

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

AGENDA
October 8, 2025 at 7:00 P.M.

- A. CALL TO ORDER: *7:01 P.M.*
- B. ROLL CALL: GUSTAFSON ☒ LEEHY ☒ MEYER ☒
MIELKE ☒ WASSENBERG ☒
- STAFF PRESENT: LINEHAN ☒ *Harrison*
- C. APPROVAL OF AGENDA *Mielke 5-0*
- D. PRESENTATION
- E. APPROVAL OF MINUTES: *Mielke 5-0*
1. September 3, 2025 City Council Workshop Meeting
- F. PUBLIC HEARINGS: *Close by Leedy*
1. 2025 Pavement Management Project (PMP) - Assessment Hearing and Approval of Resolutions 25-89 and 25-90 Accepting the Assessment Rolls *5-0*
- G. CONSENT AGENDA: *Gustafson 5-0*
1. General Disbursements through 10/3/25: \$220,897.84
Payroll through 9/23/25: \$23,823.16
Wire Payments through 10/3/25: \$14,821.32
2. Approval of Sewer Cleaning and Televising Payable
3. Approval of Resolution 25-91 Appointing Emily Schmall to the Community Engagement Commission
4. Approval of Resolution 25-92 Authorizing the Application for the Select Committee on Recycling & the Environment (SCORE) Grant
5. Approval of Resolution 25-93 Authorizing ICMA Conference Travel
6. Approval of Resolution 25-94 Authorizing the Application for the Minnesota Department of Natural Resources Community Tree Planting Grant
7. Approval of Resolution 25-95 Authorizing an Amendment to Tax Increment Finance District #1-3 for Parcel Number Correction
8. Approval of Repayment Request for Tax Increment Finance District #1-3
9. Approval of Pay Voucher #1 to New Look Contracting, Inc. for the Community Park Construction Project
- H. POLICY ITEMS:
- 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, September 3, 2025
6:30 P.M.

A. CALL TO ORDER: 6:33 PM

B. ROLL CALL: GUSTAFSON_X__ LEEHY_X_
MEYER_X_ MIELKE_X_ WASSENBERG_X_

STAFF PRESENT: LINEHAN_X_ JOHNSON_X_ NEIS_X_ CALLAHAN_X_

C. POLICY ITEMS:

1. City Code Updates – Rental Inspections

Linehan explains staff has been working on making updates, changes and additions to rental inspections and crime-free housing parts of city code per council recommendations. Staff is looking for council feedback on changes as they are getting ready to send out license applications.

The updates draw from policy frameworks in other states and incorporate air conditioning (A/C) requirements, along with feedback from Council, HOME Line, the City Attorney, and Fire Marshal AJ Neis. The ordinance's goal is to protect residents, with Falcon Heights becoming the first city in the state to require owners, if provided, to maintain A/C in working order in rental housing.

Gustafson asked whether apartment owners had been consulted. Linehan said not yet, but staff plan to hold a kickoff meeting if changes are implemented. Proposed seasonal dates are heat: Oct. 1-Apr. 30; A/C: May 1-Sept. 30.

Mielke referenced the Amber Union incident, where residents experienced prolonged high temperatures in their units. She noted that in other states, codes require at least one cooled room or a common area to ensure relief. She emphasized the need for stronger rules to address situations that go unresolved for several days, including challenges like units without operable windows.

Neis noted that international building and property maintenance codes cover ventilation and equipment standards but do not set specific maximum temperatures. Temporary interruptions for repairs are allowed, but cities can pursue legal avenues if a lack of ventilation is documented.

Wassenberg suggested adding language to ensure A/C units are "functioning properly." Neis confirmed this is already reflected.

Concerns were raised about window A/C units, which can block required fire escape windows. Central systems allow tenant control, but leases often do not address window units. Council discussed whether to require that at least one habitable room maintain a safe temperature. Neis cautioned that enforcement would be difficult without specific standards.

Linehan explained that rental licenses are a privilege, not a right. The City can revoke a license through emergency meetings if conditions warrant. The City Attorney confirmed this is the best legal option. Neis concurs that the property maintenance code has stronger language that can be applied, and can allow the city to revoke the license. Fully sprinklered buildings don't have a requirement that they need to have fire escape windows.

Meyer asked about fines; Linehan said violations would be assessed per dwelling unit. Leehy asked if tenants would be provided alternative lodging if a license was revoked. Neis explained tenants would remain responsible for rent and finding their own lodging, though rent could be placed in escrow if a license is revoked. Neis adds that if a building is deemed unsafe, tenants have legal recourse and can contact advocate groups for assistance, but this would not provide immediate relief.

Mielke suggested requiring buildings with central air to provide proof of an A/C inspection each April. Neis responded that while the idea has merit in theory, it would be difficult in practice since central systems must be shut down from heating mode to test cooling, making the timing challenging.

Meyer agreed with the proposed seasonal dates for heat and A/C and asked if the applicable property maintenance code could be directly referenced in City Code. Neis noted that no other Minnesota jurisdiction requires A/C—only heat—which makes enforcement and potential building vacating difficult. Wassenberg emphasized that the goal is not to displace tenants, but also pointed out the lack of enforceable temperature standards. Neis agreed that an A/C requirement would be challenging to enforce. Leehy acknowledged the seriousness of the Amber Union incident but noted that similar issues could arise in any building. Wassenberg added that if units cannot stay below 80 degrees, the A/C is not functioning properly.

Mielke wonders if they don't specify timeframes for enforcement because of supply issues. Neis stressed that the ability to revoke a rental license remains a strong enforcement tool. Leehy recommended requiring proof that property owners are actively working to resolve issues.

Linehan acknowledged that while the Amber Union situation did occur, City Code must be written to address the entire community, not just one case. He explained that suspending a license can be an effective tool that helps protect tenants without automatically displacing them. Leehy suggested adding a clause requiring proof that property owners are actively addressing issues. Neis cautioned that unsafe conditions remain unsafe, regardless of whether replacement parts are on order.

Wassenberg asked how Neis would determine when A/C conditions are unsafe. Neis said he would reference the ventilation requirements in the International Building Code, noting that if air is not circulating, the unit is not habitable, though the code does not

specify a temperature threshold.

Mielke noted the draft ordinance referenced 80 degrees, while HOME Line recommended 75 degrees. Wassenberg questioned the distinction between ventilation and general air circulation. Meyer asked if temperature requirements could be tied to ventilation standards. Neis responded that the code sets minimum temperatures but not maximums. Linehan added that while not every building is required to have A/C, the draft ordinance requires maintenance of systems that are in place. Neis further explained that ventilation standards can, in practice, be applied to maximum temperatures as well, citing Amber Union's lack of openable windows as an example.

Mielke recommended revising the draft to reference the International Property Maintenance Code. Wassenberg emphasized that while the ordinance should avoid setting overly specific conditions, it must be clear enough to give the City authority to enforce, rather than leaving room for disputes with property managers. Linehan noted that existing code already grants discretion to the code official and suggested exploring requirements for maintaining a safe temperature in at least one habitable room, potentially extending to buildings without A/C. Meyer proposed that, in the future, the City could require at least one room in each unit to meet a defined temperature standard. Linehan added this could be applied to new construction or made a condition of new rental licenses. Neis cautioned, however, that case law prevents cities from retroactively requiring A/C in existing buildings that are "grandfathered" under current regulations.

Meyer asked how tenants are notified if a rental license is revoked and who manages escrow. Neis stresses that neither he nor the city is in the business of evacuating tenants. In the case of a condemned building, notices are posted immediately on the front door and tenants are notified quickly. Resources are also available to help tenants pursue legal recourse. Leehy suggested creating a quick reference sheet for staff, and Linehan agreed.

Linehan notes the City Code is in a good spot, and the City Attorney and Neis agree. Neis adds that responses from landlords and apartment managers have been very positive. He cautioned against moving from two-year to annual inspections, explaining that most cities operate on a five-year cycle and that annual inspections may be excessive without providing significant benefit.

Neis shared his experience in St. Paul, where conducting fire inspections every two years created a backlog. The solution there was to separate properties into classes based on deficiencies, allowing resources to be focused on problem buildings. Falcon Heights properties currently all qualify as Class A, the highest category. He added that while frequent inspections can strain resources, staying current has benefits. In St. Paul, every business remains on a two-year inspection cycle.

Gustafson suggested re-inspecting the following year when issues are found. Neis added that any resident complaint would also trigger an inspection.

2. Alleyway Plowing Discussion

Linehan explained that alleyways in Falcon Heights have historically been the responsibility of adjacent property owners. A council member has requested consideration of adding alleyways in the Northome and Northeast Quadrant neighborhoods to the City's plowing responsibilities. He noted this would require further discussion by the full Council. He also provided background on past changes: the City's administrative manual for snow and ice control was updated in September 2022 to include Lauderdale, and in November 2023, following the pavement management project, the City Council voted to add Garden Avenue sidewalk, Ruggles Pathways, and commercial properties along Snelling/Larpenteur to the City's plowing routes.

Mielke, who lives adjacent to an alley, shared that it is often difficult and inefficient for residents to coordinate plowing on their own. Currently, 13 alleys result in 13 separate private plowing contracts. She noted that in most first-ring suburbs with alleys, the City takes on this responsibility.

Gustafson wonders what the average cost is for residents and how enforcement works. If garbage cans are left out, for example. Mielke answers the cost is around \$500 per contract, which averages \$25 per household. Wassenberg adds that plow drivers will just go around garbage cans.

