

**CITY OF FALCON HEIGHTS**  
Regular Meeting of the City Council  
City Hall  
2077 West Larpenteur Avenue  
**AGENDA**  
January 27, 2021 at 7:00 P.M.

**NOTE: THIS MEETING WILL BE HELD BY WEB CONFERENCE\***

- A. CALL TO ORDER:
- B. ROLL CALL: ANDREWS \_\_\_ GUSTAFSON\_\_\_ LEEHY\_\_\_  
MIAZGA \_\_\_ WEHYEE\_\_\_  
STAFF PRESENT: THONGVANH\_\_\_
- C. PRESENTATION
- D. APPROVAL OF MINUTES:
  - 1. January 13, 2020 City Council Regular Minutes
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA:
  - 1. General Disbursements through: 1/19/21 \$138,523.31  
Payroll through: 1/15/20 \$19,796.85
  - 2. Approval of City License(s)
- G: POLICY ITEMS:
  - 1. Amber Union Tax Increment Financing (TIF) Request – Calling for Public Hearing
- 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:

\*You can participate in the meeting by clicking the following Zoom link:  
<https://us02web.zoom.us/j/81446634622>

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**CITY OF FALCON HEIGHTS**  
Regular Meeting of the City Council  
City Hall  
2077 West Larpenteur Avenue  
**MINUTES**  
January 13, 2021 at 7:00 P.M.

**NOTE: THIS MEETING WAS HELD BY WEB CONFERENCE**

- A. CALL TO ORDER: 7:06 pm
- B. ROLL CALL: ANDREWS \_\_X\_\_ GUSTAFSON \_\_X\_\_ LEEHY \_\_X\_\_  
MIAZGA \_\_ WEHYEE \_\_X\_\_  
STAFF PRESENT: THONGVANH \_\_X\_\_
- C. PRESENTATION
- D. APPROVAL OF MINUTES:
  - 1. December 16, 2020 City Council Workshop Minutes

Council Member Leehy mentioned one edit to the December 16, 2020 minutes.

Motion by Council Member Leehy to approve the December 16, 2020 minutes;  
Approved 4-0.

- 2. December 23, 2020 City Council Regular Minutes

Motion by Council Member Andrews to approve the December 23, 2020 minutes;  
Approved 4-0.

- E. PUBLIC HEARINGS:
  - 1. Ordinance Amending Chapter 8, 22, 26, 105 and 113 of the City Code Concerning Fire Departments

Administrator Thongvanh

The ordinances included in the packet amend the City Code to allow the City to contract for those services and dissolve the Falcon Heights Fire Department.

Dan Johnson-Powers: 1974 Tatum Street

I live on Tatum Street and I am a member of the Fire Department and also work with the Emergency Management department. I am honored to have served the City and am disappointed to read in a letter that my position with the department has been terminated.

Rebecca Olson

I want to focus on transparency with regard to the elimination of the department. I have requested data from a few council members and was displeased with the response. I think this is a concerning and rushed decision. In the long term, the entity that the City contracts can raise

their rate to whatever they want. I don't support the rush and I don't feel there has been enough time given to this topic.

Joseph Olson

I spent a decade or more on the Fire Department. I live on Roselawn. I am concerned about what happens with the language in the contract that St. Paul can abandon an emergency situation, and there is no language to require calling for mutual aid.

Nick Olson

I am vice chair of the Environment Commission. I would like to express my dismay that we are getting rid of this institution that has been part of the City for many years. I am concerned that this may go the way of what happened with our police services, where we ended up going with Ramsey County and seeing a significant increase in our taxes. I'm also concerned that we will lose our identity as a City that will provide services to citizens not under contract.

Fire Chief Butch Inks

In reference to the contract related to abandoning emergency situations, this language is in all our contracts with other entities. It simply means that if a catastrophic situation arose in St. Paul, that the department could pull resources to address it. This is a highly unlikely event, and the department would never leave Falcon Heights without services, especially given that we also have mutual aid agreements with surrounding entities.

To respond to concerns about St. Paul increasing the rate after the contract expires, we are not in it to make a profit. We build in a 2% increase to cover the increasing cost of business but we are simply covering costs.

Tom Lageson

I live on Pascal and have been a resident since 1989. I recommend postponing the decision for a year to ensure that we have all the capabilities to meet the needs for apartments in Falcon Heights. If we get rid of the fire department, we need to start asking why the City exists at all.

Nick Olson

I am more so worried about the politics of St. Paul influencing the terms of the future contract.

Sue Majerus: 1381 Iowa Ave West

I do oppose the ordinance. I think the process should have started out with publishing the ordinance and requesting public input. The City needs to think about better communication. I want to see more information about who would be providing mutual aid under the contract. Lastly, I would like to thank the Falcon Heights Fire Department.

Dan Johnson-Powers: 1974 Tatum Street

I want to thank the Council and the City for the opportunity to serve. I do not support this. It has been our honor to have served the City.

Sue Majerus: 1381 Iowa Ave West

I just want to make sure that you know this ordinance is not the last step. Eventually you need to determine what to do with the equipment and the garage.

