

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

**AGENDA**  
April 12, 2017 at 7:00 P.M.

- A. CALL TO ORDER:
- B. ROLL CALL: LINDSTROM \_\_\_ HARRIS \_\_\_ BROWN THUNDER \_\_\_  
FISCHER \_\_\_ GUSTAFSON \_\_\_  
  
STAFF PRESENT: THONGVANH\_\_\_
- C. PRESENTATIONS:
  - 1. Annual Police Report
- D. APPROVAL OF MINUTES:
  - 1. March 22, 2017 City Council Meeting Minutes
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA:
  - 1. General Disbursements through: 4/04/17 \$141,108.46  
Payroll through: 3/31/17 \$19,122.09
  - 2. Donation for 2017 Parks Program Fund
  - 3. Appointment of Hawa Samatar to the Planning Commission
  - 4. Appointment of Farook Meah to the Environment Commission
- G: POLICY ITEMS:
- H. INFORMATION/ANNOUNCEMENTS:
  - 1. Weekly Police Reports – Can Now Be Found At:  
[http://www.falconheights.org/index.asp?SEC=75B3E8BB-785B-4048-B543-995BAE0716A5&Type=B\\_BASIC](http://www.falconheights.org/index.asp?SEC=75B3E8BB-785B-4048-B543-995BAE0716A5&Type=B_BASIC)
- I. COMMUNITY FORUM:
- J. ADJOURNMENT:

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# St. Anthony Police Department

## 2016

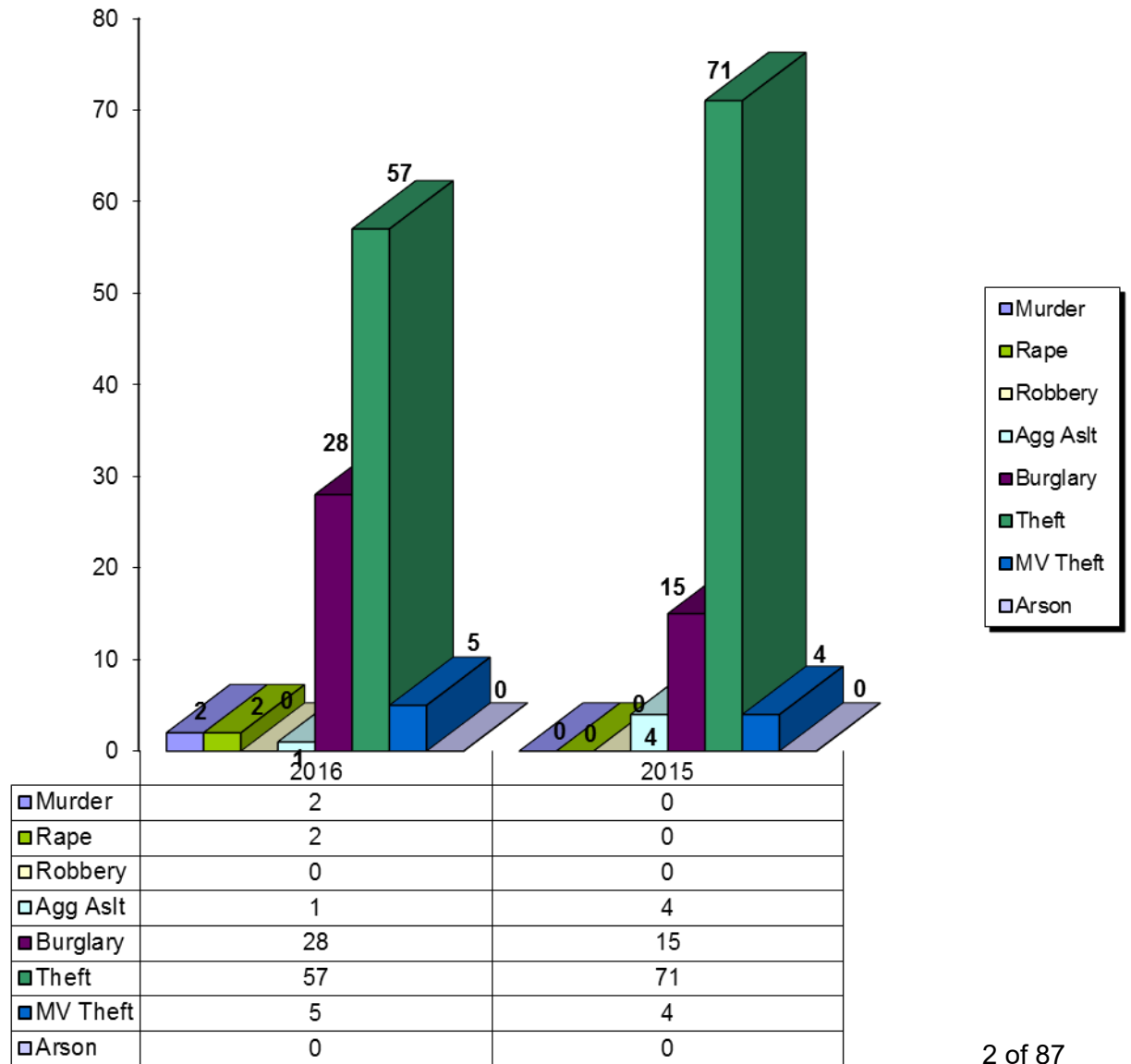
## Falcon Heights

## Annual

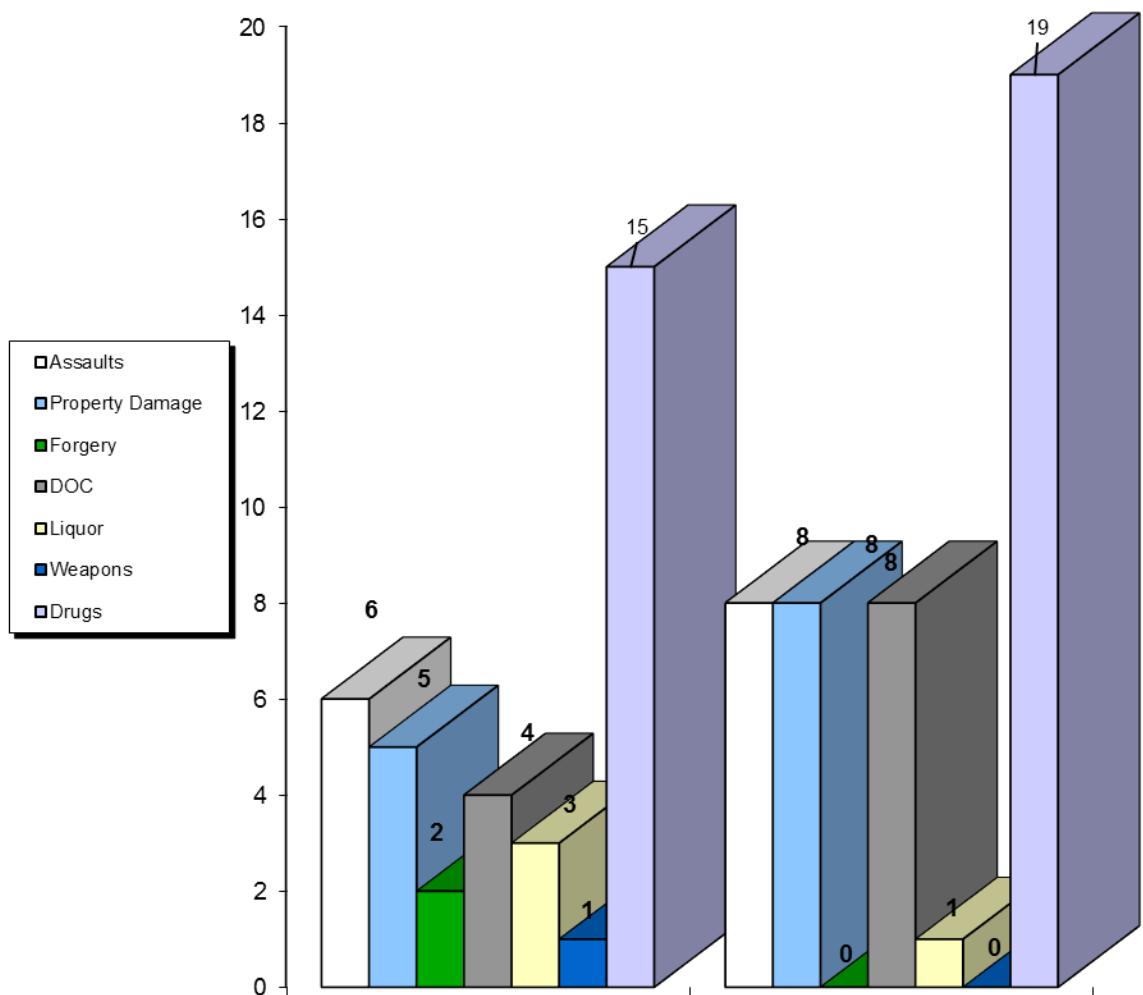
## Report



# Falcon Heights Part I Crimes

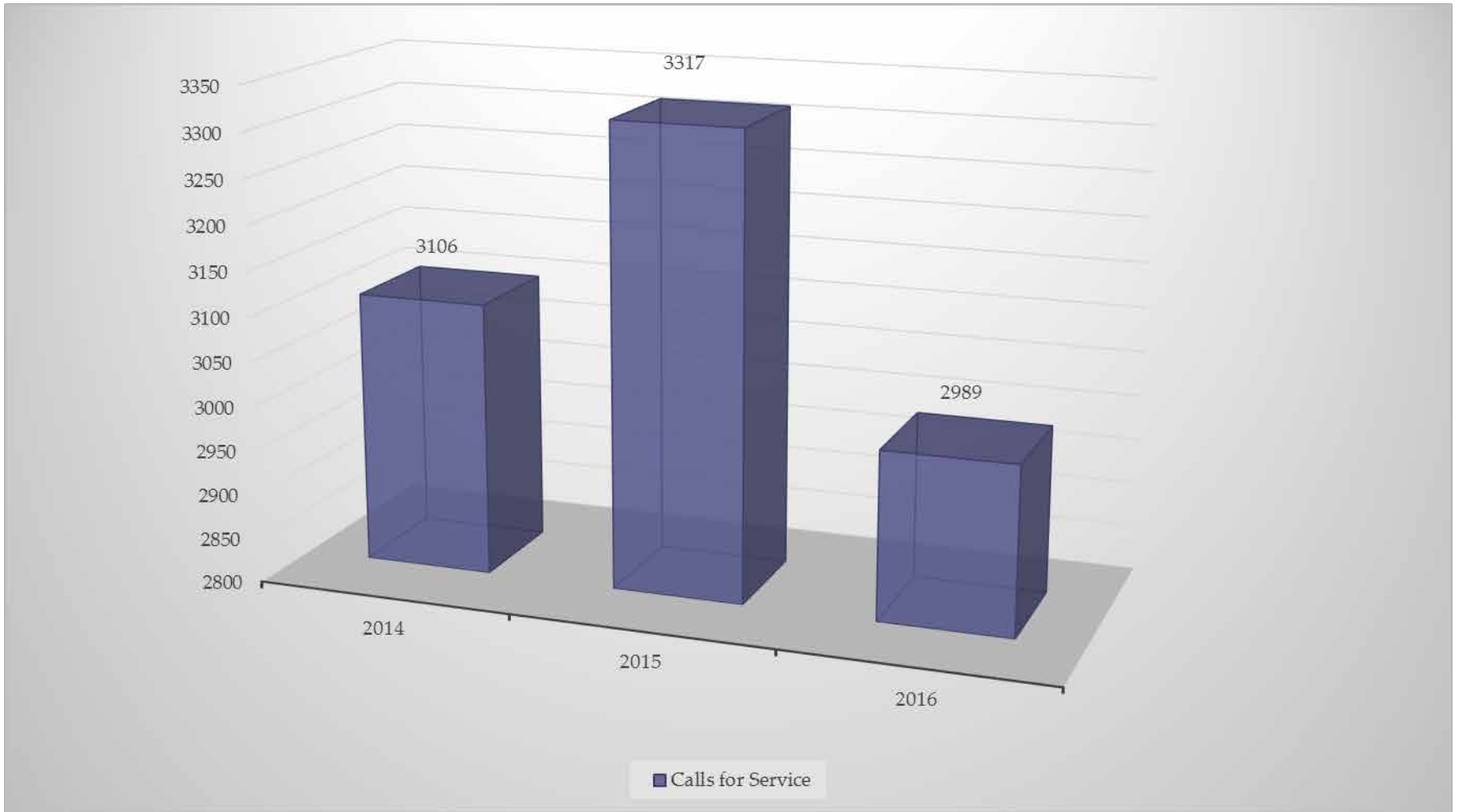


# Falcon Heights Part II Crimes



Assaults	6	8
Property Damage	5	8
Forgery	2	0
DOC	4	8
Liquor	3	1
Weapons	1	0
Drugs	15	19

# Calls for Service



# Patrol Review



- 1344 citations issued for moving violation
- 303 citations issued for non-moving violations
- 539 arrests
- 3 retirements
- Hired 3 new officers (all formers reserves)

# Investigation Review

- Total Criminal Cases 192
- Total Cases Cleared 101
- Total Cases Cleared by Arrest 84
- Total Cases Cleared by Other 17
  
- **CLEARANCE RATE 53%**



# Education Summary

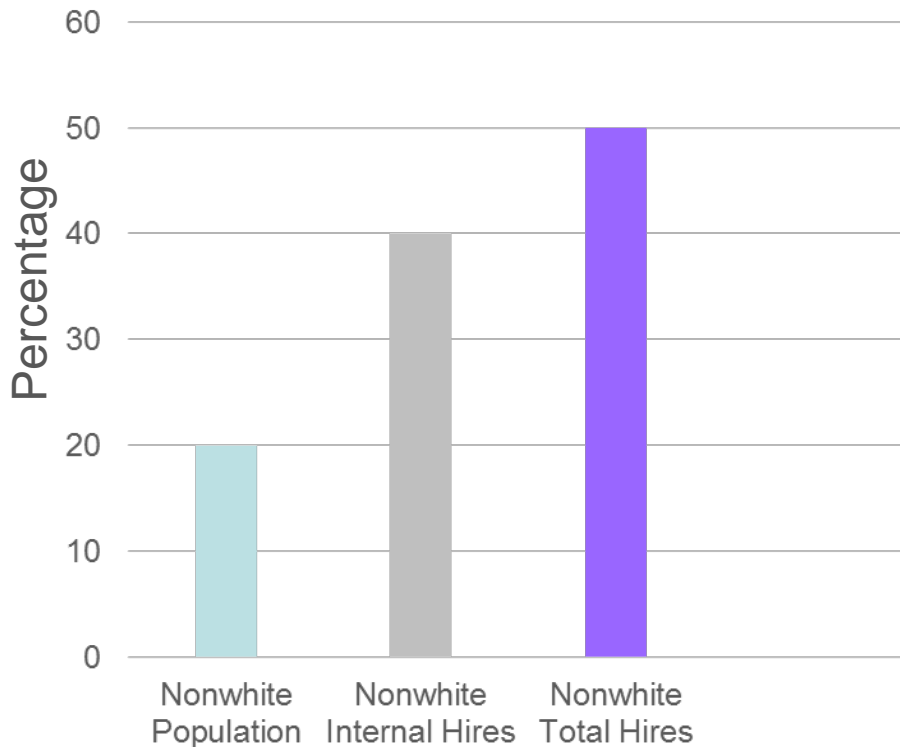
- The Police Department completed 1523 hours of training (excluding SWAT); Training included:
  - Active Shooter Training
  - Evidence Specialist
  - Sovereign Citizen Training
  - Financial Crimes Investigations
  - Bias Awareness Training
  - Mental Health Training
  - Crime Scene Investigation

# Hiring Summary

- Internal and External hiring process
- Internal process allows for current (and in some instances, past) St. Anthony Police Reserve Officers and Community Service Officers to test for open police officer positions. If internal candidates do not meet requirements for hire, external process is initiated.
- Since 2011, SAPD has hired nonwhite candidates at a rate of 50 percent.
- The internal candidate process has yielded a nonwhite officer hiring at 40 percent.
- Demographics of combined populations of St. Anthony, Falcon Heights, and Lauderdale is 80% white and 20% nonwhite.