Gustafson also wonders what kind of equipment would be needed for the city to take over that responsibility. Public Works Director Callahan recommends replacing the current F250 and outfitting it with a reliable plow. Or outfit the current F450, but that would be overkill.

Wassenberg noted that, unlike Public Works crews who can return as needed, private contractors often do not come back after their first pass, leaving alleyways blocked in. He added that contractor reliability varies, making plowing inconsistent, and suggested outreach to identify who organizes alley plowing for each alley. He believes most residents would appreciate City involvement and benefit from Public Works handling the work.

Leehy asked about the timing of alley plowing. Callahan explained that Public Works typically completes city routes in 4–4.5 hours. Adding alleyways would increase the workload and potentially extend routes for individual drivers, but with adjustments, plowing could be synchronized. Leehy suggested piloting the change in one neighborhood.

Mielke pointed out challenges where alleys serve both single-family homes and apartment buildings. Callahan said a one-year trial would be feasible, but emphasized that the City has already added plowing responsibilities in recent years. Since there has not been a major snow event recently, it is unclear how well the department could keep pace. Linehan recommended framing alley plowing as a trial, rather than a permanent commitment, to ensure the City can still meet obligations in both Falcon Heights and Lauderdale.

Leehy reiterated that a trial would help synchronize schedules. Callahan asked about the timing of resident plowing contracts. Wassenberg advised against starting this winter, noting the need for outreach to block captains who manage alley contracts. Some may be

hesitant to cancel existing agreements in case they need to return to private contractors. Allowing more time for communication would make the transition smoother.

Callahan noted that many alley residents are repeat customers of private plowing contractors and that moving forward too quickly could be viewed as disrespectful to those contractors. He shared that in Lauderdale, plowing alleyways takes about four hours, with alley lengths similar to Falcon Heights. He recommended replacing the City's F250 and equipping it with a plow to handle additional workload. Mielke asked whether her alley could serve as a trial run.

Linehan suggested an opt-in program for alley plowing. Callahan cautioned that the City currently has no backup vehicle if the F250 were to fail. Wassenberg expressed support for trying an alley pilot, noting that while residents often take plowing service for granted, they rarely raise complaints.

Callahan raised the need to clarify easements and potential liability related to alley plowing, as this is new territory for Falcon Heights. Linehan confirmed that alleys are public right-of-way.

Meyer raised concerns about snow barriers left at alley entrances after City street plowing and asked if Public Works could clear them. Callahan confirmed this would be possible. Linehan added that Public Works could potentially provide cleanup support after private contractors. Leehy suggested focusing the trial on alley entrance clean-up. Callahan described this as more of a "tidy-up" approach rather than full plowing.

Wassenberg proposed identifying another alley for a trial, but Callahan noted that Public Works already plows Hollywood Court, which is narrower than most alleys, and felt there would be little benefit in trialing another. While uncertain about the workload of adding all 13 alleys, Callahan expressed confidence in the department's overall capacity and suggested offering alleyway touch-ups instead.

Council agreed that alleyway plowing has clear benefits, but determined that implementing it this winter would be too rushed and to table the discussion to 2026. Public Works will provide alley entrance touch-ups where possible.

3. Budget Workshop #2

Linehan reviewed the timeline for the levy process. The preliminary levy must be adopted by September 24, with the Truth in Taxation hearing scheduled for December 10. Once adopted, the levy cannot be increased but may be reduced, so accuracy is important. The proposed levy is \$3.8 million, representing a 10.7% increase. While expenditures are rising, revenues are less flexible. Falcon Heights' share of fiscal disparities is projected to be lower than in past years, and affordable housing reclassifications have further reduced expected revenues.

Linehan noted that the debt levy will increase, with overlap expected in 2026 when a new bond is issued, while one year remains on the 2021 bond. Public safety remains the largest cost driver at \$1.76 million, reflecting the gradual ramp-up to full police staffing. While full staffing is not expected next year, if reached, costs could rise closer to \$1.9

million. The City is currently under budget for police in 2025. The other significant increase is consulting expenses for finance and planning, though overall staff costs are decreasing despite these adjustments.

Financial consultant Abdo completed an assessment of the City's finance operations. Staffing has shifted from 1.5 FTE to 2 FTEs and now back to 1 FTE. The assessment found it is more cost-effective to use a consultant than to hire an additional staff member, especially as the consultant arrangement is temporary. Certain tasks, such as benefits and payroll, could potentially be outsourced.

Upgrading finance software would add automation, and a consultant could help implement those changes more quickly. Overall, the City does not anticipate needing more than 1 FTE in the finance department, which will result in significant long-term savings.

Leehy asked if there would still be a need for an intern. Linehan responded no, the consultant was brought on specifically to improve efficiency in processes, and they can also provide guidance on financial investments.

A planning consultant may be brought in to support work around the golf course redevelopment to ensure the project is set up effectively. Mielke raised the need for research on soil assessments and an AUAR, but Linehan noted that a future developer would be responsible for those costs. Staff also plan to pursue grants, though those can be difficult to forecast in the budget. Wassenberg emphasized the value of bringing in an experienced consultant so current staff can stay focused on ongoing projects.

On the revenue side, no major changes are expected. Expenditures this year are coming in lower than anticipated, and the resulting surplus will be added to the general fund. Potential reduction options include seeking more competitive quotes for consulting services and adjusting debt service. There may be enough in reserve funds to avoid levying for the 2021 debt, though best practice is to levy for all debt owed. Any surplus from debt service would be rolled into other outstanding bonds. However, future increases are expected, particularly as police costs continue to rise.

Gustafson noted that surplus funds from paid-off debts typically flow into the general fund for future use. This budget incorporates costs to implement the pay plan and also includes a proposed 3% COLA. While eliminating the COLA could provide savings, it was included to remain competitive.

The Pay-by-Mobile parking program has generated more revenue than direct expenses, with the excess currently directed into a special capital account. This could later be transferred to the general fund to help lower the tax levy. Leehy suggested leaving the revenue in the account as start-up funding for next year, estimating it could result in a 1–2% levy reduction. He also asked how directing the revenues into the capital fund might provide further benefit.

Wassenberg suggested using Pay-by-Mobile revenues to help lower the tax levy, emphasizing the importance of not shortchanging staff through COLA adjustments or cutting back on consultants. He also supported considering reserves as a tool to even out the levy, noting the Council's preference to avoid a double-digit increase.

Gustafson recommended factoring in savings from lower police costs. Linehan noted that overall cost increases amount to \$296,000. Meyer asked whether it would be better to reduce the levy using debt levy adjustments or reserves. Linehan explained that the city currently holds 107% in reserves, with about \$1.5 million already committed to the Community Park project. Falcon Heights has roughly \$4 million in reserves, well above the policy minimum of 45%. The city's AAA bond rating agency prefers a reserve balance of about 75%, meaning use of reserves to lower the levy would not threaten the rating. He emphasized that past councils have strategically levied funds to avoid long-term harm.

Regarding the Pay-by-Mobile program, Gustafson suggested leaving some funds in the special account as start-up money while transferring any remaining revenue to the general fund. Linehan agreed this could be possible in the future once final program numbers are refined.

On salaries, Linehan noted that the DDA study found Falcon Heights' mayor and councilmember pay to be generally below market. Increasing salaries once every 20 years is not sustainable, and he suggested tying them to cost-of-living adjustments over time. However, he cautioned against raising them in a year with a double-digit levy increase. Wassenberg stressed the need to keep salaries equitable for future councilmembers, recommending a policy to ensure pay remains current. Gustafson proposed bringing salaries closer to the average by 2028, followed by potential COLA adjustments in later years.

4. Future Agenda Items

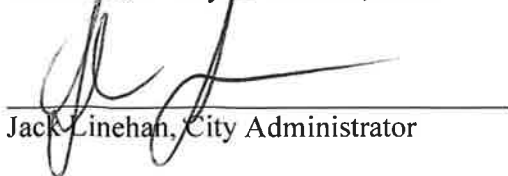
Councilmember Wassenberg motions to table the agenda item

D. ADJOURNMENT: 9:41 PM

Councilmember Mielke motions to adjourn the meeting;
Approved 5-0


Randall C. Gustafson, Mayor

Dated this 8th day of October, 2025


Jack Linehan, City Administrator

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REQUEST FOR COUNCIL ACTION

Meeting Date	October 8, 2025
Agenda Item	Public Hearing F1
Attachment	Presentation, Proposed Assessment Roll, Resolutions
Submitted By	Erik Henricksen, City Engineer

Item	2025 Pavement Management Project assessment hearing. Approve resolution adopting the assessment roll for the 2025 Pavement Management Project.
Description	On September 10, 2025, the City Council set a date to hold a public hearing for the purpose establishing special assessments for the 2025 Pavement Management Project, which included improvements 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 W. It is the City's policy to assess a portion of street improvement costs. The City follows the requirements of Chapter 429 of state statute for the assessment process. Per city assessment policy and state statute, the City holds public hearings to consider assessments for street improvement projects. At the assessment hearing, staff will go through a brief presentation that will include a description of the project, project financing, and a discussion of typical assessments for properties benefiting from these improvements. Staff will summarize the City assessment policy and how it has been applied to this project. If questions come up regarding specific assessments or if amendments to the assessment rolls are necessary, the hearing can be continued to the next Council meeting which would require a special session given the need to submit to Ramsey County in mid-November. This will enable staff time to investigate concerns brought up during the Public Hearing and make recommendations to the City Council. It is suggested that if property owners have individual concerns about the quality of construction as part of the project or specific information about project deficiencies, these should be referred to the City Engineer. Typically, these kinds of complaints relate to quality of finished construction and are covered under the one-year contract warranty period. Correction of these types of problems should not delay the adoption of assessment rolls. Once the assessment roll is adopted, the City allows for a 30-day pre-payment period. Following the pre-payment period, assessment rolls are certified to Ramsey County for collection. If approved at this meeting, the prepayment period would end on November 7,

2025 and interest would begin to accrue after that date. The City will have the rolls certified by mid-November in order to allow the County enough time to add the assessments to property taxes.