Council Member Andrews

I want to officially acknowledge that this is not an easy decision for any of us. I personally want to thank the firefighters that have provided service to the City for 70 years. I am also sorry if community people are not aware that this has been talked about. We as a council are struggling with how best to communicate information to citizens. I want to emphasize that our concern is to provide a safe environment for all of us to live. It is wonderful that we will be able to decrease our levy, but for me that was not the primary factor. We needed to have adequate staff and resources, good response times, quality service, and department leadership and for me that was the most important factor. I hope that we are reaching out and making sure that mental health needs are being addressed and that support is being offered.

Council Member Leehy

This is a very difficult decision that we have had to come to. It's been over a year and a half in time invested. Safety and liability is the number one issue that we are looking at. We have done everything possible to keep our fire department as long as possible, but we are put in this decision. I am grateful to each and every fire fighter.

Council Member Wehyee

I want to echo what my fellow council members have said. I deeply appreciate our volunteer firefighters and the work they have done for the community. I have more substantive comments that I will make under policy item 2.

Mayor Gustafson

Council and staff have worked for many months to maintain viability of the department. It was not easy but needed to be done for the long term public safety of the City.

Motion to adopt Ordinance 21-01 and Summary Ordinance 21-01 by Mayor Gustafson;  
Approved, 4-0.

F. CONSENT AGENDA:

1. General Disbursements through: 1/07/21 \$182,817.40  
Payroll through: 12/31/20 \$16,768.31
2. Approval of City License(s)
3. Designation of Official Depositories for 2021
4. Review Elected Official Out-of-State Travel Policy
5. Review and Adopt Council Standing Rules
6. Council Appointment as Liaison for City Commissions
7. Appoint Acting Mayor
8. Mile Reimbursement Rate for 2021
9. Appointment of Vandara Thammavongsa to Assistant to the City Administrator
10. Resignation of Katie Kohns from the Community Engagement Commission
11. Resignation of Georgiana May from the Community Engagement Commission
12. Purchase of 2021 Ford F250 and Attachments for the Public Works Department
13. 2020 Additional Year End Budget Amendment
14. Accept Donation from Falcon Heights/Lauderdale Lions

Motion by Council Member Wehyee;  
Approved, 4-0.

G: POLICY ITEMS:

1. Fire Protection Services with the City of Saint Paul

Administrator Thongvanh

This is a joint powers agreement with the City of St. Paul. It's a 2-year contract with an annual cost of \$165,000. Once it's approved we will work on the transition to the City of St. Paul. On Thursday, January 14 at 1:00pm, the transition will be made with Ramsey County Dispatch to formally transfer fire services in Falcon Heights to the City of St. Paul.

Mayor Gustafson

The joint powers agreement has been approved by the City of St. Paul at their City Council meeting earlier today. Services will begin on Thursday at 1:00pm when St. Paul Fire will become the entity dispatched to emergencies in Falcon Heights.

Motion by Mayor Gustafson to accept the joint powers agreement regarding fire protection services;  
Approved, 4-0.

2. Dissolution of the Falcon Heights Fire Department and Termination of Employees

Administrator Thongvanh

This is the final step for contracting with St. Paul for fire services. We will need a motion from Council to terminate all fire department employees.

Council Member Wehyee

I have a prepared statement I would like to make. Last January I was entrusted with the responsibility to serve on Council and I have been forced to make difficult decisions. My assessment of the situation was that the odds were stacked against the fire department from the beginning. I stand firm in my belief that the Falcon Heights Fire Department that the department would have resolved the issues identified in the fire department audit if allowed sufficient time. My preferred outcome would have been an arrangement in which we maintain our department but contract administrative services to allow the department to build capacity to take on these items later. But because this arrangement with Roseville was no longer possible, we have been forced to contract for fire services. I am hopeful about our future with the St. Paul Fire Department and I am sincerely grateful to all past and present members of the Falcon Heights Fire Department.

Mayor Gustafson

Thank you all for your work on the department. We've tried our best to make it go, we'll be moving on with a positive future and safety for our community.

Motion by Mayor Gustafson;  
Approved, 4-0.

H. INFORMATION/ ANNOUNCEMENTS:

Council Member Leehy

Thank you to the Parks and Rec Commission for letting me serve as Council Liaison. I look forward to serving as the Liaison on the Planning Commission. There is a survey available in regards to the honorary naming of a portion of Larpenteur Avenue to Philando Castile Memorial Avenue.

Council Member Wehyee

Last week was the third community conversation focusing on public safety. Thank you to everyone that was involved. A topic we need to focus on is improving communication with the community, there seems to be a disconnect.

Administrator Thongvanh

We have our ice rinks flooded and people are using them. As of right now, we have received 1,600 responses to the survey on the Larpenteur Avenue renaming. We got great news that the Amber Union project did receive state bonding funds. There are still many steps that the City will have to take, specifically our discussion on TIF funding to fill a gap in funding.

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.*

Dan Johnson-Powers: 1974 Tatum Street

First, thank you Council for extending the date of our termination to allow for the Fire Department members to allow us to earn a small additional amount towards our pension. Thank you to Council Members Wehyee and Andrews for their support of extending the benefit of Employee Assistance, which primarily covers 6 mental health sessions.

