

CITY OF FALCON HEIGHTS
Regular Meeting of the City Council
City Hall
2077 West Larpeur Avenue
AGENDA - Amended
February 26, 2025 at 7:00 P.M.

- A. CALL TO ORDER: 7:00 p.m.
- B. ROLL CALL: GUSTAFSON ☒ LEEHY ^A ☒ MEYER ☒
MIELKE ☒ WASSENBERG ☒
- STAFF PRESENT: LINEHAN ☒
- C. APPROVAL OF AGENDA Wassenberg 4-0
- D. PRESENTATION
- E. APPROVAL OF MINUTES: Meyer 4-0
1. February 5, 2025 City Council Workshop Meeting Minutes
- F. PUBLIC HEARINGS:
- G. CONSENT AGENDA: Meyer 4-0
1. General Disbursements through 2/20/25: \$264,932.13
Payroll through 2/9/25: \$24,905.08
Wire Payments through 2/9/25: \$15,822.65
2. Approval of City Licenses
3. Approval of Resolution 25-13 Supporting the Application to Request Grant Funds Through the Department of Natural Resources
4. Approval of Resolution 25-14 Appointing Jeremy Hallowanger to the Planning Commission
5. Authorization to Close Fund 316 – Series 2017A Debt Service Fund and Transfer Remaining Funds to Remaining Debt Service Funds
- H. POLICY ITEMS:
1. Approval of Resolution 25-15 Authorizing the Call of the Outstanding General Obligation Improvement Bond, Series 2023A
2. Approval of Resolution 25-16 Approving Plans and Specifications and Ordering Advertisement for Bids for the 2025 Pavement Management Project Mielke 4-0
3. **Approval of Resolution 25-17 Authorizing the City Administrator to Apply for a Stormwater Management Permit with the Rice Creek Watershed District for the Community Park Renovation** Wassenberg 4-0
- I. INFORMATION/ANNOUNCEMENTS:
- J. COMMUNITY FORUM:
Please limit comments to 3 minutes per person. Items brought before the Council will be referred for consideration. Council may ask questions for clarification, but no council action or discussion will be held on these items.
- K. ADJOURNMENT:

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

MINUTES

Wednesday, February 5, 2025
6:30 P.M.

A. CALL TO ORDER: 6:37 PM

B. ROLL CALL: GUSTAFSON_X__ LEEHY_X__
MEYER_X__ MIELKE_X__ WASSENBERG_X__

STAFF PRESENT: LINEHAN_X__ JOHNSON_X__

C. POLICY ITEMS:

1. Community Park Project Update

Linehan explains staff continues to work with WSB on the Community Park renovation plans. After pivoting from a park building to a shelter and restroom, WSB reached out to several vendors for proposals. Two vendors stood out, with products best aligning with products and visual preferences desired by staff. Linehan describes the two proposals submitted and the estimated timeline for construction. Staff is proposing to select Cedar Forest proposals as they are a Minnesota-based company, and their proposal included a restroom building with an attached shelter. Linehan shows the Council a new site plan including the combined bathroom and shelter, new playground, and splash pad.

Bob Slipka from WSB explains how the new site plan compares to the current site plan with the building outline, he also explains the entrances to the building and the server that opens into the shelter. He highlights the maintenance of saving matured trees. The goal has been to save as many trees as possible. Linehan moves to a more detailed site plan of the playground and shows the shaded areas added.

Wassenberg wonders about berms, and if those will be flattened. Slipka notes the large shade trees and hardwood trees, as well as the berms, will remain to the north of the shelter. The larger berm northeast of the current building will remain as well. He continues to explain which trees and berms remain. The key is to preserve as much space as much as possible.

Mielke wonders about water for the community garden. Slipka says there will be a hydrant that runs from the bathroom to the garden.

Linehan moves back to the overall site plan of the general concept. The parking lot footprint will remain, but it will be resurfaced, and new storm drains will be added. A new stormwater pond will be added as well. Linehan explains this will be the lowest cost option. Slipka says that by more strategically striping the parking lot, it allows for

a few more parking spots and easier flow of the parking lot.

Meyer points to the bike racks, there are currently three and he wonders if more will be added. Slipka points out it will currently stay this way. In an upcoming sit-down meeting with staff, they will go through the entire plan and look at details such as bike racks, trash can quantities, and location configurations. Meyer suggests adding more bike racks.

Linehan continues with visuals of the shelter. Cedar Forest recently installed a shelter and bathroom combination in St. Louis Park, and he shows it as an example. He explains what will be included inside the building. Slipka adds everything will be ADA accessible as well as low maintenance.

Linehan points out he requested Slipka to provide a price estimate of the project. The total cost would be 2.2 to 2.5 million dollars with contingencies built in. He points out that all grant items are included as bid alternates, such as the rubberized surfacing for the playground. Slipka explains the renovations are provided in packages to allow for more savings. For example, staff can pick out and order their own picnic tables directly, rather than having a contractor facilitate that process.

Wassenberg wonders about stormwater improvements. Slipka explains most cost for stormwater is the parking lot improvements, but there is some need for the splash pad. Linehan notes there is also an estimate included for sanitary infrastructure. As proposals and quotes become available, this helps bring contingencies down and get actual pricing.

Linehan is seeking direction from the Council and wonders if the staff is on the right path. There will be the need for a formal approval of the proposals. The Council discusses what other items to get the Parks and Recreation Commission involved in, for example, the splash pad designs. Linehan explains what kinds of styles were selected for the splash pad. Slipka explains that the thought behind it is to keep it a multi-use area, by having the ability to remove the water features.

Linehan discusses the timeline for the construction. Meyer wonders about Ice Cream Social. Linehan explains they have not fully looked at new configurations of how the city events will be planned. But the site plan is very flexible and multi-use. The tables will be movable, and the splash pad water features are removable. Linehan points out there is also open space to allow for a future building or bandshell.

Leehy wonders about the soccer fields. Linehan explains that the fields are remaining as-is. There will more paths added as well. Meyer wonders about options to replace/refurbish or remove the exercise stations along the path in the park. Linehan notes one of them needs to be removed and the cost to replace would not be high but it's not in the scope of the current project and could be budgeted for in future years.

Wassenberg wonders about green space east of the community garden. Slipka comments this will remain and at the end of the project, the current playground will be removed and will add green space to allow for future needs when trends change. The two existing shelters will remain as well and will be refurbished. Gustafson comments that this site plan seems to fit all the wishes. Linehan explains next steps and the

Council thanks Slipka.

2. ParkMobile Proposal / E-Meters on City Streets Ordinance

Linehan explains that the State Fair Task Force is exploring a temporary e-meter parking system for during the State Fair. Members of the Task Force identified that the City of Falcon Heights provides approximately 800-1,000 free parking spots at any given time to visitors of the Minnesota State Fair.

Linehan explains the process of ParkMobile, how to pay for parking, and what the revenue estimates are. The city could utilize the revenue to allow for the hiring of parking enforcement, which would free up the police from traffic enforcement. ParkMobile will take a portion to pay for their processing costs. Implementing this would require ordinance changes.

Leehy wonders if this requires striping for parking spots. Linehan answers no, it will be divided into zones and there will be signs with zone numbers and QR codes to scan and pay for parking. Linehan explains it's different from traditional metered parking; it's a per-day fee. If someone leaves after 2 hours, it will still charge for the full day. Linehan explains there are various ways to look at enforcement. For example, the city could consider utilizing administrative citations. Gustafson notes the enforcers could also be ambassadors for Falcon Heights to the visitors.

Mielke adds the revenue could also be used for items such as road projects or park amenities.

Meyer expresses concern about signage, to ensure people know what zone they are parking in. Mielke shows signs that are provided by ParkMobile in the proposals. Linehan agrees that signage and communication are important aspects of it. Leehy agrees that there needs to be obvious signage to show that visitors are in Falcon Heights, and ambassadors can help with that.

Wassenberg adds that e-meter parking can help alleviate the constant circling of cars looking for free parking spots. Leehy points out to re-evaluate the need for no-parking and permit parking.

The Council discusses how far to take the paid parking. Wassenberg is concerned about how it will impact residents and ease of life.

Linehan recommends holding a public hearing for the ordinance change. Leehy believes it will encourage parking at the fair and park and rides. Linehan explains staff has been proactive and reached out to the State Fair about the proposal. This helps balance the supply and demand of free parking and makes spots at businesses more valuable.

Leehy wonders about ways to pay, and Linehan explains the various ways.

3. City Commissioner Ordinance Update

Linehan is providing an update on the amendments suggested for the city code regarding commissioners, such as compensations, eligibility, term start, and the resignation process. Staff feels like there is a need for more of a formalized appointment process that should be added to the administrative manual, similar to an

HR process for a job posting. Wassenberg wonders about employment regulations. Linehan notes that they will be similarly treated as council and are not held accountable to the personal policy. However, staff will continue to work with the League of Minnesota Cities and the city attorney.

