penalties, or interest;
- The licensing agency will supply it only to the Minnesota Department of Revenue. However, under the Federal Exchange in Information Act, the Department of Revenue is allowed to supply this information to the Internal Revenue Service;
- Failing to supply this information may jeopardize or delay the issuance of your license or processing your renewal application.

Please fill in the following information and return this form to the licensing agency. Do not return to the Department of Revenue.

---

Type of license being applied for

---

Licensing authority (name of city, county, or state agency issuing license)

---

License renewal date

**Personal information:**

---

Applicant's last name

First name & initial

---

Applicant's address

City

State

Zip code

**Business information:**

---

Business name

---

Business address

City

State

Zip code

---

Minnesota tax ID number

Federal tax ID number

If a Minnesota tax ID number is not required, please explain:

---

---

---

Signature

Title

Date

CERTIFICATION OF COMPLIANCE  
MINNESOTA WORKERS' COMPENSATION LAW

Minnesota Statute, 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in an activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of MSS Chapter 176. The information required is: the name of the insurance company, the policy number, and dates of coverage or the permit to self-insure. This information will be collected by the licensing agency and retained in their files.

This information is required by law, and licenses and permits to operate a business may not be renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided or falsely stated, it may result in a \$1,000 penalty assessed against the application by the Commissioner of Department of Labor and Industry.

Insurance Company Name \_\_\_\_\_  
(NOT the insurance agent)

Policy number \_\_\_\_\_

Dates of coverage \_\_\_\_\_  
(OR)

I am not required to have workers' compensation liability coverage because:

- I have no employees
- I am self-insured (include permit to self-insure)
- I have no employees who are covered by the workers' compensation law (these include spouse, parents, children and certain farm employees)

I certify that the information provided above is accurate and complete and that a valid workers' compensation policy will be kept in effect at all time as required by law.

Name \_\_\_\_\_  
(Last, middle, first)

Doing business as \_\_\_\_\_

Business address \_\_\_\_\_

City, State, Zip \_\_\_\_\_ Phone \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

BLANK PAGE



***The City That Soars!***

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	February 12, 2020
<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: 2/07/20 \$119,610.95 Payroll through: 1/31/20 \$18,852.92
<b>Budget Impact</b>	The general disbursements and payroll are consistent with the budget.
<b>Attachment(s)</b>	<ul style="list-style-type: none"> <li>• General Disbursements and Payroll</li> </ul>
<b>Action(s) Requested</b>	Staff recommends that the Falcon Heights City Council approve general disbursements and payroll.

BLANK PAGE

PACKET: 02083 JAN 17 PAYABLES  
 VENDOR SET: 01 City of Falcon Heights  
 SEQUENCE : ALPHABETIC  
 DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
INVT DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-05117		CITY OF LITTLE CANADA				
I-19753		MILEAGE 4TH QTR 2019	478.50			
1/17/2020	APBNK	DUE: 1/17/2020 DISC: 1/17/2020		1099: N		
		MILEAGE 4TH QTR 2019		101 20200-000	ACCOUNTS PAYABLE	478.50
		=== VENDOR TOTALS ===	478.50			
=====						
01-06290		CITY OF ROSEVILLE				
I-227848		DEC ENGINEERING SERVICES	870.06			
1/17/2020	APBNK	DUE: 1/17/2020 DISC: 1/17/2020		1099: N		
		DEC ENGINEERING SERVICES		101 20200-000	ACCOUNTS PAYABLE	870.06
		=== VENDOR TOTALS ===	870.06			
=====						
01-04000		EHLERS AND ASSOCIATES				
I-82539		PREP, CALC, VERIFY PAYMENTS	325.00			
1/17/2020	APBNK	DUE: 1/17/2020 DISC: 1/17/2020		1099: N		
		PREP, CALC, VERIFY PAYMENTS		414 20200-000	ACCOUNTS PAYABLE	325.00
		=== VENDOR TOTALS ===	325.00			
=====						
01-06185		RAMSEY COUNTY				
I-EMCOM 008167		DEC RADIO FLEET SUPPORT	68.64			
1/17/2020	APBNK	DUE: 1/17/2020 DISC: 1/17/2020		1099: N		
		DEC RADIO FLEET SUPPORT		101 20200-000	ACCOUNTS PAYABLE	68.64
I-EMCOM 008199		DEC 911 DISPATCH	2,530.14			
1/17/2020	APBNK	DUE: 1/17/2020 DISC: 1/17/2020		1099: N		
		DEC 911 DISPATCH		101 20200-000	ACCOUNTS PAYABLE	2,530.14
I-EMCOM 008216		DEC CAD	518.59			
1/17/2020	APBNK	DUE: 1/17/2020 DISC: 1/17/2020		1099: N		
		DEC CAD		101 20200-000	ACCOUNTS PAYABLE	518.59
		=== VENDOR TOTALS ===	3,117.37			
=====						
01-06301		SAMS CLUB MC/SYNCB				
I-202001177409		SAMS CLUB CREDIT CARD	261.75			
1/17/2020	APBNK	DUE: 1/17/2020 DISC: 1/17/2020		1099: N		
		NEWSPAPER PIONEER PRESS		101 20200-000	ACCOUNTS PAYABLE	32.00
		FACEBOOK ADS HUMAN RIGHTS DAY		210 20200-000	ACCOUNTS PAYABLE	102.81
		STRATEGIC PLANNING FOOD		101 20200-000	ACCOUNTS PAYABLE	126.94
		=== VENDOR TOTALS ===	261.75			

-----ID-----			GROSS	P.O. #		
DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-05870	XCEL ENERGY					
I-666463056		PARKS LIGHTING ELECT	80.18			
1/17/2020	APBNK	DUE: 1/17/2020 DISC: 1/17/2020		1099: N		
		PARKS LIGHTING ELECT		101 20200-000	ACCOUNTS PAYABLE	80.18
I-667401337		STREET LIGHTING ELECT	130.04			
1/17/2020	APBNK	DUE: 1/17/2020 DISC: 1/17/2020		1099: N		
		STREET LIGHTING ELECT		209 20200-000	ACCOUNTS PAYABLE	130.04
I-667405330		CITY HALL GAS	862.97			
1/17/2020	APBNK	DUE: 1/17/2020 DISC: 1/17/2020		1099: N		
		CITY HALL GAS		101 20200-000	ACCOUNTS PAYABLE	862.97
I-667409007		COMM PARK ELECT & GAS	527.29			
1/17/2020	APBNK	DUE: 1/17/2020 DISC: 1/17/2020		1099: N		
		COMM PARK ELECT		101 20200-000	ACCOUNTS PAYABLE	272.39
		COMM PARK GAS		101 20200-000	ACCOUNTS PAYABLE	254.90
I-667590603		CITY HALL ELECT	620.01			
1/17/2020	APBNK	DUE: 1/17/2020 DISC: 1/17/2020		1099: N		
		CITY HALL ELECT		101 20200-000	ACCOUNTS PAYABLE	620.01
		=== VENDOR TOTALS ===	2,220.49			
		=== PACKET TOTALS ===	7,273.17			



PACKET: 02085 JAN 17 PAYABLES (2020)  
 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
=====						
01-00869		BENEFIT EXTRAS, INC				
I-92586		MONTHLY FEE & PLAN RENEWAL FE	580.00			
1/17/2020	APBNK	DUE: 1/17/2020 DISC: 1/17/2020		1099: N		
		MONTHLY MIN FEE JAN TO JUNE		101 4112-89000-000	MISCELLANEOUS	180.00
		FLEX PLAN RENEWAL FEE		101 4112-89000-000	MISCELLANEOUS	400.00
		=== VENDOR TOTALS ===	580.00			
=====						
01-03110		CENTURY LINK				
I-202001177410		LANDLINES JAN 7 TO FEB 6	63.48			
1/17/2020	APBNK	DUE: 1/17/2020 DISC: 1/17/2020		1099: N		
		LANDLINES JAN 7 TO FEB 6		101 4141-85011-000	TELEPHONE - LANDLINE	63.48
		=== VENDOR TOTALS ===	63.48			
=====						
01-06290		CITY OF ROSEVILLE				
I-227852		FIRE DEPT SVCS CONTRACT QTR 1	10,000.00			
1/17/2020	APBNK	DUE: 1/17/2020 DISC: 1/17/2020		1099: N		
		FIRE DEPT SVCS CONTRACT QTR 1		101 4124-80330-000	FIRE CONSULTANT	10,000.00
		=== VENDOR TOTALS ===	10,000.00			
=====						
01-05665		METROPOLITAN COUNCIL				
I-1104897		WASTEWATER SERVICES FEB	51,341.49			
1/17/2020	APBNK	DUE: 1/17/2020 DISC: 1/17/2020		1099: N		
		WASTEWATER SERVICES FEB		601 4601-85060-000	METRO SEWER CHARGES	51,341.49
		=== VENDOR TOTALS ===	51,341.49			
=====						
63		MID CITY SERVICES- INDUSTRIAL				
I-125379		FLOOR MATS	42.15			
1/17/2020	APBNK	DUE: 1/17/2020 DISC: 1/17/2020		1099: N		
		FLOOR MATS		101 4131-70110-000	SUPPLIES	42.15
		=== VENDOR TOTALS ===	42.15			
=====						
01-05794		MINNESOTA EQUIPMENT				
I-P11075		EQUIPMENT UNIVERSAL	278.72			
1/17/2020	APBNK	DUE: 1/17/2020 DISC: 1/17/2020		1099: N		
		EQUIPMENT UNIVERSAL		101 4132-87000-000	REPAIR EQUIPMENT	278.72
		=== VENDOR TOTALS ===	278.72			