H. Kazemi

I would prefer that we keep our fire department for reasons of independence. At the very minimum, don't hastily get rid of the equipment that the City already has.

J. ADJOURNMENT: 8:49 pm

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Randall C. Gustafson, Mayor

Dated this 13th day of January, 2021

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Sack Thongvanh, City Administrator

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## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	January 27, 2021
<b>Agenda Item</b>	Consent F1
<b>Attachment</b>	N/A
<b>Submitted By</b>	Roland Olson, Finance Director

<b>Item</b>	General Disbursements and Payroll
<b>Description</b>	General Disbursements through: 1/19/21 \$138,523.31 Payroll through: 1-15-21 \$19,796.85
<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.

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PACKET: 02236 JAN 19 1ST RUN PYABLES  
 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
=====						
01-00098	ARAMARK					
I-1004935168		LINEN CLEANING	77.57			
1/19/2021	APBNK	DUE: 1/19/2021 DISC: 1/19/2021		1099: N		
		LINEN CLEANING		101 20200-000	ACCOUNTS PAYABLE	77.57
=====						
I-1004944800		LINEN CLEANING	75.57			
1/19/2021	APBNK	DUE: 1/19/2021 DISC: 1/19/2021		1099: N		
		LINEN CLEANING		101 20200-000	ACCOUNTS PAYABLE	75.57
=== VENDOR TOTALS ===			153.14			
=====						
01-03001	CAMPBELL KNUTSON					
I-278		LEGALS	1,123.50			
1/19/2021	APBNK	DUE: 1/19/2021 DISC: 1/19/2021		1099: Y		
		LEGALS		101 4114-80200-000	LEGAL FEES	1,123.50
=== VENDOR TOTALS ===			1,123.50			
=====						
01-03111	CENTER FOR ENERGY AND ENVIRONM					
I-8399		HOME ENERGY VISIT	100.00			
1/19/2021	APBNK	DUE: 1/19/2021 DISC: 1/19/2021		1099: N		
		HOME ENERGY VISIT		101 20200-000	ACCOUNTS PAYABLE	100.00
=== VENDOR TOTALS ===			100.00			
=====						
01-06290	CITY OF ROSEVILLE					
I-229819		FIRE AWARD PLAQUES	941.00			
1/19/2021	APBNK	DUE: 1/19/2021 DISC: 1/19/2021		1099: N		
		FIRE AWARD PLAQUES		101 20200-000	ACCOUNTS PAYABLE	941.00
=== VENDOR TOTALS ===			941.00			
=====						
01-04000	EHLERS AND ASSOCIATES					
I-85825		2ND HALF TIF PYMTS	265.00			
1/19/2021	APBNK	DUE: 1/19/2021 DISC: 1/19/2021		1099: N		
		2ND HALF TIF PYMTS		414 20200-000	ACCOUNTS PAYABLE	265.00
=== VENDOR TOTALS ===			265.00			

PACKET: 02236 JAN 19 1ST RUN PYABLES

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DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION

01-05115 GOPHER STATE ONE CALL

I-0120386		LOCATES	68.85			
1/19/2021	APBNK	DUE: 1/19/2021 DISC: 1/19/2021		1099: N		
		LOCATES		101 20200-000	ACCOUNTS PAYABLE	68.85
=== VENDOR TOTALS ===			68.85			

01-04570 JOSEPH, KATRINA E.

I-108		DEC PROSECUTIONS	2,500.00			
1/19/2021	APBNK	DUE: 1/19/2021 DISC: 1/19/2021		1099: Y		
		DEC PROSECUTIONS		101 20200-000	ACCOUNTS PAYABLE	2,500.00
=== VENDOR TOTALS ===			2,500.00			

01-06112 PIONEER PRESS

I-1220572540		LEGALS	18.16			
1/19/2021	APBNK	DUE: 1/19/2021 DISC: 1/19/2021		1099: N		
		LEGALS		101 20200-000	ACCOUNTS PAYABLE	18.16
=== VENDOR TOTALS ===			18.16			

01-06185 RAMSEY COUNTY

I-PUBW 09001		SALT FOR ROADS	1,518.00			
1/19/2021	APBNK	DUE: 1/19/2021 DISC: 1/19/2021		1099: N		
		SALT FOR ROADS		101 20200-000	ACCOUNTS PAYABLE	1,518.00
=== VENDOR TOTALS ===			1,518.00			

01-05870 XCEL ENERGY

I-202101197728		ELECTRIC	802.09			
1/19/2021	APBNK	DUE: 1/19/2021 DISC: 1/19/2021		1099: N		
		ELECTRIC		101 20200-000	ACCOUNTS PAYABLE	802.09
=== VENDOR TOTALS ===			802.09			
=== PACKET TOTALS ===			7,489.74			

PACKET: 02238 JAN 19 2ND RUN PAYABLES

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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01-03110 CENTURY LINK

I-202101197730		LANDLINE	71.60			
1/19/2021	APBNK	DUE: 1/19/2021 DISC: 1/19/2021		1099: N		
		LANDLINE		601 4601-85011-000	TELEPHONE - LANDLINE	71.60
=== VENDOR TOTALS ===			71.60			