Meyer wonders if a youth commissioner is a full voting member and part of the seven members. Linehan notes, yes, the age restrictions help avoid having to deal with labor laws for minors if meetings go beyond curfew. Planning is excluded for youth commissioners as they have a quasi-legal function. Gustafson wonders if a youth commissioner term follows the school year or calendar year. Linehan notes it would be a full 1-year term from their appointment date, no matter when that is during the year. Gustafson wonders if a youth commissioner spot should be kept open. Linehan answers that there is not a designated spot; it just allows having a youth commissioner and helps with promotion.

Wassenberg feels there is a lot of opportunity for a youth commissioner to fill a vacancy as there generally is a good flow of commissioners leaving and filling vacancies.

Linehan suggests we can add to the policy that youth commissioners get a priority to allow them to fill as often as possible. There is always the possibility to create a youth commission. The council appreciates defining it.

4. 2025 Legislative Priorities

Linehan and staff are seeking direction for current legislative priorities when advocating for Falcon Heights. He explains LMC and Metro Cities have their own priorities that benefit all cities in Minnesota. One important aspect for Falcon Heights, he points out, is local government aid and municipal funding as the city benefits greatly from these funds. One priority from the State Fair Task Force is requesting assistance for traffic management and community public safety during the State Fair for Falcon Heights. The idea is to have the State take on a little bit more of the responsibility. Wassenberg appreciates the idea of having personnel to help with traffic management. The state patrol does not help with the State Fair as the fair has its own police force. Gustafson points out they have some role in the fair. Linehan notes policing outside of the fairgrounds is up to the local jurisdictions and it is becoming a bigger ask, as attendance numbers grow, and more events get added throughout the year.

Gustafson agrees with the priorities outlined by staff, LMC, and Metro Cities. He expresses his discontent with legislators not showing up to session.

Linehan notes that support for local control is not the cities' top priority, but he feels the municipality has a better idea of what the community's needs are versus having a one-size-fits-all approach from the state.

5. Immigration Enforcement Update

Linehan provides background on what the city has done in the past. Immigration status is not part of the cities' operations, the only time this is asked is for employment.

Mielke adds she drafted a response to the University's recent statement. She is suggesting releasing a statement to show support to the Falcon Heights community.

Gustafson feels it is unnecessary and, when previously addressed, created more fear. Immigration enforcement is not under the city's jurisdiction; neither is the jurisdiction of a police department. He explains that services are provided to everyone at the emergency center and immigration status is not asked. That is also the role of the city to provide services to the residents of Falcon Heights, regardless of immigration status, religion, etc.

Leehy notes she feels comfortable releasing a statement stating that the city and their contract partners do not ask or do not engage in immigration status, apart from for employment reasons. Wassenberg feels a statement of support is warranted. Meyer agrees a simple summary of the cities' policy should be sufficient. Wassenberg and Mielke agree to work on a statement.

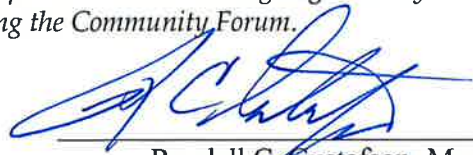
6. Summer Programming

Linehan notes the Parks and Rec Commission discussed programming at their recent meeting and programming is struggling with enrollment being down. Residents are attending programs at other organizations in Falcon Heights and surrounding municipalities. The commission discussed helping subsidize summer camps and programming from surrounding community partners. A suggestion is to subsidize 25 dollars. For example, a child is attending a tennis camp in Roseville, and Falcon Heights would offer a voucher for \$25. Linehan notes the perimeters of eligibility will need to be further defined. Wassenberg points out Roseville residents get discounted costs for their programming, and Falcon Heights residents are disadvantaged because they don't reside in Roseville but still attend their programming. Gustafson points out it would essentially cover the non-resident fee.

Linehan notes staff has discussed creating reciprocity with surrounding communities for their programming, but that requires time. The council continues to discuss the perimeters. The council suggests using the fact that the park is being renovated this summer as well and will not allow for programming as another reason to subsidize other summer programming offered. Gustafson suggests calling it an activities/athletic scholarship. The council discusses budget and quantities and provides direction to stay within the allocated budget.

D. ADJOURNMENT: 9:10 PM

DISCLAIMER: City Council Workshops are held monthly as an opportunity for Council Members to discuss policy topics in greater detail prior to a formal meeting where a public hearing may be held and/or action may be taken. Members of the public that would like to make a comment or ask questions about an item on the agenda for an upcoming workshop should send them to mail@falconheights.org prior to the meeting. Alternatively, time is regularly allotted for public comment during Regular City Council Meetings (typically 2nd and 4th Wednesdays) during the Community Forum.



Randall C. Gustafson, Mayor

Dated this 26th day of February, 2025



Jack Linehan, City Administrator

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A/P Regular Open Item Register

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PACKET: 03311 FEB 10 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

POST DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
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01-03142		CRAMER MARKETING				
I-45183X		REPLACE LOST CK 93723 W2/S	122.74			
2/10/2025	APBNK	DUE: 2/10/2025 DISC: 2/10/2025		1099: N		
		REPLACE LOST CK 93723 W2/S		101 4113-70100-000	SUPPLIES	122.74
=== VENDOR TOTALS ===			122.74			
=====						
01-05856		LINEHAN, JACK				
I-202502109092		FLEX REIMB	310.00			
2/10/2025	APBNK	DUE: 2/10/2025 DISC: 2/10/2025		1099: N		
		FLEX REIMB		101 21712-000	MEDICAL FLEX SAVINGS PAY	272.80
		FLEX REIMB		206 21712-000	MEDICAL FLEX SAVINGS PAY	15.50
		FLEX REIMB		601 21712-000	MEDICAL FLEX SAVINGS PAY	12.40
		FLEX REIMB		602 21712-000	MEDICAL FLEX SAVINGS PAY	9.30
=== VENDOR TOTALS ===			370.00			
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01-05665		METROPOLITAN COUNCIL				
I-1183227		MARCH WASTE WATER SVCS	61,055.44			
2/10/2025	APBNK	DUE: 2/10/2025 DISC: 2/10/2025		1099: N		
		MARCH WASTE WATER SVCS		601 4601-85060-000	METRO SEWER CHARGES	61,055.44
=== VENDOR TOTALS ===			61,055.44			
=====						
01-05731		MN DEPARTMENT OF LABOR INDUSTR				
I-DECEMBER1230152024		4TH QTR SURCHARGES	319.47			
2/10/2025	APBNK	DUE: 2/10/2025 DISC: 2/10/2025		1099: N		
		4TH QTR SURCHARGES		101 20801-000	DUE TO OTHER GOVERNMENTS	319.47
=== VENDOR TOTALS ===			319.47			
=====						
01-05273		MN PUBLIC EMPLOYEES INSURANCE				
I-1490044		MARCH HEALTH INS	12,883.72			
2/10/2025	APBNK	DUE: 2/10/2025 DISC: 2/10/2025		1099: N		
		MARCH HEALTH INS		101 4112-89000-000	MISCELLANEOUS	12,883.72
=== VENDOR TOTALS ===			12,883.72			

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PACKET: 03311 FEB 10 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

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01-05530	OSI	ENVIRONMENTAL				
I-20111755		WATER/PETROLEUM SLUDGE REMOVA	1,100.00			
2/10/2025	APBNK	DUE: 2/10/2025 DISC: 2/10/2025		1099: N		
		WATER/PETROLEUM SLUDGE REMOVAL		101 4131-87010-000	CITY HALL MAINTENANCE	1,100.00
I-2011702		OIL AND ANTIFREEZE DISPOSAL	135.00			
2/10/2025	APBNK	DUE: 2/10/2025 DISC: 2/10/2025		1099: N		
		OIL AND ANTIFREEZE DISPOSAL		101 4132-85030-000	Oil disposal	135.00
=== VENDOR TOTALS ===			1,235.00			
=== PACKET TOTALS ===			75,986.37			

2/12/2025 10:01 AM

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PACKET: 03314 FEB 12 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