The property owners can either pay the assessments in part or in full during the pre-payment period or have them added to their property taxes with an interest rate to be set by the City Council. The first installment of the assessment would be due in Spring 2026.

Budget Impact

The final assessment roll has been prepared in accordance with Falcon Heights's assessment policy and as outlined in the project feasibility report. Below is a Project Financing Summary detailing the projected actual project costs for this improvement. This project is being financed using the following funding sources:

- 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.

The following table shows the projected project costs and funding breakdown for the project:

	Total Cost	Assessments	Street	MSAS	Sanitary	Storm	Water
Falcon Woods	\$528,925.07	\$189,360.00	\$180,827.62	\$158,737.45	-	-	-
Northome	\$700,726.38	\$217,302.76	\$273,126.08	\$210,297.55	-	-	-
Water (SPRWS)	\$3,900.00	-	-	-	-	-	\$3,900.00
Storm Sewer	\$126,968.50	-	-	-	-	\$126,968.50	-
Sanitary Sewer	\$35,063.00	-	-	-	\$ 35,063.00	-	-
Project Total	\$1,395,582.95	\$406,662.76	\$453,953.70	\$369,035.00	\$35,063.00	\$126,968.50	\$3,900.00

A portion of the costs for the project are proposed to be assessed. The following table compares the estimated assessment rates from the feasibility report to the assessment rates calculated based on the project costs. The assessments are significantly reduced from the estimated amount based on low bids received and savings realized during construction. Project costs include construction costs and engineering costs.

Neighborhood	Feasibility Report	Final Proposed
Northome	\$ 30.53/ft	\$ 22.47/ft
Falcon Woods	\$ 3,850.00/parcel	\$ 2,104.00/parcel

The Finance Director recommends the interest rate be set at 2.00% above the true interest rate, which is 3.484%, as has been standard practice on previous assessments. Therefore, the recommended interest rate for the 2025 PMP Special Assessments is 5.484%.

Attachment	Presentation, Proposed Assessment Roll, Resolutions
Action(s) Requested	Hold public hearing on 2025 Pavement Management Project special assessments; and approve resolutions 25-89 and 25-90 adopting and confirming assessment rolls for the 2025 Pavement Management Project.

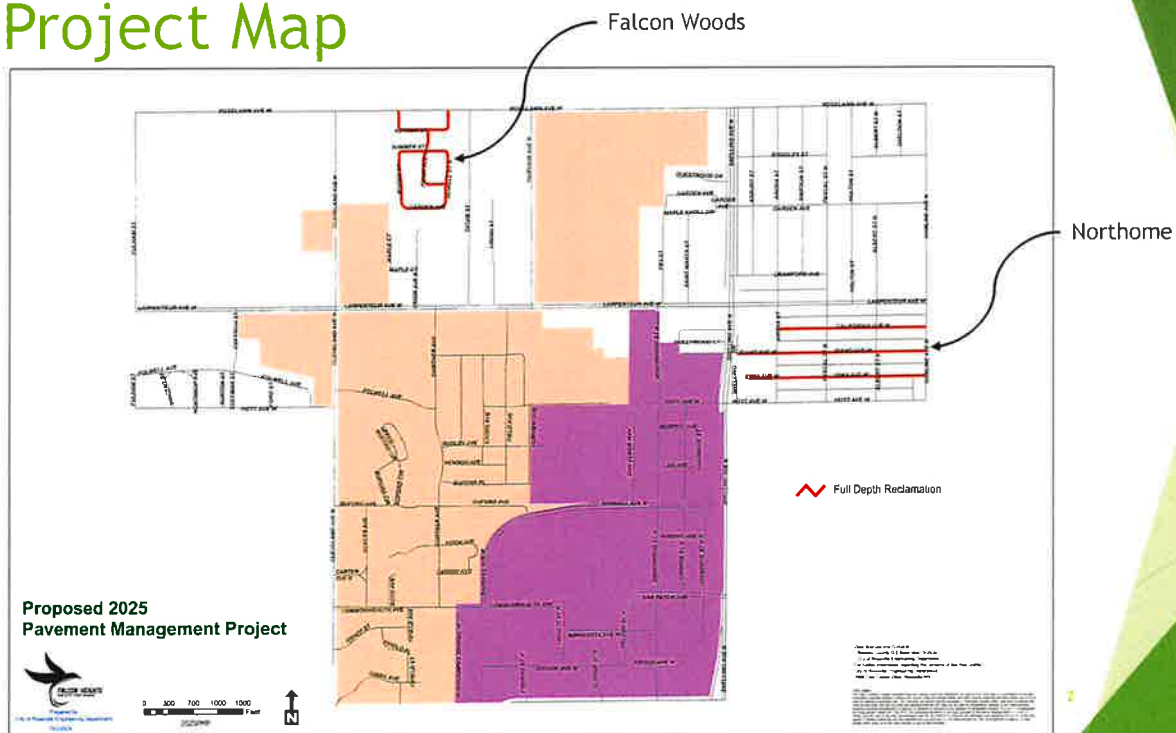
1. 1454 Autumn - Autumn work is not done, work should be finalized



2025 Pavement Management Project (PMP) Assessment Hearing

October 8, 2025

Project Map



2025 PMP - Completed Improvements

Falcon Woods

- ▶ Full Depth Reclamation
- ▶ Repave 3.5" New Asphalt
- ▶ Curb and Gutter Spot Replacement
- ▶ Trail Rehabilitation (not assessed)
- ▶ Spot Storm Repairs
- ▶ Stormwater BMP Improvements
- ▶ Spot Sanitary Repairs

Northome

- ▶ Full Depth Reclamation
- ▶ Repave 3.5" New Asphalt
- ▶ Curb and Gutter Spot Replacement
- ▶ Spot Sanitary Repairs
- ▶ Curtis Field Parking Lot (not assessed)

Project Timeline

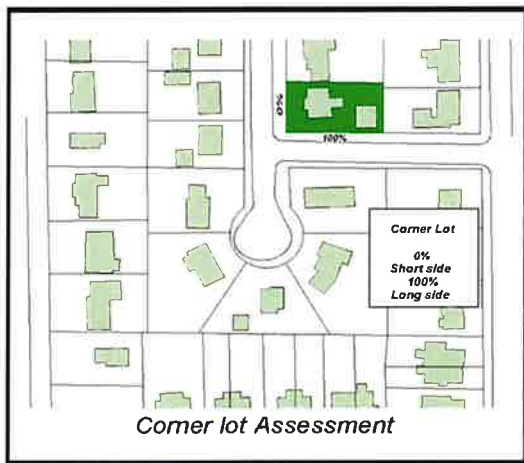
Council actions are denoted with “CC” and will take place at a public meeting:

- ▶ April 9, 2025 - CC Accept Bids and Award Contract
- ▶ April 23, 2025 - Preconstruction Meeting
- ▶ April, 2025 - Construction Newsletter (schedule, construction activities, key personnel, coordination, restoration, etc.)
- ▶ March 2025 - Begin Construction
- ▶ Fall 2025 - Final Completion (*August 15 Northome, October 1 Falcon Woods*)
- ▶ **October 8, 2025 - CC Final Assessment Hearing**
- ▶ Spring 2027 - Warranty Inspection

Projected Final Project Cost & Funding

	Total Cost	Assessments	Street	MSAS	Sanitary	Storm	Water
Falcon Woods	\$528,925.07	\$189,360.00	\$180,827.62	\$158,737.45	-	-	-
Northome	\$700,726.38	\$217,302.76	\$273,126.08	\$210,297.55	-	-	-
Water (SPRWS)	\$3,900.00	-	-	-	-	-	\$3,900.00
Storm Sewer	\$126,968.50	-	-	-	-	\$126,968.50	-
Sanitary Sewer	\$35,063.00	-	-	-	\$ 35,063.00	-	-
Project Total	\$1,395,582.95	\$406,662.76	\$453,953.70	\$369,035.00	\$35,063.00	\$126,968.50	\$3,900.00

Assessment Policy



- ▶ All parcels are residential lots, assessed 40% of the improvement cost for streets.
- ▶ Streets are assessed by the front footage of each lot or by lot unit which is the assessable cost divided by parcels within a project area.
- ▶ When front footage assessments are used, residential corner lots are assessed 100% for the long side, 0% for the short side.
- ▶ 40 of the 221 parcels within the Northome project area are not assessed, as their adjacent side is the short side.