01-06290 CITY OF ROSEVILLE

I-229780		IT SUPPORT	4,042.58			
1/19/2021	APBNK	DUE: 1/19/2021 DISC: 1/19/2021		1099: N		
		IT OPERATONAL SUP[PORT		101 4116-85070-000	TECHNICAL SUPPORT	1,074.93
		IT STAFFING SUPPORT		101 4116-85070-000	TECHNICAL SUPPORT	2,536.91
		IT EQUIPMENT		101 4116-85070-000	TECHNICAL SUPPORT	144.68
		IT SOFTWARE LICENSING		101 4116-70100-000	SUPPLIES	286.06
=== VENDOR TOTALS ===			4,042.58			

01-03120 CITY OF WHITE BEAR

I-12547		2021 GIS FEES	535.82			
1/19/2021	APBNK	DUE: 1/19/2021 DISC: 1/19/2021		1099: N		
		2021 GIS FEES		101 4117-80500-000	GIS SUPPORT	535.82
=== VENDOR TOTALS ===			535.82			

01-05115 GOPHER STATE ONE CALL

I-1000386		LOCATES	50.00			
1/19/2021	APBNK	DUE: 1/19/2021 DISC: 1/19/2021		1099: N		
		LOCATES		601 4601-88030-000	LOCATES	50.00
=== VENDOR TOTALS ===			50.00			

01-05450 LEAGUE MN CITIES INS TRST

I-202101197731		2021 PROPERTY AND LIAB INS	41,229.00			
1/19/2021	APBNK	DUE: 1/19/2021 DISC: 1/19/2021		1099: N		
		2021 PROPERTY AND LIAB INS		101 4112-88000-000	INSURANCE & BONDS	41,229.00
=== VENDOR TOTALS ===			41,229.00			

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-----ID-----		GROSS	P.O. #		
POST DATE	BANK CODE	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION

01-05665 METROPOLITAN COUNCIL

I-1118243		WASTE WATER JANUARY	48,196.27		
1/19/2021	APBNK	DUE: 1/19/2021 DISC: 1/19/2021		1099: N	
		WASTE WATER JANUARY		601 4601-85060-000	METRO SEWER CHARGES 48,196.27
		=== VENDOR TOTALS ===	48,196.27		

01-05263 MID CITY SERVICES- INDUSTRIAL

I-139365		FLOOR MAT SVC	42.15		
1/19/2021	APBNK	DUE: 1/19/2021 DISC: 1/19/2021		1099: N	
		FLOOR MAT SVC		101 4131-87010-000	CITY HALL MAINTENANCE 42.15
		=== VENDOR TOTALS ===	42.15		

01-05357 MINNESOTA POLLUTION CONTROL AG

I-SD 537		WASTWATER CERT FEE	23.00		
1/19/2021	APBNK	DUE: 1/19/2021 DISC: 1/19/2021		1099: N	
		WASTWATER CERT FEE		601 4601-86030-000	CONFERENCES & SCHOOLS 23.00
		=== VENDOR TOTALS ===	23.00		

01-05273 MN PUBLIC EMPLOYEES INSURANCE

I-1039811		JAN AND FEB HEALTH INS	22,994.60		
1/19/2021	APBNK	DUE: 1/19/2021 DISC: 1/19/2021		1099: N	
		JAN HEALTH INS		101 4112-89000-000	MISCELLANEOUS 10,861.36
		FEB HEALTH INS		101 4112-89000-000	MISCELLANEOUS 12,133.24
		=== VENDOR TOTALS ===	22,994.60		

01-05994 NORTHEAST YOUTH & FAMILY

I-202101197732		2021 COOPERATIVE SVC	10,958.00		
1/19/2021	APBNK	DUE: 1/19/2021 DISC: 1/19/2021		1099: N	
		2021 COOPERATIVE SVC		101 4111-86500-000	COOPERATIVE SERVICE 10,958.00
		=== VENDOR TOTALS ===	10,958.00		

01-05532 OFFICE SPACE DESIGN

I-5081		FURNITURE/EQUIP	1,219.60		
1/19/2021	APBNK	DUE: 1/19/2021 DISC: 1/19/2021		1099: N	
		FURNITURE/EQUIP		401 4401-90100-000	FURNITURE & EQUIPMENT 1,219.60
		=== VENDOR TOTALS ===	1,219.60		