ID	DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
01-05357 MINNESOTA POLLUTION CONTROL AG							
I-202001177411	1/17/2020	APBNK	WASTEWATER OPERATION CONFEREN	390.00			
			DUE: 1/17/2020 DISC: 1/17/2020		1099: N		
			WASTEWATER OPERATION CONFERENC		602 4602-86110-000	MEMBERSHIPS	390.00
=== VENDOR TOTALS ===				390.00			
01-05273 MN PUBLIC EMPLOYEES INSURANCE							
I-924083	1/17/2020	APBNK	FEB HEALTH INS	10,842.98			
			DUE: 1/17/2020 DISC: 1/17/2020		1099: N		
			FEB HEALTH INS		101 4112-89000-000	MISCELLANEOUS	10,842.98
=== VENDOR TOTALS ===				10,842.98			
01-04875 MOBILE MINI, INC.							
I-9007672021	1/17/2020	APBNK	OPEN BAY OFFICE RENTAL	350.00			
			DUE: 1/17/2020 DISC: 1/17/2020		1099: N		
			OPEN BAY OFFICE RENTAL		101 4141-87120-000	FACILITIES & GROUND MAIN	350.00
=== VENDOR TOTALS ===				350.00			
01-05337 RAUEN, WILLIAM							
I-202001177412	1/17/2020	APBNK	FUEL REIMB	38.32			
			DUE: 1/17/2020 DISC: 1/17/2020		1099: N		
			FUEL REIMB		101 4124-74000-000	MOTOR FUEL & LUBRICANTS	38.32
=== VENDOR TOTALS ===				38.32			
=== PACKET TOTALS ===				73,927.14			

-----ID-----			GROSS	P.O. #		
ST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-00227		AMERICAN PLANNING ASSOCIATION				
I-363230-2015		APA MEMBERSHIP JUSTIN MARKON	295.00			
1/24/2020	APBNK	DUE: 1/24/2020 DISC: 1/24/2020		1099: N		
		APA MEMBERSHIP JUSTIN MARKON		101 4117-86110-000	MEMBERSHIPS	295.00
		=== VENDOR TOTALS ===	295.00			
01-00250		AMERIPRIDE SERVICES				
I-1004698366		TOWEL COLLECTION, LAUNDRY	61.30			
1/24/2020	APBNK	DUE: 1/24/2020 DISC: 1/24/2020		1099: N		
		TOWEL COLLECTION, LAUNDRY		101 4124-82011-000	LINEN CLEANING	61.30
		=== VENDOR TOTALS ===	61.30			
01-03103		CANON FINANCIAL SERVICES				
I-21006942		COPIER CONTRACT CHARGE JAN	122.39			
1/24/2020	APBNK	DUE: 1/24/2020 DISC: 1/24/2020		1099: N		
		COPIER CONTRACT CHARGE JAN		101 4131-87010-000	CITY HALL MAINTENANCE	122.39
		=== VENDOR TOTALS ===	122.39			
01-03089		CASH				
I-202001247413		PETTY CASH	53.48			
1/24/2020	APBNK	DUE: 1/24/2020 DISC: 1/24/2020		1099: N		
		MULTI CITY OSHA TRAINING		101 4132-86100-000	CONFERENCES/EDUCATION/AS	38.13
		CERTIFIED MAIL		101 4112-70100-000	SUPPLIES	15.35
		=== VENDOR TOTALS ===	53.48			
009		LEAGUE OF MN CITIES				
I-314652		LEADERS FOUNDATION PROGRAM	550.00			
1/24/2020	APBNK	DUE: 1/24/2020 DISC: 1/24/2020		1099: N		
		LEADERS FOUNDATION PROGRAM		101 4111-86100-000	CONFERENCES/EDUCATION/TR	550.00
		=== VENDOR TOTALS ===	550.00			
01-05644		LEAGUE OF MN HUMAN RIGHTS COMM				
I-2006		2020 MEMBER COMMISSION DUES	100.00			
1/24/2020	APBNK	DUE: 1/24/2020 DISC: 1/24/2020		1099: N		
		2020 MEMBER COMMISSION DUES		101 4111-86140-000	COMMISSIONS/MEMBERSHIPS/	100.00
		=== VENDOR TOTALS ===	100.00			

PACKET: 02087 PAYABLES JAN 24  
VENDOR SET: 01 City of Falcon Heights  
SEQUENCE : ALPHABETIC  
DUE TO/FROM ACCOUNTS SUPPRESSED

ID	ST DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
01-05843 MN NCPERS LIFE INSURANCE							
I-458800022020			FEB 2020 LIFE INSURANCE	48.00			
1/24/2020	APBNK		DUE: 1/24/2020 DISC: 1/24/2020		1099: N		
			FEB 2020 LIFE INSURANCE		101 21709-000	OTHER PAYABLE	24.64
			FEB 2020 LIFE INSURANCE		204 21709-000	OTHER PAYABLE	1.60
			FEB 2020 LIFE INSURANCE		601 21709-000	OTHER PAYABLE	15.52
			FEB 2020 LIFE INSURANCE		602 21709-000	OTHER PAYABLE	6.24
=== VENDOR TOTALS ===				48.00			
01-06901 ULTIMATE SAFETY CONCEPTS							
I-186377			L757: BATTERY, G3 POWERHEART	406.23			
1/24/2020	APBNK		DUE: 1/24/2020 DISC: 1/24/2020		1099: N		
			L757: BATTERY, G3 POWERHEART		101 4124-70100-000	SUPPLIES	406.23
=== VENDOR TOTALS ===				406.23			
=== PACKET TOTALS ===				1,636.40			

PACKET: 02090 JAN 31 PAYABES FOR 2019

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
=====						
01-00087	AMANDA LOR					
I-202001317416		FLEX PAYMENT FOR 2019	240.00			
1/31/2020	APBNK	DUE: 1/31/2020 DISC: 1/31/2020		1099: N		
		FLEX PAYMENT FOR 2019		101 21712-000	MEDICAL FLEX SAVINGS PAY	240.00
		=== VENDOR TOTALS ===	240.00			
=====						
01-00270	ANCOM COMMUNICATIONS					
I-92082		RADIO REPAIR	581.00			
1/31/2020	APBNK	DUE: 1/31/2020 DISC: 1/31/2020		1099: N		
		RADIO REPAIR		101 20200-000	ACCOUNTS PAYABLE	581.00
		=== VENDOR TOTALS ===	581.00			
=====						
01-04027	EMERGENCY APPARATUS MAINT					
I-109569		757 AERIAL MAINTENANCE	891.05			
1/31/2020	APBNK	DUE: 1/31/2020 DISC: 1/31/2020		1099: N		
		757 AERIAL MAINTENANCE		101 20200-000	ACCOUNTS PAYABLE	891.05
I-9571		752 MAINTENANCE	733.40			
1/31/2020	APBNK	DUE: 1/31/2020 DISC: 1/31/2020		1099: N		
		752 MAINTENANCE		101 20200-000	ACCOUNTS PAYABLE	733.40
I-109825		753 REPLACE BATTERIES	770.41			
1/31/2020	APBNK	DUE: 1/31/2020 DISC: 1/31/2020		1099: N		
		753 REPLACE BATTERIES		101 20200-000	ACCOUNTS PAYABLE	770.41
		=== VENDOR TOTALS ===	2,394.86			
=====						
01-05731	MN DEPARTMENT OF LABOR INDUSTR					
I-DECEMBER 123015201		4TH QTR SURCHARGES	1,040.41			
1/31/2020	APBNK	DUE: 1/31/2020 DISC: 1/31/2020		1099: N		
		4TH QTR SURCHARGES		101 20200-000	ACCOUNTS PAYABLE	1,040.41
		=== VENDOR TOTALS ===	1,040.41			
=====						
01-06185	RAMSEY COUNTY					
I-PUBW 018385		BULK ROAD SALD NOV AND DEC	4,232.00			
1/31/2020	APBNK	DUE: 1/31/2020 DISC: 1/31/2020		1099: N		
		BULK ROAD SALD NOV AND DEC		101 20200-000	ACCOUNTS PAYABLE	4,232.00
I-PUBW 018389		GOTTFRIED STORM PIT REPAIRS	8,921.84			
1/31/2020	APBNK	DUE: 1/31/2020 DISC: 1/31/2020		1099: N		
		GOTTFRIED STORM PIT REPAIRS		602 20200-000	ACCOUNTS PAYABLE	8,921.84
		=== VENDOR TOTALS ===	13,153.84			
		=== PACKET TOTALS ===	17,410.11			