Assessments - Updated Estimates

Falcon Woods - Assessment Roll (Feasibility / **Final**)

- ▶ 90 Parcels
- ▶ Estimated Cost = \$870,000 / **\$528,925**
- ▶ Assessable Amount = \$348,000 / **\$189,360**
- ▶ Assessment/Parcel = \$3,850 / **\$2,104**

Northome- Assessment Roll (Feasibility / **Final**)

- ▶ 181 Parcels
- ▶ Total Frontage = 11991 feet (2,239 non-assessable)
- ▶ Assessment Rate = \$30.53/ft / **\$22.47/ft**
- ▶ Average Residential Assessment = \$1,635.00 / **\$1,201**
- ▶ Approximate Residential Range = \$1,525 to \$2,750 / **\$1,123 to \$2,157**



Assessment Payment Options

- ▶ Pay part or all up-front interest free in first 30 days (up-to 11/7)
- ▶ Add to property taxes with interest:
 - First payment due in 2026 with property taxes
 - Length of payment period and interest rate set by City Council
 - Proposed 7-years
 - Interest rate at 2% above current rate (3.484%) of return on City's portfolio = 5.485%
- ▶ Hardship deferral (None received to-date)
 - Homestead property and;
 - Age 65 or older, or retired by virtue of a disability
 - Payment would be a hardship based on tax returns
 - Assessment will accrue interest
 - Application available at City Hall

Appeals to District Court

In order to appeal to district court, the property owner must file a written, signed objection prior to the assessment hearing or present same to the presiding officer at the hearing.

The property owner must then also serve notice upon the Mayor or City Clerk within 30 days of adoption of the assessment roll.

The notice of appeal must be filed with the Clerk of the district court within ten (10) days after service on the City.

Requested Council Actions

- ▶ Open Public Hearing
- ▶ Approve resolution adopting and confirming assessment rolls for the 2025 Pavement Management project; or
- ▶ Table the resolution for consideration at the next Council meeting (special session)

RESOLUTION NO. 25-89
RESOLUTION ADOPTING AND CONFIRMING ASSESSMENTS FOR
2025 PAVEMENT MANAGEMENT PROJECT – NORTHOME

WHEREAS, pursuant to proper notice duly given as required by law, the council has met and heard and passed upon all objections to the proposed assessment for the 2025 Pavement Management Project, the improvement of the following streets by the installation of paving and necessary appurtenances:

- California Ave W, Idaho Ave W, and Iowa Ave W

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

1. Such proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual principal installments extending over a period of seven (7) years, the first of the installments to be payable on or before the first Monday in January 2026, and shall bear interest at the rate of 5.484 percent per annum. To the first installment shall be added interest on the entire assessment from 30 days after the date of the adoption of this assessment resolution until December 31, 2025. To each subsequent installment, when due, shall be added interest for one year on all unpaid installments.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Administrator, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. An owner may at any time thereafter, pay to the county auditor the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.
4. The City Administrator shall forthwith transmit a certified duplicate of this assessment to the county auditor to be extended on the property tax lists of the county. Such assessments shall be collected and paid over in the same manner as other municipal taxes.

WHEREUPON said resolution was declared duly passed and adopted.

Moved by: Wassenberg

Approved by: 
Randy Gustafson
Mayor
October 8, 2025

GUSTAFSON 5 In Favor
LEEHY
MEYER 0 Against
WASSENBERG
MIELKE

Attested by: 
Jack Linehan
City Administrator
October 8, 2025

Parcel ID	Site Address	Tax Payer Name	Frontage (FT)	Assessment Rate (\$/FT)	Assessment Total
222923210103	1391 IOWA AVE W	BRIAN HALVORSON KIA MOUA	52	\$ 22.47	\$ 1,168.29
222923220053	1531 IDAHO AVE W	RICHARD PAUL TALBOT TR KATE TALBOT JOHNSON TR	80	\$ 22.47	\$ 1,797.38
222923220029	1506 CALIFORNIA AVE W	BARBARA J REITER	50	\$ 22.47	\$ 1,123.36
222923220108	1540 IOWA AVE W	JAMES E JERNBERG	67	\$ 22.47	\$ 1,505.30
222923210119	1432 IDAHO AVE W	DAVID WASSON ANN WASSON	50	\$ 22.47	\$ 1,123.36
222923210048	1416 CALIFORNIA AVE W	ROBIN DENYSE BUELL	50	\$ 22.47	\$ 1,123.36
222923210147	1452 IOWA AVE W	JOSEPH P OSHAUGHNESSY DEBORAH A OSHAUGHNESSY	50	\$ 22.47	\$ 1,123.36
222923220115	1488 IOWA AVE W	DION JOHNSON	75	\$ 22.47	\$ 1,685.04
222923220056	1561 IDAHO AVE W	MIDTOWN 2500 LLC	60	\$ 22.47	\$ 1,348.03
222923220082	1471 IOWA AVE W	BENJAMIN R BRAUS DENISE G BRAUS	50	\$ 22.47	\$ 1,123.36
222923210133	1417 IOWA AVE W	KELLY J BROWN TOM L WILLIAMS	50	\$ 22.47	\$ 1,123.36
222923210129	1437 IOWA AVE W	JAMES ROBERT ENGHOLM	50	\$ 22.47	\$ 1,123.36
222923210116	1416 IDAHO AVE W	GREGG HAMMERLY STEPHANIE HAMMERLY	50	\$ 22.47	\$ 1,123.36
222923210121	1442 IDAHO AVE W	ANDY PRATT ERIN PRATT	50	\$ 22.47	\$ 1,123.36
222923220037	1479 IDAHO AVE W	MICHAEL J BRADBURY LYNNE BRADBURY	60	\$ 22.47	\$ 1,348.03
222923210046	1406 CALIFORNIA AVE W	REBECCA SNELL	50	\$ 22.47	\$ 1,123.36
222923210055	1452 CALIFORNIA AVE W	PAUL H K FARSETH TR GEORGANNE C FARSETH TR	50	\$ 22.47	\$ 1,123.36
222923210014	1381 CALIFORNIA AVE W	KIMBERLY SCHUDY JAMES ALLARD	50	\$ 22.47	\$ 1,123.36
222923220012	1495 CALIFORNIA AVE W	THOMAS M ALFONSO	50	\$ 22.47	\$ 1,123.36
222923220076	1497 IOWA AVE W	PAUL W EBERHARD TR SHARON L EBERHARD TR	50	\$ 22.47	\$ 1,123.36
222923210015	1375 CALIFORNIA AVE W	ROGER S IRWIN JANET CAROLYN SOPHIE THAYER	50	\$ 22.47	\$ 1,123.36
222923220016	1477 CALIFORNIA AVE W	ROBERT G HAIGHT GEORGIANA MAY	50	\$ 22.47	\$ 1,123.36
222923210076	1380 CALIFORNIA AVE W	LAUREN WINTER TAYLOR BECKTOLD	54	\$ 22.47	\$ 1,213.23
222923210083	1379 IDAHO AVE W	JONATHAN Y SPOERRI DEBRA J CHRISTGAU	53	\$ 22.47	\$ 1,190.76
222923220081	1477 IOWA AVE W	WILLIAM L HUEBSCH TR	50	\$ 22.47	\$ 1,123.36
222923210071	1354 CALIFORNIA AVE W	SARAH JACK MEGHAN JACK	54	\$ 22.47	\$ 1,213.23
222923210132	1423 IOWA AVE W	EMILY C SCHAFER	50	\$ 22.47	\$ 1,123.36
222923220079	1485 IOWA AVE W	JACOB LABINE	50	\$ 22.47	\$ 1,123.36
222923210111	1349 IOWA AVE W	ANN MARIE DEGROOT	54	\$ 22.47	\$ 1,213.23
222923210020	1349 CALIFORNIA AVE W	ROBERT M BICHLER	64	\$ 22.47	\$ 1,437.90
222923210049	1422 CALIFORNIA AVE W	ERIC MURRAY KRISTA MURRAY	50	\$ 22.47	\$ 1,123.36
222923210050	1426 CALIFORNIA AVE W	ANGELA K MOSLEY BRIAN T FRAZIER	50	\$ 22.47	\$ 1,123.36
222923210065	1417 IDAHO AVE W	KYLE D MCCLINTICK REV TRUST	50	\$ 22.47	\$ 1,123.36
222923220035	1489 IDAHO AVE W	JOSEPH L WILLIAMS ANNE M WILLIAMS	50	\$ 22.47	\$ 1,123.36
222923210105	1381 IOWA AVE W	SUSAN A MAJERUS	54	\$ 22.47	\$ 1,213.23
222923210170	1390 IOWA AVE W	DAVID W THOMAS JEANINE A THOMAS	60	\$ 22.47	\$ 1,348.03
222923210038	1433 CALIFORNIA AVE W	JANET MARTHA ANN PANKONIN	50	\$ 22.47	\$ 1,123.36
222923210037	1437 CALIFORNIA AVE W	DONNA TRETHEWEY	50	\$ 22.47	\$ 1,123.36
222923210042	1413 CALIFORNIA AVE W	ANTHONY L STRAUSS KAREN T STRAUSS	50	\$ 22.47	\$ 1,123.36
222923210098	1380 IDAHO AVE W	PAUL BUUM HEATHER THOMPSON BUUM	54	\$ 22.47	\$ 1,213.23
222923210117	1422 IDAHO AVE W	JOHN J PELLEGRINI JENNIFER E LARSEN	50	\$ 22.47	\$ 1,123.36
222923210165	1360 IOWA AVE W	LAURA E PAYNTER GORDON W PAYNTER	50	\$ 22.47	\$ 1,123.36
222923210144	1438 IOWA AVE W	MATTHEW B SMITH	50	\$ 22.47	\$ 1,123.36
222923220018	1469 CALIFORNIA AVE W	MARK R SCHLEISS	50	\$ 22.47	\$ 1,123.36
222923210114	1406 IDAHO AVE W	LARRY HUI NIKITA STEINWALL HUI	50	\$ 22.47	\$ 1,123.36
222923210047	1412 CALIFORNIA AVE W	CONSTANCE E HAJICEK	50	\$ 22.47	\$ 1,123.36
222923210131	1427 IOWA AVE W	PAUL MAGNAN HEIDI MAGNAN	50	\$ 22.47	\$ 1,123.36
222923210060	1443 IDAHO AVE W	TYLER CONWAY EMMA CONWAY	50	\$ 22.47	\$ 1,123.36
222923210082	1387 IDAHO AVE W	THOMAS E ROGERS JULIE M PLOVNIK	54	\$ 22.47	\$ 1,213.23
222923210064	1423 IDAHO AVE W	CRAIG J PAULSON LAURA L PAULSON	50	\$ 22.47	\$ 1,123.36
222923210120	1436 IDAHO AVE W	PAUL SOLAC	50	\$ 22.47	\$ 1,123.36
222923220028	1502 CALIFORNIA AVE W	BRUCE K SEAL RENEE G SEAL	50	\$ 22.47	\$ 1,123.36
222923210087	1359 IDAHO AVE W	JOHN H SMITH JUDITH K SMITH	54	\$ 22.47	\$ 1,213.23
222923210062	1433 IDAHO AVE W	THOMAS R BRACE GUNTA AIRA BRACE	50	\$ 22.47	\$ 1,123.36
222923210107	1369 IOWA AVE W	JOSEPH J RUHLAND JENNIFER L RUHLAND	54	\$ 22.47	\$ 1,213.23
222923210089	1349 IDAHO AVE W	JENNIFER J MONSON	54	\$ 22.47	\$ 1,213.23
222923220039	1469 IDAHO AVE W	ERIC B NILSSON LIZABETH L BOGER	50	\$ 22.47	\$ 1,123.36
222923220032	1505 IDAHO AVE W	PETER C LINDSTROM TR NICOLE BEMENT LINDSTROM TR	60	\$ 22.47	\$ 1,348.03
222923220106	1530 IOWA AVE W	DENISE L PALZKILL ERIC C BLOMQUIST	65	\$ 22.47	\$ 1,460.37
222923220116	1494 IOWA AVE W	WILLIAM L HUEBSCH TR	50	\$ 22.47	\$ 1,123.36
222923220107	1534 IOWA AVE W	CHRISTIAN B WOLKERSTORFER	65	\$ 22.47	\$ 1,460.37
222923220109	1546 IOWA AVE W	TERRY LEE TIPKA BRADLEY P TIPKA	60	\$ 22.47	\$ 1,348.03
222923220117	1498 IOWA AVE W	TIMOTHY J RYAN BECKY W RYAN	50	\$ 22.47	\$ 1,123.36
222923220021	1468 CALIFORNIA AVE W	ELIUD DONOMAN GALLEGOS STEPHANIE ANN GALLEGOS	50	\$ 22.47	\$ 1,123.36
222923210035	1447 CALIFORNIA AVE W	DOUGLAS R GUILD MICHELLE E SAHLIN	50	\$ 22.47	\$ 1,123.36
222923220013	1491 CALIFORNIA AVE W	TYLER J WEERS STEPHANIE D WEERS	50	\$ 22.47	\$ 1,123.36
222923220022	1470 CALIFORNIA AVE W	JAMIE BOSC SHEILA BOSC	50	\$ 22.47	\$ 1,123.36
222923220026	1492 CALIFORNIA AVE W	MICHAEL A BREEN NICOLE C BREEN	96	\$ 22.47	\$ 2,156.85
222923210054	1446 CALIFORNIA AVE W	JAMES J WASSENBERG DENA M WASSENBERG	50	\$ 22.47	\$ 1,123.36
222923210053	1442 CALIFORNIA AVE W	BRIAN JOHN FICCADENTI JENNIFER ROSELLA FICCADENTI	50	\$ 22.47	\$ 1,123.36
222923210016	1367 CALIFORNIA AVE W	MARK BLY TR HAZEL BLY TR	50	\$ 22.47	\$ 1,123.36
222923210088	1355 IDAHO AVE W	SIDNEY P KUO ELIZABETH BRODEEN-KUO	54	\$ 22.47	\$ 1,213.23
222923210081	1391 IDAHO AVE W	LEE W BARRY III TR MARGARET S HALL TR	54	\$ 22.47	\$ 1,213.23
222923220118	1504 IOWA AVE W	DAHLERUP LIVING TRUST	50	\$ 22.47	\$ 1,123.36
222923220111	1468 IOWA AVE W	KENT M YORK CYNTHIA J YORK	50	\$ 22.47	\$ 1,123.36