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POST DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
=====						
01-06053	OREILLY AUTO PARTS					
I-202101197733		MUFFLER CLAMP	4.64			
1/19/2021	APBNK	DUE: 1/19/2021 DISC: 1/19/2021		1099: N		
		MUFFLER CLAMP		101 4132-70120-000	SUPPLIES	4.64
		=== VENDOR TOTALS ===	4.64			
=====						
01-06185	RAMSEY COUNTY					
I-RISK 002086		DENTAL/ DISABILITY/ LIFE JAN	928.54			
1/19/2021	APBNK	DUE: 1/19/2021 DISC: 1/19/2021		1099: N		
		DENTAL/ DISABILITY/ LIFE JAN		101 4112-89000-000	MISCELLANEOUS	928.54
		=== VENDOR TOTALS ===	928.54			
=====						
01-06301	SAMS CLUB MC/SYNCE					
I-202101197735		SAFETY EYE WEAR	34.99			
1/19/2021	APBNK	DUE: 1/19/2021 DISC: 1/19/2021		1099: N		
		SAFETY EYE WEAR		101 4132-70120-000	SUPPLIES	34.99
		=== VENDOR TOTALS ===	34.99			
=====						
01-06141	SHI INTERNATIONAL GROUP					
I-R12820850		OFFICE PRO PLUS	365.00			
1/19/2021	APBNK	DUE: 1/19/2021 DISC: 1/19/2021		1099: N		
		OFFICE PRO PLUS		401 4401-90100-000	FURNITURE & EQUIPMENT	365.00
		=== VENDOR TOTALS ===	365.00			
=====						
01-00935	ST PAUL REGIONAL WATER SERVICE					
I-202101197736		AUTOMATIAC FIRE SVC FEES	200.00			
1/19/2021	APBNK	DUE: 1/19/2021 DISC: 1/19/2021		1099: N		
		AUTOMATIAC FIRE SVC FEES		101 4141-85040-000	WATER	100.00
		AUTOMATIAC FIRE SVC FEES		101 4131-85040-000	WATER	100.00
		=== VENDOR TOTALS ===	200.00			
=====						
01-06581	TRI-STATE BOBCAT INC					
I-A82510		72" EDGE FOR BOBCAT	108.14			
1/19/2021	APBNK	DUE: 1/19/2021 DISC: 1/19/2021		1099: N		
		72" EDGE FOR BOBCAT		101 4132-70120-000	SUPPLIES	108.14
		=== VENDOR TOTALS ===	108.14			

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-----ID-----		GROSS	P.O. #		
POST DATE	BANK CODE	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-05870	XCEL ENERGY				

I-202101197734	ELECTRICITY	29.64			
1/19/2021	APBNK	DUE: 1/19/2021 DISC: 1/19/2021	1099: N		
	ELECTRICITY		209 4209-85020-000	STREET LIGHTING POWER	14.82
	ELECTRICITY		209 4209-85020-000	STREET LIGHTING POWER	14.82
=== VENDOR TOTALS ===		29.64			
=== PACKET TOTALS ===		131,033.57			



EMP #	NAME	AMOUNT
C 005	SACK THONGVANH	3,911.96
01-1023	ASHLEIGH WALTER	1,451.10
01-1136	ROLAND O OLSON	3,431.81
01-0132	ANDREW K TEMME	212.21
01-2258	JOSEPH FLETT	197.37
01-1030	TIMOTHY J PITTMAN	2,259.27
01-1033	DAVE TRETSVEN	1,813.02
01-1143	COLIN B CALLAHAN	1,693.22

TOTAL PRINTED: 8 14,969.96

1-08-2021 1:15 PM PAYROLL CHECK REGISTER  
 PAYROLL NO: 01 City of Falcon Heights

PAGE: 1  
 PAYROLL DATE: 1/08/2021

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
1018	MORETTO, PAUL A	R	1/08/2021	2,049.35	090157
0040	ANDERSON, KEVIN	R	1/08/2021	143.51	090158
0085	JOHNSON-POWERS, DANIEL S	R	1/08/2021	174.32	090159
0087	MCKAY, MICHAEL A	R	1/08/2021	170.71	090160
0095	POESCHL, MICHAEL J	R	1/08/2021	170.71	090161
0097	GAFFNEY, PATRICK	R	1/08/2021	238.72	090162
0124	KRUSE, MICHAEL D	R	1/08/2021	177.99	090163
0135	MCCANN, MORGAN B	R	1/08/2021	129.90	090164
0137	WATTENHOFER, DANIEL J	R	1/08/2021	200.97	090165
0139	RAVEN, WILLIAM M	R	1/08/2021	292.86	090166
0140	CARLSON, RYAN J	R	1/08/2021	170.71	090167
0141	HURNEY, PAYTON	R	1/08/2021	166.64	090168
0142	THAO, ASHA	R	1/08/2021	95.76	090169
0143	MALENFANT, JONAH M	R	1/08/2021	212.02	090170
0144	OVERBY, IAN W	R	1/08/2021	34.14	090171
0145	NEFF, KEVIN C	R	1/08/2021	200.67	090172
2172	ARCAND, MICHAEL W	R	1/08/2021	197.91	090173

1-08-2021 1:15 PM PAYROLL CHECK REGISTER  
 PAYROLL NO: 01 City of Falcon Heights

PAGE: 2  
 PAYROLL DATE: 1/08/2021

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

REGULAR CHECKS:	17	4,826.89
DIRECT DEPOSIT REGULAR CHECKS:	8	14,969.96
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
<b>TOTAL CHECKS:</b>	<b>25</b>	<b>19,796.85</b>

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## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	January 27, 2021
<b>Agenda Item</b>	Consent F2
<b>Attachment</b>	N/A
<b>Submitted By</b>	Ashleigh Walter Administrative & Communications Coordinator