PACKET: 02091 JAN 31 PAYABLES FOR 2020  
 VENDOR SET: 01 City of Falcon Heights  
 SEQUENCE : ALPHABETIC  
 DUE TO/FROM ACCOUNTS SUPPRESSED

ID	ST DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
01-00255 AMERICAN OFFICE PRODUCTS							
I-5826	1/31/2020	APBNK	BUSINESS CARDS, GRAPHIC DESIG	149.00	1099: N		
			DUE: 1/31/2020 DISC: 1/31/2020		101 4112-70100-000	SUPPLIES	149.00
			BUSINESS CARDS, GRAPHIC DESIGN				
=== VENDOR TOTALS ===				149.00			
01-05422 BP							
I-202001317417	1/31/2020	APBNK	FUEL	819.69	1099: N		
			DUE: 1/31/2020 DISC: 1/31/2020		101 4132-74000-000	MOTOR FUEL & LUBRICANTS	773.58
			STREET TRUCKS FUEL		101 4124-74000-000	MOTOR FUEL & LUBRICANTS	46.11
			FIRE DEPT FUEL				
=== VENDOR TOTALS ===				819.69			
01-05153 HOME DEPOT CRC/GECF							
I-202001317419	1/31/2020	APBNK	SUPPLIES	133.01	1099: N		
			DUE: 1/31/2020 DISC: 1/31/2020		101 4131-70110-000	SUPPLIES	75.94
			SAFETY STAPLE, CORNER BRACE		101 4141-70100-000	SUPPLIES	57.07
			CONTINUOUS HINGE, CEDAR BOARD				
=== VENDOR TOTALS ===				133.01			
01-07263 NEXTEL COMMUNICATIONS, INC							
I-610186225-199	1/31/2020	APBNK	DEC 15 TO JAN 14	101.32	1099: N		
			DUE: 1/31/2020 DISC: 1/31/2020		101 4131-85015-000	CELL PHONE	101.32
			DEC 15 TO JAN 14				
=== VENDOR TOTALS ===				101.32			
01-06185 RAMSEY COUNTY							
I-PRRRV-001300	1/31/2020	APBNK	1ST QTR ELECTION CONTRACT 202	3,893.00	1099: N		
			DUE: 1/31/2020 DISC: 1/31/2020		101 4115-80300-000	ELECTION CONTRACT	3,893.00
			1ST QTR ELECTION CONTRACT 2020				
=== VENDOR TOTALS ===				3,893.00			
01-05534 RAMSEY COUNTY FIRE CHIEFS ASSO							
I-202001317420	1/31/2020	APBNK	2020 MEMBERSHIP DUES	150.00	1099: N		
			DUE: 1/31/2020 DISC: 1/31/2020		101 4124-86110-000	MEMBERSHIPS	150.00
			2020 MEMBERSHIP DUES				
=== VENDOR TOTALS ===				150.00			

PACKET: 02091 JAN 31 PAYABLES FOR 2020  
 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
=====						
01-0337	RAUEN, WILLIAM					
I-202001317421		FIRE CLASS REIMB	160.00			
1/31/2020	APBNK	DUE: 1/31/2020 DISC: 1/31/2020		1099: N		
		FIRE CLASS REIMB		101 4124-86020-000	TRAINING	160.00
=== VENDOR TOTALS ===			160.00			
=====						
01-00935	ST PAUL REGIONAL WATER SERVICE					
I-202001317422		WATER & SANITARY SERVICE	162.90			
1/31/2020	APBNK	DUE: 1/31/2020 DISC: 1/31/2020		1099: N		
		COMMUNITY PARK WATER		101 4141-85040-000	WATER	32.61
		COMMUNITY PARK SANITARY SEWER		101 4141-85070-000	SEWER	11.58
		CITY HALL WATER		101 4131-85040-000	WATER	91.23
		CITY HALL SANITARY SEWER		101 4131-85070-000	SEWER	27.48
=== VENDOR TOTALS ===			162.90			
=====						
01-05785	USTA NORTHERN					
I-202001317423		TENNIS PROGRAM MEMBERSHIP	100.00			
1/31/2020	APBNK	DUE: 1/31/2020 DISC: 1/31/2020		1099: N		
		TENNIS PROGRAM MEMBERSHIP		201 4201-87700-000	INSTRUCTOR-SPECIALTY CLA	100.00
=== VENDOR TOTALS ===			100.00			
=====						
01-05870	XCEL ENERGY					
I-202001317418		AUTO PROTECTIVE LIGHT, SIREN	38.85			
1/31/2020	APBNK	DUE: 1/31/2020 DISC: 1/31/2020		1099: N		
		CIVIL DEFENSE SIREN		101 4121-85020-000	ELECTRIC	9.54
		AUTO PROTECTIVE LIGHT		101 4141-85020-000	ELECTRIC/GAS	29.31
=== VENDOR TOTALS ===			38.85			
=== PACKET TOTALS ===			5,707.77			

PACKET: 02094 FEB 4 PAYABLES FOR 2020

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
01-0900	BEISSWENGER'S					
I-269373		S&D DRILLING BITS	28.49			
2/04/2020	APBNK	DUE: 2/04/2020 DISC: 2/04/2020		1099: N		
		S&D DRILLING BITS		101 4141-70100-000	SUPPLIES	28.49
		=== VENDOR TOTALS ===	28.49			
01-05115	GOPHER STATE ONE CALL					
I-0000384		2020 ANNUAL FACILITY OPERATOR	50.00			
2/04/2020	APBNK	DUE: 2/04/2020 DISC: 2/04/2020		1099: N		
		ANNUAL FACILITY OPERATOR FEE		601 4601-88030-000	LOCATES	50.00
		=== VENDOR TOTALS ===	50.00			
01-05045	GRUBER'S POWER EQUIPMENT					
I-195690		EQUIPMENT SHOES	208.38			
2/04/2020	APBNK	DUE: 2/04/2020 DISC: 2/04/2020		1099: N		
		EQUIPMENT SHOES		101 4132-77000-000	CLOTHING	208.38
		=== VENDOR TOTALS ===	208.38			
01-05263	MID CITY SERVICES- INDUSTRIAL					
I-124818		FLOOR MATS	42.15			
2/04/2020	APBNK	DUE: 2/04/2020 DISC: 2/04/2020		1099: N		
		FLOOR MATS		101 4131-70110-000	SUPPLIES	42.15
		=== VENDOR TOTALS ===	42.15			
01-0875	MOBILE MINI, INC.					
I-9007834901		WARMING HOUSE RENTAL	350.00			
2/04/2020	APBNK	DUE: 2/04/2020 DISC: 2/04/2020		1099: N		
		WARMING HOUSE RENTAL		101 4141-87120-000	FACILITIES & GROUND MAIN	350.00
		=== VENDOR TOTALS ===	350.00			
01-07218	SAFE ASSURE CONSULTANTS					
I-2726		2020 OSHA TRAINING	1,416.17			
2/04/2020	APBNK	DUE: 2/04/2020 DISC: 2/04/2020		1099: N		
		2020 OSHA TRAINING		101 4131-86100-000	CONFERENCES/EDUCATION/AS	708.09
		2020 OSHA TRAINING		601 4601-86100-000	TRAINING	708.08
		=== VENDOR TOTALS ===	1,416.17			



PACKET: 02094 FEB 4 PAYABLES FOR 2020  
VENDOR SET: 01 City of Falcon Heights  
SEQUENCE : ALPHABETIC  
DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
ST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-06525		SUBURBAN ACE HARDWARE				
I-116792		KEYCRAFTER & FASTNERS	13.74			
2/04/2020	APBNK	DUE: 2/04/2020 DISC: 2/04/2020		1099: N		
		KEYCRAFTER & FASTNERS		602 4602-70200-000	SUPPLIES	13.74
		=== VENDOR TOTALS ===	13.74			
01-07205		ZEP SALES & SERVICE				
I-9004849026		CLEANER PRODUCTS	439.17			
2/04/2020	APBNK	DUE: 2/04/2020 DISC: 2/04/2020		1099: N		
		CLEANER PRODUCTS		101 4141-70100-000	SUPPLIES	439.17
		=== VENDOR TOTALS ===	439.17			
		=== PACKET TOTALS ===	2,548.10			