POST DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
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01-03110	CENTURY LINK					
I-202502129095		JAN LANDLINE SS	77.57			
2/12/2025	APBNK	DUE: 2/12/2025 DISC: 2/12/2025		1099: N		
		JAN LANDLINE SS		601 4601-85011-000	TELEPHONE - LANDLINE	77.57
=== VENDOR TOTALS ===			77.57			
=====						
01-03123	CINTAS CORPORATION					
I-4217867336		Floor Mats Svc	104.40			
2/12/2025	APBNK	DUE: 2/12/2025 DISC: 2/12/2025		1099: N		
		Floor Mats Svc		101 4131-87010-000	CITY HALL MAINTENANCE	104.40
I-4219347113		Floor Mats Svc	104.40			
2/12/2025	APBNK	DUE: 2/12/2025 DISC: 2/12/2025		1099: N		
		Floor Mats Svc		101 4131-87010-000	CITY HALL MAINTENANCE	104.40
=== VENDOR TOTALS ===			208.80			
=====						
01-03117	CITY OF LITTLE CANADA					
0644		4TH QTR BLDG INSPECTOR MILEAG	221.59			
2/12/2025	APBNK	DUE: 2/12/2025 DISC: 2/12/2025		1099: N		
		4TH QTR BLDG INSPECTOR MILEAGE		101 20200-000	ACCOUNTS PAYABLE	221.59
=== VENDOR TOTALS ===			221.59			
=====						
01-04021	FURNISH OFFICE AND HOME					
I-202502129096		COUNCIL CHAMBERS CHAIRS	3,599.91			
2/12/2025	APBNK	DUE: 2/12/2025 DISC: 2/12/2025		1099: N		
		COUNCIL CHAMBERS CHAIRS		401 4401-90100-000	FURNITURE & EQUIPMENT	3,599.91
=== VENDOR TOTALS ===			3,599.91			
=====						
01-04002	INTERNAL REVENUE SVC CENTER					
I-202502129098		ARBITRAGE PYMT ON 2017A BONDS	7,839.32			
2/12/2025	APBNK	DUE: 2/12/2025 DISC: 2/12/2025		1099: N		
		ARBITRAGE PYMT ON 2017A BONDS		316 4316-94900-000	BOND FEES	7,839.32
=== VENDOR TOTALS ===			7,839.32			

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PACKET: 03314 FEB 12 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

POST DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
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01-05235		JAN-PRO CLEANING SYSTEMS				
I-133198		FEB JANITORIAL SVC	550.00			
2/12/2025	APBNK	DUE: 2/12/2025 DISC: 2/12/2025		1099: N		
		FEB JANITORIAL SVC		101 4131-87010-000	CITY HALL MAINTENANCE	550.00
=== VENDOR TOTALS ===			550.00			
=====						
01-05886		KELLY & LEMMONS P.A.				
I-64780		JAN PROSECUTIONS	2,500.00			
2/12/2025	APBNK	DUE: 2/12/2025 DISC: 2/12/2025		1099: Y		
		JAN PROSECUTIONS		101 4123-80200-000	LEGAL FEES	2,500.00
=== VENDOR TOTALS ===			2,500.00			
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01-05509		LEAGUE OF MN CITIES				
I-419417		LMC MEMBERSHIP 2025	7,105.00			
2/12/2025	APBNK	DUE: 2/12/2025 DISC: 2/12/2025		1099: N		
		LMC MEMBERSHIP 2025		101 4111-86140-000	COMMISSIONS/MEMBERSHIPS/	7,105.00
=== VENDOR TOTALS ===			7,105.00			
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01-05908		METRO-INET				
I-2470		Feb IT	4,441.00			
2/12/2025	APBNK	DUE: 2/12/2025 DISC: 2/12/2025		1099: N		
		Feb IT		101 4116-85070-000	TECHNICAL SUPPORT	4,441.00
=== VENDOR TOTALS ===			4,441.00			
=====						
01-06002		NINENORTH				
I-2025-008		WEBSTREAMING JAN	893.25			
2/12/2025	APBNK	DUE: 2/12/2025 DISC: 2/12/2025		1099: N		
		WEBSTREAMING JAN		101 4116-85050-000	CABLE TV	893.25
=== VENDOR TOTALS ===			893.25			
=====						
01-05752		UNIVERSAL TRUCK SERVICE LLC				
I-106451		BLIND SPOT MIRRORS FOR TRKS	39.00			
2/12/2025	APBNK	DUE: 2/12/2025 DISC: 2/12/2025		1099: N		
		BLIND SPOT MIRRORS FOR TRKS		101 4132-87000-000	REPAIR EQUIPMENT	39.00
=== VENDOR TOTALS ===			39.00			

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PACKET: 03314 FEB 12 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

POST DATE	BANK CODE	-----ID-----	DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-05870	XCEL ENERGY						
I-202502129097			Elect	5,379.52			
2/12/2025	APBNK		DUE: 2/12/2025 DISC: 2/12/2025		1099: N		
			Elect		101 4121-85020-000	ELECTRIC	35.79
			Gas		101 4131-85030-000	NATURAL GAS	1,480.91
			Elect		101 4131-85020-000	ELECTRIC	966.15
			Elect		101 4141-85020-000	ELECTRIC/GAS	32.06
			Elect		101 4141-85020-000	ELECTRIC/GAS	23.89
			Elect		209 4209-85020-000	STREET LIGHTING POWER	4.94
			Elect		209 4209-85020-000	STREET LIGHTING POWER	0.87
			Elect		209 4209-85020-000	STREET LIGHTING POWER	81.32
			Elect		209 4209-85020-000	STREET LIGHTING POWER	78.50
			Elect		209 4209-85020-000	STREET LIGHTING POWER	71.17
			Elect		209 4209-85020-000	STREET LIGHTING POWER	43.51
			Elect		209 4209-85020-000	STREET LIGHTING POWER	15.09
			Elect		209 4209-85020-000	STREET LIGHTING POWER	46.67
			Elect		209 4209-85020-000	STREET LIGHTING POWER	12.60
			Elect		209 4209-85020-000	STREET LIGHTING POWER	21.72
			Elect		209 4209-85020-000	STREET LIGHTING POWER	2,464.33
			=== VENDOR TOTALS ===	5,379.52			
			=== PACKET TOTALS ===	32,854.96			

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PACKET: 03316 FEB 14 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

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01-04002		UNITED STATES TREASURY				

I-8028-T		ARBITRAGE PYMT ON 2017A SERIE	7,839.32			
2/14/2025	APBNK	DUE: 2/14/2025 DISC: 2/14/2025		1099: N		
		ARBITRAGE PYMT ON 2017A SERIES		316 4316-94900-000 BOND FEES		7,839.32
=== VENDOR TOTALS ===			7,839.32			
=== PACKET TOTALS ===			7,839.32			

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A/P Regular Open Item Register

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PACKET: 03318 feb 14th payables

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
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01-05352	SHAILA CUNNINGHAM					
I-202502149101		YOGA CLASSES ENDING 2/24/25	861.60			
2/14/2025	APBNK	DUE: 2/14/2025 DISC: 2/14/2025		1099: Y		
		YOGA CLASSES ENDING 2/24/25		201 4201-87700-000	INSTRUCTOR-SPECIALTY CLA	861.60
=== VENDOR TOTALS ===			861.60			
=====						
01-05166	GRAINGER, W. W., INC.					
I-9391929784		SAFETY GEAR FOR CHAINSAW	40.61			
2/14/2025	APBNK	DUE: 2/14/2025 DISC: 2/14/2025		1099: N		
		SAFETY GEAR FOR CHAINSAW		101 4131-70110-000	SUPPLIES	40.61
=== VENDOR TOTALS ===			40.61			
=====						
01-05045	GRUBER'S POWER EQUIPMENT					
I-01-42130		SCRAPER FOR JD BLOWER ATTACH	312.92			
2/14/2025	APBNK	DUE: 2/14/2025 DISC: 2/14/2025		1099: N		
		SCRAPER FOR JD BLOWER ATTACH		101 4132-70120-000	SUPPLIES	312.92
=== VENDOR TOTALS ===			312.92			
=====						
01-05058	JOSH JORDAN					
I-202502149102		TAE KWO DO JAN14 TO FEB20	844.80			
2/14/2025	APBNK	DUE: 2/14/2025 DISC: 2/14/2025		1099: Y		
		TAE KWO DO JAN14 TO FEB20		201 4201-87700-000	INSTRUCTOR-SPECIALTY CLA	844.80
=== VENDOR TOTALS ===			844.80			
=====						
01-05450	LEAGUE MN CITIES INS TRST					
I-202502149099		2025 PROPERTY AND CASUALTY IN	55,819.00			
2/14/2025	APBNK	DUE: 2/14/2025 DISC: 2/14/2025		1099: N		
		2025 PROPERTY AND CASUALTY INS		101 4112-88000-000	INSURANCE & BONDS	55,819.00
=== VENDOR TOTALS ===			55,819.00			
=====						
01-06768	MUSKA ELECTRIC					
I-64745		INSTALLATION NEW LIGHT FIXTUR	413.00			
2/14/2025	APBNK	DUE: 2/14/2025 DISC: 2/14/2025		1099: N		
		INSTALLATION NEW LIGHT FIXTURS		101 4131-70110-000	SUPPLIES	413.00
=== VENDOR TOTALS ===			413.00			