<b>Item</b>	Approval of City License(s)
<b>Description</b>	<p>The following individuals/entities have applied for a <u>Cigarette Sales License</u> for 2021. Staff have received the necessary documents for licensure.</p> <ol style="list-style-type: none"> <li>1. Northern Tier Retail, LLC (Speedway)</li> </ol> <p>The following individuals/entities have applied for a <u>Gasoline Operator License</u> for 2021. Staff have received the necessary documents for licensure.</p> <ol style="list-style-type: none"> <li>1. Northern Tier Retail, LLC (Speedway)</li> </ol> <p>The following individuals/entities have applied for a <u>Retail Grocery License</u> for 2021. Staff have received the necessary documents for licensure.</p> <ol style="list-style-type: none"> <li>1. Northern Tier Retail, LLC (Speedway)</li> </ol> <p>The following individuals/entities have applied for a <u>General Contractor's License</u> for 2021. Staff have received the necessary documents for licensure.</p> <ol style="list-style-type: none"> <li>1. Hoffman Corner Heating &amp; AC</li> </ol> <p>The following individuals/entities have applied for a <u>Tree Contractor's License</u> for 2021. Staff have received the necessary documents for licensure.</p> <ol style="list-style-type: none"> <li>1. Rainbow Tree Care</li> </ol> <p>The following individuals/entities have applied for a <u>Single Family Rental Dwelling License</u> for 2021. Staff have received the necessary documents for licensure.</p> <ol style="list-style-type: none"> <li>1. Brad Tipka- 1546 Iowa Ave</li> <li>2. Bradley Peper- 1758 Maple Court</li> </ol>
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	N/A

<b>Action(s) Requested</b>	Staff recommends approval of the City license applications contingent on background checks and fire inspections as required.
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## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	January 27, 2021
<b>Agenda Item</b>	Policy G1
<b>Attachment</b>	Document(s)
<b>Submitted By</b>	Sack Thongvanh, City Administrator

<b>Item</b>	Amber Union Tax Increment Financing (TIF) Request - Calling for Public Hearing
<b>Description</b>	<p>The Amber Union Project is moving forward after receiving State Bonding over \$23 million for a new affordable housing project in the former TIES building now call Amber Union. The project will also be receive funds from DEED and MetCouncil.</p> <p>Attached is the staff report from the December 23, 2020 meeting of the City Council for your reference. The next step that require actions from the Council calling for a public hearing on the proposed adoption of a modification to the development program for District No. 1, the proposed establishment of TIF District No. 1-4 for Amber Union.</p>
<b>Budget Impact</b>	This will be realized in 2022.
<b>Attachment(s)</b>	<ul style="list-style-type: none"> <li>• Draft Schedule of Events for TIF from Ehlers</li> <li>• Resolution 21-05 Calling for Public Hearing (TIF for Amber Union)</li> <li>• RCA from December 23<sup>rd</sup> Meeting</li> </ul>
<b>Action(s) Requested</b>	Motion to approve the attached resolution calling for a public hearing to establish Tax Increment Financing (TIF) District 1-4 and authorize the City Administrator and Mayor execute all necessary documents.

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## DRAFT Schedule of Events

City of Falcon Heights, Ramsey County, Minnesota

For the proposed modification to the Development Program for Development District No. 1 and the proposed establishment of Tax Increment Financing District No. 1-4 (a housing district)

- January 25, 2021 Project information, property identification numbers, fiscal impacts and maps sent to Ehlers for drafting documentation. Ehlers confirms whether building permits have been issued on the property to be included in the TIF District.
- January 27, 2021 City Council considers a resolution calling for a public hearing on the proposed modification to the Development Program for Development District No. 1 and the proposed establishment of Tax Increment Financing District No. 1-4.
- January 29, 2021 Letter received by County Commissioner giving notice of proposed housing TIF District (at least 30 days prior to publication of public hearing notice). *[Ehlers will distribute.]*
- By February 3, 2021 Ehlers conducts internal review of Program and Plan.
- February 8, 2021 Fiscal/economic implications received by School Board Clerk and County Auditor (at least 30 days prior to public hearing) and County receives information for review of county road impacts. *[Ehlers will distribute.]*
- \*The County Board, by law, has 45 days to review the TIF Plan to determine if any county roads will be impacted by the development. Because City staff believes that the proposed TIF District will not require unplanned county road improvements, the TIF Plan was not forwarded to the County Board 45 days prior to the public hearing. Please be aware the County Board could claim that tax increment should be used for county roads, even after the public hearing.
- February 23, 2021 Planning Commission meets at 7:00 p.m. to review Program and Plan and consider a resolution affirming the Program and Plan conform to the general plans for development and redevelopment of the City as a whole. *[Attorney provides resolution by February 17, 2021.]*
- February 28, 2021 Publication of hearing notice and map in *the Pioneer Press* (at least 10 days but not more than 30 days prior to hearing). *[Ehlers will submit notice, map and instructions. Publication deadline: February 26, 2021.]*
- March 10, 2021 City Council holds public hearing at 7:00 p.m. on the proposed modification to the Development Program for Municipal Development District No. 1 and the proposed establishment of Tax Increment Financing District No. 1-4, and considers a resolution approving the Program and Plan, an interfund loan and a development agreement in connection with the TIF District. *[Ehlers and attorney provide packet information March 3, 2021.]*
- March 11, 2021 City may issue building permits.
- Before June 30, 2021 Ehlers files the Program and Plan with the MN Department of Revenue, Office of the State Auditor, and requests certification of the TIF District with the County.