PACKET: 02096 FEB 7 PAYABLES FOR 2020

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
=====						
01-000000	87	AMANDA LOR				
=====						
I-202002077424		CELL PHONE & MILEAGE REIMB	24.84			
2/07/2020	APBNK	DUE: 2/07/2020 DISC: 2/07/2020		1099: N		
		CELL PHONE REIMB		101 4116-85010-000	TELEPHONE	20.00
		MILEAGE REIMB		101 4112-86010-000	MILEAGE & PARKING	4.84
		=== VENDOR TOTALS ===	24.84			
=====						
01-00250		AMERIPRIDE SERVICES				
=====						
I-1004710787		TOWEL COLLECTION, LAUNDRY	61.30			
2/07/2020	APBNK	DUE: 2/07/2020 DISC: 2/07/2020		1099: N		
		TOWEL COLLECTION, LAUNDRY		101 4124-82011-000	LINEN CLEANING	61.30
		=== VENDOR TOTALS ===	61.30			
=====						
01-03120		CITY OF WHITE BEAR				
=====						
I-12324		2020 GIS FEE RAMSEY COUNTY	535.82			
2/07/2020	APBNK	DUE: 2/07/2020 DISC: 2/07/2020		1099: N		
		2020 GIS FEE RAMSEY COUNTY		101 4117-80500-000	GIS SUPPORT	535.82
		=== VENDOR TOTALS ===	535.82			
=====						
01-05115		GOPHER STATE ONE CALL				
=====						
I-0010383		JAN 2020 LOCATES	22.95			
2/07/2020	APBNK	DUE: 2/07/2020 DISC: 2/07/2020		1099: N		
		JAN 2020 LOCATES		601 4601-88030-000	LOCATES	22.95
		=== VENDOR TOTALS ===	22.95			
=====						
01-000000	38	GRANICUS				
=====						
I-202002077425		WEBSITE DESIGN, IMPLEMENTATIO	3,000.00			
2/07/2020	APBNK	DUE: 2/07/2020 DISC: 2/07/2020		1099: N		
		WEBSITE DESIGN, IMPLEMENTATION		101 4116-85060-000	WEB SITE	3,000.00
		=== VENDOR TOTALS ===	3,000.00			
=====						
01-05235		JAN-PRO CLEANING SYSTEMS				
=====						
I-91276		JANITORIAL SERVICE FEB	450.00			
2/07/2020	APBNK	DUE: 2/07/2020 DISC: 2/07/2020		1099: N		
		JANITORIAL SERVICE FEB		101 4131-87010-000	CITY HALL MAINTENANCE	225.00
		JANITORIAL SERVICE FEB		101 4124-61530-000	FIRE HALL CLEANING	225.00
		=== VENDOR TOTALS ===	450.00			

PACKET: 02096 FEB 7 PAYABLES FOR 2020  
 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
-----ID-----						
18	JUSTIN MARKON					
=====						
I-202002077426		CELL PHONE & MILEAGE REIMB	35.81			
2/07/2020	APBNK	DUE: 2/07/2020 DISC: 2/07/2020		1099: N		
		MILEAGE REIMB		101 4117-86010-000	MILEAGE	15.81
		CELL PHONE REIMB		101 4117-85015-000	CELL PHONE	20.00
		=== VENDOR TOTALS ===	35.81			
=====						
01-06024	ON SITE SANITATION					
=====						
I-873513		HAND SANITIZERS	235.00			
2/07/2020	APBNK	DUE: 2/07/2020 DISC: 2/07/2020		1099: N		
		HAND SANITIZERS		601 4601-85080-000	PORTABLE TOILET PARKS	75.00
		HAND SANITIZERS & ADA RESTROOM		601 4601-85080-000	PORTABLE TOILET PARKS	160.00
		=== VENDOR TOTALS ===	235.00			
=====						
01-06053	OREILLY AUTO PARTS					
=====						
I-202002077427		SUPPLIES	103.42			
2/07/2020	APBNK	DUE: 2/07/2020 DISC: 2/07/2020		1099: N		
		SYLVANIA		101 4132-70120-000	SUPPLIES	17.82
		WIPER BLADE		101 4132-70120-000	SUPPLIES	32.62
		OIL FILTER		101 4131-70110-000	SUPPLIES	52.98
		=== VENDOR TOTALS ===	103.42			
=====						
01-05534	RAMSEY COUNTY FIRE CHIEFS ASSO					
=====						
I-202002077428		2020 MEMBERSHIP DUE	150.00			
2/07/2020	APBNK	DUE: 2/07/2020 DISC: 2/07/2020		1099: N		
		2020 MEMBERSHIP DUE		101 4124-86110-000	MEMBERSHIPS	150.00
		=== VENDOR TOTALS ===	150.00			
=====						
01-06546	STAPLES					
=====						
I-8057252060		ALUMINUM FORMS HOLDER	117.96			
2/07/2020	APBNK	DUE: 2/07/2020 DISC: 2/07/2020		1099: N		
		ALUMINUM FORMS HOLDER		101 4124-70100-000	SUPPLIES	117.96
		=== VENDOR TOTALS ===	117.96			

PACKET: 02096 FEB 7 PAYABLES FOR 2020  
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
01-0574		TENNIS SANITATION LLC				
I-2568246		DEC RECYCLING	6,316.25			
2/07/2020	APBNK	DUE: 2/07/2020 DISC: 2/07/2020		1099: N		
		DEC RECYCLING RAMSEY CTY SWMT		101 4131-87010-000	CITY HALL MAINTENANCE	66.50
		DEC RECYCLING		206 4206-82030-000	RECYCLING CONTRACTS	6,249.75
		=== VENDOR TOTALS ===	6,316.25			
01-05737		VERIZON WIRELESS				
I-9847168148		CELL PHONE JAN	140.09			
2/07/2020	APBNK	DUE: 2/07/2020 DISC: 2/07/2020		1099: N		
		CELL PHONE JAN		101 4124-85015-000	CELL PHONE	80.02
		CELL PHONE JAN		101 4131-85015-000	CELL PHONE	60.07
		=== VENDOR TOTALS ===	140.09			
01-05870		XCEL ENERGY				
I-671261433		STREET LIGHTING ELECT	14.82			
2/07/2020	APBNK	DUE: 2/07/2020 DISC: 2/07/2020		1099: N		
		STREET LIGHTING ELECT		209 4209-85020-000	STREET LIGHTING POWER	14.82
		=== VENDOR TOTALS ===	14.82			
		=== PACKET TOTALS ===	11,208.26			

EMP #	NAME	AMOUNT
0.022	RANDALL C GUSTAFSON	393.07
01-0023	MELANIE M LEEHY	262.05
01-0024	MARK J MIAZGA	262.05
01-0025	YAKASAH WEHYEE	262.05
01-1005	SACK THONGVANH	3,597.26
01-1020	AMANDA P LOR	1,436.13
01-1022	NALISHA NANDKUMAR	1,527.41
01-1136	ROLAND O OLSON	2,415.70
01-1021	JUSTIN M MARKON	1,521.01
01-0095	MICHAEL J POESCHL	456.73
01-0097	PATRICK GAFFNEY	128.61
01-0124	MICHAEL D KRUSE	128.61
01-1030	TIMOTHY J PITTMAN	2,239.40
01-1033	DAVE TRETSEVEN	1,773.45
01-1143	COLIN B CALLAHAN	1,795.00

TOTAL PRINTED: 15 18,198.53

1-27-2020 8:39 AM

PAYROLL CHECK REGISTER

PAGE: 1

PAYROLL NO: 01 City of Falcon Heights

PAYROLL DATE: 1/27/2020

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
0026	ANDREWS, KAY	R	1/27/2020	277.05	089274
1165	ZHOU, ZHINING	R	1/27/2020	377.34	089275

1-27-2020 8:39 AM

PAYROLL CHECK REGISTER

PAGE: 2

PAYROLL NO: 01 City of Falcon Heights

PAYROLL DATE: 1/27/2020

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

REGULAR CHECKS:	2	654.39
DIRECT DEPOSIT REGULAR CHECKS:	15	18,198.53
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	17	18,852.92

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

\*\* END OF REPORT \*\*

BLANK PAGE



**The City That Soars!**

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	February 12, 2020
<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>Municipal License</u> for 2020. Staff has received the necessary documents for licensure.</p> <ol style="list-style-type: none"> <li>1. Atticus Family Law</li> <li>2. Hamline Family Dental</li> </ol> <p>The following individuals have applied for a <u>Tree Trimmer License</u> for 2020. Staff has received the necessary documents for licensure.</p> <ol style="list-style-type: none"> <li>1. Morgan’s Tree Service</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 City License Applications contingent on background checks as required by each permit.

BLANK PAGE





**The City That Soars!**

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	February 12, 2020
<b>Agenda Item</b>	Consent F3
<b>Attachment</b>	Resolution
<b>Submitted By</b>	Sack Thongvanh, City Administrator

<b>Item</b>	Resignation of Ben Smith from the Falcon Heights Fire Department
<b>Description</b>	<p>Mr. Smith has submitted his resignation letter (email) to the City from the Fire Department stating that he has moved out of the area and can no longer make fire calls. Mr. Smith was appointed by the Council on November 2, 2010.</p> <p><b><u>Email from Ben Smith on 1/23/20 to Captain Patrick Gaffney</u></b></p> <p><i>Hello all,</i></p> <p><i>I Ben Smith will have to step down from the Falcon heights fire department as I have moved out of the area and can no longer make fire calls.</i></p> <p><i>Thanks ,</i> <i>Ben Smith</i></p>
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	<ul style="list-style-type: none"> <li>• Resolution 20-06 Resignation of Ben Smith from the Falcon Heights Fire Department</li> </ul>
<b>Action(s) Requested</b>	Staff recommends approval of attached resolution accepting the resignation of Ben Smith from the Falcon Heights Fire Department and thank his for his years of service and dedication to the City of Falcon Heights and the surrounding communities.