2/14/2025 10:51 AM

A/P Regular Open Item Register

PAGE: 2

PACKET: 03318 feb 14th payables

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-06030	OLSON,ROLAND					
I-202502149100		FLEX REIMB	163.94			
2/14/2025	APBNK	DUE: 2/14/2025 DISC: 2/14/2025		1099: N		
		FLEX REIMB		101 21712-000	MEDICAL FLEX SAVINGS PAY	136.07
		FLEX REIMB		601 21712-000	MEDICAL FLEX SAVINGS PAY	24.59
		FLEX REIMB		602 21712-000	MEDICAL FLEX SAVINGS PAY	3.28
=== VENDOR TOTALS ===			163.94			
=====						
01-06112	PIONEER PRESS					
I-125572540		LEGALS	215.60			
2/14/2025	APBNK	DUE: 2/14/2025 DISC: 2/14/2025		1099: N		
		LEGALS		101 4112-89000-000	MISCELLANEOUS	215.60
=== VENDOR TOTALS ===			215.60			
=====						
01-07233	TUBMAN					
I-2025-1		COOPERATIVE LEGAL SVCS 2025	5,000.00			
2/14/2025	APBNK	DUE: 2/14/2025 DISC: 2/14/2025		1099: N		
		COOPERATIVE LEGAL SVCS 2025		101 4111-96500-000	COOPERATIVE SERVICE	5,000.00
=== VENDOR TOTALS ===			5,000.00			
=====						
01-07898	WSB					
I-R-023655-000-11X		COMM PARK AUG PLANNING	3,891.50			
2/14/2025	APBNK	DUE: 2/14/2025 DISC: 2/14/2025		1099: N		
		COMM PARK AUG PLANNING		403 20200-000	ACCOUNTS PAYABLE	3,891.50
=== VENDOR TOTALS ===			3,891.50			
=== PACKET TOTALS ===			67,562.97			

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A/P Regular Open Item Register

PAGE: 1

PACKET: 03321 FEB 19TH PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

POST DATE	BANK CODE	-----ID-----	DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-06053			OREILLY AUTO PARTS				
I-3243-465773			CIRCUIT BREAKER/ FLASHER	20.68			
2/19/2025	APBNK		DUE: 2/19/2025 DISC: 2/19/2025		1099: N		
			CIRCUIT BREAKER/ FLASHER		101 4132-87000-000	REPAIR EQUIPMENT	20.68
=== VENDOR TOTALS ===				20.68			
01-06301			SAMS CLUB MC/SYNCE				
I-202502199104			FUEL/APA/RENOVATIONS/LEGALS	4,179.20			
2/19/2025	APBNK		DUE: 2/19/2025 DISC: 2/19/2025		1099: N		
			FUEL		101 4132-74000-000	MOTOR FUEL & LUBRICANTS	627.54
			APA MEMBERSHIP HANNAH		101 4117-86110-000	MEMBERSHIPS	234.00
			POLICE OFFICE RENOVATIONS		402 4402-91100-000	POLICE OFFICE RENOVATION	3,074.23
			GREENCORPS TRAINING		101 4137-86100-000	CONFERENCES/EDUCATION/AS	107.48
			HEXCYCLING RECYCLING		206 4206-70100-000	SUPPLIES/COPY COSTS	97.55
			CHAT GPT		101 4116-70100-000	SUPPLIES	20.00
			CHAT GPT		101 4111-70410-000	LEGAL NOTICES	18.40
=== VENDOR TOTALS ===				4,179.20			
0	14		SIMONS, DAVID				
I-202502199103			TRUCK FLASHER REIMBURSEMENT	27.84			
2/19/2025	APBNK		DUE: 2/19/2025 DISC: 2/19/2025		1099: N		
			TRUCK FLASHER REIMBURSEMENT		101 4132-87000-000	REPAIR EQUIPMENT	27.84
=== VENDOR TOTALS ===				27.84			
=== PACKET TOTALS ===				4,227.72			

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PAGE: 1

PACKET: 03323 FEBRUARY 20TH PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	POST DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====							
01-03103	CANON FINANCIAL SERVICES						
I-38385765			COPIER SVC FEB	163.59			
2/20/2025	APBNK		DUE: 2/20/2025 DISC: 2/20/2025		1099: N		
			COPIER SVC FEB		101 4131-87010-000	CITY HALL MAINTENANCE	163.59
=== VENDOR TOTALS ===				163.59			
=====							
01-03110	CENTURY LINK						
I-202502209107			LANDLINE SVC FEB	71.38			
2/20/2025	APBNK		DUE: 2/20/2025 DISC: 2/20/2025		1099: N		
			LANDLINE SVC FEB		101 4141-85011-000	TELEPHONE - LANDLINE	71.38
=== VENDOR TOTALS ===				71.38			
=====							
01-06290	CITY OF ROSEVILLE						
I-242283			ENGINEERING JAN 2025	14,942.91			
2/20/2025	APBNK		DUE: 2/20/2025 DISC: 2/20/2025		1099: N		
			ENGINEERING JAN 2025		101 4133-80100-000	ENGINEERING SERVICES	72.86
			ENGINEERING JAN 2025		424 4424-92000-000	OTHER IMPROVEMENTS	14,870.05
=== VENDOR TOTALS ===				14,942.91			
=====							
01-05166	GRAINGER, W. W., INC.						
I-9406298118			SAFETY MARKERS FOR WING PLOWS	30.01			
2/20/2025	APBNK		DUE: 2/20/2025 DISC: 2/20/2025		1099: N		
			SAFETY MARKERS FOR WING PLOWS		101 4132-70120-000	SUPPLIES	30.01
=== VENDOR TOTALS ===				30.01			
=====							
01-05884	LYNCH, HANNAH						
I-202502209106			MILEAGE AND PARKING REIMB	61.08			
2/20/2025	APBNK		DUE: 2/20/2025 DISC: 2/20/2025		1099: N		
			MILEAGE AND PARKING REIMB		101 4117-86010-000	MILEAGE	61.08
=== VENDOR TOTALS ===				61.08			
=====							
01-05665	METROPOLITAN COUNCIL						
I-1181368			FEB WASTE WATER SVC	61,055.44			
2/20/2025	APBNK		DUE: 2/20/2025 DISC: 2/20/2025		1099: N		
			FEB WASTE WATER SVC		601 4601-85060-000	METRO SEWER CHARGES	61,055.44
=== VENDOR TOTALS ===				61,055.44			

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A/P Regular Open Item Register

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PACKET: 03323 FEBRUARY 20TH PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-05843	MN	NCPERS LIFE INSURANCE				
=====						
I-458800032025		MAR LIFE INSURANCE	112.00			
2/20/2025	APBNK	DUE: 2/20/2025 DISC: 2/20/2025		1099: N		
		MAR LIFE INSURANCE		101 21709-000	OTHER PAYABLE	77.12
		MAR LIFE INSURANCE		204 21709-000	OTHER PAYABLE	1.60
		MAR LIFE INSURANCE		601 21709-000	OTHER PAYABLE	24.96
		MAR LIFE INSURANCE		602 21709-000	OTHER PAYABLE	8.32
=== VENDOR TOTALS ===			112.00			
=====						
01-05870	XCEL	ENERGY				
=====						
I-202502209105		ELECT	24.38			
2/20/2025	APBNK	DUE: 2/20/2025 DISC: 2/20/2025		1099: N		
		ELECT		101 4141-85020-000	ELECTRIC/GAS	24.38
=== VENDOR TOTALS ===			24.38			
=== PACKET TOTALS ===			76,460.79			

***** DIRECT DEPOSIT LIST *****

PAY PERIOD ENDING 2/09/2025
DIRECT DEPOSIT EFFECTIVE DATE 2/11/2025

EMP #	NAME	AMOUNT
(.006	JACK LINEHAN	3,167.02
01-1027	KELLY A NELSON	2,533.35
01-1029	ELKE JOHNSON	1,771.60
01-1136	ROLAND O OLSON	2,950.63
01-1162	ALYSSA LANDBERG	2,480.14
01-1028	HANNAH B LYNCH	2,836.21
01-1168	DEAN T POPE	1,649.60
01-2277	MARK C HOVE	275.96
01-1033	DAVE TRETSEVEN	1,970.93
01-1143	COLIN B CALLAHAN	2,895.02

TOTAL PRINTED: 10 22,530.46

2-11-2025 6:39 AM PAYROLL CHECK REGISTER
PAYROLL NO: 01 City of Falcon Heights

PAGE: 2
PAYROLL DATE: 2/11/2025

*** REGISTER TOTALS ***

REGULAR CHECKS:	2	2,374.62
DIRECT DEPOSIT REGULAR CHECKS:	10	22,530.46
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	12	24,905.08

*** NO ERRORS FOUND ***

** END OF REPORT **

2-11-2025 6:39 AM PAYROLL CHECK REGISTER
PAYROLL NO: 01 City of Falcon Heights

PAGE: 1
PAYROLL DATE: 2/11/2025

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
	NEIS, ADRIAN J	R	2/11/2025	423.13	093914
	SIMONS, DAVID S	R	2/11/2025	1,951.49	093915