# Hiring Summary

SAPD Hires 2011 - Present



- Nonwhite candidates hired at 2.5X rate of nonwhite representation in SA, FH, and LDL.
- Nonwhite internal candidates hired at 2X rate of nonwhite representation in SA, FH, and LDL.

# Police Reserves

- Events: 58 Hours
- Training 81 Hours
- Patrol 1721 Hours
- Total – 2220 Hours
- Eagle Award
  - Panning
  - Hoffman



# Community Engagement

- MN Night to Unite – 8 block parties
- Cops versus Kids Basketball
- 6th Summer Survival School
- Started Coffee with a Cop



# Community Engagement

- “Safe Routes to School” Day
- Touch a Truck Event
- Attended many school & community events



# St. Anthony Police Department

2016

Falcon Heights

Annual

Report

Questions?



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City of  
Falcon  
Heights

City of Falcon Heights  
2077 West Larpenteur Avenue  
Falcon Heights, Minnesota 55113

# Police Department

## ANNUAL REPORT

*This is a summary of the activities and development of the St. Anthony Police Department over the past year. This report includes an executive summary, patrol review, investigative review, crime prevention efforts, crime statistics, and a variety of other police department details and actions.*

# 2016





City of  
Falcon  
Heights

# Police Department

## ANNUAL REPORT

# 2016



City of Falcon Heights  
2077 West Larpentour Avenue  
Falcon Heights, MN 55113

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## I. Message from the Chief

**HONORABLE MAYOR, CITY COUNCIL, CITY ADMINISTRATOR & CITIZENS OF FALCON HEIGHTS:**

The year 2016 has brought about very uncertain times for law enforcement across America and in the Twin Cities Metro area. We have indeed felt this impact locally, with the tragic shooting death that occurred in the City of Falcon Heights. Our communities, our city governments and our police department have been heavily impacted due to the recent national attitudes toward law enforcement.

We know, from research, that personal interactions have the strongest impact on perceptions. People form opinions of the police based on their own interactions with them or the experiences they hear from others. People tend to focus on how police treat them, the process and interactions, as opposed to the final outcome of those interactions. People typically report positive impressions of an officer who treated them fairly and respectfully, even if the officer gave them a speeding ticket. An officer's demeanor and actions are crucial to perceptions of police legitimacy. Generally, if police officers communicate well, listen and treat citizens with respect, citizens will respond in kind. Over my twenty-two years in St. Anthony, working with our partner communities, I have repeatedly witnessed as our officers and I have benefitted from engaging our community members in this fashion. People who perceive that they have received “procedural justice” are likely to perceive the police as legitimate and trustworthy and are likely to cooperate in future interactions. Procedural justice is the notion that a process is fair and that people have the opportunity to be heard, are treated politely and respectfully, and are judged by a neutral system, free of bias.

St. Anthony Police Officers, as most law enforcement professionals, are driven to do the best job they possibly can. We are fortunate to be provided with some of the best training and equipment available in order to better serve our communities. Our culture, in St. Anthony, is built around service, teamwork and accountability. In addition, we have focused on community engagement, integrity and training as strong organizational values for many years. We have already taken the step of scheduling and completing implicit bias training for all of our staff. We look forward to learning how we can enhance our police service in the community and are deeply committed to participating in the Collaborative Reform Initiative with the Department of Justice.



“Safety Through Service” is a mantra that has always been part of our culture here at the St. Anthony Police Department. My previous police chiefs, Richard Engstrom and John Ohl, understood this concept. I am merely reinforcing it and paying it forward.

Respectfully submitted,

Jon Mangseth

Chief of Police

## II. Crime Statistics

### FALCON HEIGHTS - PART I AND PART II CRIMES

PART I	Murder	Rape	Robbery	Agg Assault	Burglary	Theft	MV Theft	Arson
2016	2	2	0	1	28	57	5	0
2015	0	0	0	4	15	71	4	0
+/-	+2	+2	0	-3	+13	-14	+1	0

PART II	Misd. Assaults	Property Damage	Forgery	DOC	Liquor	Weapons	Drugs
2016	6	5	2	4	3	1	15
2015	8	8	0	8	1	0	19
+/-	-2	-3	+2	-4	+2	+1	-4

\*Not inclusive of all Part II Crimes

**PART I AND II CRIMES OVER THE PAST FIVE YEARS**

2012	Part I	154	Total 276	Overall Clearances	49%
	Part II	122			
2013	Part I	115	Total 215	Overall Clearances	50%
	Part II	100			
2014	Part I	111	Total 217	Overall Clearances	52%
	Part II	106			
2015	Part I	94	Total 196	Overall Clearances	54%
	Part II	102			
2016	Part I	95	Total 192	Overall Clearances	53%
	Part II	97			

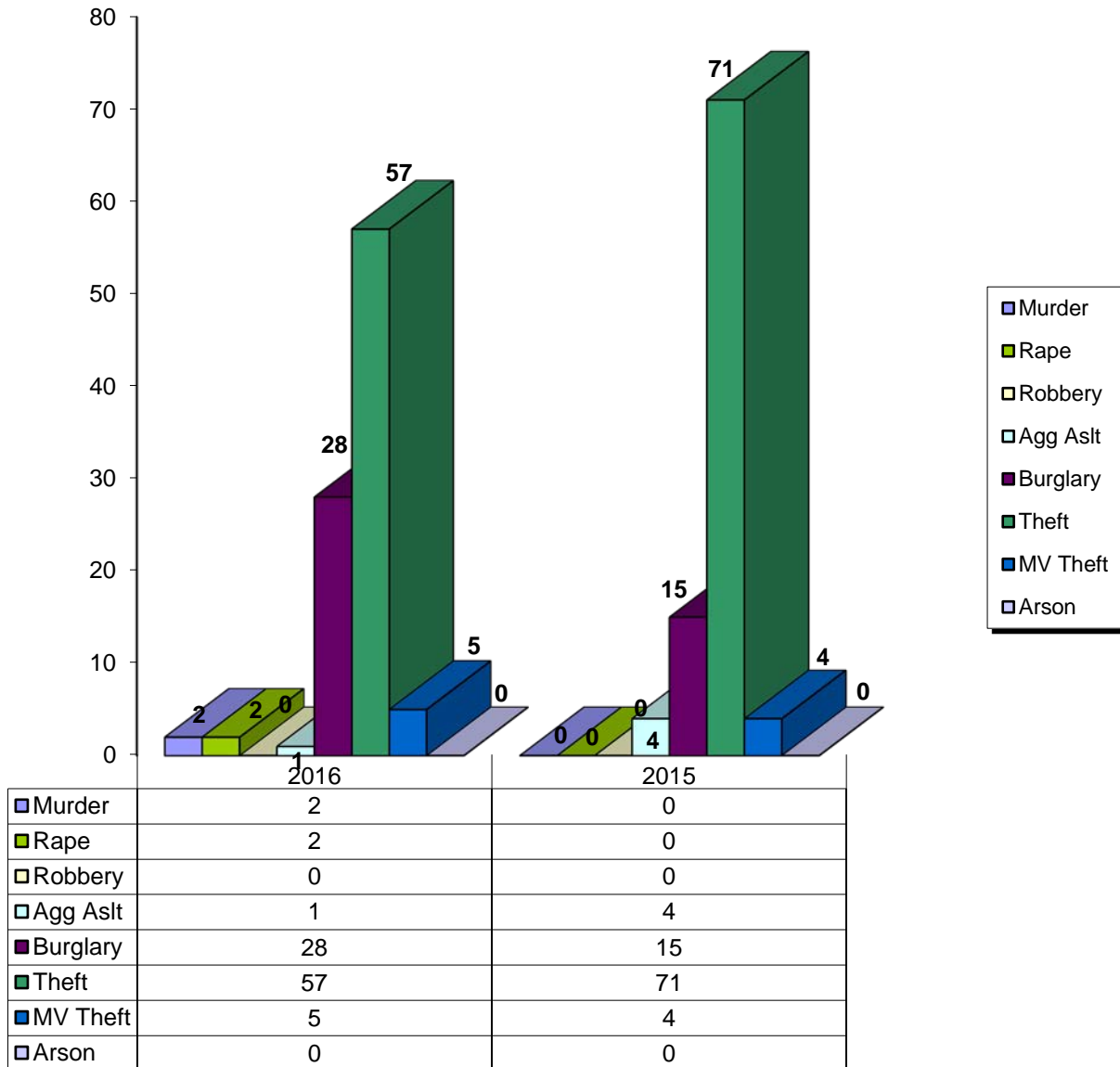
Average Part I and Part II clearance rates for Hennepin County in 2014 was 37%