222923220069	1494 IDAHO AVE W	RICHARD A. KRUEGER TR MARY A. CASEY TR	50	\$	22.47	\$	1,123.36
222923220071	1508 IDAHO AVE W	ELIZABETH M SNYDER JOSHUA L FISHER	55	\$	22.47	\$	1,235.70
222923210034	1453 CALIFORNIA AVE W	CHRISTOPHER M BOCK MELANIE A AYRES	50	\$	22.47	\$	1,123.36
222923210078	1390 CALIFORNIA AVE W	MARGIE HALVORSEN	54	\$	22.47	\$	1,213.23
222923210018	1361 CALIFORNIA AVE W	KIM S HWANG	50	\$	22.47	\$	1,123.36
222923210072	1358 CALIFORNIA AVE W	WILLIAM J CONROY KIMBERLY M TORSETH	54	\$	22.47	\$	1,213.23
222923210052	1436 CALIFORNIA AVE W	COREY LEE JOHNSON	50	\$	22.47	\$	1,123.36
222923210061	1437 IDAHO AVE W	BRUCE R CALLAHAN JANE A CALLAHAN	50	\$	22.47	\$	1,123.36
222923220038	1473 IDAHO AVE W	AMY M FINKEN TR LYNN D FLAGSTAD TR	60	\$	22.47	\$	1,348.03
222923220065	1478 IDAHO AVE W	RONALD W MARSHMAN TR DIANE M MARSHMAN TR	50	\$	22.47	\$	1,123.36
222923220064	1472 IDAHO AVE W	NANCY J DANIELSON	60	\$	22.47	\$	1,348.03
222923220017	1471 CALIFORNIA AVE W	CHRISTOPHER WRIGHTSON ANUSHREE BHOSALE	50	\$	22.47	\$	1,123.36
222923220015	1483 CALIFORNIA AVE W	EMILY ELLENBERGER TAYLOR O HEDLUND	50	\$	22.47	\$	1,123.36
222923220014	1485 CALIFORNIA AVE W	RICHARD J SEIFERT TR CARLA A SCHWARTZ TR	50	\$	22.47	\$	1,123.36
222923220024	1480 CALIFORNIA AVE W	BRAD J LEVINE	51	\$	22.47	\$	1,145.83
222923220134	1532 IDAHO AVE W	MARK C EAGLES CATHERINE A EAGLES	79	\$	22.47	\$	1,774.91
222923220136	1542 IDAHO AVE W	FAWKES FRANCES STEINWAND CHAR ROBYN THERESE STEINWAND CHAR	53	\$	22.47	\$	1,190.76
222923210075	1376 CALIFORNIA AVE W	ROBERT J DEHAVEN NICHOLE R DEHAVEN	54	\$	22.47	\$	1,213.23
222923210077	1386 CALIFORNIA AVE W	KENNETH F WANGLER KAREN LH WANGLER	54	\$	22.47	\$	1,213.23
222923210123	1452 IDAHO AVE W	CHARLES H SEDERBERG BERNICE M SEDERBERG	50	\$	22.47	\$	1,123.36
222923220078	1489 IOWA AVE W	ANNE SCHNEIDER	50	\$	22.47	\$	1,123.36
222923210059	1447 IDAHO AVE W	MICHAEL F WEBER JULIE M HEYD	50	\$	22.47	\$	1,123.36
222923210110	1355 IOWA AVE W	LESLIE JOHNSON TYLER H JOHNSON	54	\$	22.47	\$	1,213.23
222923210134	1413 IOWA AVE W	ROBERT H SCHMALL	50	\$	22.47	\$	1,123.36
222923220009	1507 CALIFORNIA AVE W	MICHAEL L RIES KATE R RIES	50	\$	22.47	\$	1,123.36
222923210109	1359 IOWA AVE W	KIMBERLY D JOHNSON DANIEL M DAVIS	54	\$	22.47	\$	1,213.23
222923210108	1365 IOWA AVE W	ANDREW PASTOR LAURA PASTOR	54	\$	22.47	\$	1,213.23
222923220140	1537 IOWA AVE W	NANCY M WICKHEM	70	\$	22.47	\$	1,572.70
222923220074	1507 IOWA AVE W	KURT W JOHNSTON LILY THAROOR	50	\$	22.47	\$	1,123.36
222923210086	1365 IDAHO AVE W	MARY E BOLKCOM	54	\$	22.47	\$	1,213.23
222923210085	1369 IDAHO AVE W	RENEE DAVIDSON GREGORY FLETCHER TAYLOR	53	\$	22.47	\$	1,190.76
222923220080	1481 IOWA AVE W	THERESA MEINHOLZ GRAY KASEY M GRAY	50	\$	22.47	\$	1,123.36
222923210130	1433 IOWA AVE W	JAMES R HILDEBRAND TR MARGARET L HILDEBRAND TR	50	\$	22.47	\$	1,123.36
222923210058	1453 IDAHO AVE W	TRISHA A VICARIO	50	\$	22.47	\$	1,123.36
222923220139	1543 IOWA AVE W	MAGGIE EIFFLER	53	\$	22.47	\$	1,190.76
222923210070	1348 CALIFORNIA AVE W	MARGARET E SHEAREN TR	54	\$	22.47	\$	1,213.23
222923220023	1476 CALIFORNIA AVE W	COREY P CONROY REBECCA HALL	50	\$	22.47	\$	1,123.36
222923220027	1498 CALIFORNIA AVE W	STEVEN J JENTS MELISSA A JENTS	50	\$	22.47	\$	1,123.36
222923210067	1407 IDAHO AVE W	JACK STANGL	50	\$	22.47	\$	1,123.36
222923210066	1413 IDAHO AVE W	MATTHEW D LYSNE KARIS M GRUNDSTROM LYSNE	50	\$	22.47	\$	1,123.36
222923220036	1485 IDAHO AVE W	JESSICA GARNAAS CHARLES GARNAAS	60	\$	22.47	\$	1,348.03
222923220034	1493 IDAHO AVE W	JOSEPH M RICKETTS KELLY LACOMBE	50	\$	22.47	\$	1,123.36
222923220033	1497 IDAHO AVE W	DANIEL METIVIER MONICA METIVIER	65	\$	22.47	\$	1,460.37
222923210126	1453 IOWA AVE W	ERIC PERKINS ELIZABETH J PERKINS	50	\$	22.47	\$	1,123.36
222923220075	1503 IOWA AVE W	WALTER J DUNLAP KATHLEEN I DUNLAP	50	\$	22.47	\$	1,123.36
222923220135	1536 IDAHO AVE W	MARY R ZUBRZYCKI	53	\$	22.47	\$	1,190.76
222923210127	1447 IOWA AVE W	KIRT SCHAPER SIGNE NESTINGEN	50	\$	22.47	\$	1,123.36
222923210041	1417 CALIFORNIA AVE W	ANNE E RUUD CHRISTIAN M RUUD	50	\$	22.47	\$	1,123.36
222923210106	1375 IOWA AVE W	LINDSAY N PAGE ANDREW C CUMMING	54	\$	22.47	\$	1,213.23
222923210104	1387 IOWA AVE W	JUDITH A HOLDEN	54	\$	22.47	\$	1,213.23
222923220066	1482 IDAHO AVE W	ANDREA MICHELE SMITH	50	\$	22.47	\$	1,123.36
222923220067	1488 IDAHO AVE W	STEVEN W GOERS TR IVY A GOERS TR	50	\$	22.47	\$	1,123.36
222923210036	1443 CALIFORNIA AVE W	ROBERT DAVID WEARNE NANCY LEE WEARNE	50	\$	22.47	\$	1,123.36
222923210167	1372 IOWA AVE W	RANDY L BREHMER TR BARBARA L BREHMER TR	55	\$	22.47	\$	1,235.70
222923210142	1430 IOWA AVE W	MONTANA LUCHSINGER PATRICK MICHAELIS	50	\$	22.47	\$	1,123.36
222923210143	1434 IOWA AVE W	MARY FAUST TOM FAUST	50	\$	22.47	\$	1,123.36
222923210092	1348 IDAHO AVE W	DANIEL P RICHIE	54	\$	22.47	\$	1,213.23
222923210093	1354 IDAHO AVE W	LINDA J KEYE	54	\$	22.47	\$	1,213.23
222923210094	1358 IDAHO AVE W	PAULA HAGG	54	\$	22.47	\$	1,213.23
222923220112	1472 IOWA AVE W	PETER D HOWELL ANDREA K HOWELL	55	\$	22.47	\$	1,235.70
222923220119	1508 IOWA AVE W	JANE C MCNINCH THOMAS C MCNINCH	50	\$	22.47	\$	1,123.36
222923210095	1364 IDAHO AVE W	EMILY J RESCH	54	\$	22.47	\$	1,213.23
222923210096	1368 IDAHO AVE W	SCOTT A KETELSEN LYNN M KETELSEN	54	\$	22.47	\$	1,213.23
222923210141	1422 IOWA AVE W	STEVEN P FLETTY	50	\$	22.47	\$	1,123.36
222923220114	1484 IOWA AVE W	SARA E KUETHER TR	60	\$	22.47	\$	1,348.03
222923210099	1386 IDAHO AVE W	KRISTEN ZSCHOMLER CYRUS ERIC KNUTSON	54	\$	22.47	\$	1,213.23
222923210115	1412 IDAHO AVE W	JOHN F MCGARTHWAITE MONA E MCGARTHWAITE	50	\$	22.47	\$	1,123.36
222923210169	1382 IOWA AVE W	BARBARA A LEARY TR	55	\$	22.47	\$	1,235.70
222923210168	1376 IOWA AVE W	DOUGLAS ROBERT HEDEEN SHELLY DAWN RISING HEDEEN	55	\$	22.47	\$	1,235.70
222923210145	1442 IOWA AVE W	PETER J BOEHM NANCY A PETERSON	50	\$	22.47	\$	1,123.36
222923210146	1446 IOWA AVE W	JEFFREY D GOELLER RACHEL A GOELLER	50	\$	22.47	\$	1,123.36
222923220025	1484 CALIFORNIA AVE W	KEITH MICHAEL BRINSKO KATHERINE TERESA CHARTON	53	\$	22.47	\$	1,190.76
222923210138	1408 IOWA AVE W	JOHN P SHEPECK JODI M SHEPECK	50	\$	22.47	\$	1,123.36
222923210139	1412 IOWA AVE W	LARRY BECKER RACHEL FANG	52	\$	22.47	\$	1,168.29
222923210043	1407 CALIFORNIA AVE W	RICE L DAVIS TR	50	\$	22.47	\$	1,123.36
222923210140	1418 IOWA AVE W	MICHAEL P AMIDON TR BARBARA J AMIDON TR	50	\$	22.47	\$	1,123.36