BLANK PAGE

**CITY OF FALCON HEIGHTS  
COUNCIL RESOLUTION**

February 12, 2020

No. 20-06

-----  
**RESOLUTION ACCEPTING THE RESIGNATION OF BEN SMITH FROM THE FALCON  
HEIGHTS VOLUNTEER FIRE DEPARTMENT**

**WHEREAS**, the City has a Volunteer Fire Department; and

**WHEREAS**, Ben Smith was appointed to the Falcon Heights Volunteer Fire Department on November 2, 2010 and has submitted a letter of resignation.

**WHEREAS**, Ben Smith submitted his “Letter of Resignation” (email) to Captain Patrick Gaffney on January 23, 2020 and stated that he has moved out of the area and can no longer make fire calls.

**NOW THEREFORE BE IT RESOLVED** by the City Council of the City of Falcon Heights, Minnesota:

1. That the “Letter of Resignation (email)” is accepted by the City Council of the City of Falcon Heights.

Moved by:

Approved by: \_\_\_\_\_

Randy Gustafson  
Mayor

GUSTAFSON        \_\_\_\_\_    In Favor  
MIAZGA  
ANDREWS        \_\_\_\_\_    Against  
LEEHY  
WEYHEE

Attested by: \_\_\_\_\_

Sack Thongvanh  
City Administrator

BLANK PAGE



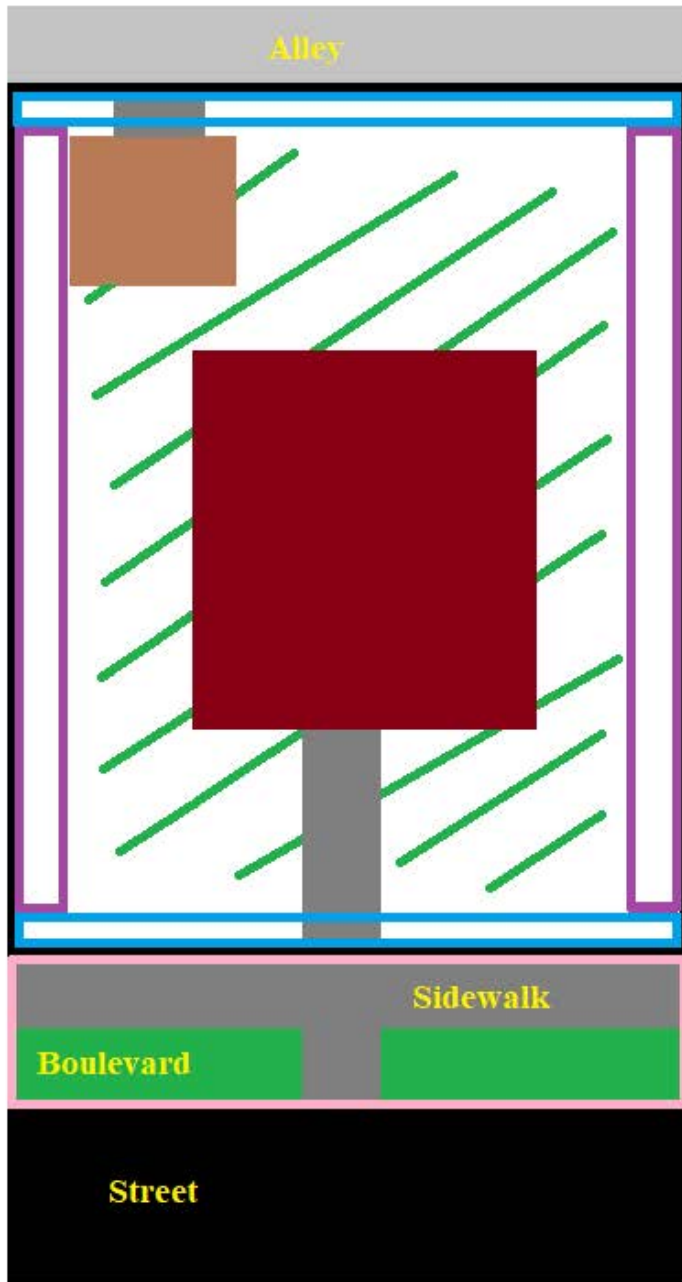
**The City That Soars!**

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	February 12, 2020
<b>Agenda Item</b>	Policy G1
<b>Attachment</b>	See below
<b>Submitted By</b>	Justin Markon, Community Development Coordinator

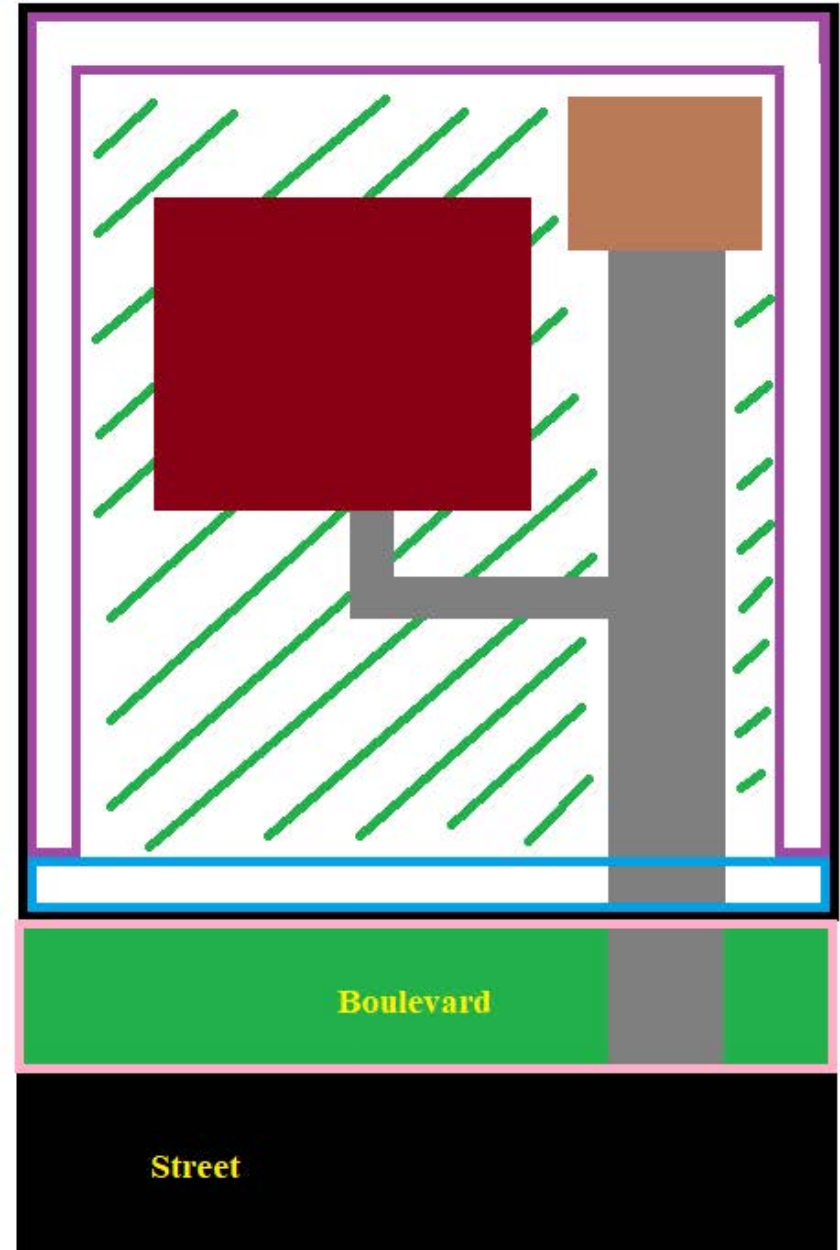
<b>Item</b>	Consider Changes to the City Code Concerning Vegetation, Forestry, and Landscaping
<b>Description</b>	<p>The Planning Commission held a Public Hearing to consider changes to Chapters 54 and 113 of the City Code at their January 28, 2020 meeting. The City Council also discussed changes at the January 15 and February 5, 2020 workshops. Commissioners and city staff are excited to bring forward the Ordinance for adoption so that residents will have the ability to plant and maintain native landscaping on their properties.</p> <p>City staff have also began reaching out to the watershed districts, state agencies, and other groups who can provide helpful resources and grant monies for residents who are looking to plant natives once the growing season begins. This information will be available after adoption of the Ordinance.</p>
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	<ul style="list-style-type: none"> <li>• Ordinance 20-02 Chapter 54 and 113 Vegetation Forestry Landscaping</li> <li>• Summary Ordinance 20-02 Chapter 54 and 113 Vegetation Forestry Landscaping</li> <li>• Landscaping Diagram</li> </ul>
<b>Action(s) Requested</b>	Staff recommend adopting attached ordinance and approve publication of summary ordinance.