Average Part I and Part II clearance rates for Ramsey County in 2014 was 34%

Part I Crimes increased by 1 in 2016

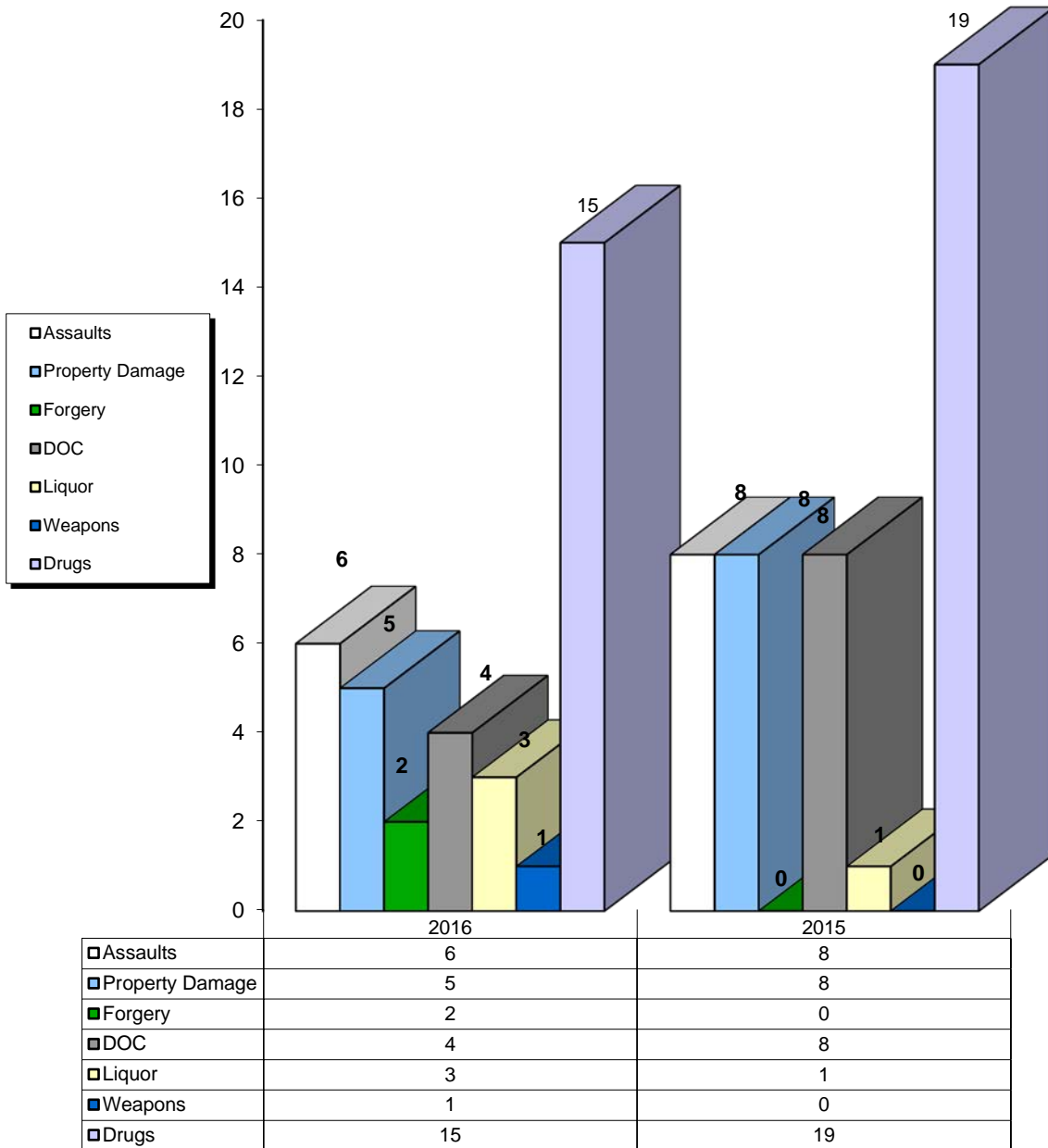
Part II Crimes decreased by 5 in 2016

### FALCON HEIGHTS PART I CRIMES



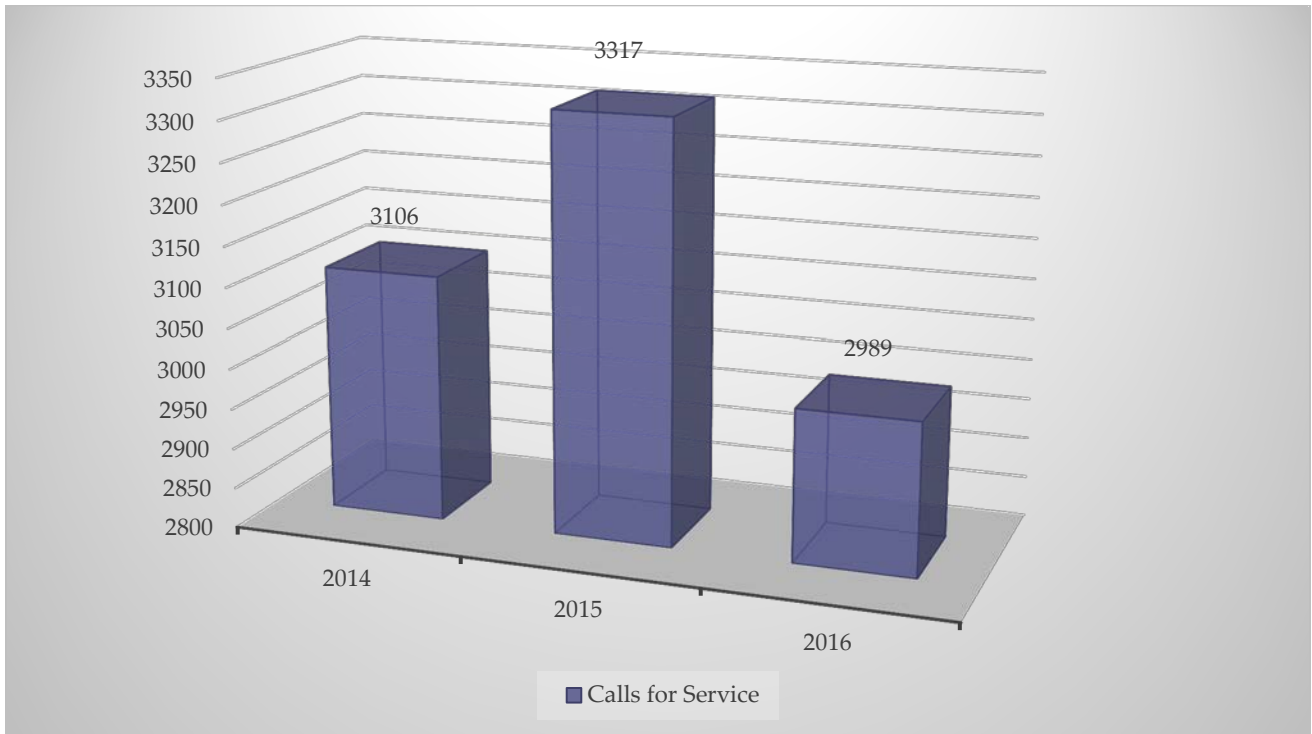


## FALCON HEIGHTS PART II CRIMES



## OTHER CALLS/INCIDENTS OF INTEREST IN 2016

**Total Calls for Police Service      2989**



Domestics	34	Underage Drinking Arrest	2
Disturbance Calls	31	Disorderly Conduct	32
Suspicious Person/Vehicle	128	Assist Other Agencies	33
DWI	23	Medical	254
False Alarms	72	Juvenile Runaway	3
Alarms – No Report	31	Juvenile Tobacco Use	1
Sale of Tobacco to Juvenile	1	Juvenile Curfew Violations	0
Permits to Purchase Gun	16		

## III. Patrol Review

### PREPARED BY SERGEANT MARK DOKKEN

It is an honor and privilege to provide a summary on the most visible aspect of the St. Anthony Police Department. The distinguished men and women of the patrol division are undoubtedly the “Face of the Department.” These folks answer emergency calls for service day and night, winter and summer, and holiday seasons in which most are spending quality time with loved ones. It is without hesitation that these individuals arrive to assist with calls ranging from mundane nuisance calls to violent crimes in progress. They are entrusted to respond to those crisis that encompass the very worst moments of the lives of our citizens. They do it willingly and often without regard to their own safety. They are called upon to perform deeds that few will ever understand, appreciate, or ever be able to perform themselves.

The St. Anthony Police Department’s Patrol Division has a rich tradition of being proactive in their daily patrols. As our vision statement reads, “Our department places an added emphasis on public service, public relations, juvenile relations, and crime prevention”. Our officers continue to meet this vision by being out and about and visible in the community. Getting to know the community members is essential in building trust and gaining support. Nobody knows the community more than the residents themselves. By gaining their support, we can work as one to problem solve and make neighborhoods safe for all.

2016 has been a challenging year for Law Enforcement both in St. Anthony and nationwide. Never has this profession been so scrutinized. With many, nationwide, wanting to paint a negative image of Police, the fine members of the patrol division have not lost sight of our ultimate goal of “Safety Through Service.” As is written on our squad cars, our motto simply suggests that we go the extra mile in achieving a goal of building a safe community. Whether it’s assisting children cross a busy road or keeping a civil disturbance peaceful and orderly, our patrol staff work tirelessly to promote a safe environment to live, work, and play.



Assisting our sworn staff is our Community Service Officer. CSO Ismail Turray joined the St. Anthony Police Department in 2015. He was recruited from our volunteer Reserve program and has been a welcome addition to the team. He is currently studying law enforcement and has aspirations of becoming a police officer. He is often called upon to assist the patrol staff with traffic control, prisoner transports, and animal complaints. His experiences within the department should prove to be invaluable as he continues with his journey.



2016 saw the retirements of Police Chief John Ohl, Captain Dominic Cotroneo, and Officer Jack Christman. All were integral members of the St. Anthony Police Department with around 90 years of combined experience. Their contributions to our communities will be deeply missed and we wish them all well in their future endeavors.

With the vacancies left after retirements, the Police Department was able to welcome three new members to the patrol staff in 2016.

Patrol Officer Dane Lazenberry had previously worked as a Police Reserve with the St. Anthony Police Department. While studying to be a Police Officer, Dane volunteered countless hours to the program. Shortly after graduation, Dane became a Minnesota State Trooper. After working the highways for nine months, he was made aware of an opening in St. Anthony. His dedication and loyalty to our communities made for an easy decision to return.



Patrol Officer Brandon Hess also previously worked as one of our Police Reserves. Many of us that have been around awhile remember seeing Brandon grow up around our department. His father, Shane, has been an Officer with us for 23 years and would often bring a young Brandon around. In addition to being a Reserve Officer, Brandon also worked for the Public Work Department as a seasonal parks employee.

Patrol Officer Trent Studer, like Dane and Brandon, made the transition from St. Anthony Police Reserve to St. Anthony Police Officer. Trent grew up in St. Anthony and attended St. Anthony High School. He is eager to serve his hometown and is committed to providing the same level of service to Falcon Heights and Lauderdale.



All three have successfully completed their field training and are out patrolling on their own. Please help in welcoming our newest members of St. Anthony's finest!

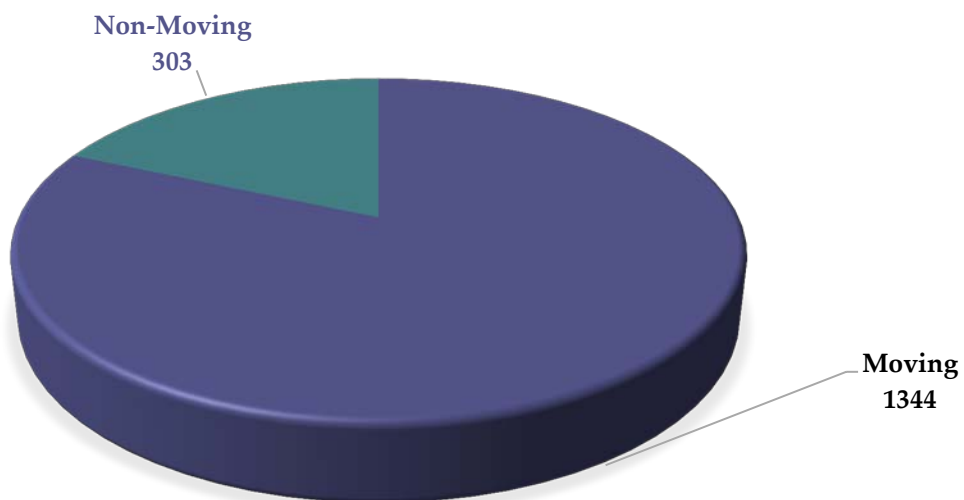


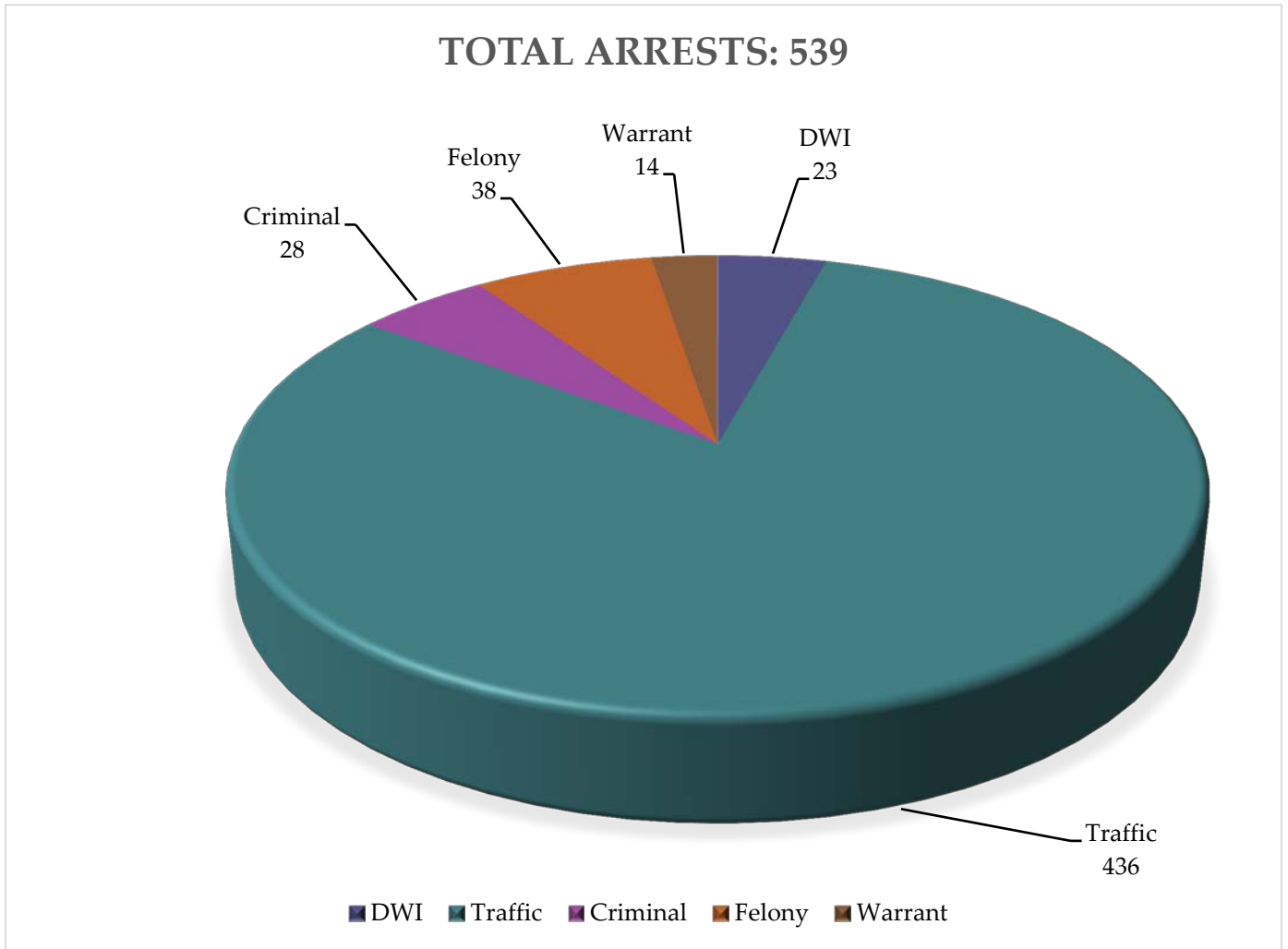
It is my pleasure to provide the following patrol statistics for 2016:

**2016 Falcon Heights Patrol Statistics**

Total Citations for Moving Violations	1344
Total Citations for Non-Moving Violations	303
Total Arrests	539
DWI Arrests	23
Traffic Arrests	436
Criminal Arrests	28
Felony Arrests	38
Warrant Arrests	14

**TOTAL CITATIONS ISSUED: 1657**





## IV. Investigation Review

### PREPARED BY CAPTAIN JEFF SPIESS

The investigative unit is a vital part of the St. Anthony Police Department and proudly serves the citizens of St. Anthony. Detective Tim Briski has been serving in his investigator position since 1999 and handles day-to-day investigative activities for the department. He is assisted by a police officer, serving as an investigator on a rotating basis. The rotating investigator position was created several years ago to provide greater investigative depth and as a learning and career enrichment opportunity for patrol officers. The Investigative unit is overseen by Captain Jeff Spiess.

While there are personnel assigned specifically to investigations, it is more accurate to say that all of our police officers are investigators. Due to the fact that the likelihood of case solvability reduces with time, our officers routinely do as much investigation into a case as feasibly possible before sending it to investigations to consider. Further, with a department of smaller size, such as the St. Anthony Police Department, a team approach is even more vital to solving crimes. It is this type of teamwork that has led to a high percentage of cleared cases.

Teamwork is not just intradepartmental, but includes work with other agencies as well. Our investigators routinely work with our city attorneys and county attorneys to build and present cases, and to provide courtroom testimony. They also work with the Hennepin County and Ramsey County Crime Lab units to process crime scenes and gather forensic evidence. There is also partnerships with the Minnesota Bureau of Criminal Apprehension for investigative assistance and the evaluation of evidence.

Our Investigators also work closely with Hennepin County and Ramsey County Social Services to evaluate reports of child abuse and neglect, cases of alleged mistreatment of vulnerable adults, and other instances where social services are necessary. While solving crimes and assisting victims is a major aspect of the Investigative unit, our investigators also assist in getting resources to individuals who require it, whether or not they are victims of crime.

While not all aspects of a successful team can be measured in numbers, it is an important aspect for evaluation. The St. Anthony Police Department prides itself in not only investigating felony level crimes, but tackling all crime, regardless of degree. A victim is a victim and we are honored to work hard on their behalf. The following are statistical clearance rates for crimes committed and investigated during 2016.



The 2016 statistics for the criminal investigations unit are as follows:

Total Criminal Cases:	192
Total Cases Cleared	101
Total Cases Cleared by Arrest	84
Total Cases Cleared by Other	17
CLEARANCE RATE:	53%

It is our goal to continually improve and evolve in the way we serve the citizens of Falcon Heights. We do this through training, technological advances, communication, and learning from the community. We look forward to another great year in 2017.