222923210100	1390 IDAHO AVE W	TEODORO D NASBY MALAYCHANH NASBY	54	\$	22.47	\$	1,213.23
222923220010	1503 CALIFORNIA AVE W	MUHAMMAD ALI MALIK	50	\$	22.47	\$	1,123.36
222923210019	1357 CALIFORNIA AVE W	CYNTHIA MARIE TASTAD	59	\$	22.47	\$	1,325.56
222923210017	1365 CALIFORNIA AVE W	CHARLES R OJALA BARBARA B OJALA	50	\$	22.47	\$	1,123.36
222923210074	1368 CALIFORNIA AVE W	RONALD J RAASCH KATHLEEN A RAASCH	54	\$	22.47	\$	1,213.23
222923210073	1364 CALIFORNIA AVE W	GREGORY M WEYANDT ELLEN C WEYANDT	54	\$	22.47	\$	1,213.23
222923210063	1427 IDAHO AVE W	JOHN PAISLEY RUTH S PAISLEY	50	\$	22.47	\$	1,123.36
222923220083	1467 IOWA AVE W	CPEC EXCHANGE 40823 LLC	50	\$	22.47	\$	1,123.36
222923220063	1468 IDAHO AVE W	JOSHUA G PENROD ELIZABETH B PENROD	55	\$	22.47	\$	1,235.70
222923220070	1502 IDAHO AVE W	RYAN J CARLSON ABIGAIL A CARLSON	60	\$	22.47	\$	1,348.03
222923220077	1493 IOWA AVE W	LAURA M BROADHEAD	50	\$	22.47	\$	1,123.36
222923210084	1375 IDAHO AVE W	FLORENCE I WRIGHT NICHOLAS T EVANS	56	\$	22.47	\$	1,258.16
222923210135	1407 IOWA AVE W	CHRISTOPHER J HARTMAN KAREN M HARTMAN	50	\$	22.47	\$	1,123.36
222923220141	1529 IOWA AVE W	DIEGO GARCIA HUIDOBRO MARIA DIASPRO HIGUREA	70	\$	22.47	\$	1,572.70
222923210051	1432 CALIFORNIA AVE W	ADAM SAKHITAB KERESTES ALYSSA M SAKHITAB KERESTES	50	\$	22.47	\$	1,123.36
222923210128	1443 IOWA AVE W	JOEL PAUL GROVER	50	\$	22.47	\$	1,123.36
222923220068	1490 IDAHO AVE W	CRAIG BRADLEY ALLEN VIRGINIA NEAL ALLEN	50	\$	22.47	\$	1,123.36
222923210013	1387 CALIFORNIA AVE W	JENNIFER TRDAN	50	\$	22.47	\$	1,123.36
222923210039	1427 CALIFORNIA AVE W	MICHAEL BOSCHEE MARY ROGERS	50	\$	22.47	\$	1,123.36
222923210164	1358 IOWA AVE W	BRUCE E BLEVINS LINNAE E BLEVINS	50	\$	22.47	\$	1,123.36
222923210166	1366 IOWA AVE W	RYAN MCINNIS	50	\$	22.47	\$	1,123.36
222923220113	1480 IOWA AVE W	KENT R FURIOIS	60	\$	22.47	\$	1,348.03
222923210118	1426 IDAHO AVE W	DAVID L WASSON ANN WAGNER WASSON	50	\$	22.47	\$	1,123.36
222923210040	1423 CALIFORNIA AVE W	SAMUEL P KATH DANIELLE M WILDER	50	\$	22.47	\$	1,123.36
222923210097	1376 IDAHO AVE W	THOMAS EDWARD BRAND	54	\$	22.47	\$	1,213.23
222923210012	1391 CALIFORNIA AVE W	MARIA GRACE CARLSON BRANDON MILLER	50	\$	22.47	\$	1,123.36
222923220054	1547 IDAHO AVE W	CASH FOR HOUSES LLC	80	\$	22.47	\$	1,797.38
222923210122	1446 IDAHO AVE W	ROBERT T SCARCELLO REBECCA ROSE	50	\$	22.47	\$	1,123.36
222923220011	1497 CALIFORNIA AVE W	CECIL H CHALLY TR MARGARET CHALLY TR	50	\$	22.47	\$	1,123.36
222923220055	1551 IDAHO AVE W	EDWARD C COLOSKY XIN PIAO	90	\$	22.47	\$	2,022.05