Feb 11th payroll

Federal W/h	8,950.01
State W/h	1,592.36
PERA	5,080.28
ICMA	200.00
	15,822.65

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REQUEST FOR COUNCIL ACTION

Meeting Date	February 26, 2025
Agenda Item	Consent G2
Attachment	N/A
Submitted By	Kelly Nelson Administrative Services Director / Deputy Clerk

Item	Approval of City License(s)
Description	The following individuals/entities have applied for a <u>Municipal Business License</u> for 2025. Staff have received the necessary documents for licensure. 1. Northern Tier Retail LLC dba Speedway #4353 2. Golden Tailor The following individuals/entities have applied for a <u>Gasoline Station Operator License</u> for 2025. Staff have received the necessary documents for licensure. 1. Northern Tier Retail LLC dba Speedway #4353 The following individuals/entities have applied for a <u>Retail Grocery License</u> for 2025. Staff have received the necessary documents for licensure. 1. Northern Tier Retail LLC dba Speedway #4353 The following individuals/entities have applied for a <u>Tobacco License</u> for 2025. Staff have received the necessary documents for licensure. 1. Northern Tier Retail LLC dba Speedway #4353 The following individuals/entities have applied for a <u>Home Occupation License</u> for 2025. Staff have received the necessary documents for licensure. 1. Cynthia Cyd Wicker The following individuals/entities have applied for a <u>Multifamily Rental Dwelling License</u> for 2025. Staff have received the necessary documents for licensure. 1. Larpenteur Apartments/Edward Properties; 1504 Larpenteur Ave. W. The following individuals/entities have applied for a <u>Restaurant License</u> for 2025. Staff have received the necessary documents for licensure. 1. Ayvaz Pizza LLC dba Pizza Hut 2. New Fresh Wok 3. Jimmy John's

	The following individuals/entities have applied for a <u>Tree Contractors License</u> for 2025. Staff have received the necessary documents for licensure. 1. Upper Cut Tree Service
	N/A
Attachment(s)	N/A
Action(s) Requested	Staff recommends approval of the City license applications contingent on background checks and fire inspections as required.

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REQUEST FOR COUNCIL ACTION

Meeting Date	February 26, 2025
Agenda Item	Consent G3
Attachment	Resolution
Submitted By	Kelly Nelson Administrative Services Director / Deputy Clerk

Item	Grant application for grant funds through MN DNR Outdoor Recreation Grant
Description	The City of Falcon Heights will begin construction of a new picnic structure and outdoor restrooms and concessions building at Community Park this spring during Phase I of the renovation. Staff would like to apply for a grant through the DNR to assist with the construction of a new playground during Phase II in late summer of 2025. The purpose of the grant would be to help construct a playground with inclusion and safety at the forefront. The grant funds would allow the City to add rubber safety surfacing throughout the entirety of the play space instead of Engineered Wood Fiber (EWF), fully fence in the play area as well, and add shade canopies to the play area. Staff is substantially finished with the grant application so that it can undergo a preliminary review before the final draft is submitted on or by March 31, 2025, but is still working on bolstering the application and would like to work on it up until the submission date of March 31, 2025. The application is over 30 pages with over 100 pages in attachments. Staff can provide copies of the application progress, upon request. Staff will seek no more than \$350,000 in grant funds with 100% match from the City.
Budget Impact	The total grant request will not exceed \$350,000 with 100% match required by the City. This amount would be primarily used in 2025.
Attachment(s)	Resolution 25-13
Action(s) Requested	Staff recommends Council give approval to apply for the MN DNR Outdoor Recreation Grant by March 31, 2025. The grant request will not exceed \$350,000 with a 100% match.

ATTACHMENT A - APPLICANT'S RESOLUTION

CITY OF FALCON HEIGHTS COUNCIL RESOLUTION

February 26, 2025

No. 25-13

RESOLUTION IN SUPPORT OF THE CITY OF FALCON HEIGHTS APPLYING FOR GRANT FUNDS THROUGH THE DEPARTMENT OF NATURAL RESOURCES

BE IT RESOLVED that The City of Falcon Heights act as legal sponsor for the project contained in the Outdoor Recreation Grant application to be submitted on _____ and that The City of Falcon Heights' City Administrator is hereby authorized to apply to the Department of Natural Resources for funding of this project on behalf of The City of Falcon Heights.

BE IT FURTHER RESOLVED that the applicant maintains an adequate Conflict of Interest Policy and, throughout the term of the contract, will monitor and report any actual or potential conflicts of interest to the State, upon discovery.

BE IT FURTHER RESOLVED that The City of Falcon Heights has the legal authority to apply for financial assistance, and it has the financial capability to meet the match requirement (if any) and ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that The City of Falcon Heights has not incurred any development costs and has not entered into a written purchase agreement to acquire the property described in the Cost Breakdown section on this application.

BE IT FURTHER RESOLVED that The City of Falcon Heights has or will acquire fee title or permanent easement over all the land described in the boundary map or recreational site plan included in the application.

BE IT FURTHER RESOLVED that, upon approval of its application by the State, The City of Falcon Heights may enter into an agreement with the State for the above-referenced project, and that The City of Falcon Heights certifies that it will comply with all applicable laws and regulations as stated in the grant agreement including dedicating the park property for uses consistent with the funding grant program into perpetuity.

NOW, THEREFORE BE IT RESOLVED that THE CITY ADMINISTRATOR is hereby authorized to execute such agreements as necessary to implement the project on behalf of the applicant.

I CERTIFY THAT the above resolution was adopted by the City Council of The City of Falcon Heights on _____.

SIGNED:

(Signature)

City Administrator 2/26/25
(Title) (Date)

WITNESSED:

(Signature)

Mayor 2/26/25
(Title) (Date)

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REQUEST FOR COUNCIL ACTION

Meeting Date	February 26, 2025
Agenda Item	Consent G4
Attachment	Application and Resolution 25-14
Submitted By	Hannah Lynch, Community Development Coordinator

Item	Appointment of Jeremy Hallowanger to the Planning Commission
Description	City Staff, the Planning Commission Chair, and the Mayor have interviewed and recommend Jeremy Hallowanger for the Planning Commission. Jeremy is a resident and landlord in Falcon Heights and works as a real estate agent. In the past he has worked in the development environment and understands the importance of careful city planning while balancing the intricacies of working with developers. Jeremy's incredible knowledge of development projects and work as a real estate agent will make him a valuable asset to the Falcon Heights Planning Commission.
Budget Impact	N/A
Attachment(s)	• Commission Application • Resolution 25-14 Appointment of Jeremy Hallowanger to the Planning Commission
Action(s) Requested	Staff recommends approval of attached resolution appointing Jeremy Hallowanger to the Planning Commission.

Planning Commission

CITY OF FALCON HEIGHTS COMMISSION APPLICATION

DATE: 1/21/25

NAME: Jeremy Hallowanger

ADDRESS: 1879 Larpenteur Ave W

PHONE: (H) [REDACTED] (W)

EMAIL ADDRESS: [REDACTED]

HOW LONG AT ABOVE ADDRESS? 2

IN WHAT CAPACITY DO YOU WISH TO SERVE?

Serve on the Commission for as long as possible, and see
what other opportunities come up.

REASON YOU WISH TO SERVE ON ABOVE: I want to see the
City continue to move toward its broader goals,
and I want to see the city continue to
attract more people. One day I also want to be a developer

PRIOR PUBLIC (OR RELATED) SERVICE:

Serve in leadership at my church

OTHER RELEVANT BACKGROUND (OR COMMENTS):

I am licensed Real Estate Professional

Experienced reading city codes

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

February 26, 2025

No. 25-14

**RESOLUTION APPOINTING JEREMY HALLOWANGER TO THE PLANNING
COMMISSION**

WHEREAS, the Planning Commission shall be the municipal planning agency authorized by Minnesota Statutes § 462.354, subd. 1;

WHEREAS, the Planning Commission serves in an advisory capacity to the City Council on all policy matters relating to City planning, zoning, and land use;

WHEREAS, City Staff, Commission Chair, and the Mayor have interviewed Jeremy Hallowanger and recommend 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 of Jeremy Hallowanger to the Falcon Heights Planning Commission is approved and adopted by the City Council of the City of Falcon Heights.