## V. Administration Review

### PREPARED BY KIM BRAZIL

2016 started with the announcement that our records management system, Law Enforcement Technology Group (LETG), had been sold to a competitor. LETG was sold to Zuecher Technologies located in Sioux Falls, South Dakota. Zuecher has its own law enforcement records management system and that software program is used by agencies in several states. Michael Zuecher, Senior VP of Zuecher, advised us that he is committed to the continued support of LETG. Although, with this sale, we are aware that LETG will not receive the needed advancements and improvements that will be required of our records management software. I am happy to say that Zuecher's support staff has worked hard with us on large data requests presented by our department over the last six months.

This year, staffing changes have been the most dramatic I can remember, in the many years I've been with the department. In March, Officer Christman retired. His retirement, lead to the hiring of a new patrol officer and the need to find another officer to take on the responsibility, or better termed "the challenge" of handing the evidence room. In April our department's Office Support Specialist, Vicky, retired. Our administrative office staff consists of two full time employees and one part-time employee. Losing a long term full time employee was a tremendous challenge. This was a very difficult position to fill, but were fortunate to hire a St. Anthony resident, Karen, who is quickly picking up on all the training and certification required for the position. In June, both Chief Ohl and Captain Cotroneo retired. This lead to major changes in the command staff of the department. Not only did we need to hire two more officers, but this lead to the promotions of Sergeant Mangseth to Chief and Sergeant Spiess to Captain. These promotions were quickly followed by the promotions of Officers Huddle and Dokken to the rank of Sergeant. With all these changes, there were the unseen challenges of interviewing, testing, as well as tedious background checks on all our new hires: Karen, Officer Lazenberry, Officer Hess, and Officer Studer. These background investigations also required a lot of work on the part of our administrative staff assisting the investigator in the processing of many release forms and requests for information.

In July, before our department could even begin to settle in with these changes, we became the focus of an officer involved shooting and gained national attention. Initially, immediately after this event, our office became inundated with never ending phone calls from angry people worldwide. Our office staff members couldn't even begin to keep up with the calls coming into the office. Eventually, these calls settled down, but it was immediately followed by large amounts of data requests. The amount of these requests again overwhelmed our support staff. Some of these requests were so large, they had to be processed with the help of the programmers at Zuecher Technologies. It would be easy to complain about many of the challenges faced, but I want to focus on the hard work our office support staff endured during this time. With a small, but very dedicated, office staff (one of whom only had a few months on the job), I am in awe of how well these phones calls were handled. Most of these calls were very angry, filled with profanity, and threatening. Each member of our office staff held strong, was professional, and kept taking one call after another. It sounds simple, but there is no way to express what the administrative staff endured. Each staff member worked through these calls and were back at their desk the next morning ready to face the challenge again. As support staff, it is easy to underestimate the job that we do. We see the situations and experience the situations right along with the officers. It affects us as an employee as well as it does personally.



Our entire department was blindsided by the unimaginable. Fortunately, our command staff managed to hold this department together. They all rose to the level of great leaders in a very short period of time. They were able to balance what needed to be done for the department and community while still caring about what each of our officers, and support staff, was experiencing. Every day since July 6th, has been a challenge for everyone on this department. Our department has been scrutinized professionally as well as personally. The most difficult part facing each of us is the fact that Officer Yanez is our co-worker, our friend, and someone each of us cares about. Every member of this department, despite their personal turmoil, continues to perform their duties with the excellence expected from them every single day.

We are very fortunate to be surrounded by a law enforcement community that immediately made their staff available for any assistance we needed. Initially, we needed a lot, and they were all there. Visibly, they were there assisting in patrolling our cities, but we also received help in processing some of the data requests.



Thankfully, after a few days, the vocal hate and anger toned down. At this time, members of the community began expressing their appreciation to our officers and support staff. The outpouring of support we received helped us meet challenges with strength and courage.

As the year progresses, we look forward to working with the Department of Justice. They are here to guide us in any changes we may implement in the future to become an even better department. We pride our department on excellence in service and are confident in the outcome of this review.

## VI. Police Education Summary

### PREPARED BY LT. JEFF SCHOLL

TRAINING SUMMARY DOES NOT INCLUDE NON-POST SWAT, CSO, RESERVES, AND OFFICE STAFF TRAINING

The police department consists of 23 Minnesota POST Board Licensed Police Officers. Each member of the department took part in a minimum of 1523 hours of training in 2016. On average this is over 66 hours of training per Officer. Your 23 member department is in compliance with the Peace Officer Standard and Training (POST) Board mandates.

In January:

- Active Shooter training with Hennepin County Medical Center and the St Anthony Fire Department happened.
- Due to the fact that traffic stops are one of the most common, and dangerous, actions performed by police officers, officers took part in traffic tactics and techniques. The training covered fundamentals, communication, unique vehicles, night time approach, search and frisk, and case law.
- Another Officer started the long certification process of becoming a Use-of-Force Instructor.

In February:

- An officer became an Evidence Specialist. He was taught methods of managing property and evidence.
- Our investigators learned more on digital evidence. Investigators learned how to identify and collect evidence involving computers and the internet in the investigation of missing or abducted children. Current trends were looked at that contribute to the current problems with human trafficking. Initial scene response, legal implications, and case management were all part of this vital training.
- A leadership conference was attended.



- Officers have had experience with “sovereign citizens” contacts. We received additional awareness training of this disturbing group.

In March:

- An Officer became certified in alcohol breath testing (DMT-G).
- Training was received in search warrants.
- Supervisor “Impact and Influence” continuing management training was received.

In April:

- Officers received Awareness Training on Adult protection and neglect.
- Death investigation schooling was received.
- A safety and loss course was attended.
- Special Operations were improved.
- Officers took part in Emergency Vehicle Operation and were pursuit trained.

In May:

- All Officers took on a POST certified shoot.
- All Officers received Use-of-Force training. The training was heavily scenario based.
- “Level One Leadership” and “Stress and Burnout”, a small part of the continuing management courses were attended.
- Several took training on “Role of the Supervisor.”
- All officers received De-Escalation Training.

In June:

- Sergeants were tested in the demanding Chief Law Enforcement Officer and Command course.
- All Officers took on a Balance and Accuracy POST certified shoot.
- Financial Crime Investigation training was received.
- Interviewing and interrogation techniques were improved.

In July:

- Occupant and Protection and Usage Enforcement Training occurred.
- Vital scheduled training was cancelled due to patrol needs.

In August:

- Occupant Protection and Usage Enforcement Training took place.
- Certification in Standardized Field Sobriety Testing took place.
- We completed a qualifying outdoor, long-gun, shoot.
- Emergency Vehicle Operation and Control was received.

In September:

- A Body camera, privacy law, and record keeping class was attended. We are all aware that a good body-worn camera policy can protect privacy, increase transparency and accountability, improve community police relations, and bolster public safety. It can also be used for an educational tool for county attorneys.

In October:

- Low Light POST Shoot was conducted.
- We all received Bias Awareness training through the Racial Equity of Minnesota Network. It was a good review to our 2009 and 2014 training. Our Bias training throughout the years had been taught by in-person instructors. A positive question and answer learning experiences, where a web based review can't provide, occurred.
- Five Officers took part in mental health training. Officers learned signs of someone having a mental or emotional crisis. This was hands on training with role playing and simulations. With a large percentage of patrol dispatched calls going towards people with mental health, substance abuse, and withdrawal concerns, this training was a good review from past training.
- An investigator took in training of Missing Persons.
- Some of your Officers received Emergency Vehicle Operation training.

In November:

- OSHA training covering Blood Borne Pathogens and Hazard Materials.
- Officers received excellent, certified, Emergency Medical Responder training from the St Anthony Fire Instructors Fuller and Jaros. Oversight is provided by Hennepin County Medical Center. We conduct such training yearly, with this year focusing on patient assessment testing and CPR protocols. In the field, as first responders, your department receives strong reviews from EMS services (HCMC Ambulance and St. Paul Ambulance). St. Paul Ambulance is still glad to see a police response to medical emergencies. A first responder assistance they do not have in St. Paul.

- Officers received training through Hennepin County Medical Center, in Autism. It was a very good review. The next day, Officer Moore put calming techniques into practice as he confronted an Autistic male, high school student, out-of-control, causing fear on a bus.
- Officers received breath test operator recertification.
- Predatory Offender training was received.
- Field Force training was reviewed.

In December:

- Adverse Weather POST Shoot.
- Officers attended a Crime Scene Investigation class.
- Officers received Emergency Vehicle Operation certification.

Above is a summary of your police department's training in 2016. Even though some of our training had to be cancelled, we did accumulate near average hours of training compared to previous years.



## VII. Hiring Review

The St. Anthony Police Department has a history of hiring police officers through both internal and external hiring processes. The external process consists of a job announcement and proceedings that are open to all qualified individuals, regardless of any volunteer or employment history with the St. Anthony Police Department. The internal process allows for current (and in some instances, past) St. Anthony Police Reserve Officers or Community Service Officers to test for open police officer positions prior to the process being opened to external candidates. In the event that an internal candidate(s) meets the requirements for hiring as a police officer, the external process is forgone.

The following outlines police officer hires since 2011, to include the names of the candidates, the process under which they were hired, and their ethnicity. The officers are described as either “White” or “Nonwhite.” The demographic make ups of the combined populations for the cities of St. Anthony, Falcon Heights, and Lauderdale, as determined by the US Census Bureau, is discussed for comparative purposes.

Name	Hiring Process Type	Ethnicity
Lucas Power	External	Nonwhite (Asian)
Kiel Rushton	Internal	Nonwhite (Asian)
Jeronimo Yanez	External	Nonwhite (Hispanic)
Joseph Kauser	External	White
Andrew Kukowski	Internal	White
Dane Lazenberry	Internal	Nonwhite (African American)
Brandon Hess	Internal	White
Trent Studer	Internal	White

- Per the 2010 US Census, the total combined populations of St. Anthony, Falcon Heights, and Lauderdale is 15,296, with 12,731 (80%) being white and 3,195 (20%) being nonwhite.
- Since 2011, 8 officers were hired. Of those hired, 50% are nonwhite.
- Since 2011, 5 officers were hired via the internal hiring process. Of those officers, 40% are nonwhite.
- Since 2011, the St. Anthony Police Department has hired nonwhite police officers at 2.5 times the rate of the nonwhite representation in the combined populations of St. Anthony, Falcon Heights, and Lauderdale.
- Since 2011, via the internal hiring process, the St. Anthony Police Department has hired nonwhite police officers at twice the rate of the nonwhite representation in the combined populations of St. Anthony, Falcon Heights, and Lauderdale.

The St. Anthony Police Department has been, and remains, committed to hiring diverse, highly qualified police officers. We value the rich diversity of the members of our department and look forward to more opportunities to better serve our communities.

## VIII. Police Reserve Summary

### PREPARED BY OFFICER TRESSA SUNDE

This year started out like all others in the reserve unit: patrolling the neighborhoods and parks, handling animal complaints and parking issues, assisting officers with various tasks, helping during snow and rain events, and being present at numerous events and public gatherings. Our reserve officers prove time and again their value to the department and the community.



This year I asked some of our reserve officers to explain, in their own words, why they like being a part of the St. Anthony Reserve Officer team. I thought it was particularly important to highlight the many different reasons why people choose to volunteer their time with us and to provide insight beyond simply a uniform and a squad car. I know our volunteers to be family and friend oriented, involved in their community, as well as ours, and to display a deep dedication to our officers and the residents of St. Anthony, Lauderdale, and Falcon Heights.

Comments from our Reserve Officers:

#### Emily:

“I absolutely loved reserving in St. Anthony. There is no doubt in my mind that SAPD is a fantastic department, and I feel lucky to have had the chance to learn from every officer there. Reserving at SAPD not only helped me to be more marketable during my hiring process as a police officer, but the skills I learned have helped me in my training and given me more confidence as a new officer.”

#### George:

“The SAPD Reserve Program has been an important part in preparing me for a career in law enforcement. Over the past months, I had the chance to assist with transport, traffic control, and helping at community events, such as Villagesfest, the St. Charles marathon, the Minnesota State Fair, etc. All of these duties have prepared me to work self-sufficiently, respond to radio calls effectively, and gain great experience in police work. Most importantly, the SAPD Reserve Program has allowed me to serve the City of St. Anthony, while developing useful law enforcement skills that will aid me in practicing good policing.”

#### Alicia:

“I appreciate the opportunity that SAPD has given me to be a part of their team. I have been afforded an opportunity to see the department behind the scenes. As a reserve, I have learned many skills not taught in college. The interactions with officers and citizens alike are not a part of the degree program. Communications are key and not something that can be shown in a college setting. Our presence in the community in a positive light is something of significance in these times and I welcome being a part of it. Every shift I work for SAPD, I go home feeling like I helped someone out, even in a small way. This program has given me the chance to be a better role model for my children.”

John:

“One night while patrolling in Lauderdale, we happened to encounter the on-duty officer. We did that driver-to-driver conversation you see cops do. We discussed what was going on and what we should look for. I thought of how the city was asleep, feeling safe because there were people willing to stay awake and be on guard and, that in a small way as a reserve, I was part of that. That was a very good feeling.”

I am so very proud when our reserve officers follow their dreams to become a police officer and are hired with a police agency. This year we had 5 of our reserve officers hired as full time officers!

First, Dane Lazenberry, who was a reserve officer that volunteered hundreds of hours during his tenure, was hired by the Minnesota State Patrol in January of 2015. The following year, when he heard that the St. Anthony Police Department was hiring, he leaped at the chance to return and did so in January of 2016.

Second, Brandon Hess, who grew up around the St. Anthony Police Department, as his father has been a St. Anthony police officer for 23 years. Brandon also worked part-time for the public works department while attending college, and we couldn't be happier that he chose to begin his law enforcement career with us.

Emily Schroeder had always dreamed of becoming a police officer in the City of Minneapolis and realized this dream in 2016. Emily has kept in touch and credits her time as a reserve officer with St. Anthony as invaluable in successfully being hired and beginning her dream job.

Trent Studer grew up in St. Anthony and also served as a reserve officer for our department. In 2016, he was hired as a full-time officer with us and is proud to give back to the community that he loves.

Last, but not least, was Amro Abdalla. Amro was hired with the Metro Transit Police Department as a full-time police officer and is the first Egyptian police officer to be hired in the State of Minnesota. We truly enjoyed having Amro here and are excited to see him realizing his dream.

This past year saw the hiring of a couple of new reserve officers. In May, we hired Alicia Johnson. Alicia is attending school to become a police officer and also is the mother of two small children. She is devoted to her schooling and balancing the duties of being a mother and volunteering her time with us. In June, we hired Nick Traffie. Nick is a Community Service Officer with the Blaine Police Department and wanted to expand himself to volunteer in St. Anthony. Nick is also attending school to become a police officer and has done an incredible job of managing his time.