RESOLUTION NO. 25-90
RESOLUTION ADOPTING AND CONFIRMING ASSESSMENTS FOR
2025 PAVEMENT MANAGEMENT PROJECT – FALCON WOODS

WHEREAS, pursuant to proper notice duly given as required by law, the council has met and heard and passed upon all objections to the proposed assessment for the 2025 Pavement Management Project, the improvement of the following streets by the installation of paving and necessary appurtenances:

- Autumn St, Prior Ave N, Summer St, Moore St, Howell St N and Garden Ave

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

1. Such proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual principal installments extending over a period of seven (7) years, the first of the installments to be payable on or before the first Monday in January 2026, and shall bear interest at the rate of 5.484 percent per annum. To the first installment shall be added interest on the entire assessment from 30 days after the date of the adoption of this assessment resolution until December 31, 2025. To each subsequent installment, when due, shall be added interest for one year on all unpaid installments.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Administrator, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. An owner may at any time thereafter, pay to the county auditor the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.
4. The City Administrator shall forthwith transmit a certified duplicate of this assessment to the county auditor to be extended on the property tax lists of the county. Such assessments shall be collected and paid over in the same manner as other municipal taxes.

WHEREUPON said resolution was declared duly passed and adopted.

Moved by: Meyer

Approved by: 
Randy Gustafson
Mayor
October 8, 2025

GUSTAFSON 5 In Favor
LEEHY
MEYER 0 Against
WASSENBERG
MIELKE

Attested by: 
Jack Linehan
City Administrator
October 8, 2025

Parcel ID	Site Address	Tax Payer Name	Assessment Rate (\$/Parcel)	Assessment Total
162923320048	2015 GARDEN AVE	NICHOLAS E LEWIS PAULA M KOLLER LEWIS	\$2,104.00	\$2,104.00
162923320038	1842 PRIOR AVE N	MARGARET A BARNUM	\$2,104.00	\$2,104.00
162923320047	2007 GARDEN AVE	LAURA TRACY	\$2,104.00	\$2,104.00
162923320050	1812 MOORE ST	DONALD E BLEDSOE JANE E BLEDSOE	\$2,104.00	\$2,104.00
162923310089	1805 PRIOR AVE N	DAHIR HERSI EBLA HERSI	\$2,104.00	\$2,104.00
162923310092	1987 GARDEN AVE	XIN WANG STEFFEN VENTZ	\$2,104.00	\$2,104.00
162923320046	1997 GARDEN AVE	ROBERT A HOIUM JOAN L NICOL HOIUM	\$2,104.00	\$2,104.00
162923320041	1847 PRIOR AVE N	TIEN TRAN VINH NGUYEN	\$2,104.00	\$2,104.00
162923320014	1994 AUTUMN ST	JOSEPH ARTZ	\$2,104.00	\$2,104.00
162923320015	1998 AUTUMN ST	DOUGLAS E WOLFE JEAN M WOLFE	\$2,104.00	\$2,104.00
162923320004	1997 AUTUMN ST	JEFFREY J SIEM KARLA S SIEM	\$2,104.00	\$2,104.00
162923320006	1965 AUTUMN ST	ANTOINETTE J WILLIAMS TR	\$2,104.00	\$2,104.00
162923320007	1957 AUTUMN ST	JOEL RICHARD TURBES	\$2,104.00	\$2,104.00
162923320008	1947 AUTUMN ST	LAUREN M ROGERS CONNOR J GLINSKI	\$2,104.00	\$2,104.00
162923310075	1915 PRIOR AVE N	RACHEL CLAIRE BROWN DOUGLAS SCOTT BROWN	\$2,104.00	\$2,104.00
162923310077	1937 AUTUMN ST	CECIL G HARD MARIE HARD	\$2,104.00	\$2,104.00
162923310073	1906 PRIOR AVE N	JOANNE M SUNDERLAND STEPHEN M SUNDERLAND	\$2,104.00	\$2,104.00
162923310074	1916 PRIOR AVE N	KATIE CLAPP DAVID CLAPP	\$2,104.00	\$2,104.00
162923310087	1847 HOWELL ST N	SETH T FRICK NATALIA M PETKOVICH	\$2,104.00	\$2,104.00
162923310088	1837 HOWELL ST N	CATHERINE CRAFT FAIRCHILD	\$2,104.00	\$2,104.00
162923320037	1836 PRIOR AVE N	SUANUR KAYAALP MEHMET T CUREOGLU	\$2,104.00	\$2,104.00
162923320042	1837 PRIOR AVE N	JAMES R THURY CAROL L THURY	\$2,104.00	\$2,104.00
162923320043	1829 PRIOR AVE N	MOHAMED ABD ELGHANIABOU KARAM BASMA ABD ELRAHMAN EL RAHMAN	\$2,104.00	\$2,104.00
162923320044	1821 PRIOR AVE N	CHRIS J GRANOWSKI NANCY A GRANOWSKI	\$2,104.00	\$2,104.00
162923320045	1813 PRIOR AVE N	GEORGE BARANY BARBARA G BARANY	\$2,104.00	\$2,104.00
162923310090	1797 PRIOR AVE N	DERRICK C WILLIAMS LAUREE E WILLIAMS	\$2,104.00	\$2,104.00
162923310091	1971 GARDEN AVE	YANG QIU YUFENG DONG	\$2,104.00	\$2,104.00
162923320049	1802 MOORE ST	TIMOTHY YUEN WONG	\$2,104.00	\$2,104.00
162923320051	1820 MOORE ST	DORIS I SINGER	\$2,104.00	\$2,104.00
162923320052	1828 MOORE ST	JACLYN BARNES	\$2,104.00	\$2,104.00
162923320053	1836 MOORE ST	GENE CHEN JESSICA CHEN	\$2,104.00	\$2,104.00
162923320054	1842 MOORE ST	ASAKO HIRABAYASHI	\$2,104.00	\$2,104.00
162923310078	1927 AUTUMN ST	LEWIS E ANDERSON	\$2,104.00	\$2,104.00
162923320005	1975 AUTUMN ST	BAO VANG GE YANG	\$2,104.00	\$2,104.00
162923320022	1861 MOORE ST	RONALD B EISCHEN KATHRYN J MERRIAM	\$2,104.00	\$2,104.00
162923320009	1954 AUTUMN ST	FLORENCE GLEASON TR	\$2,104.00	\$2,104.00
162923320011	1974 AUTUMN ST	ERIN M WILLIAMS	\$2,104.00	\$2,104.00
162923320027	1961 SUMMER ST	ROBERT HARLEY GOEDE	\$2,104.00	\$2,104.00
162923320026	1969 SUMMER ST	HART D GILCHRIST LAURA S GILCHRIST	\$2,104.00	\$2,104.00
162923310069	1938 AUTUMN ST	PAUL A GRIGNON MYRA L GRIGNON	\$2,104.00	\$2,104.00
162923310067	1935 SUMMER ST	ROBERT W TENNYSON SANDRA FLOR PAEZ AGUIRRE	\$2,104.00	\$2,104.00
162923310070	1930 AUTUMN ST	MARY C BEATTIE	\$2,104.00	\$2,104.00
162923310063	1862 HOWELL ST N	KRISTINA K FRAZIER LINDELL	\$2,104.00	\$2,104.00
162923320039	1854 PRIOR AVE N	MARCELLINE A GANGL BENJAMIN J LIPSON	\$2,104.00	\$2,104.00
162923310061	1938 SUMMER ST	NICHOLAS BOERUM ALLISON BOERUM	\$2,104.00	\$2,104.00
162923310079	1854 HOWELL ST N	HAN JIE HUANG YU YAN HUANG	\$2,104.00	\$2,104.00
162923310086	1853 HOWELL ST N	BRANDON L HAAN ERIN E HAAN	\$2,104.00	\$2,104.00
162923310062	1930 SUMMER ST	XIAN WU MIN CHEN	\$2,104.00	\$2,104.00
162923310068	1941 SUMMER ST	SETH R BAKER TR CHRISTINE A CHITAMBAR TR	\$2,104.00	\$2,104.00
162923320012	1980 AUTUMN ST	DANIEL E STOWER REGINA W STOWER	\$2,104.00	\$2,104.00
162923320013	1984 AUTUMN ST	DANIEL JARL	\$2,104.00	\$2,104.00
162923320018	1942 SUMMER ST	WALTER E NORTHRUP TR	\$2,104.00	\$2,104.00
162923320019	1958 SUMMER ST	PETER J OLIN BONITA E OLIN	\$2,104.00	\$2,104.00
162923320021	1974 SUMMER ST	ALINA YASIS	\$2,104.00	\$2,104.00
162923320023	1869 MOORE ST	MARTIN T AMMANN	\$2,104.00	\$2,104.00
162923320024	1981 SUMMER ST	DAVID KAISER HEIDI KAISER	\$2,104.00	\$2,104.00
162923320025	1977 SUMMER ST	AARON FEICKERT ALICIA MARIE BAKER	\$2,104.00	\$2,104.00
162923320028	1953 SUMMER ST	DAVID LAWRENCE PALMER BARBARA KURTZMAN ANDERSON PALMEF	\$2,104.00	\$2,104.00
162923310066	1929 SUMMER ST	HOANG NGUYEN	\$2,104.00	\$2,104.00
162923310064	1868 HOWELL ST N	PAUL MAEKER AKIKO MAEKER	\$2,104.00	\$2,104.00
162923310071	1922 AUTUMN ST	MARK MALONEY YVETTE MALONEY	\$2,104.00	\$2,104.00
162923320040	1853 PRIOR AVE N	PHILIP J FACE KIM K FACE	\$2,104.00	\$2,104.00
162923320055	1854 MOORE ST	JEFFREY A DAYKIN DONNA M DAYKIN	\$2,104.00	\$2,104.00
162923310072	1918 AUTUMN ST	MARTIN R MCCLEERY TR JUDY L MCCLEERY TR	\$2,104.00	\$2,104.00
162923320010	1964 AUTUMN ST	IAN TAYLOR STOKES SIWEN XU STOKES	\$2,104.00	\$2,104.00
162923320020	1966 SUMMER ST	WARREN J PLAISANCE KATHRYN L PLAISANCE	\$2,104.00	\$2,104.00
162923320036	1853 MOORE ST	RANDALL S SINGER	\$2,104.00	\$2,104.00
162923340077	1978 GARDEN AVE	AMEL A SOLIMAN TR SHERIF H N TAWFIC TR	\$2,104.00	\$2,104.00
162923330008	2018 GARDEN AVE	DORIS O SACKETT SANDRA K SACKETT	\$2,104.00	\$2,104.00
162923330005	1988 GARDEN AVE	LAN LIU	\$2,104.00	\$2,104.00
162923330006	1998 GARDEN AVE	BECKY R TRACY TR MICHAEL L TRACY TR	\$2,104.00	\$2,104.00
162923330007	2008 GARDEN AVE	SALLY JO MACK	\$2,104.00	\$2,104.00
162923310084	1810 HOWELL ST N	WEI-SHOU HU TR SHEAU-PING J HU TR	\$2,104.00	\$2,104.00