Moved by: Meyer

Approved by: _____

Randall C. Gustafson
Mayor

GUSTAFSON
LEEHY
MEYER
WASSENBERG
MIELKE

4 In Favor

0 Against

Attested by: _____

Jack Linehan
City Administrator

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ITEM FOR DISCUSSION

Meeting Date	February 26, 2025
Agenda Item	Consent G5
Attachment	
Submitted By	Roland Olson, Finance Director

Item	Authorization to Close Fund 316 – Series 2017A Debt Service Fund and Transfer Remaining Funds to Remaining Debt Service Funds												
Description	The 2017 G.O. Improvement Debt has been retired and can be closed. The existing fund balance can be transferred to another fund or funds. Staff recommends transferring a portion of the fund balance from the 2017 Debt Svc Fund 316 to the 2023 G.O. Improvement Debt Service Fund 306 to help with the early retirement of the 2023 street bond. The 2023 G.O. Improvement Bond will be recognizing approximately \$67,000 from levied debt during 2025. Deferred special assessments estimated at \$2,000 are minimal and stand to be collected during 2025. There is a balance in the 2017 Debt Service Fund 316 of approximately \$245,000. It is estimated that a transfer of \$176,000 (\$245,000 - \$67,000 - \$2,000) would be needed to help fund the retirement of the 2023 G.O. Improvement Bond). Staff also recommends amending the associated budgets for these funds. The full amount of \$250,000 as a budget amendment allows for some leeway if the complete transfer of the fund balance if needed. <table><tr><td><u>Fund 316:</u></td><td>dr.</td><td>cr.</td></tr><tr><td>316-4316-97000</td><td>250,000</td><td></td></tr></table> <table><tr><td><u>Fund 3063:</u></td><td></td><td></td></tr><tr><td>306-000-39200</td><td></td><td>250,000</td></tr></table>	<u>Fund 316:</u>	dr.	cr.	316-4316-97000	250,000		<u>Fund 3063:</u>			306-000-39200		250,000
<u>Fund 316:</u>	dr.	cr.											
316-4316-97000	250,000												
<u>Fund 3063:</u>													
306-000-39200		250,000											
Budget Impact	Close out the 2017 G.O. Improvement Bond Series Debt Service Fund 316 and transfer remaining funds within the fund to other debt service funds or capital improvement funds as determined.												
Attachment(s)													

Action(s) Requested	Staff recommends closing the 2017 G.O. Improvement Debt Service Fund 316 to the 2023 G.O. Improvement Debt Service Fund 306 and transferring a portion as needed of the remaining funds to the 2023 G.O. Improvement Bond Series 2023A to provide funds to retire the 2023 debt.
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REQUEST FOR COUNCIL ACTION

Meeting Date	February 26, 2025
Agenda Item	Policy H1
Attachment	Resolution 25-15
Submitted By	Jack Linehan, City Administrator

Item	General Obligation Improvement Bond, Series 2023A Notice of Call for Redemption
Description	On the July 26, 2023, the City Council awarded the Pavement Management Project (PMP) General Obligation (GO) Improvement Bond Series 2023A to Zion National Bank. The GO bond was for \$520,000 with an interest rate of 4.41%. This bond had a five-year repayment schedule, with the first payment 2/1/2025 and the final payment 2/1/2029. Working with the City's bond consultant, Ehlers, the City has reviewed our existing debt to strategize the city's future finances. As of the latest debt payments, the City had the following debts: • Series 2017A (2017 PMP) – Paid in full as of 2/1/2025 • Series 2021A (2021 PMP) - \$270,000 outstanding- 2% interest – Not Callable • Series 2023A (2023 PMP) - \$431,000 outstanding – 4.41% interest – Callable With the payoff of Series 2017A, the City had excess funds in the account. As 2023A is our highest interest debt and is callable, which means it can be paid off early, we have worked on a plan with Ehlers to pay this debt off by 4/1/2025, saving the City approximately \$44,000 in interest over the next four years. Remaining funds after paying this off can be used towards outstanding principal on other debts. To start this formal process, City Council would need to approve the attached resolution to authorize notice of payoff for 4/1/2025. Traditionally, notice is given 30 days in advance, so a formal letter would be sent to Zion National Bank letting them know of our intent to payoff early.
Budget Impact	This will save approximately \$44,000 over the life of the bond. Additionally, the City will not need to levy for this bond amount in 2026, making debt service levy room for other anticipated debts (2025 PMP GO Bond Series and

	Community Park Tax Abatement Bond) to keep the debt service levy more manageable.
Attachment(s)	• Cash Current Call Analysis from Ehlers • Resolution 25-15
Action(s) Requested	Staff would recommend approval of attached resolution, authorizing the City Administrator to send notice of call for redemption of the Series 2023A GO Bond

City of Falcon Heights, Minnesota

\$431,146 Cash Current Call on April 1, 2025 of:
General Obligation Improvement Bonds, Series 2023A

Sources & Uses

Dated 04/01/2025 | Delivered 04/01/2025

Sources Of Funds

Par Amount of Bonds	\$431,145.80
Total Sources	\$431,145.80

Uses Of Funds

Deposit to Current Refunding Fund	431,145.80
Total Uses	\$431,145.80

City of Falcon Heights, Minnesota

\$431,146 Cash Current Call on April 1, 2025 of:
General Obligation Improvement Bonds, Series 2023A

Debt Service Comparison

Date	Total P+I	Net New D/S	Old Net D/S	Savings
04/01/2025	-	-	-	-
04/01/2026	431,145.80	431,145.80	122,874.80	(308,271.00)
04/01/2027	-	-	120,288.40	120,288.40
04/01/2028	-	-	117,613.80	117,613.80
04/01/2029	-	-	114,851.00	114,851.00
Total	\$431,145.80	\$431,145.80	\$475,628.00	\$44,482.20

PV Analysis Summary (Net to Net)

Net PV Cashflow Savings @ 0.000%(Escrow Yield)...	44,482.20
Net Present Value Benefit	\$44,482.20
Net PV Benefit / \$475,628.00 PV Refunded Debt Service	9.352%
Net PV Benefit / \$428,000 Refunded Principal...	10.393%
Net PV Benefit / \$431,146 Refunding Principal..	10.317%

Refunding Bond Information

Refunding Dated Date	4/01/2025
Refunding Delivery Date	4/01/2025

City of Falcon Heights, Minnesota

\$431,146 Cash Current Call on April 1, 2025 of:
General Obligation Improvement Bonds, Series 2023A

Current Refunding Escrow

Date	Rate	Receipts	Disbursements	Cash Balance
04/01/2025	-	431,145.80	431,145.80	-
Total	-	\$431,145.80	\$431,145.80	-

Investment Parameters

Investment Model [PV, GIC, or Securities]	Securities
Default investment yield target	Unrestricted
Cash Deposit	431,145.80
Total Cost of Investments	\$431,145.80
Target Cost of Investments at bond yield	\$431,145.80
Yield to Receipt	-
Yield for Arbitrage Purposes	-

City of Falcon Heights, Minnesota

\$431,146 Cash Current Call on April 1, 2025 of:
General Obligation Improvement Bonds, Series 2023A

Summary Of Bonds Refunded

	Issue	Maturity	Type	of Bond	Coupon	Maturity Value	Call Date	Call Price
Dated 2/01/2025 Delivered 2/01/2025								
Series 2023A GO Imp Bonds - CR file 2025		02/01/2026	Term 1	Coupon	4.410%	104,000	04/01/2025	100.000%
Series 2023A GO Imp Bonds - CR file 2025		02/01/2027	Term 1	Coupon	4.410%	106,000	04/01/2025	100.000%
Series 2023A GO Imp Bonds - CR file 2025		02/01/2028	Term 1	Coupon	4.410%	108,000	04/01/2025	100.000%
Series 2023A GO Imp Bonds - CR file 2025		02/01/2029	Term 1	Coupon	4.410%	110,000	04/01/2025	100.000%
	Subtotal	-			-	\$428,000	-	-
	Total	-			-	\$428,000	-	-

City of Falcon Heights, Minnesota

\$428,000 General Obligation Improvement Bonds, Series 2023A

Debt Service To Maturity And To Call

Date	Refunded Bonds	Refunded Interest	D/S To Call	Principal	Coupon	Interest	Refunded D/S
04/01/2025	428,000.00	3,145.80	431,145.80	-	-	-	-
08/01/2025	-	-	-	-	-	9,437.40	9,437.40
02/01/2026	-	-	-	104,000.00	4.410%	9,437.40	113,437.40
08/01/2026	-	-	-	-	-	7,144.20	7,144.20
02/01/2027	-	-	-	106,000.00	4.410%	7,144.20	113,144.20
08/01/2027	-	-	-	-	-	4,806.90	4,806.90
02/01/2028	-	-	-	108,000.00	4.410%	4,806.90	112,806.90
08/01/2028	-	-	-	-	-	2,425.50	2,425.50
02/01/2029	-	-	-	110,000.00	4.410%	2,425.50	112,425.50
Total	\$428,000.00	\$3,145.80	\$431,145.80	\$428,000.00	-	\$47,628.00	\$475,628.00

Yield Statistics

Base date for Avg. Life & Avg. Coupon Calculation	4/01/2025
Average Life	2.357 Years
Average Coupon	4.4100000%
Weighted Average Maturity (Par Basis)	2.357 Years
Weighted Average Maturity (Original Price Basis)	2.357 Years

Refunding Bond Information

Refunding Dated Date	4/01/2025
Refunding Delivery Date	4/01/2025

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

HELD: February 26, 2025

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Falcon Heights, Ramsey County, Minnesota, was duly held at City Hall on February 26, 2025, at 7:00 p.m. for the purpose, in part, of authorizing the call of the outstanding General Obligation Improvement Bond, Series 2023A.