The basic guidelines for our reserve officers is to volunteer a minimum of 150 hours per year. This year, however, was a far different year. Not only has it been difficult for our police officers, it was a difficult year for our reserve officers as well.

During the summer when our reserves would typically have been out on patrol, we felt the need to take them off the street for safety purposes. While they understood, I heard from many that they wanted to be out and about with "their" officers, helping where they could. For this reason, the hours volunteered by the reserve unit were much less than it has been in previous years. That being the case, the following hours are much appreciated and a strong indicator of the dedication of each of our volunteers.

**Event: 53 hours**  
**Training: 81 hours**  
**Patrol: 1721 hours**  
**State Fair: 220 hours**  
**Villagefest: 31 hours**  
**Miscellaneous: 312 hours**  
**Total hours: 2220**



It is also important to recognize Reserve Officers Nick Hoffman and Steve Panning for the incredible amount of time they devoted to the department in 2016. Both were awarded the Eagle Award for volunteering 314 hours and 500 hours, respectively.

As I have said in the past, and will say every year, I am so proud of the reserve officers we have volunteering for us. They help the officer on the street, the residents in the community, and the communities as a whole to ensure St. Anthony, Lauderdale, and Falcon Heights are the best communities they can be. We look forward to another great year in 2017!

## IX. East Metro SWAT Summary

### PREPARED BY OFFICER ELLIOT ERDMAN

East Metro SWAT is a multi-agency tactical team comprised of five police departments: Roseville, the University of Minnesota, North St. Paul, Metro Transit, and St. Anthony. The team operates under a joint powers agreement, which is governed by a panel of police chiefs from each agency. This partnership provides access to further capabilities and networks at a reduced cost.



There are currently four St. Anthony Police Officers assigned to the multi-jurisdictional SWAT team; three as tactical operators and one negotiator. These duties are in addition to the officer's primary work as patrol officers. The equipment and tactics used by the SWAT team **result in the resolution** of high risk situations in the safest possible manner. SWAT negotiators are an integral component of this success. Negotiators receive specialized training in emotionally disturbed persons, people in crisis, critical incidents, and volatile hostage situations.

Each team member logged approximately 160 hours of training time in 2016. Our training focuses on all aspects of SWAT operations, including but not limited to: hostage negotiations, barricaded suspects, planning, and warrant service. During our training, we have continued to build partnerships and collaborate with other area SWAT teams. These relationships allow our team to stay proficient on the most current training and challenges facing our communities. Our collective commitment to teamwork makes not only our communities safer, but also strengthens other municipalities as well.



A key partnership with Ramsey County has provided us access to the Ramsey County Incident Command Vehicle at no cost. This state-of-the-art mobile command center assists with logistical support, communications, and negotiator operations during critical incidents.



Operationally, the team was activated very few times in 2016. However, the team has maintained its commitment and standards to high quality training and operational capability. Monthly trainings are conducted in various environments and all weather conditions. In 2016, the team procured two additional, less-lethal options to enhance our ability to take dangerous suspects into custody. This equipment was purchased with team funding from all of the agencies that serve under East Metro SWAT.

East Metro SWAT was once again given the opportunity to participate in the kids Summer Survival Program in 2016. This refreshing interaction gives officers the opportunity to interact with the community on a positive level, teaching kids safety skills and what their local public service teams do for the community. This event included a tour of the SWAT BearCat vehicle; an armored rescue vehicle that protects officers and citizens during high risk or violent incidents.



Maintaining high standards and levels of training remain a priority for the team and St. Anthony Police Department in 2017. The collaboration and shared resources of the agencies invested in East Metro SWAT will continue to bring increased capability and assets to our community, in a way that provides greater value at a lower cost.



## X. Community Engagement Summary

### PREPARED BY SERGEANT MIKE HUDDLE

The Community Engagement Unit fulfills several functions for the St. Anthony Police Department and within the community of Falcon Heights. While patrol activities can often be proactive, much of police work is reactive in nature. Officers respond to incidents and crimes after they have occurred. As the name states, the Community Engagement Unit's mission is to prevent crime before it ever has a chance to occur. We do this with a strategy of being proactive in the community. The unit offers programs, seminars, and hosts events for citizens living or working within the community. One of the goals of these offerings is to educate citizens on how to protect themselves from criminal activity. Some of these topics include addressing physical safety, protection from scams, youth/child safety, senior safety, and bicycle safety. We strive to create a safe and more secure community by engaging citizens in neighborhood functions, such as MN Night to Unite, Coffee with a Cop events, and the Summer Survival School youth program every year.

All of your Police Officers within the Department participate in dedicated community engagement and crime prevention efforts, activities and programs; however, the members of this unit are assigned additional details and given additional responsibilities and training to meet the mission goals of this unit. The unit is comprised of four officers. Officer Dale Moore, a longtime member of the unit, stepped down from his crime prevention position to take on other roles and duties within the department. He carries with him into his usual patrol, and new assignments, a vast base of knowledge and experience from his work within the Community Engagement Unit. Officer Dane Lazenberry will join the unit early in 2017 to fill this open position.



All officers assigned to the unit have completed a 40 hour Crime Prevention Practitioners Course offered by the Minnesota Bureau of Criminal Apprehension. Officer Tressa Sunde is also certified in Crime Prevention through Environmental Design (CEPTED). This certification is obtained after successfully completing a comprehensive and rigorous program and exam.

The following is a sampling of activities we have been involved in throughout 2016, in cooperation with our community partners. Please keep in mind that these are highlights, and not a complete or exhaustive list.

**February:** Officers recorded several hours patrolling and monitoring school bus stops to ensure safety and deter crosswalk and school bus stop arm violations.



**March:** It was March madness in the Village for the annual Cops versus Kids basketball games. Chief John Ohl and Sgt Jon Mangseth led teams of SAPD Officers who volunteered their time to take on 4<sup>th</sup> – 7<sup>th</sup> grade girls and boy’s teams in 15 minute basketball games that took place at the St. Anthony Village High School gym. Seven teams were involved, including one all

girls team from Falcon Heights. It was Chief Ohl and Captain Cotroneo’s final attempt to capture some fading chance at glory in basketball victory before their impending retirements in the summer of 2016. The students made sure to hand the cops a dose of tough love again this year and sent the chief and captain into retirement with a losing record. Our officers always look forward to this event. Students, families and Officers enjoyed the evening and had a lot of fun.

Officer Rushton entered the St. Anthony Cub Scout Annual Pinewood Derby at Faith United Methodist Church. Officer Rushton bought a kit and built a “replica” of an SAPD Ford Police Interceptor SUV. Officer Rushton’s car placed 5<sup>th</sup> overall at the event.



**April:** Several officers presented on numerous law enforcement topics to students in a St. Anthony Village High School CSI class. Topics included lawful use of force, drugs and DWI, and a tour of the police department.

Officer Lazenberry met with a local Cub Scout Troop at Falcon Heights City Hall where he gave a presentation on squad cars and police equipment.

Officer Yanez gave a tour of his patrol car to an interested child at Curtiss Field.

Officer Huddle stopped out at a community sale event at Falcon Heights Elementary School and spoke with staff and volunteers. An SAPD Reserve Unit was assigned to the event.

**May:** May 4, 2016 was “Safe Routes to School” Day. Seven SAPD personnel, including former Chief Ohl and current Chief Mangseth participated and facilitated the safe passage of hundreds of students and staff from a nearby lot in Roseville to Falcon Heights Elementary School. The event was attended by the Lieutenant Governor and Minnesota Vikings personnel.



June: Summer Survival School was held on June 22nd and 23rd at the Central Park Pavilion and co hosted by the St. Anthony Fire Department. Summer survival school consists of two days full of action packed presentation and demonstrations to help the 48 incoming 4th graders from St. Anthony, Falcon Heights and Lauderdale be prepared for the summer. Children were instructed by volunteers from many different agencies throughout the metro area. Hennepin County Dispatch taught the children about 911 use, Officer Schlingman taught the kids about dangerous drugs, Sgt.

Dokken instructed firearms awareness. Other instruction included a meteorologist from the US Forest services, a physical fitness instructor from Fitness Crossroad, MN Poison Control spoke about the dangers of household chemicals , Hennepin County Water Patrol showed off one of their boats and spoke with kids about water safety. Roseville K-9 Officer Jennings and her Partner Sieger talked to the kids about dangerous dogs and put on a demonstration of Sieger’s capabilities. That was just the first day!

Day 2 included the kids getting fitted for their own bike helmets donated by the St. Anthony Kiwanis, Officer South spoke to the kids about bike safety followed by an off street course with stop signs and intersections for practice of proper bike safety, a visit to the St. Anthony Fire Department with tours of Fire Trucks, paramedics from HCMC showed off their ambulance, the children were then taught how to use fire extinguishers, first aid and



CPR. Members of the St. Anthony Fire Department showed the kids how they dismantled a car with the Jaws of Life on a vehicle donated by Freeway Towing. All attendees received lunch donated by Culvers of St. Anthony and Broadway Pizza of St. Anthony. Group leaders and registration were provided by St. Anthony Community Services.

Officers Mosby and Schlingman spoke with a group of Falcon Heights Parks and Recreation volunteers about use of 911 and other public safety topics and resources.

**July:** Officer Rushton took part in the annual Falcon Heights 4<sup>th</sup> of July parade.

Throughout the summer of 2016 Officers spotted kids riding bicycles while wearing protective bike equipment such as helmets. The kids were stopped and rewarded with a coupon for a free ice cream cone from the local Dairy Queen.



**August:** Officers were invited to and attended 8 Falcon Heights neighborhood block party events during MN Night to Unite this year. MN Night to Unite is a highlight of our year for the Community Engagement Unit. We would like to thank Cub Foods for the donation of a one gallon pail of ice cream to each of the neighborhood block parties.

**October:** Officer Studer took part in the Falcon Heights Community Park Fall Festival where he handed out stickers to children and displayed the squad car.

Officers Johnson and Moore attended the Falcon Heights Fire Department open house and chili cook off. Police gear and squad equipment was displayed to Falcon Heights residents.



Chief Mangseth and Officer South attended the 34th Annual Minnesota Law Enforcement Memorial Ecumenical Service at Word of Peace Church in Rogers, MN.

**November:** Sergeant Huddle hosted a Coffee with a Cop gathering at the Falcon Heights Town Square apartment complex. Our Coffee with a Cop program focuses on getting officers into apartment complexes to meet with residents to discuss matters unique to their apartment neighborhoods. It allows the police department to develop deeper relationships with our apartment residents and address any concerns and develop a stronger sense of community with them. Our thanks go out to Caribou Coffee and Cub Foods for donations of coffee and snacks for this event.





In addition to the activities detailed above, officers logged numerous hours providing extra patrol in school zones, at school bus stops, enforcing crosswalk violations, and through residential and commercial areas. It is difficult to quantify the impact of these patrols, as they often result in deterring suspicious and potentially criminal activity, and thus generate no statistical data. However, our officers understand the importance of their presence in these areas and know the value this activity has in preventing crime. We also have a philosophy of being responsive to the needs, requests, and concerns of our residents and visitors. When issues or problems are identified by members of our community, we take these matters very seriously and make concentrated efforts to respond to them and resolve them swiftly and effectively.

During the school year, the St. Anthony Police Department delivers the D.A.R.E. program curriculum to elementary school and middle school students in St. Anthony. Our D.A.R.E. Officer provides services as a school resource Officer in these schools, as well.

Volunteers with the SAPD Reserve Unit conduct neighborhood patrols, house checks for residents who are on vacation, park patrols, business checks, and support patrol functions all year round. They provide security, assist with traffic control, pedestrian safety and special events such as Village Fest, and parades. Volunteers with this unit routinely give around 400 hours of their own time individually each year to provide services to St. Anthony, Lauderdale, and Falcon Heights. Some are students looking to begin careers in law enforcement; some are residents interested in giving something back. All care deeply for our communities.

Our department has a history of providing a community oriented approach to policing. Our officers are expected to have respect for the community. We have often received feedback from residents and visitors that comment on how our officers are approachable, friendly, and “down to earth”. These are highly prized qualities that are encouraged and developed within our officers, command staff, support staff and volunteers. Our officers know and have respect for the impact that they have on the community, and vice versa. As a department that strives to deliver professional, effective, flexible and compassionate law enforcement services, we know that we must work in harmony with all stake holders in our community. Our determination to improve ourselves, offer better programs and

services, listen and be responsive, seek out partnerships, and create positive interactions is unflinching. The opportunities to participate in the activities, like those highlighted in this report, is what truly motivates us.

Finally, I would like to express the deep gratitude of the St. Anthony Police Department for the continued and unwavering support from our local businesses, civic groups, neighborhood organizations, city council, and most of all, our residents. Without the relationships and partnerships we have, and will continue to develop and strengthen, we could not have success.



## XI. “In the Mailbox”

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*Just a short note to let you know my thoughts & prayers are with the St. Anthony Police Department. With all the upsets with the world these days, we need the police departments more than ever.*

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The cities of St. Anthony, Lauderdale, and Falcon Heights are blessed to have such remarkable people working on their behalf.

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*Thank you for ALL that you do for our community! Day after day you put your lives on the line to protect and serve our community and we cannot thank you enough!*

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My appreciation of SAPD and my love for the Village is 30 years old. You have my word that I will approach whatever lies ahead with goodwill.

*I would like to commend the young officers who answered my non-emergency call for help.... They soon arrived were sympathetic, not judgmental. We are thankful for these officer and are proud of their professional service.*

We support all you do to protect us with your loyal service and constant vigilance to do you jobs. Your jobs are the most difficult in today atmosphere. Know that I pray every day for your safety on and off the job.



## XII. 2016 Accomplishments

- Completed succession planning and implemented new chief, new captain, promoted two new Sergeants, hired three new police officers and hired a new office support specialist.
- Implemented new officer mentoring program.
- Reviewed officer areas of responsibility and identified an officer to take over duties as the department evidence room technician. Identified a new community engagement officer.
- Implemented eCharging of felony cases in Ramsey County.
- New DWI e-search warrant in both Hennepin and Ramsey Counties
- New data collection process for in house RMS
- New Community Engagement supervisor (Sgt. Huddle).
- Made progressive changes to the way in which we collect data (RMS).
- One officer earned the BCA Supervision and Management certificate (completion of seven required courses).
- Two sergeants attended the CLEO and Command Academy. Certifications received.
- Entire department completed anti-bias training.
- Established an internal body worn camera study group, made up of police officers, to research and assess available and viable camera system technology appropriate for patrol deployment.