BLANK PAGE



-  Property boundary
-  Public right-of-way
-  ROW setback (2 feet)
-  Yard setback (2 feet)
-  Planned landscape or restoration area

Typical Northhome property



Typical Northeast property

This diagram is for illustrative purposes only. Refer to the City Code for complete information.

BLANK PAGE



**ORDINANCE NO. 20-02**

**CITY OF FALCON HEIGHTS  
RAMSEY COUNTY, MINNESOTA**

**AN ORDINANCE AMENDING CHAPTERS 54 AND 113  
OF THE FALCON HEIGHTS CITY CODE**

THE CITY COUNCIL OF FALCON HEIGHTS ORDAINS:

**SECTION 1** Section 54-37 is amended as follows. Additions are shown with an underline, and deletions are shown with a ~~striketrough~~.

***Sec. 54-37 – Regulations for public property***

(a) *Planting.*

- (1) No trees, shrubs or herbaceous plant materials, including annual or perennial flowers, may be planted in a public right-of-way except by authorized city personnel.
- (2) No tree shall be planted on a public right-of-way, except to replace a tree that has been removed or that has been identified as a new location for a tree by the city administrator ~~forester~~.
- (3) The city administrator ~~forester~~ shall determine the specific location of any tree to be planted on a public right-of-way.
- (4) Any tree to be planted on a public right-of-way must be of cultivated nursery stock, and must be at least 1½ inches in diameter, measured at a point two feet above the ground.
- (5) Any tree to be planted on a public right-of-way must be planted in soil adequate to insure growth, in accordance with standards set by the forester.

(b) *Maintenance of trees.*

- (1) Public trees will be trimmed according to a schedule established by the forester and approved by the city administrator ~~council~~.
- (2) Only persons authorized by the city administrator ~~forester~~ may trim boulevard trees.
- (3) The forester may chemically vaccinate boulevard trees against disease whenever necessary.

(c) *Removal of trees.*

- (1) The city administrator ~~forester~~ has sole authority to order removal of any tree on a public right-of-way.
- (2) Trees will be removed by city staff or contracted firms.

(d) *Miscellaneous.* No person shall:

- (1) Damage, cut, trim, carve, kill or injure any tree or plant on public property;

- (2) Attach any rope, wire or other contrivance to any tree or plant on public property unless authorized by the forester;
- (3) In any way injure or impair the natural beauty or usefulness of any area of public property; nor
- (4) Cause or permit any wire charged with electricity or any harmful gaseous, liquid or solid substances to come into contact with any tree or plant on public property.

(e) Care and maintenance of boulevards and adjacent property

Owners of property abutting the right-of-way of a public street or alley shall properly maintain the grass on the property and on the public right-of-way to the curblin or traveled portion of the street or alley. Proper maintenance shall include sodding, planting, mowing or weed abatement whenever necessary.

**SECTION 2** Section 54-38 is amended as follows. Additions are shown with an underline, and deletions are shown with a ~~strikethrough~~.

**Sec. 54-38 – Regulations for private property**

(a) Purpose and application. It is the purpose of this section to prohibit the uncontrolled growth of vegetation, while permitting the planting and maintenance of landscaping which promotes resiliency, diversity and a richness to the quality of life. There are reasonable expectations regarding the proper maintenance of vegetation on any lot or parcel of land. It is in the public's interests to provide standards regarding the maintenance of vegetation because vegetation which is not maintained may threaten public health, safety, order, and may decrease adjacent property values. It is also in the public's interests to encourage diverse landscaping, particularly that which restores native vegetation. Native vegetation requires fewer inputs of water, fertilizers, and herbicides. It also supports pollinators and birds. The city enacts this section to balance these competing interests.

(b) Definitions. The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

**Native plants** are those grasses (including prairie grasses), sedges (solid, triangular-stemmed plants resembling grasses), rushes, forbs (flowering broadleaf plants), vines, trees and shrubs that are plant species native to the state of Minnesota prior to European settlement.

**Noxious weeds** are annual, biennial, or perennial plants that the Commissioner of Agriculture designated to be injurious to public health, the environment, public roads, crops, livestock, or other property (Minnesota Noxious Weed Law, Minn. Stat. Sec. 18.75-18.91).

**Ornamental plants** means grasses, flowering annual, biennial, and perennial plants, shrubs, trees, and vines that may not be native to Minnesota, but are adapted. Ornamental grasses do not include turfgrasses.

**Turf grass** means commercially available cultured turf grass varieties, including bluegrass, fescue and ryegrass blends, commonly used in regularly cut lawn areas.

**Planned landscape area** means an area where ornamental plants, or native plants are planted pursuant to a plan.

**Rain garden** means a shallow excavated depression (typically no more than 18 inches deep) with loosened sub-soils in which ornamental or native plants that are adapted to moist conditions and have deep roots are planted for the purpose of infiltrating and filtering rain water and reducing storm water runoff. Temporary ponding of water in rain gardens typically occurs for no more than 48 hours after rainfall assuming no subsequent rainfall.

**Restoration area** means an area where native plants are being, or have been, intentionally re-established

**Weeds** are (i) prohibited noxious weeds or (ii) any volunteer plant, except trees and other woody vegetation, which is not customarily or intentionally planted. For the purposes of this definition, weeds do not include dandelions or clover.

(c) Location of restoration areas and planned landscape areas.

(1) **Setback.** A restoration area or a planned landscape area must provide the following minimum setbacks:

a. Front lot line, corner side lot line, or rear lot line abutting a street or alley: two feet, and two feet from publicly maintained pavement or sidewalk

b. Interior side lot line or rear lot line not abutting a street or alley: two feet;

provided, however, for the exception in the required side yard or rear yard setback, as described in section 54-38(c)(2).

(2) **Mitigations for reductions in side or rear yard setback.** A required interior side yard or rear yard (not abutting a street or alley) setback may be reduced to zero feet if:

a. A fence at least three feet in height is installed on the lot line adjoining the restoration area or planned landscape area; or

b. The restoration area or planned landscape area abuts:

1. A restoration area on any adjoining lot;

2. A public park or open space;

3. A wetland, pond, lake or stream;

4. Natural area; or

c. The restoration area or planned landscape area is located on slopes equal to, or greater than, three feet horizontal to one foot vertical (3:1).

(d) Maintenance Standards. Every owner of property shall maintain the vegetation growing thereon according to the minimum standards set forth in this subsection:

- (1) The setback area required by section 54-38(c) shall be composed of a soil retention cover such as mulch, regularly mowed turf grasses or groundcovers maintained at six inches or less, native or ornamental plants maintained at ten inches or less, trees or shrubs, or as may be required by the city administrator to protect the soil and aesthetic values on the lot and adjacent property.
- (2) Non-woody vegetation in a planned landscape area shall be cut at least once annually between April 15 and July 15 to a height no greater than 10 inches.
- (3) It is unlawful to plant any tree or shrub within five feet of a property lot line abutting a right-of-way of a public street or alley.
- (4) Property owners shall prune trees and shrubs located on private property so they will not obstruct pedestrian sidewalk traffic, nor obstruct the view of any traffic sign, street, alley, or intersection. Overhanging portions of trees and shrubs must be pruned to maintain a minimum clearance of eight feet over all sidewalks, and 16 feet over all streets.
- (5) Properties shall be free of blight and blighting factors, as described in section 22-19.
- (6) Properties shall be free of public nuisances, as described in section 22-47.
- (7) The city may require the owner or occupant who has planted, or has allowed to be planted, native plants or other vegetation within a drainage or utility easement to remove the native plants or other vegetation from the drainage and utility easement at no expense to the city if the city determines the native plants or vegetation interferes with the utility easement. The city will not be responsible for damage to turfgrass and/or any landscaped areas resulting from public works improvements or snow removal activities within drainage and utility easements.

(e) Trees. Persons responsible for growing any trees, shrubs or other plants on private property must comply with the following regulations:

(1) Planting.

a. It is unlawful to plant any of the following trees:

1. Box elder, *Acer negundo*;
2. Silver maple, *Acer saccharinum*;
3. Female ginkgo, *Ginkgo biloba*;
4. Eastern cottonwood, *Populus deltoides*;
5. Lombardy poplar, *Populus nigra italica*; or
6. Chinese elm, *Ulmus pumila*.