The following members were present: Gustafson, Meyer, Mielke, Wassenberg
and the following were absent: Leehy

Member Meyer introduced the following resolution and moved its adoption:

CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION

February 26, 2025

No. 25-15

**RESOLUTION AUTHORIZING THE CALL OF THE OUTSTANDING
GENERAL OBLIGATION IMPROVEMENT BOND, SERIES 2023A**

WHEREAS, the City Council of the City of Falcon Heights, Minnesota (the "City") issued a General Obligation Improvement Bond, Series 2023A, in the principal amount of \$520,000, dated August 17, 2023 (the "Bond"), of which \$428,000 remains outstanding; and

WHEREAS, the City has sufficient funds on hand in the debt service account of the Bond to pay the remaining balance; and

WHEREAS, the City Council deems it desirable and in the best interests of the City to pay the remaining balance, in accordance with the resolution of the City Council adopted on July 26, 2023, authorizing the issuance of the Bond (the "Prior Resolution"); and

NOW, THEREFORE, be it resolved by the City Council of the City of Falcon Heights, Minnesota, as follows:

1. The City Council hereby determines to prepay on April 1, 2025, the outstanding principal of the Bond (\$428,000) and the accrued interest due thereon.
2. The City Administrator shall cause the Notice of Call for Redemption attached hereto as Exhibit A to be mailed prior to March 1, 2025, to the registered owner of the Bond in accordance with the provisions of the Prior Resolution.

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

and the following voted against the same:

Whereupon the resolution was declared duly passed and adopted.

Moved by: Meyer

Approved by: _____


Randall C. Gustafson
Mayor

GUSTAFSON
LEEHY
MEYER
WASSENBERG
MIELKE

4

In Favor

0

Against

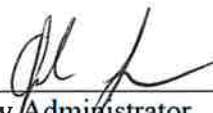
Attested by: _____


Jack Linchan
City Administrator

STATE OF MINNESOTA
COUNTY OF RAMSEY
CITY OF FALCON HEIGHTS

I, the undersigned, being the duly qualified and acting City Administrator of the City of Falcon Heights, Minnesota, DO HEREBY CERTIFY that I have carefully compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council duly called and held on the date therein indicated, insofar as such minutes relate to authorizing the call of the outstanding General Obligation Improvement Bond, Series 2023A.

WITNESS my hand officially on February 26, 2025.



City Administrator

EXHIBIT A

NOTICE OF CALL FOR REDEMPTION
GENERAL OBLIGATION IMPROVEMENT BOND, SERIES 2023A
CITY OF FALCON HEIGHTS, RAMSEY COUNTY, MINNESOTA

NOTICE IS HEREBY GIVEN that by order of the City Council of the City of Falcon Heights, Ramsey County, Minnesota, there have been called for redemption and prepayment on

April 1, 2025

the outstanding bond of the City designated the General Obligation Improvement Bond, Series 2023A, dated August 17, 2023 (the "Bond"), having a stated maturity date of February 1, 2029 and totaling \$428,000 in principal amount.

The Bond is being called at a price of par plus accrued interest to April 1, 2025, on which date all interest on the Bond will cease to accrue. The registered owner of the Bond hereby called for redemption is requested to present the Bond for payment at the office of the Finance Director, City of Falcon Heights, Minnesota, on or before April 1, 2025.

Dated: February 26, 2025.

BY ORDER OF THE CITY COUNCIL
CITY OF FALCON HEIGHTS, MINNESOTA

/s/ Jack Linehan
City Administrator

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REQUEST FOR COUNCIL ACTION

Meeting Date	February 26, 2025
Agenda Item	Policy H2
Attachment	Ad for Bid; Resolution
Submitted By	Erik Henricksen, City Engineer

Item	Approve Resolution Accepting Plans and Specifications and Ordering Advertisement for Bids for the 2025 Pavement Management Program, FH 25-01
Description	On January 22, 2025, a public improvement hearing was held for the 2025 PMP, rehabilitating the Falcon Woods neighborhood which includes Autumn St, Prior Ave N, Summer St, Moore St, Howell St N and Garden Ave, as well as the Northome neighborhood which includes California Ave W, Idaho Ave W, and Iowa Ave W. Following the hearing, the City Council ordered the improvement and preparation of plans and specifications of the proposed project. The next step in the process is for the City Council to approve plans and specifications and authorize the advertisement for bids. Plans are available for review at the office of the City Engineer. State statute requires a City Council resolution approving plans and specifications and ordering the advertisement for bids for all public improvements to be assessed. Since a portion of the costs for the proposed project will be assessed to benefiting properties, the adoption of this resolution is required. The proposed project involves full depth reclamation, spot curb replacement, spot utility improvements and paving the streets in the Falcon Woods neighborhood which includes Autumn St, Prior Ave N, Summer St, Moore St, Howell St N and Garden Ave, as well as the Northome neighborhood which includes California Ave W, Idaho Ave W, and Iowa Ave. Trails within the Falcon Woods area are proposed for rehabilitation as well. The Curtis Field Parking lot will undergo a mill and overlay and new pavement markings for ADA and other parking will be applied. SPRWS will coordinate with the project in conducting lead service replacement within the Northome area.
Budget Impact	This project has the following financial implications for the City and property owners along the street being considered for maintenance: • Assessments levied in accordance with the City's assessment policy. • Use of Municipal State Aid (MSA) and street infrastructure funds to pay the City's portion of the project. • Expenditure of utility fund dollars to pay for repairs needed to the existing

	utility system.
Attachment(s)	Ad for Bid; Resolution 25-16
Action(s) Requested	Adopt Resolution Accepting Plans and Specifications and Ordering Advertisement for Bid for the 2025 Pavement Management Project, FH 25-01

ADVERTISEMENT FOR BIDS
2025 Pavement Management Project
City of Falcon Heights
Falcon Heights, Minnesota

RECEIPT AND OPENING OF PROPOSALS: Sealed proposals for the work described below will be received at the Falcon Heights City Hall, 2077 Larpenteur Avenue, Falcon Heights, Minnesota, electronically through Connex until **11:00 am on Thursday, March 20, 2025** at which time the bids will be opened and publicly read.

DESCRIPTION OF WORK: The work includes the construction of approximately:

33,700	SY	Full Depth Reclamation
580	SY	1.5" Mill Bituminous Surface
4,260	TON	Type SP 12.5 Non-Wearing Course Mix (3,B)
3,200	TON	Type SP 9.5 Wearing Course Mix (3,C)
3,700	LF	Concrete Curb and Gutter Design B618
1,620	LF	Concrete Curb and Gutter Design D418
5	EA	Remove Flared End Section
50	EA	Install casting
650	SF	6" Concrete Walk
600	SF	4" Concrete Walk
3,600	SY	Turf Establishment with Hydroseed

Together with numerous related items of work, all in accordance with Plans and Specifications.

COMPLETION OF WORK: All Work under this Contract, including final clean up, must be completed in the Northome neighborhood by midnight, August 15, 2025, and in the Falcon Woods neighborhood by October 1, 2025. As described in Section FH-G-32, liquidated damages start to accrue after these dates.

PLANHOLDERS LIST, ADDENDA AND BID TABULATIONS: The planholders list, addenda and bid tabulation will be available on-line at: <https://mn-ci-roseville.app.rtvision.com>. Any addenda will be e-mailed to all planholders.

TO OBTAIN BID DOCUMENTS: A description of the project, Plans and Specifications, and the planholders list are available at <https://mn-ci-roseville.app.rtvision.com>. You may download these documents for \$25 through the City's eGram page as long as you are a planholder. Hard copies of complete project documents are available for \$150 at the City of Roseville, 2660 Civic Center Drive, Roseville, MN 55113, 651-792-7004. No refunds will be provided. **Bids will only be accepted electronically from Contractors who are listed as planholders on the City's Connex site.**

BID SECURITY: A certified check or proposal bond in the amount of not less than ten percent (10%) of the total amount bid, drawn in favor of the City of Falcon Heights, shall accompany each bid. This can be submitted either electronically with your bid through Connex or submitted via paper copy at or before the time of the bid opening.

OWNER'S RIGHTS RESERVED: The City Council reserves the right to reject any and all bids, to waive irregularities and informalities therein and the right to award the contract in the best interests of the City.

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

February 26, 2025

No. 25-16

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING
ADVERTISEMENT FOR BIDS FOR THE 2025 PAVEMENT MANAGEMENT PROJECT,
FH 25-01**

WHEREAS, pursuant to resolution passed by the City Council January 22, 2025, the City of Roseville Engineering Department has prepared plans and specifications for the 2025 Pavement Management Project, the improvement of the Falcon Woods neighborhood which includes Autumn St, Prior Ave N, Summer St, Moore St, Howell St N and Garden Ave, as well as the Northome neighborhood which includes California Ave W, Idaho Ave W, and Iowa Ave W, and has presented such plans and specifications to the Council for approval.