## XIII. 2017 Work Plan

- Work on direction of department mission and vision. Maximize community engagement to include department branding and retooling/expanding crime prevention strategies. Focus on youth engagement opportunities.
- BWC selection, adoption and implementation.
- Organize and update the department policy and procedure manual.
- Implement department Facebook/social media page. Develop and implement coinciding department policy.
- Explore and implement training that emphasizes dealing with mental health concerns, de-escalation and community relations.
- Professional development of new supervisors.
- Meet the expanding training needs of patrol staff. (Legislative mandates/P.O.S.T. requirements).
- With the potential retirement of a Lieutenant (09/2017), potentially promote a supervisor and promote a new Sergeant.
- Hire, equip and train a new police officer.
- Manage the selection of police officers to new positions of responsibility and accountability within the department. (Firearm's, Use of Force, Community Engagement...)
- Effectively handle personnel changes with the SWAT team.
- Hire 6 new reserve officers to bring us up to authorized strength of 16.
- Identify 1 new Firearms Instructor (Erdman)
- Identify 1 new SWAT Operator (Lazenberry)
- 2 officers complete SFST's certification (B. Hess & Studer)
- Work closely with the Department of Justice in regard to Collaborative Reform Initiative-Technical Assistance.
- 2017: Internship for George Oyoo (Reserve Officer).
- Establish/maintain the Inclusion Committee Charter with the City of St. Anthony and all departments.
- Train and certify two new field training officers (South and Schlingman).
- Train and certify one officer as a background investigator for future hires.
- Participate in the National Highway Safety Administration study to improve traffic safety, education, and recent trends.

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

**MINUTES**  
March 22, 2017 at 7:00 P.M.

A. CALL TO ORDER:

B. ROLL CALL: LINDSTROM   X   HARRIS   X   BROWN THUNDER   X    
FISCHER   X   GUSTAFSON   X  

STAFF PRESENT: THONGVANH   X    
FREIHAMMER   X  

C. PRESENTATIONS:

1. Como Park Falcon Heights Living-At-Home Block Nurse Program  
Jody McCardle, Executive Director of the Block Nurse Program presented on the services they provide. They have over 60 volunteers that they work with on a regular basis. They help low-income seniors who cannot afford assistance. They would like to partner with the City of Falcon Heights to work on some of the goals from a Request for Proposal (RFP) for a grant specializing in Dementia. They would be more effective if they hire an individual specialized in social work that could partner with Fire Departments and emergency responders to provide the best care to people with Dementia and their families. In order to proceed with partnering on an RFP, they would need a letter of memorandum of understanding from the city. If the city may be interested, she would write the grant and the city would approve the submission of the grant or make any necessary changes.

The Block Nurse Program would be the fiscal agent. The commitment from the city would be helping with communication and advertising. They did 1,000 hours of volunteer service in Falcon Heights in the last year. They also partner with the veterans administration and home health agencies. Budget impacts are happening so quickly, but they are looking to help offset some of that with this grant and getting more recognition to recruit more volunteers.

D. APPROVAL OF MINUTES:

1. March 8, 2017 City Council Meeting Minutes Approved

E. PUBLIC HEARINGS:

F. CONSENT AGENDA:

1. General Disbursements through: 3/16/17 \$79,721.71  
Payroll through: 3/15/17 \$18,697.56
2. MN Association of Volunteer Administration "Building Inclusive Civic Community Engagement" Grant Application
3. Appointment of Katie Kohn to the Community Engagement Commission
4. Appointment of Stacey Tidball to the Community Engagement Commission

5. Increase for Administrative Coordinator Katie Thrasher

Council Member Harris Moved, Approved 5-0

G: POLICY ITEMS:

1. Letter to MnDOT

Added to the Council agenda: Council Member Harris Moved, Approved 5-0

A letter has been created to express disappointment in the complete lack of citizen engagement. Only at the city's request, a representative came to present to the City Council and host a public open house. If MnDOT had engaged earlier, they would have heard about the importance the city places on being a pedestrian-friendly city. The city requests that the project be delayed for further input.

Council Member Harris suggests that the letter be delivered in person or sent directly to the person(s) that needs to review it.

Council Member Gustafson suggests to submit to local media outlets as well.

Council Member Fischer suggests to request a complete streets review with special attention to non-motorized users and have the city be a part of the review.

Beverly Larkin- 1725 St. Mary's St:

She and her husband have several objections to the MnDOT plan. They would like the Council to encourage our official to delay construction and hold at least one community engagement meeting. She believes the plan will hinder the sense of community in Falcon Heights and have negative long-term effects. It will be more difficult to exit their neighborhood as well, and in her opinion, utilizing the frontage road to Roselawn is a less safe alternative. She'd like to add to the draft that it's not only affecting pedestrian safety, but vehicular safety.

Jim Bykowski- 1745 St. Mary's St:

He believes these changes are going to have a negative impact on the businesses at Snelling and Larpeur. There will be increased traffic on the service drives and there are no sidewalks at these locations. There will be a backup on the service drive at Roselawn and a very short time to get to that light to cross. With regard to the open house, the information was not clear or clearly presented.

Walt McCoy- 1746 St. Mary's St:

He believes the best answer is to put a traffic light at Snelling and Garden so the road is not closed.

Kris Grangaard- 1777 Simpson St:

She would add to the letter to say that it should specifically be delayed until next year. She agrees that sending it to our state representatives is a good idea.

Council Member Fischer Moved, Approved 5-0

2. Accept Bid for 2017 Pavement Management Project

City Engineer Freihammer presented that we had six qualified bidders for this project. The low bid price with alternate one was \$1,414,816.39. That estimate overall was 18.4% lower than the engineers estimate. St. Paul's Water portion of that cost is \$582,130 and

the city's portion of that 1,230,685.71. The overall rate that would be assessed would remain the same as the proposed assessment rate.

Assessments remain the same because some things have been adjusted and added since the feasibility report. The storm sewer drainage was one thing that was identified after the feasibility report. The water main and pathway costs are slightly higher too.

Council Member Gustafson Moved, Approved 5-0

3. Agreement with American Engineering and Testing for 2017 Pavement Management Project

City Engineer Freihammer stated, as part of the project the city is using MnDOT state aid funds. The city is required to do a minimum baseline testing. To perform this, he recommends hiring a consultant, American Engineering and Testing, who has been used in the past. We received a quote of \$16,400. Of that about \$6,000 will be the cost of St. Paul Water. This has been applied in previous pavement management projects.

Council Member Harris Moved, Approved 5-0

H. INFORMATION/ANNOUNCEMENTS:

1. Weekly Police Reports – Can Now Be Found At:

[http://www.falconheights.org/index.asp?SEC=75B3E8BB-785B-4048-B543-995BAE0716A5&Type=B\\_BASIC](http://www.falconheights.org/index.asp?SEC=75B3E8BB-785B-4048-B543-995BAE0716A5&Type=B_BASIC)

City Administrator Thongvanh:

The Police Reports will be included on the website for people to access. He does not know when this had stopped being the city's practice, but he will now be doing this every week.

Council Member Fischer:

- His experience with MnDOT is that they are very responsive. There is a spot on their website to submit comments, and the more they hear, the more seriously they will take it.
- The Community Engagement Commission is looking to put together a spring together event in May, so look forward to more details on that. The Parks and Recreation Commission is planning to be a part of that event as well.

Council Member Harris:

The Planning Commission did not meet this month.

Council Member Brown Thunder:

NYFS is having their Leadership Luncheon on May 3 at Midland Hills Country Club from 11:30-1pm. To sign up go to [www.nyfs.org](http://www.nyfs.org).

Council Member Gustafson:

- The Parks and Recreation Commission will be meeting in April.
- The Inclusion and Policing Task Force has held two meetings since the last Council Meeting. On March 14, the Task Force began the process of condensing information, research, and community input into draft statements for recommendations for policing policies for procedures and resources. On March 21, they continued the process to refine those draft statements. This draft statement will be available for the public to review at the next Community Conversation on Monday, April 3 at Falcon Heights United Church

from 6:30-8:30pm. The focus of Community Conversation three will be for participants to provide feedback on the draft recommendations. The feedback at that conversation will help the Task Force shape recommendations that accurately reflect community values. The April meetings of the Task Force will be focused on finalizing the recommendations. The Task Force has scheduled an additional meeting on Thursday, March 30 to bring in a panel of experts from various fields to review and provide feedback on those draft recommendations as well. Finalized recommendations will be presented to the Council in May. On Monday, May 1, there will be a fourth Community Conversation at Falcon Heights United Church. Participants will provide feedback on the Task Force recommendations on how to best be an inclusive and welcoming community. He also wants to thank everyone who has helped participate in the process. Our goal is to continue to operationalize our values to be an inclusive and welcoming environment for residents and guests and reflect those in our policing values, policies, and procedures. This is a journey, not a destination.

City Administrator Thongvanh:

- Weather permitted, there will be street sweeping next week. The Council approved purchasing the street sweeper from our joint agreement with Little Canada.
- Auditors were at the city this week, and it went smoothly. Additionally, the Police Chief will be doing his annual report to the Council on Wednesday, April 12<sup>th</sup>.

Mayor Lindstrom:

- He has been participating in the Task Force meetings and the Environment Commission meetings.
- The Environment Commission is planning an event on how to make our homes more energy efficient, and the event date is to be determined. They will be bringing in a representative from the Citizen Utility Board. They will explain utility bills.
- In April, he has been invited to speak with the Regional Council of Mayors and represent the city on climate change and sustainability efforts at the local level.

I. COMMUNITY FORUM:

Farook Meah- 1597 Hollywood Ct:

He was at the Council meeting on February 22<sup>nd</sup>. He has applied four times to volunteer on Commissions in the last two years, and he was rejected. He also applied for the City Council twice and was rejected. At the February 22<sup>nd</sup> meeting the Mayor said he would send him a letter of why he was not selected for the Commission. He asked the Mayor about it in the beginning of March, and the Mayor said he did not send one. He also questioned his attendance when on previous Commissions in 1994 and 2002. He talked to the Mayor on the phone on March 14 about the Commissions and was being interviewed again. He will not let people treat him as a second-class citizen as he was treated in Burma.

Akil Foluke:

We could progress a little bit further if voices are heard. What led to the immediate action of a letter being drafted to MnDOT?

Mayor Lindstrom:

The project is rapidly progressing and the Council wanted to take action on this item.

Akil Foluke:

Was it input from citizens that brought this to action or the Council that decided on it?

Council Member Fischer:

The project was happening shortly. The Council and city received input from residents. It was clear what our action needed to be, and there was consensus on that action.

Akil Foluke:

It's concerning that pavement can get this type of attention, but the murder of a man cannot.

Council Member Fischer:

The pavement project is a much simpler issue. He agrees on the issues that need to be addressed, but he believes that they do not agree on the solutions.

Tom Baldwin- 1716 Albert St:

He thanks the Council for drafting the MnDOT letter, and they responded in a clear and urgent manner. If they would have taken similar action when the Chief of Police refused to come to the Council Meeting, that would have shown leadership. Although it cannot be changed, he would like to continue seeing that leadership and clear, direct messages.

J. ADJOURNMENT: 8:05 pm

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Peter Lindstrom, Mayor

Dated this 22<sup>nd</sup> day of March, 2017

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Sack Thongvanh, City Administrator

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*The City That Soars!*

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	April 12, 2017
<b>Agenda Item</b>	Consent F1
<b>Attachment</b>	General Disbursements and Payroll
<b>Submitted By</b>	Roland Olson, Finance Director

<b>Item</b>	General Disbursements and Payroll
<b>Description</b>	General Disbursements through: 4/04/17 \$141,108.46 Payroll through: 3/31/17 \$19,122.09
<b>Budget Impact</b>	The general disbursements and payroll are consistent with the budget.
<b>Attachment(s)</b>	· General Disbursements and Payroll
<b>Action(s) Requested</b>	Staff recommends that the Falcon Heights City Council approve general disbursements and payroll.

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PACKET: 01534 MARCH 23 PAYABLES  
VENDOR SET: 01 City of Falcon Heights  
SEQUENCE : ALPHABETIC  
DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-05751	AFFOLTER, MARK W					
I-0217-01		TRAINING PASSENGER EXTRICATIO	300.00			
3/28/2017	APBNK	DUE: 3/28/2017 DISC: 3/28/2017		1099: N		
		TRAINING PASSENGER EXTRICATION		101 4124-86020-000	TRAINING	300.00
=== VENDOR TOTALS ===			300.00			
=====						
01-00868	BATTERIES PLUS BULBS					
I-029-610164		LIGHTBULBS - SECURITY SYSTEM	19.99			
3/28/2017	APBNK	DUE: 3/28/2017 DISC: 3/28/2017		1099: N		
		LIGHTBULBS - SECURITY SYSTEM		101 4131-87100-000	PANIC BUTTON SECURITY	19.99
=== VENDOR TOTALS ===			19.99			
=====						
01-03120	CITY OF WHITE BEAR					
I-11013		2017 GIS FEES	535.82			
3/21/2017	APBNK	DUE: 3/21/2017 DISC: 3/21/2017		1099: N		
		2017 GIS FEES		101 4117-80500-000	GIS SUPPORT	535.82
=== VENDOR TOTALS ===			535.82			
=====						
01-05399	JONES & BARTLETT LEARNING LLC					
I-03560606		FIRE SERVICE INSTRUCTOR	143.85			
3/28/2017	APBNK	DUE: 3/28/2017 DISC: 3/28/2017		1099: N		
		FIRE SERVICE INSTRUCTOR		101 4124-86020-000	TRAINING	143.85
I-03565907		ONLINE ACCESS CODE	38.50			
3/28/2017	APBNK	DUE: 3/28/2017 DISC: 3/28/2017		1099: N		
		ONLINE ACCESS CODE		101 4124-86020-000	TRAINING	38.50
I-03570807		TRAINING LIBRARY	63.87			
3/28/2017	APBNK	DUE: 3/28/2017 DISC: 3/28/2017		1099: N		
		TRAINING LIBRARY		101 4124-86020-000	TRAINING	63.87
I-03570918		TRAINING: ONLINE ACCESS CODE	38.25			
3/28/2017	APBNK	DUE: 3/28/2017 DISC: 3/28/2017		1099: N		
		TRAINING: ONLINE ACCESS CODE		101 4124-86020-000	TRAINING	38.25
=== VENDOR TOTALS ===			284.47			