An action under subdivision 1, paragraph (a), contesting the validity of a determination by an authority under section 469.175, subdivision 3, must be commenced within the later of:

- (1) 180 days after the municipality's approval under section 469.175, subdivision 3; or
- (2) 90 days after the request for certification of the district is filed with the county auditor under section 469.177, subdivision 1.

EXTRACT OF MINUTES OF A MEETING OF THE  
CITY COUNCIL OF THE CITY OF  
FALCON HEIGHTS, MINNESOTA

HELD: January 27, 2021

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Falcon Heights, Ramsey County, Minnesota, was duly held at the City Hall on January 27, 2021, at 7:00 p.m. for the purpose, in part, of calling a public hearing on the proposed adoption of a Modification to the Development Program for Development District No. 1, the proposed establishment of Tax Increment Financing District No. 1-4 therein and the proposed adoption of a Tax Increment Financing Plan therefor.

The following Council members were present:

and the following were absent:

Councilmember \_\_\_\_\_ introduced the following resolution and moved its adoption:

**CITY OF FALCON HEIGHTS  
COUNCIL RESOLUTION 21-05**

**RESOLUTION CALLING A PUBLIC HEARING ON THE PROPOSED  
ADOPTION OF A MODIFICATION TO THE DEVELOPMENT PROGRAM  
FOR DEVELOPMENT DISTRICT NO. 1, THE PROPOSED ESTABLISHMENT  
OF TAX INCREMENT FINANCING DISTRICT NO. 1-4 THEREIN AND THE  
PROPOSED ADOPTION OF A TAX INCREMENT FINANCING PLAN  
THEREFOR**

BE IT RESOLVED by the City Council (the "Council") of the City of Falcon Heights, Minnesota (the "City"), as follows:

1. Public Hearing. This Council shall meet on March 10, 2021, at approximately 7:00 p.m., to hold a public hearing on the following matters: (a) the proposed adoption of a Modification to the Development Program for Development District No. 1, (b) the proposed establishment of Tax Increment Financing District No. 1-4 within Development District No. 1, and (c) the proposed adoption of a Tax Increment Financing Plan relating thereto, all pursuant to and in accordance with Minnesota Statutes, Sections 469.124 through 469.133, both inclusive, as amended, and Minnesota Statutes, Sections 469.174 through 469.1794, both inclusive, as amended (collectively, the "Act").

2. Notice of Hearing; Filing of Program Modification and Plan. The City Administrator is hereby authorized to cause a notice of the hearing, substantially in the form attached hereto as Exhibit A, to be published as required by the Act and to place a copy of the



proposed Modification to the Development Program and the proposed Tax Increment Financing Plan on file in the Administrator's Office at City Hall and to make such copies available for inspection by the public.

3. Consultation with Other Taxing Jurisdictions. The Administrator is hereby directed to mail a notice of the public hearing and a copy of the proposed Modification to the Development Program and the proposed Tax Increment Financing Plan to Ramsey County and Independent School District No. 623, informing those taxing jurisdictions of the estimated fiscal and economic impact of the establishment of the proposed tax increment financing district.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember \_\_\_\_\_ and upon vote being taken thereon, the following voted in favor:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

Moved by:

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

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

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

STATE OF MINNESOTA    )  
  ) ss.  
COUNTY OF RAMSEY    )

I, the undersigned, being the duly qualified and acting City Administrator of the City of Falcon Heights, Minnesota, DO HEREBY CERTIFY that the attached resolution is a true and correct copy of an extract of minutes of a meeting of the City Council of the City of Falcon Heights, Minnesota duly called and held, as such minutes relate to the calling of a public hearing on the City's proposed modification to the development program and proposed tax increment financing district.

WITNESS my hand as such City Administrator of the City of Falcon Heights this \_\_\_\_ day of January, 2021.

\_\_\_\_\_  
City Administrator

Exhibit A

CITY OF FALCON HEIGHTS  
COUNTY OF RAMSEY  
STATE OF MINNESOTA

NOTICE OF PUBLIC HEARING

**[PLEASE NOTE, due to COVID-19, the public hearing will be conducted via telephone or other electronic means as allowed under Minnesota Statutes, Section 13D.021. Please refer to the City of Falcon Heights' website at <https://www.falconheights.org/> or call City Hall at 651-792-7600 to learn how to attend the public hearing via telephone or electronically.]**

NOTICE IS HEREBY GIVEN that the City Council (the "Council") of the City of Falcon Heights (the "City"), Ramsey County, Minnesota, will hold **[conduct via telephone or other electronic means]** a public hearing on Wednesday, March 10, 2021, at 7:00 p.m., at the City Hall, 2077 Larpenteur Ave W, Falcon Heights, Minnesota, relating to the proposed adoption of a Modification to the Development Program for Development District No. 1, the proposed establishment of Tax Increment Financing District No. 1-4 therein, and the proposed adoption of a Tax Increment Financing Plan therefor, all pursuant to and in accordance with Minnesota Statutes, Sections 469.124 through 469.133 and Sections 469.174 through 469.1794, inclusive, as amended. Copies of the proposed Modification to the Development Program and the proposed Tax Increment Financing Plan are on file and available for public inspection at the office of the City Administrator at City Hall.