~~(2) Hazards.~~

- ~~a. Property owners shall prune trees so they will not obstruct pedestrian sidewalk traffic, nor obstruct the view of any traffic sign, street, alley, or intersection. Overhanging portions of trees and shrubs must be pruned to maintain a minimum clearance of eight feet over all sidewalks, and 16 feet over all streets.~~
- ~~b. Property owners shall remove or trim any trees, plants or shrubs determined by city staff to be a public hazard.~~
- ~~c. Property owners shall treat or remove any diseased or pest-ridden tree or plant determined by the forester to be a hazard to other trees or plants in the city.~~

~~(3) Nuisances declared. The following are considered public nuisances whenever they may be found within the city:~~

- ~~a. Any tree infected with the Dutch elm disease fungus (*Ophostoma*, formerly *Ceratocystis ulmi*), or which harbors any of the elm bark beetles (*Scolytus multistratus* or *hylurgopinus rufipes*), or any other pest capable of producing an epidemic; and~~
- ~~b. Any dead elm tree or part, including logs, branches, stumps, firewood or other material that contains elm bark.~~

~~(4) Unlawful storage, transporting and disposing of elm wood. It is unlawful for any person other than licensed tree services to transport, store or dispose of any bark-bearing elm wood between April 15 and September 1 of each year.~~

~~(5) Inspection and investigation of hazards and nuisances.~~

- ~~a. The forester city administrator or duly authorized agents shall inspect all premises as often as practicable, to determine whether any declared hazards or public nuisances exists. The forester city administrator or duly authorized agents shall investigate all reported incidents of infection.~~
- ~~b. The forester city administrator or duly authorized agents may enter private premises at any reasonable time for the purpose of carrying out any of the duties assigned under this section, as provided in Chapter 15.05 of Department of Agriculture regulations.~~
- ~~c. It is unlawful for any person to prevent, delay, or interfere with the city administrator, forester, or duly authorized agents while in the performance of official duties related to this chapter.~~

~~(6) Abatement of hazards and nuisances on private property.~~

- ~~a. Order procedure. If the forester city administrator determines that trimming, treatment, or removal of a tree or plant on private property is necessary to abate a public hazard or nuisance, the city shall serve a written order upon the responsible property owner or occupant to correct the condition.~~

~~b. *Dutch elm disease.* If Dutch elm disease is found in trees or wood on private property, the forester shall notify the responsible property owner, and immediately file a written report with the clerk.~~

~~e-b. *Abatement of disease.* The forester~~ city administrator shall order the treatment or removal of any infected tree or wood constituting a nuisance as described in ~~subsection (3) of this section~~ section 54-39. Removal and abatement shall be in accordance with the technical opinion of the forester or the Department of Agriculture. Trees impacted by a shade tree pest shall be removed or effectively treated so as to destroy and prevent as fully possible the spread of the shade tree pest.

~~d-c. *Time limit.* The order or notification shall set a time limit for compliance, depending on the urgency of the hazard or nuisance.~~

~~e-d. *Authority to abate.* If, after notification, the responsible person fails to correct the condition within the time prescribed, the forester, administrator or city clerk~~ city administrator may order city staff or a contracted firm to abate the hazardous or nuisance condition.

~~f-e. *Cost of abatement.* The responsible person shall be billed for the full cost of the abatement plus any additional administrative costs. If the bill is unpaid, the cost shall be certified to the county auditor as a special assessment against the property.~~

**SECTION 3** Section 54-39 is deleted.

**SECTION 4** Section 54-40 is deleted.

**SECTION 5** Section 54-41 – *Declared shade tree pests, control measures, and control areas* is renumbered to section 54-39 and is amended as follows. Additions are shown with an underline, and deletions are shown with a ~~strikethrough~~.

***Section 54-4139 – Declared shade tree pests, control measures, and control areas***

*Declaration of a shade tree pest.* The council may by ordinance declare any vertebrate or invertebrate animal, plant pathogen, or plant in the community threatening to cause significant damage to a shade tree or community tree, as defined by Minn. Stats. § 89.001, to be a shade tree pest and prescribe control measures to effectively eradicate, control, or manage the shade tree pest, including necessary timelines for action. The following are considered public nuisances whenever they may be found within the city:

(1) Oak wilt disease

- a. Oak wilt disease is a shade tree pest and is defined as any living or dead tree, log, firewood, limb, branch, stump, or other portion of a tree from any species of the genus *Quercus* existing within the control area defined that has bark attached and that exceeds three inches in diameter or ten inches in circumference and contains to any degree any spore or reproductive structures of the fungus *Ceratocystis fagacearum*.

a-b. *Control measures.*

*Installation of a root graft barrier.* A root graft barrier can be ordered installed to prevent the underground spread of oak wilt disease. The city will mark the location of the root graft barrier. The barrier disrupts transmission of the fungus within the shared vascular systems of root drafted trees. The barrier is created by excavating or vibratory plowing a line at least 42 inches deep between any oak tree infected with oak wilt disease and each nearby and apparently healthy oak tree within 50 feet of the infected tree.

b-c. *Removal and disposal of trees.*

1. *On property zoned for residential and commercial use.* On property that is zoned residential and commercial the city may mark for removal of trees that have the potential to produce spores of the fungus *Ceratocystis fagacearum*. After, and in no case before, the installation of the root graft barrier and no later than May 1 of the year following infection, all marked trees must be felled. The stump from such felled trees must not extend more than three inches above the ground or, if taller, must be completely debarked.

If, however, after the city prescribes the location for a root graft barrier, the city determines that installation of the barrier is impossible because of the presence of pavement or obstructions such as a septic system or utility line, the city may mark for removal all oak trees whether living or dead, infected or not and located between an infected tree and marked barrier location. These marked trees must be felled and disposed of no later than May 1 of the year following infection. The stump from such felled trees must not extend more than three inches above the ground or, if taller, must be completely debarked.

2. *On all other property.* On all other property, the city may mark for removal all oak trees whether living or infected or not and located between and infected tree and marked barrier location. These marked trees must be felled and disposed of no later than May 1 of the year following infection. The stump from such felled trees must not extend more than three inches above the ground or, if taller, must be completely debarked.

All wood more than three inches in diameter or ten inches in circumference from such felled trees must be disposed of by burying, debarking, chipping or sawing into wane-free lumber, or by splitting into firewood, stacking the firewood, and immediately covering the woodpile with unbroken four-mill or thicker plastic sheeting that is sealed into the ground until October 1 of the calendar year following the calendar year in which the tree was felled, or by burning before May 1 of the year following infection. Wood chips from infected trees may be stockpiled or immediately used in the landscape.

e-d. *Control area.* The control area for oak wilt disease is defined as all lands within the boundaries of the city.

(2) Emerald ash borer-

- a. Emerald ash borer is a shade tree pest and is defined as an insect that attacks and kills ash trees. The adults are small, iridescent green beetles that live outside of trees during the summer months. The larvae are grub- or worm-like and live underneath the bark of ash trees.
- b. Control measures that may be taken to abate emerald ash borer are those described in state statute.
- c. ~~Definition of e-~~Control area. The control area for emerald ash borer is defined as all lands within the boundaries of the city.

(3) Dutch elm disease-

- a. Dutch elm disease is a shade tree pest and is defined as a disease of elm trees caused by the fungus *Ophiostoma ulmi* or *Ophiostoma nova-ulmi*, and includes any living dead tree, log, firewood, limb branch, stump, or other portion of a tree from any species of the genus *Ulmus* existing within the control area defined that has bark attached and that exceeds three inches in diameter or ten inches in circumference and could contain bark beetles or any spore or reproductive structures of the fungus *Ophiostoma ulmi* or *Ophiostoma novo-ulmi*. Any tree infected with the Dutch elm disease fungus or which harbors any of the elm bark beetles (*Scolytus multistratus*, *S. schevyrewi*, or *Hylurgopinus rufipes*) or any other pest capable of producing an epidemic, and any dead elm tree or part, including logs, branches, stumps, firewood or other material that contains elm bark are considered nuisances.
- b. Control measures that may be taken to abate Dutch elm disease are:
  1. *Use of fungicide*. Fungicides may be effective in prevent Dutch elm disease when injected into living trees that do not already show symptoms of Dutch elm disease. Fungicide injections on private lands are optional and, if performed, are at the landowner's expense. Treating with fungicide on public lands requires the approval of the city administrator or their designee.
  2. *Removal and disposal of trees*. Prompt removal of diseased trees or branches reduces breeding sites for elm bark beetles and eliminates the source of Dutch elm disease fungus. Trees that wilt before July 15 must be moved by April 1 of the following year. Diseased trees not promptly removed will be removed by the city at the landowner's expense. Wood may be retained for use as firewood or saw logs if it is debarked or covered from April 15 to October 15 with four mill plastic. The edges of the cover must be buried and sealed to the ground.
- c. *Control area*. The control area for Dutch elm disease is defined as all lands within the boundaries of the city.
- d. *Unlawful storage, transporting and disposing of elm wood*. It is unlawful for any person other than licensed tree services to transport, store or dispose of any bark-bearing elm wood between April 15 and September 1 of each year.



**SECTION 6** Section 113-373 is amended as follows. Additions are shown with an underline, and deletions are shown with a ~~strickthrough~~.

***Sec. 113-373 - Landscaping***

(a) Landscaping on a lot shall consist of a finished grade and vegetation as described in section 54-38, ~~a soil retention cover such as sod, seed and mulch, plantings,~~ or as may be required by the zoning administrator to protect the soil and aesthetic values on the lot and adjacent property.