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The City Administrator shall prepare and cause to be inserted in the *Pioneer Press*, the official newspaper, the City's website, and the eAdvert bidding platform, an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published as required by law, shall specify the work to be done, shall state the date and time that the bids will be received by the City Administrator and City Engineer at which time they will be publicly opened at City Hall by the City Administrator and City Engineer, will then be tabulated, and will subsequently be considered by the Council. No bids will be considered unless sealed and filed with the Administrator and accompanied by a cash deposit, certified check or bid bond payable to the City of Falcon Heights for ten percent (10%) of the amount of such bid.

Moved by: Mielke

Approved by: 
Randy Gustafson
Mayor
February 26, 2025

GUSTAFSON
LEEHY
MEYER
WASSENBERG
MIELKE

4 In Favor

0 Against

Attested by: _____
Jack Linehan
City Administrator
February 26, 2025





REQUEST FOR COUNCIL ACTION

Meeting Date	February 26, 2025
Agenda Item	Policy H3
Attachment	Resolution 25-17, Permit Application
Submitted By	Jack Linehan, City Administrator

Item	Approval of Resolution 25-17 Authorizing the City Administrator to Apply for a Stormwater Management Permit with the Rice Creek Watershed District for the Community Park Renovation
Description	As part of the Community Park renovation project, the City will be required to apply for a stormwater management permit with the Rice Creek Watershed District (RCWD). Permit applications are due 40 days in advance of the targeted approval meeting, so WSB has requested the City authorize the permit by Friday, February 28 th to meet the deadline for April RCWD board approval date.
Budget Impact	Depending on the scope of the project, it may be up-to \$5,400 plus additional review fees. The City has funds available as part of our 2025 project budget.
Attachment(s)	• Resolution 25-17 • Permit Application
Action(s) Requested	Staff would recommend approval of attached resolution, authorizing the City Administrator to apply for the Rice Creek Watershed District stormwater permit.

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

February 26 2025

No. 25-17

**RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO APPLY FOR A RICE
CREEK WATERSHED DISTRICT STORMWATER PERMIT FOR THE COMMUNITY
PARK RENOVATION**

WHEREAS, the City of Falcon Heights is actively working to renovate 2050 Roselawn Avenue - Community Park; and

WHEREAS, the renovation scope will trigger certain stormwater permitting requirements; and

WHEREAS, the Community Park is located within the Rice Creek Watershed District; and

WHEREAS, to maintain the project timeline, the City of Falcon Heights will need to apply for this stormwater permit with a submittal deadline of Friday, February 28th, 2025; and

WHEREAS, the City of Falcon Heights has funds available for this permit application.

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

1. Supports the request for stormwater permitting through the Rice Creek Watershed District.
2. Authorizes the City Administrator to sign the permit application as the authorized landowner on the City's behalf

ADOPTED by the Falcon Heights City Council this 26th day of February, 2025.

Moved by: Wassenberg

Approved by: _____

Randall C. Gustafson
Mayor

GUSTAFSON
MEYER
LEEHY
WASSENBERG
MIELKE

4 In Favor
0 Against

Attested by: _____

Jack Linahan
City Administrator



4325 Pheasant Ridge Drive #611 | Blaine, MN 55449
Phone (763) 398-3070 | Fax (763) 398-3088

For Office Use Only

Permit App. #: _____
Date Received: _____
Amount/Payer: _____
Check Number: _____

Permit Application Form

Project Information

Project Name: Falcon Heights Community Park
Project Location: 2050 Roselawn Ave W, Roseville, MN 55113
City or Township: Falcon Heights County: Ramsey
Project Purpose: Update park facilities, trails, splash pad, parking lot, and BMPs

Area of Land Disturbance: 2.65 acres Area of New and/or Reconstructed Impervious Surface: 0.39 acres

Contact Information

(All contacts will receive permit status updates)

Applicant/Landowner (must be landowner or easement holder of record, and must sign application on reverse):

Name: City of Falcon Heights
Address: 2077 Larpenteur Ave W Phone: (651) 792-7611
City: Falcon Heights Fax: _____
State: Minnesota Zip: 55113 Email: _____

Official Representative (do not complete if same as above):

Name: Robert Slipka
Address: 701 Xenia Ave S Company: WSB
Unit 300 Phone: _____
City: Golden Valley Fax: _____
State: MN Zip: 55416 Email: rslipka@wsbeng.com

Permitting Contact (developer, engineer, architect, wetland consultant, etc.):

Name: Sarah Risius Authorized Agent? Yes ☒ No ☐
Address: 701 Xenia Ave S Company: WSB
Unit 300 Phone: _____
City: Golden Valley Fax: _____
State: MN Zip: 55416 Email: srisius@wsbeng.com

Permitting Contact (developer, engineer, architect, wetland consultant, etc.):

Name: _____ Authorized Agent? Yes ☐ No ☐
Address: _____ Company: _____
City: _____ Phone: _____
State: _____ Zip: _____ Fax: _____
Email: _____

Submittal Requirements

Applications submitted to RCWD must be complete and contain all required materials for each applicable RCWD Rule. See the RCWD website for additional guidance and complete rules. RCWD will communicate an incomplete application status to the applicant, and no further action will be taken until additional submittals are received. Applicant must submit an electronic copy of all required information. Projects involving a Wetland Replacement Plan have special noticing requirements. Permit applications involving wetland noticing must be submitted a minimum 50 calendar days prior to a regular Board meeting; permit applications not involving wetland noticing must be submitted a minimum 40 calendar days prior to a regular Board meeting.

Permit Fee

(Check fee box - only one will apply)

Non-Rule C Fee:

- ☐ A \$300 non-refundable fee is due at the time of application for a project that is NOT subject to Rule C (Stormwater Management), but is subject to one or more of the following Rules:
- Rule D (Erosion and Sediment Control Plans)
 - Rule E (Floodplain Alteration)
 - Rule F (Wetland Alteration)
 - Rule G (Regional Conveyance Systems)
 - Rule I (Public Drainage Systems)
 - Rule J (Appropriation of Public Waters)

Rule C (Stormwater Management) Fee:

- ☐ A \$3,000 non-refundable fee is due at the time of application for Residential, Commercial, Industrial, Institutional development that proposes less than 5 acres of new and/or reconstructed impervious surface
- ☐ A \$5,400 non-refundable fee is due at the time of application for Residential, Commercial, Industrial, Institutional development that proposes 5 or more acres of new and/or reconstructed impervious surface

Once application review costs (District Engineer and Legal Counsel) exceed \$9,000*, any additional cost must be reimbursed by the applicant before the permit can be issued.

The following is subject to Rule C (Stormwater Management), but the applicable fee is \$300:

- Single-family residential subdivision that creates seven or fewer lots and establishes no new public roadway or a private roadway/driveway serving three or more lots

Rule L (Variances):

Variable. See District Permit Variance Guidance Policy

*Review cost is calculated according to the consultant hourly rate, which the District will publish annually. The review cost incurred between the non-refundable fee amount and \$9,000 will be absorbed by the District and will not be the responsibility of the applicant. District staff will notify the applicant of the incurred cost to date once the total review cost exceeds \$7,500, and at subsequent \$3,000 intervals. A delay in notice, however, will not affect the applicant's reimbursement responsibility.

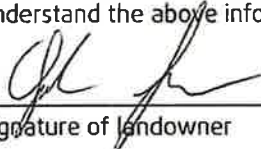
Total Permit Fee: \$0

Applicant Signature

"I have carefully reviewed the Permit Fee terms and understand that if my project is subject to Rule C (Stormwater Management) and does not fall within the indicated exemption, I am obligated to reimburse the RCWD for permit review costs (RCWD engineer and legal counsel) that exceed \$9,000; that my permit will not issue until I have done so; and that this obligation to reimburse the RCWD for its permit review costs above \$9,000 applies even if my permit ultimately is not approved or issued."

"I understand that, as the permittee, I am legally accountable to ensure compliance with terms and conditions of the permit. I understand that I am not authorized to begin the project until I receive the permit and the permit sign is posted on site. If the project is modified, I will obtain approval by the RCWD before I continue with the project. I authorize the RCWD, and its agents, employees, managers and contractors, to enter the worksite at all reasonable times until permit closure to inspect the work authorized hereunder, and to take any reasonable action to address existing or threatened discharge of sediments or other pollutants into waters or offsite."

"I recognize that as the permittee, I will be responsible for site conditions and permit compliance until the permit is closed or transferred by written RCWD approval to a subsequent property owner. I confirm that the Applicant address stated on the front of this form is the official address to which all notices and correspondence relating to this application are to be addressed, unless the address of an authorized agent appears below. I certify that I have thoroughly read and understand the above information."


Signature of landowner

02/26/2025

Date

Jack Linehan

Print signer's name

City of Falcon Heights
Company (if applicable)

City Administrator
Title