The property proposed to be included in Tax Increment Financing District No. 1-4 is located within Development District No. 1 and is described in the Tax Increment Financing Plan on file in the office of the City Administrator.

A map of Development District No. 1 and Tax Increment Financing District No. 1-4 is set forth below:

*[INSERT MAP of Development District No. 1 and Tax Increment Financing District No. 1-4]*

All interested persons may appear **[attend via telephone or electronically]** and be heard at the public hearing either orally or in writing or may file written comments with the City Administrator before the hearing.

Dated: January 27, 2021

BY ORDER OF THE CITY COUNCIL

/s/ Sack Thongvanh, City Administrator

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**The City That Soars!**

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	December 23, 2020
<b>Agenda Item</b>	Policy G1
<b>Attachments</b>	Yes
<b>Submitted By</b>	Eric Zweber, AICP, Interim Community Development Coordinator

<b>Item</b>	Discussion of Potential TIF for Amber Union
<b>Description</b>	<p><b><u>Summary of Request</u></b>  On June 24, 2020, the City had submitted an Application of Bonding Authority for Residential Rental Projects on behalf of Buhl GTA, LP for 100 percent low income housing tax credits (LIHTC) to assist in financing the re-development of the former TIES buildings into the Amber Union mixed-use development which is predominately multi-family residential with a small amount of retail. Buhl did not receive funding for this application, likely due to the number of other projects within the State that had applied for LIHTC funding in 2020. To qualify for the 100 percent LIHTC funding, either 20 percent of the units would have to be affordable at 50 percent of the area median income (AMI) or 40 percent of the units would have to be affordable at 60 percent AMI. Buhl was not asking for tax increment financing (TIF) for the 100 percent LIHTC funded project.</p> <p>Applications typically have a greater chance for funding if they contain a greater level of affordability than the other applications. Buhl is planning on submitting an application for all units to be affordable at 50 percent AMI on January 4, 2021 instead of another application for 100 percent LIHTC. Buhl has stated that due to the reduced rental income received from a 50 percent AMI project, they would need to request assistance from the City through the of creation a Housing TIF district.</p> <p>The TIF district will not be set up at this time, but it is expected that the State of Minnesota will inform Buhl if their application at 50 percent AMI is selected on January 12, 2021. If Buhl receives State funding, it is expected that Buhl will apply to the City for the creation of the TIF district before April 1, 2021.</p> <p><b><u>December 16 City Council Workshop</u></b>  Peter Deanovic, Principal at Buhl, attended the December 16 City Council Workshop and described the history of the assembling the financing for the Amber Union affordable housing project. Mr. Deanovic explained the factors that would likely prevent the project from receiving State housing tax credit bonding if it remained a 100% LIHTC project and why the project is more likely to receive bonding if it was converted to a 50% AMI project. Mr. Deanovic further explained the gap financing</p>

that would be required for a 50% AMI and his need to request TIF funding to close this gap should Amber Union receive State bonding.

Following Mr. Deanovic’s presentation, the Bond/TIF Attorney and Ehlers provided additional information related to the establishment of a TIF district. After consideration of the information received at the workshop, the City Council directed that this item be placed on the December 23 City Council meeting agenda to consider the resolution in support of the 50% AMI application.

**Previous City Actions**

The City Council has been working Buhl since the early 2019 on the conversion of the former TIES office buildings. Below is a table of the previous City Council actions and approvals for the Amber Union project.

<u>Date</u>	<u>Action</u>
May 22, 2019	Preliminary Approval to Issuance of Housing Facility Revenue Bonds
June 12, 2019	Rezoning from B-3 to PUD for 106 Units with Retail
October 23, 2019	PUD Amendment to Increase to 128 Units and Retail
October 23, 2019	Authorize Grant Applications
November 13, 2019	Proposal for a Housing finance Program and the Issuance of Multi-Family Housing Revenue Bonds
November 13, 2019	Authorization of DEED Grant Application
April 22, 2020	Accept DEED Grant for \$155,774

How TIF Works: Basic Mechanics

<https://www.house.leg.state.mn.us/hrd/issinfo/tif/mech.aspx>

LMC: Tax Increment Financing (TIF) pg. 16

<https://www.lmc.org/wp-content/uploads/documents/Community-Development-and-Redevelopment.pdf>

<b>Budget Impact</b>	The City will continue to collect the base taxes on the property, while providing the Developer the tax increment as the valuation increases from improvements to the Property.
<b>Attachments</b>	<ul style="list-style-type: none"> <li>• Resolution 20-60 Consenting to the Process for the Creation of a Housing Tax Increment Financing District and in Support of a Proposed 125 Unit Multifamily Rental Housing</li> <li>• Preliminary TIF Analysis</li> </ul>
<b>Action(s) Requested</b>	Staff requests that the City Council take action on the request for a resolution supporting the 50% AMI application for State Bonding.