PACKET: 01534 MARCH 23 PAYABLES  
 VENDOR SET: 01 City of Falcon Heights  
 SEQUENCE : ALPHABETIC  
 DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-05509		LEAGUE OF MN CITIES				
I-201703216187		STORMWATER COILITION 2017	515.00			
3/21/2017	APBNK	DUE: 3/21/2017 DISC: 3/21/2017		1099: N		
		STORMWATER COILITION 2017		602 4602-86110-000	MEMBERSHIPS	515.00
		=== VENDOR TOTALS ===	515.00			
=====						
01-05670		METRO PRODUCTS INC				
I-124859		HARDWARE - NUTS & BOLTS	10.62			
3/28/2017	APBNK	DUE: 3/28/2017 DISC: 3/28/2017		1099: N		
		HARDWARE - NUTS & BOLTS		101 4131-70110-000	SUPPLIES	10.62
		=== VENDOR TOTALS ===	10.62			
=====						
01-05843		MN NCPERS LIFE INSURANCE				
I-201703286193		MARCH & APRIL LIFE INSURANCE	160.00			
3/28/2017	APBNK	DUE: 3/28/2017 DISC: 3/28/2017		1099: N		
		MARCH & APRIL LIFE INSURANCE		101 21709-000	OTHER PAYABLE	90.88
		MARCH & APRIL LIFE INSURANCE		201 21709-000	OTHER PAYABLE	8.00
		MARCH & APRIL LIFE INSURANCE		601 21709-000	OTHER PAYABLE	40.64
		MARCH & APRIL LIFE INSURANCE		602 21709-000	OTHER PAYABLE	20.48
		=== VENDOR TOTALS ===	160.00			
=====						
01-05728		MN STATE FIRE MARSHAL CONFEREN				
I-17224		2017 FIRE CONFERENCE POESCHL	85.00			
3/28/2017	APBNK	DUE: 3/28/2017 DISC: 3/28/2017		1099: N		
		2017 FIRE CONFERENCE POESCHL		101 4124-86020-000	TRAINING	85.00
		=== VENDOR TOTALS ===	85.00			
=====						
01-04875		MOBILE MINI, INC.				
I-9001718906		CURTISS FIELD WARMING HOUSE	112.50			
3/28/2017	APBNK	DUE: 3/28/2017 DISC: 3/28/2017		1099: N		
		CURTISS FIELD WARMING HOUSE		101 4141-87130-000	MINI WARMING HOUSE	112.50
		=== VENDOR TOTALS ===	112.50			

PACKET: 01534 MARCH 23 PAYABLES  
 VENDOR SET: 01 City of Falcon Heights  
 SEQUENCE : ALPHABETIC  
 DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
↑ DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-05676	OFFICE DEPOT					
I-201703216189		SHEET PROTECTORS, INK, TONER	135.53			
3/21/2017	APBNK	DUE: 3/21/2017 DISC: 3/21/2017		1099: N		
		SHEET PROTECTORS, HIGHLIGHTERS		101 4112-70100-000	SUPPLIES	18.12
		INK, TONER		101 4124-70100-000	SUPPLIES	117.41
		=== VENDOR TOTALS ===	135.53			
=====						
01-06112	PIONEER PRESS					
I-201703216190		NEWSPAPER RENEWAL	123.83			
3/21/2017	APBNK	DUE: 3/21/2017 DISC: 3/21/2017		1099: N		
		NEWSPAPER RENEWAL		101 4112-70100-000	SUPPLIES	123.83
		=== VENDOR TOTALS ===	123.83			
=====						
01-06231	RICHARD RAJCIC					
I-201703286192		ENERGY EFFICIENCY REBATE	43.00			
3/28/2017	APBNK	DUE: 3/28/2017 DISC: 3/28/2017		1099: N		
		ENERGY EFFICIENCY REBATE		101 4117-89100-000	ENERGY REBATE PROGRAM	43.00
		=== VENDOR TOTALS ===	43.00			
=====						
01-06483	SENTRY SYSTEMS, INC.					
I-724925		COMMERCIAL MONITORING SVCS	94.50			
3/21/2017	APBNK	DUE: 3/21/2017 DISC: 3/21/2017		1099: N		
		COMMERCIAL MONITORING SVCS		101 4131-87100-000	PANIC BUTTON SECURITY	94.50
		=== VENDOR TOTALS ===	94.50			
		=== PACKET TOTALS ===	2,420.26			

PACKET: 01537 MARCH 30 PAYABLES  
VENDOR SET: 01 City of Falcon Heights  
SEQUENCE : ALPHABETIC  
DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
I DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-05422	BP					
I-201703306195		FUEL	544.22			
3/30/2017	APBNK	DUE: 3/30/2017 DISC: 3/30/2017		1099: N		
		FUEL		101 4124-74000-000	MOTOR FUEL & LUBRICANTS	59.59
		FUEL		101 4132-74000-000	MOTOR FUEL & LUBRICANTS	484.63
		=== VENDOR TOTALS ===	544.22			
01-03123	CINTAS CORPORATION #470					
I-470153552		BLACK MATS, SHOP TOWELS, SOAP	246.00			
3/30/2017	APBNK	DUE: 3/30/2017 DISC: 3/30/2017		1099: N		
		BLACK MATS, SHOP TOWELS, SOAP		101 4131-70110-000	SUPPLIES	246.00
		=== VENDOR TOTALS ===	246.00			
01-05153	HOME DEPOT CRC/GECP					
I-201703306194		PAINT, CO ALARMS,GLOVES,GROUT	1,180.05			
3/30/2017	APBNK	DUE: 3/30/2017 DISC: 3/30/2017		1099: N		
		PAINT, CO ALARMS,GLOVES,GROUT		101 4131-70110-000	SUPPLIES	843.95
		PUBLIC WORKS RESTROOM		101 4131-70110-000	SUPPLIES	336.10
		=== VENDOR TOTALS ===	1,180.05			
01-06024	ON SITE SANITATION					
I-391860		COMM PARK TOILETS	75.00			
3/30/2017	APBNK	DUE: 3/30/2017 DISC: 3/30/2017		1099: N		
		COMM PARK TOILETS		601 4601-85080-000	PORTABLE TOILET PARKS	75.00
		=== VENDOR TOTALS ===	75.00			
		=== PACKET TOTALS ===	2,045.27			

PACKET: 01539 APRIL 4 PAYABLES  
VENDOR SET: 01 City of Falcon Heights  
SEQUENCE : ALPHABETIC  
DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
! DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-00250	AMERIPRIDE	SERVICES				
I-1003759398		LINEN CLEANING	41.27			
4/04/2017	APBNK	DUE: 4/04/2017 DISC: 4/04/2017		1099: N		
		LINEN CLEANING		101 4124-82011-000	LINEN CLEANING	41.27
		=== VENDOR TOTALS ===	41.27			
=====						
01-05380	BERGANKDV					
I-950809		2016 AUDIT	11,000.00			
4/04/2017	APBNK	DUE: 4/04/2017 DISC: 4/04/2017		1099: N		
		2016 AUDIT		101 4113-80310-000	AUDIT	11,000.00
		=== VENDOR TOTALS ===	11,000.00			
=====						
01-01034	BRAKE AND EQUIPMENT	WAREHOUSE				
I-1-587713		F350 ROTOR, DISC PADS	211.56			
4/04/2017	APBNK	DUE: 4/04/2017 DISC: 4/04/2017		1099: N		
		F350 ROTOR, DISC PADS		101 4132-70120-000	SUPPLIES	211.56
I-1-587717		F350 LUBRICANT, PULLEY	78.25			
4/04/2017	APBNK	DUE: 4/04/2017 DISC: 4/04/2017		1099: N		
		F350 LUBRICANT, PULLEY		101 4132-70120-000	SUPPLIES	78.25
I-1-587726		F350 SOCKET	7.15			
4/04/2017	APBNK	DUE: 4/04/2017 DISC: 4/04/2017		1099: N		
		F350 SOCKET		101 4132-70120-000	SUPPLIES	7.15
I-1-589946		STREET SWEEPER PARTS	202.38			
4/04/2017	APBNK	DUE: 4/04/2017 DISC: 4/04/2017		1099: N		
		STREET SWEEPER PARTS		602 4602-83025-000	SWEEPER PARTS/SUPPLIES	202.38
		=== VENDOR TOTALS ===	499.34			
=====						
01-07228	CITY OF ST ANTHONY					
I-3520		APRIL POLICE SERVICES	56,049.16			
4/04/2017	APBNK	DUE: 4/04/2017 DISC: 4/04/2017		1099: N		
		APRIL POLICE SERVICES		101 4122-81000-000	POLICE SERVICES	56,049.16
		=== VENDOR TOTALS ===	56,049.16			

-----ID-----			GROSS	P.O. #		
DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-03539		DAKOTA ELECTRIC ASSOCIATION				
I-1780700053		APRIL SOLAR ELECTRIC	530.00			
4/04/2017	APBNK	DUE: 4/04/2017 DISC: 4/04/2017		1099: N		
		APRIL SOLAR ELECTRIC		101 4131-85025-000	SOLAR ELECTRIC	530.00
		=== VENDOR TOTALS ===	530.00			
=====						
01-05115		GOPHER STATE ONE CALL				
I-7030360		MARCH LOCATES	54.00			
4/04/2017	APBNK	DUE: 4/04/2017 DISC: 4/04/2017		1099: N		
		MARCH LOCATES		601 4601-88030-000	LOCATES	54.00
		=== VENDOR TOTALS ===	54.00			
=====						
01-05235		JAN-PRO CLEANING SYSTEMS				
I-64814		APRIL CLEANING SERVICES	205.00			
4/04/2017	APBNK	DUE: 4/04/2017 DISC: 4/04/2017		1099: N		
		APRIL CLEANING SERVICES		101 4131-87010-000	CITY HALL MAINTENANCE	205.00
		=== VENDOR TOTALS ===	205.00			
=====						
01-05357		MINNESOTA POLLUTION CONTROL AG				
I-201704046197		WASTEWATER CERT - CALLAHAN	55.00			
4/04/2017	APBNK	DUE: 4/04/2017 DISC: 4/04/2017		1099: N		
		WASTEWATER CERT - CALLAHAN		601 4601-86030-000	CONFERENCES & SCHOOLS	55.00
		=== VENDOR TOTALS ===	55.00			
=====						
01-04		MK MECHANICAL INC				
I-7993		REPAIR CORAY VAC	899.90			
4/04/2017	APBNK	DUE: 4/04/2017 DISC: 4/04/2017		1099: N		
		REPAIR CORAY VAC		101 4124-87029-000	REPAIR OTHER EQUIPMENT	899.90
		=== VENDOR TOTALS ===	899.90			
=====						
01-05252		MN DEPARTMENT OF TRANSPORTATIO				
I-402121		2017 SNELLING LARP PROJECT	13,096.08			
4/04/2017	APBNK	DUE: 4/04/2017 DISC: 4/04/2017		1099: N		
		2017 SNELLING LARP PROJECT		419 4419-92065-000	2017 LARP/SNELLING TURN	13,096.08
		=== VENDOR TOTALS ===	13,096.08			



ID	DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
=====							
01-07263			NEXTEL COMMUNICATIONS, INC				
I-201704046198	4/04/2017	APBNK	CELL PHONES DUE: 4/04/2017 DISC: 4/04/2017 CELL PHONES	57.94	1099: N 101 4124-85015-000	CELL PHONE	57.94
=== VENDOR TOTALS ===				57.94			
=====							
01-06053			OREILLY AUTO PARTS				
I-201704046196	4/04/2017	APBNK	SUPPLIES: ABSORBANT DUE: 4/04/2017 DISC: 4/04/2017 SUPPLIES: ABSORBANT	87.88	1099: N 101 4124-70100-000	SUPPLIES	87.88
=== VENDOR TOTALS ===				87.88			
=====							
01-06185			RAMSEY COUNTY				
I-EMCOM 005950	4/04/2017	APBNK	MARCH RADIO FLEET SUPPORT DUE: 4/04/2017 DISC: 4/04/2017 MARCH RADIO FLEET SUPPORT	81.12	1099: N 101 4124-86800-000	RADIO MESB/FLEET SUPPORT	81.12
I-RISK 1844	4/04/2017	APBNK	APRIL DENTAL/DISAB/LIFE INS DUE: 4/04/2017 DISC: 4/04/2017 APRIL DENTAL/DISAB/LIFE INS	969.48	1099: N 101 4112-89000-000	MISCELLANEOUS	969.48
=== VENDOR TOTALS ===				1,050.60			
=====							
01-06184			RAMSEY COUNTY - 911 DISPATCH				
I-EMCOM 005990	4/04/2017	APBNK	MARCH CAD SERVICES DUE: 4/04/2017 DISC: 4/04/2017 MARCH CAD SERVICES	519.00	1099: N 101 4122-81200-000	911 DISPATCH FEES	519.00
I-EMCOM 006005	4/04/2017	APBNK	MARCH 911 DISPATCH DUE: 4/04/2017 DISC: 4/04/2017 MARCH 911 DISPATCH	2,609.24	1099: N 101 4122-81200-000	911 DISPATCH FEES	2,609.24
=== VENDOR TOTALS ===				3,128.24			
=====							
01-00935			ST PAUL REGIONAL WATER SERVICE				
I-201704046199	4/04/2017	APBNK	COMM PARK, CITY HALL WATER SS DUE: 4/04/2017 DISC: 4/04/2017 COMM PARK WATER COMM PARK SS CITY HALL WATER CITY HALL SS	604.64	1099: N 101 4141-85040-000 101 4141-85070-000 101 4131-85040-000 101 4131-85070-000	WATER SEWER WATER SEWER	314.18 193.92 72.40 24.14
=== VENDOR TOTALS ===				604.64			

PACKET: 01539 APRIL 4 PAYABLES  
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SEQUENCE : ALPHABETIC  
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-----ID-----			GROSS	P.O. #		
DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-05374		TENNIS SANITATION LLC				
I-1817726		MARCH RECYCLING	5,769.00			
4/04/2017	APBNK	DUE: 4/04/2017 DISC: 4/04/2017		1099: N		
		MARCH RECYCLING		206 4206-82030-000	RECYCLING CONTRACTS	5,769.00
I-1817727		MARCH WASTE REMOVAL	66.50			
4/04/2017	APBNK	DUE: 4/04/2017 DISC: 4/04/2017		1099: N		
		MARCH WASTE REMOVAL		101 4131-82010-000	WASTE REMOVAL	66.50
		=== VENDOR TOTALS ===	5,835.50			
=====						
01-05870		XCEL ENERGY				
I-201704046200		STREET LIGHTS, GAS, ELECT	1,108.22			
4/04/2017	APBNK	DUE: 4/04/2017 DISC: 4/04/2017		1099: N		
		AUTO PROTECTIVE LIGHT		101 4141-85020-000	ELECTRIC/GAS	29.16
		CIVIL DEFENSE SIREN		101 4121-85020-000	ELECTRIC	8.00
		CITY HALL GAS		101 4131-85030-000	NATURAL GAS	522.99
		COMM PARK ELECT		101 4141-85020-000	ELECTRIC/GAS	260.51
		COMM PARK GAS		101 4141-85030-000	NATURAL GAS	222.82
		SNELLING HOYT SIGN AREA		209 4209-85020-000	STREET LIGHTING POWER	11.75
		STREET LIGHTS		209 4209-85020-000	STREET LIGHTING POWER	41.24
		STREET LIGHTS		209 4209-85020-000	STREET LIGHTING POWER	11.75
		=== VENDOR TOTALS ===	1,108.22			
=====						
01-07205		ZEP SALES & SERVICE				
I-9002745932		HAND SOAP	87.99			
4/04/2017	APBNK	DUE: 4/04/2017 DISC: 4/04/2017		1099: N		
		HAND SOAP		101 4124-70100-000	SUPPLIES	87.99
		=== VENDOR TOTALS ===	87.99			
		=== PACKET TOTALS ===	94,390.76			