(b) ~~In all districts, all developed uses shall provide landscaping from the urban curb and gutter to the road right of way lines. This landscaped yard shall be kept clear of all structures, exterior storage, and off-street parking.~~

(c) ~~Landscaping shall be provided and maintained on all required front and side yards in all developed districts.~~

**SECTION 7** This ordinance shall be effective upon its passage and a summary published in the official newspaper.

**ADOPTED** this 12th day of February, 2020, by the City Council of the City of Falcon Heights, Minnesota.

-----  
Moved by:

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

GUSTAFSON           \_\_\_ In Favor  
LEEHY  
MIAZGA               \_\_\_ Against  
WEHYEE  
ANDREWS

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

BLANK PAGE

**SUMMARY ORDINANCE NO. 20-02**

**CITY OF FALCON HEIGHTS  
RAMSEY COUNTY, MINNESOTA**

**AN ORDINANCE AMENDING CHAPTERS 54 AND 113  
OF THE FALCON HEIGHTS CITY CODE CONCERNING  
VEGETATION, FORESTRY, AND LANDSCAPING**

This ordinance amends Chapters 54 and 113 of the Falcon Heights City Code concerning vegetation, forestry, and landscaping. The amendment includes changes to vegetation regulations for public property, regulations for private property, declared shade tree pests control measures and control areas, and landscaping in the zoning code.

A printed copy of the entire ordinance is available for inspection by any person during the City Administrator's regular office hours.

APPROVED for publication by the City Council of the City of Falcon Heights, Minnesota this 12<sup>th</sup> day of February, 2020.

CITY OF FALCON HEIGHTS

BY: \_\_\_\_\_  
Randall Gustafson, Mayor

ATTEST:

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

BLANK PAGE



**The City That Soars!**

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	February 12, 2020
<b>Agenda Item</b>	Policy G2
<b>Attachment</b>	See below
<b>Submitted By</b>	Justin Markon, Community Development Coordinator

<b>Item</b>	Consider Approval of Agreement with Center for Energy and Environment to Perform Home Energy Squad Visits
<b>Description</b>	<p>The Environment Commission requested that \$2,500 be added to the 2020 city budget for the purpose of facilitating a Home Energy Squad partnership with Center for Energy and Environment. The program features a visit to residents' homes by an energy consultant who will evaluate for energy savings opportunities and install energy-efficient materials such as door weather stripping, LED light bulbs, and high-efficiency water fixtures.</p> <p>The agreement details two types of visits and their costs. The City will use the budgeted \$2,500 to subsidize the costs to residents, and each household will have to pay only \$50.00 for the visit and consultation. The program is currently budgeted for one year but may be continued depending on interest and available funds. This program is in place in many Twin Cities communities, including Mounds View and Roseville.</p> <p>More information on HES is available at <a href="https://www.mncee.org/home-energy-squad/home/">https://www.mncee.org/home-energy-squad/home/</a>.</p>
<b>Budget Impact</b>	\$2,500 is budgeted for program costs in 2020.
<b>Attachment(s)</b>	<ul style="list-style-type: none"> <li>• Agreement with Center for Energy and Environment</li> <li>• Program flyer</li> </ul>
<b>Action(s) Requested</b>	Staff recommend approving agreement with Center for Energy and Environment and authorizing the City Administrator to execute all necessary documents.

**AGREEMENT to Perform  
Home Energy Squad Install and Enhanced Visits  
In the City of Falcon Heights**

This Agreement is made by and between the City of Falcon Heights, Minnesota (“CITY”) with offices at 2077 Larpenteur Ave West, Falcon Heights, Minnesota 55113 and the Center for Energy and Environment (“CEE”), with offices at 212 3<sup>rd</sup> Avenue North, Suite 560, Minneapolis, Minnesota 55401.

The following agreement is for the Center for Energy and Environment (CEE) to deliver Home Energy Squad Install and Enhanced visits to residents of the City of Falcon Heights.

**PROGRAM SCOPE**

The purpose of the Home Energy Squad Install and Enhanced visits are to promote energy conservation in residential properties. Home Energy Squad Install visits offer energy efficient installs, and Home Energy Squad Enhanced visits offer installs, diagnostic tests, and follow-up services. CEE will perform Home Energy Squad Install and Enhanced visits for \$50 for residents per the fee schedule listed below.

<b>Type of Home Energy Visit</b>	<b>City payment</b>	<b>Resident co-pay</b>
Home Energy Squad Install visit	\$20	\$50
Home Energy Squad Enhanced visit	\$50	\$50

**ELIGIBLE PROPERTIES**

Properties must be residential (from 1-4 units) and located within the geographical boundaries of the City of Falcon Heights. Individual owners of condominiums or town homes are eligible for funding.

**CEE TASKS**

1. ***Conduct Home Energy Squad Install Visits.*** CEE will conduct Home Energy Squad Install visits to help homeowners identify and implement energy savings opportunities in their homes. The visit will include the direct install of energy-saving materials where possible, including high-efficiency showerheads, faucet aerators, door weather stripping, a water heater blanket, programmable thermostats and LED light bulbs.
2. ***Conduct Home Energy Squad Enhanced Visits.*** CEE will conduct Home Energy Squad Enhanced visits to help homeowners identify and implement energy savings opportunities in their homes. The Enhanced visit will include the direct install of energy-saving materials where possible, including high-efficiency showerheads, faucet aerators, door weather stripping, a water heater blanket, programmable thermostats and LED light bulbs. In addition, it will include a blower door test to check for air leaks, visual inspection of insulation levels with use of infrared camera as weather permits, heating system and hot water heater combustion safety tests and a report to the homeowner on recommended energy upgrades (if resident is a renter, permission from the landlord may be required for doing these additional diagnostic services).

The co-pay and exact package of services are subject to change based on programmatic considerations, including CEE’s agreement with utilities and other factors which are outside the bounds of this agreement. CEE will notify the City of Sample prior to any changes taking effect. CEE will lead a community-based marketing campaign to promote the program. The City of Sample shall provide assistance in developing and implementing this campaign.

3. ***Providing Air Sealing and Insulation quotes.*** If air sealing and/or insulation are recommended at a Home Energy Squad Enhanced visit, CEE may provide a quote to the resident that would be honored by participating insulation contractors. CEE is an independent third party to any transaction between the resident and the insulation contractor. CEE does not receive any compensation from insulation contractors, nor does CEE or CenterPoint Energy accept any liability for any work performed by these contractors. Any agreement for work done by the contractors is solely between the contractor and the resident.

4. **Follow-up services and insulation contractor assistance.** If major upgrades (air sealing, insulation and furnace or boiler replacement) are recommended at the visit, CEE will follow-up with homeowners through email or by phone to encourage implementation. When a quote is provided CEE has the ability to schedule insulation work directly with a qualified contractor making it easier for homeowner to move forward with recommendations. CEE will also provide contact information to program participants who have follow-up questions after the home visit.

**CITY TASKS**

1. **Assist and coordinate with CEE on marketing activities.** This includes working with CEE on press releases, articles in CITY newsletters, water bill inserts, promoting program on CITY website, CITY email lists, assistance in coordinating with neighborhood and other CITY leaders, assistance in reserving workshop and event space as needed.

**PAYMENT**

CEE shall submit regular invoices to the City of Falcon Heights for activity performed under this agreement. Invoices will be emailed to Justin Markon at justin.markon@falconheights.org

The City of Falcon Heights will reimburse CEE \$20 for every Home Energy Squad Install visit completed and \$50 for every Home Energy Squad Enhanced visit completed, not to exceed \$2,500 per year without further authorization from the City.

**CONTACTS**

The following individuals shall be contacts for this program:

**CITY CONTACT PERSON**

Sack Thongvanh City of Falcon Heights  
City Administrator  
sack.thongvanh@falconheights.org or 651-792-7600

**CEE CONTACT PERSON**

Stacy Boots Camp, Center for Energy and Environment  
Assistant Outreach Manager  
sbootscamp@mncee.org or 612-244-2429

**TERM**

The project shall run from February, 17 2020 through December 31, 2020 and may be extended upon mutual agreement by the parties. Either party may terminate this agreement at any time with 10 days' written notice to the above named contacts.

In witness thereof, the parties have executed this work order as of the date written below.

CITY OF FALCON HEIGHTS

CENTER FOR ENERGY AND ENVIRONMENT

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

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

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

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

TAX ID 41-1647799

BLANK PAGE





# ENERGY SAVINGS CUSTOMIZED FOR YOUR HOME.



## HOME ENERGY SQUAD ENHANCED- \$100

### FREE VISITS AVAILABLE FOR INCOME-QUALIFIED RESIDENTS

Our team of trusted energy consultants will come to your home, evaluate your energy savings opportunities, and install the energy-efficient materials of your choice:

- Door weather stripping
- A water heater blanket
- Programmable thermostat
- LED light bulbs
- High-efficiency showerheads
- Faucet aerators
- Pipe Wrap

#### Our team will also:

- Perform a blower door test to measure your home for air leaks.
- Complete an insulation inspection of your attic and walls using an infrared camera.
- Safety check your home's heating system and water heater.
- Help with next steps.



## TO SCHEDULE YOUR VISIT:

Call 651-328-6220