PACKET: 01532 MARCH 23 PAYABLES  
 VENDOR SET: 01 City of Falcon Heights  
 SEQUENCE : ALPHABETIC  
 DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-05751	AFFOLTER, MARK W					
I-2017-01		TRAINING	300.00			
3/17/2017	APBNK	DUE: 3/17/2017 DISC: 3/17/2017		1099: N		
		TRAINING		101 4124-86020-000	TRAINING	300.00
=== VENDOR TOTALS ===			300.00			
=====						
01-00250	AMERIPRIDE SERVICES					
I-1003746279		LINEN CLEANING	41.27			
3/17/2017	APBNK	DUE: 3/17/2017 DISC: 3/17/2017		1099: N		
		LINEN CLEANING		101 4124-82011-000	LINEN CLEANING	41.27
=== VENDOR TOTALS ===			41.27			
=====						
01-03202	CENTRAL SANDBLASTING COMPANY					
I-42764		sandblast bathroom partititon	120.00			
3/20/2017	APBNK	DUE: 3/20/2017 DISC: 3/20/2017		1099: N		
		sandblast bathroom partititons		101 4131-70110-000	SUPPLIES	120.00
=== VENDOR TOTALS ===			120.00			
=====						
01-03110	CENTURY LINK					
I-201703176183		LANDLINES - PARKS	64.55			
3/17/2017	APBNK	DUE: 3/17/2017 DISC: 3/17/2017		1099: N		
		LANDLINES - PARKS		101 4141-85011-000	TELEPHONE - LANDLINE	64.55
=== VENDOR TOTALS ===			64.55			
=====						
01-053	FIRST DUE FIRE TRAINING					
I-7		TRAINING	300.00			
3/17/2017	APBNK	DUE: 3/17/2017 DISC: 3/17/2017		1099: N		
		TRAINING		101 4124-86020-000	TRAINING	300.00
=== VENDOR TOTALS ===			300.00			
=====						
01-05290	GOODIN COMPANY					
I-2206313-00		SHOP RESTROOM	305.37			
3/17/2017	APBNK	DUE: 3/17/2017 DISC: 3/17/2017		1099: N		
		SHOP RESTROOM		101 4131-87010-000	CITY HALL MAINTENANCE	305.37
=== VENDOR TOTALS ===			305.37			

PACKET: 01532 MARCH 23 PAYABLES  
 VENDOR SET: 01 City of Falcon Heights  
 SEQUENCE : ALPHABETIC  
 DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
I DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-05440	LOFFLER COMPANIES, INC					
I-20298457		MARCH COPIER CHARGES	222.08			
3/17/2017	APBNK	DUE: 3/17/2017 DISC: 3/17/2017		1099: N		
		MARCH COPIER CHARGES		101 4112-87000-000	REPAIR OFFICE EQUIPMENT	222.08
		=== VENDOR TOTALS ===	222.08			
=====						
01-05670	METRO PRODUCTS INC					
I-124725		BOLTS, WASHERS/ DRILL BITS	80.28			
3/20/2017	APBNK	DUE: 3/20/2017 DISC: 3/20/2017		1099: N		
		BOLTS, WASHERS/ DRILL BITS		101 4131-70110-000	SUPPLIES	80.28
		=== VENDOR TOTALS ===	80.28			
=====						
01-05273	MN PUBLIC EMPLOYEES INSURANCE					
I-581113		APRIL HEALTH INSURANCE	9,133.44			
3/17/2017	APBNK	DUE: 3/17/2017 DISC: 3/17/2017		1099: N		
		APRIL HEALTH INSURANCE		101 4112-89000-000	MISCELLANEOUS	9,133.44
		=== VENDOR TOTALS ===	9,133.44			
=====						
01-07263	NEXTEL COMMUNICATIONS, INC					
I-201703216186		CELL PHONES	117.87			
3/21/2017	APBNK	DUE: 3/21/2017 DISC: 3/21/2017		1099: N		
		CELL PHONES		101 4121-85015-000	CELL PHONE	22.76
		CELL PHONES		101 4131-85015-000	CELL PHONE	11.60
		CELL PHONES		101 4141-85015-000	CELL PHONE	11.60
		CELL PHONES		101 4132-85015-000	CELL PHONE	11.60
		CELL PHONES		601 4601-85015-000	CELL PHONE	45.00
		CELL PHONES		602 4602-85015-000	CELL PHONES	15.31
		=== VENDOR TOTALS ===	117.87			
=====						
01-06115	TIMOTHY PITTMAN					
I-201703176185		MILEAGE REIMB	68.48			
3/17/2017	APBNK	DUE: 3/17/2017 DISC: 3/17/2017		1099: N		
		MILEAGE REIMB		101 4141-86101-000	MILEAGE	68.48
		=== VENDOR TOTALS ===	68.48			

PACKET: 01532 MARCH 23 PAYABLES  
VENDOR SET: 01 City of Falcon Heights  
SEQUENCE : ALPHABETIC  
DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
I DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-06185	RAMSEY COUNTY					
I-PRREL000537		1ST QTR ELECTION CONTRACT	4,475.00			
3/17/2017	APBNK	DUE: 3/17/2017 DISC: 3/17/2017		1099: N		
		1ST QTR ELECTION CONTRACT		101 4115-80300-000	ELECTION CONTRACT	4,475.00
		=== VENDOR TOTALS ===	4,475.00			
=====						
01-05870	XCEL ENERGY					
I-201703176184		GAZEBO, SNELLING HOYT SIGN	23.83			
3/17/2017	APBNK	DUE: 3/17/2017 DISC: 3/17/2017		1099: N		
		CURTISS FIELD GAZEBO		101 4141-85020-000	ELECTRIC/GAS	12.08
		SNELLING & HOYT SIGN AREA		209 4209-85020-000	STREET LIGHTING POWER	11.75
		=== VENDOR TOTALS ===	23.83			
		=== PACKET TOTALS ===	15,252.17			

EMP #	NAME	AMOUNT
0013	PETER C LINDSTROM	316.82
01-0016	PAMELA M HARRIS	277.05
01-0021	JOSE A FISCHER	277.05
01-0022	RANDALL C GUSTAFSON	277.05
01-1005	SACK THONGVANH	2,946.71
01-1017	TIMOTHY J SANDVIK	1,591.39
01-1019	KATHLEEN N THRASHER	1,216.64
01-1136	ROLAND O OLSON	2,104.33
01-1159	SARA E ASCHENBECK	411.53
01-1018	PAUL A MORETTO	1,870.45
01-0086	RICHARD H HINRICHS	872.30
01-0095	MICHAEL J POESCHL	122.48
01-0105	ANTON M FEHRENBACH	341.96
01-0123	BRYAN R SULLIVAN	116.83
01-0124	MICHAEL D KRUSE	116.83
01-1030	TIMOTHY J PITTMAN	2,206.16
01-1033	DAVE TRETSVEN	1,509.60
01-1143	COLIN B CALLAHAN	1,640.15

TOTAL PRINTED: 18 18,215.33

3-27-2017 9:41 AM PAYROLL CHECK REGISTER  
 PAYROLL NO: 01 City of Falcon Heights

PAGE: 1  
 PAYROLL DATE: 3/27/2017

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
0020	BROWN THUNDER, JOSEPH C	R	3/27/2017	277.05	085827
2	LEEHY, JOHN F	R	3/27/2017	346.31	085828
6	KURHAJETZ, CLEMENT	R	3/27/2017	105.05	085829
0097	GAFFNEY, PATRICK	R	3/27/2017	122.48	085830
2243	KILBRIDE, JOHN P	R	3/27/2017	55.87	085831

3-27-2017 9:41 AM PAYROLL CHECK REGISTER  
 PAYROLL NO: 01 City of Falcon Heights

PAGE: 2  
 PAYROLL DATE: 3/27/2017

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

REGULAR CHECKS:	5	906.76
DIRECT DEPOSIT REGULAR CHECKS:	18	18,215.33
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	23	19,122.09

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

\*\* END OF REPORT \*\*



*The City That Soars!*

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	April 12, 2017
<b>Agenda Item</b>	Consent F2
<b>Attachment</b>	N/A
<b>Submitted By</b>	Tim Sandvik, Recreation Supervisor

<b>Item</b>	Donations for 2017 Parks Program Fund
<b>Description</b>	At the beginning of each year, Falcon Heights' and surrounding businesses provide donations to support the upcoming year's Park and Recreation Fund and Special Events. There are three levels at which the business can donate- Gold (\$200 - \$500) Silver (\$100-\$199) and Bronze (\$50-\$99). The Parks and Recreation department uses the money from the local businesses to assist in purchasing the events entertainment, supplies and any other event and programming related costs. Each donation is recognized by the city as appropriate.
<b>Budget Impact</b>	To date, a total of \$300 has been donated to the Parks and Recreation Programming Fund and Special Events Fund. These donations help offset the cost of Parks Programming and Special Events.
<b>Attachment(s)</b>	NA
<b>Action(s) Requested</b>	Motion to accept the following donations for 2017 special events from the following businesses: <b>Gold Level (\$200 - \$500):</b> James Kernik D.D.S. (\$200)  <b>Bronze Level (\$50-\$99):</b> John A Knutson & Co., PLLP (\$50) Young Spa (\$50)

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## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	April 12, 2107
<b>Agenda Item</b>	Consent F3
<b>Attachment</b>	Resolution & Application
<b>Submitted By</b>	Sack Thongvanh, City Administrator

<b>Item</b>	Appointment of Hawa Samatar to the Planning Commission
<b>Description</b>	City Staff interviewed Ms. Samatar for the Planning Commission. Ms. Samatar was forwarded to Mayor Lindstrom for final recommendation to the City Council.
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	<ul style="list-style-type: none"> <li>· Resolution 17-14 Appointment of Hawa Samatar Planning Commission</li> <li>· Candidate's Application</li> </ul>
<b>Action(s) Requested</b>	Staff would recommend approval of attached resolution appointing Hawa Samatar to the Planning Commission.

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Date: 3/25/2017

Name: Hawa Samatar

Street Address: 1550 Larpenteur Ave W #438

City, State, Zip Code: Falcon Heights MN 55113

Long at Above Address?: 6 1/2 years

**In Which Capacity Would You Like to Serve?:** On the Planning Commission.

**What is the Reason You Would Like to Serve?:** There are several reasons why I am interested in the Planning Commission. As an Urban and Regional Planner I believe that I can play an important role in the development and growth of my community - and the local planning commission offers that important opportunity.

**List Prior (Previous) Public Service:** Having previously worked as a Regional Economic Development Planner for the Apalachee Regional Planning Council and also as a City Planner for the City of Blountstown I believe that I have a strong understanding of the regulations governing the city's development and growth. In addition to my background in Urban and Regional Planning I have an interest in helping shape the development of the city in which I live, and I believe that I have the unique skill set to offer on the commission.

**Other Relevant Background (Other Comments):** I also believe that the Planning Commission is the place where I can have input on the local decision making process as it relates to the planning of the city. I also want to give back the community that I live in.

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**CITY OF FALCON HEIGHTS  
COUNCIL RESOLUTION**

April 12, 2017

No. 17-14

-----

**RESOLUTION APPOINTING HAWA SAMATAR TO THE FALCON HEIGHTS PLANNING  
COMMISSION**

WHEREAS, the City Council established a Planning Commission per Minnesota Statute 462.354 subd. 1 to:

1. Guide future development of land, services, and facilities; and
2. Ensure a safe, pleasant and economical environment for residential, commercial, and public activities; and
3. Promote the public health, safety, and general welfare of the community; and

WHEREAS, the duties are to be carried out by:

1. Establishing community objectives and policy.
2. Making recommendations to the council regarding petitions and applications for rezoning, special use permits, etc.
3. Reviewing and making recommendations on all matters relating to or affecting the physical development of the City; and

WHEREAS, City Staff and the Mayor has interviewed Hawa Samatar and recommends appointment to the Falcon Heights Planning Commission.

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

1. That the appointment is approved and adopted by the City Council of the City of Falcon Heights.

Moved by:

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

Peter Lindstrom  
Mayor

LINDSTROM        \_\_\_\_\_    In Favor  
BROWN THUNDER  
HARRIS            \_\_\_\_\_    Against  
GUSTAFSON  
FISCHER

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

Sack Thongvanh  
City Administrator

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## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	April 12, 2107
<b>Agenda Item</b>	Consent F4
<b>Attachment</b>	Resolution
<b>Submitted By</b>	Sack Thongvanh, City Administrator

<b>Item</b>	Appointment of Farook Meah to the Environment Commission
<b>Description</b>	City Staff interviewed Mr. Farook Meah for the Environment Commission. Mr. Meah was forwarded to Mayor Lindstrom for final recommendation to the City Council.
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	<ul style="list-style-type: none"> <li>· Resolution 17-15 Appointment of Farook Meah Environment Commission</li> </ul>
<b>Action(s) Requested</b>	Staff would recommend approval of attached resolution appointing Farook Meah to the Environment Commission.

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**CITY OF FALCON HEIGHTS  
COUNCIL RESOLUTION**

April 12, 2017

No. 17-15

-----  
**RESOLUTION APPOINTING FAROOK MEAH TO THE FALCON HEIGHTS ENVIRONMENT  
COMMISSION**

WHEREAS, the Environment Commission serves in an advisory capacity to the City Council on all policy matters relating to energy use, air quality, recreation and aesthetic appreciation, green infrastructure, water, solid waste, and environmental education;

WHEREAS, City Staff and the Mayor has interviewed Farook Meah and recommends appointment to the Falcon Heights Environment Commission.

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

1. That the appointment is approved and adopted by the City Council of the City of Falcon Heights.

Moved by:

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

Peter Lindstrom  
Mayor

LINDSTROM \_\_\_\_\_ In Favor  
BROWN THUNDER \_\_\_\_\_  
HARRIS \_\_\_\_\_ Against  
GUSTAFSON \_\_\_\_\_  
FISCHER \_\_\_\_\_

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

Sack Thongvanh  
City Administrator