162923340076	1968 GARDEN AVE	JANICE B SWANSON TR C LOREN SWANSON TR	\$2,104.00	\$2,104.00
162923330009	2028 GARDEN AVE	KRISTIN L JOHNSON THOMANSCHESKY UWE HANS THOMANSCHESKY	\$2,104.00	\$2,104.00
162923330010	2038 GARDEN AVE	DAVID R HACKWORTHY ASHLEIGH C WOLSELEY	\$2,104.00	\$2,104.00
162923320029	2048 GARDEN AVE	RONALD A KROESE KIMBERLY D COLBURN	\$2,104.00	\$2,104.00
162923320033	1827 MOORE ST	ROGER A CASPERS JILL K CASPERS	\$2,104.00	\$2,104.00
162923320056	1845 MOORE ST	MICHELLE A CARON ROBERT T THOMPSON	\$2,104.00	\$2,104.00
162923310083	1818 HOWELL ST N	MARY R SHAFFER TR	\$2,104.00	\$2,104.00
162923310085	1802 HOWELL ST N	NICHOLAS J HOPPER JENNIFER L HOPPER	\$2,104.00	\$2,104.00
162923310081	1834 HOWELL ST N	JERRY E EIDE MICHELLE J TAYLOR	\$2,104.00	\$2,104.00
162923320030	1803 MOORE ST	DONALD W DARLING TR SALLY K DARLING TR	\$2,104.00	\$2,104.00
162923320031	1811 MOORE ST	JOHN P WARD MARY N WARD	\$2,104.00	\$2,104.00
162923320032	1819 MOORE ST	NED MOHAN TR MARY E MOHAN TR	\$2,104.00	\$2,104.00
162923320034	1837 MOORE ST	DESIREE DEL CARMEN SANCHEZ OLARTE TR GAVIN G HART TR	\$2,104.00	\$2,104.00
162923310082	1826 HOWELL ST N	DUANE QUINN NYKAMP SARAH LAINE NYKAMP	\$2,104.00	\$2,104.00
162923310080	1842 HOWELL ST N	JAMES A JAMORAL SHARON M JAMORAL	\$2,104.00	\$2,104.00
162923340075	1958 GARDEN AVE	JAMES R BEHRENBRINKER PATRICIA C BEHRENBRINKER	\$2,104.00	\$2,104.00
162923310065	1923 SUMMER ST	JILL KRAEMER	\$2,104.00	\$2,104.00

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

PAY PERIOD ENDING 9/23/2025
DIRECT DEPOSIT EFFECTIVE DATE 9/23/2025

EMP #	NAME	AMOUNT
01-0022	RANDALL C GUSTAFSON	293.07
01-0023	MELANIE M LEEHY	262.05
01-0027	ERIC G MEYER	262.05
01-0028	JAMES J WASSENBERG	262.05
01-0029	PAULA HIELKE	262.05
01-2292	JACOB BROOKS	46.17
01-2293	JAMES MOGEN	46.17
01-2294	ERIC BRENTON	46.17
01-2295	JEROME BUCKRIDGE	46.17
01-2297	ADAM KEESTER	46.17
01-2299	JACOB ANDERSON	46.17
01-2302	MICHAEL TRACY	46.17
01-1006	JACK LINEHAN	2,842.02
01-1027	KELLY A NELSON	2,422.83
01-1029	ELKE JOHNSON	1,771.60
01-1162	ALYSSA LANDBERG	2,827.23
01-1028	HANNAH B LYNCH	3,281.36
01-1168	DEAN T POPE	1,682.49
01-1033	DAVE TRETSVEN	1,970.93
01-1143	COLIN B CALLAHAN	2,895.02

TOTAL PRINTED: 20 21,357.94

9-23-2025 8:07 AM PAYROLL CHECK REGISTER PAGE: 1
PAYROLL NO: 01 City of Falcon Heights PAYROLL DATE: 9/23/2025

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
2296	FAUST, THOMAS	R	9/23/2025	46.17	094517
2300	GOLDBERG, WESLEY	R	9/23/2025	46.17	094518
2301	PELLEGRINI, JOHN	R	9/23/2025	46.17	094519
1184	NEIS, ADRIAN J	R	9/23/2025	548.12	094520
1167	SIMONS, DAVID S	R	9/23/2025	1,778.59	094521

9-23-2025 8:07 AM PAYROLL CHECK REGISTER PAGE: 2
PAYROLL NO: 01 City of Falcon Heights PAYROLL DATE: 9/23/2025

*** REGISTER TOTALS ***

REGULAR CHECKS:	5	2,465.22
DIRECT DEPOSIT REGULAR CHECKS:	20	21,357.94
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	25	23,823.16

*** NO ERRORS FOUND ***

** END OF REPORT **

9/26/2025 10:53 AM
 PACKET: 03463 September 26 Payables
 VENDOR SET: 01 City of Falcon Heights
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

A/P Regular Open Item Register

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-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----		DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====							
01-00259		AMERICAN ENGINEERING TESTING I					
I-INV-282580		Materials Testing		498.50			
9/26/2025	APBNK	DUE: 9/26/2025 DISC: 9/26/2025			1099: N		
		Materials Testing			426 4426-92400-000	2021 STREET PROJECT	498.50
		=== VENDOR TOTALS ===		498.50			
=====							
01-00265		AMERICAN ENVIRONMENTAL LLC					
I-4376		Cleaning & CCTV Inspection		6,440.00			
9/26/2025	APBNK	DUE: 9/26/2025 DISC: 9/26/2025			1099: N		
		Cleaning & CCTV Inspection			601 4601-87100-000	TELEVISIONING AND JETTING	6,440.00
		=== VENDOR TOTALS ===		6,440.00			
=====							
01-03103		CANON FINANCIAL SERVICES					
I-41782518		Copier Contract Sept		163.59			
9/26/2025	APBNK	DUE: 9/26/2025 DISC: 9/26/2025			1099: N		
		Copier Contract Sept			101 4131-87010-000	CITY HALL MAINTENANCE	163.59
		=== VENDOR TOTALS ===		163.59			
=====							
01-05175		CONTINENTAL RESEARCH CORPORATI					
I-66509		City Hall Cleaning Supplies		284.00			
9/26/2025	APBNK	DUE: 9/26/2025 DISC: 9/26/2025			1099: N		
		City Hall Cleaning Supplies			101 4131-70110-000	SUPPLIES	284.00
		=== VENDOR TOTALS ===		284.00			
=====							
01-05171		FRA DOR INC					
I-2509041		Black Dirt		77.07			
9/26/2025	APBNK	DUE: 9/26/2025 DISC: 9/26/2025			1099: N		
		Black Dirt			101 4132-87010-000	BOULEVARD MAINTENANCE	44.00
		Black Dirt			101 4141-87120-000	FACILITIES & GROUND MAIN	33.07
		=== VENDOR TOTALS ===		77.07			
=====							
01-05134		HEJNY RENTAL, INC.					
I-393828		Sidewalk Repair - Equipment		151.50			
9/26/2025	APBNK	DUE: 9/26/2025 DISC: 9/26/2025			1099: N		
		Sidewalk Repair - Equipment			419 4419-92005-000	SIDEWALK IMPROVEMENTS	151.50
		=== VENDOR TOTALS ===		151.50			

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-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----		DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
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01-05008	HUMANA INSURANCE CO						
=====							
I-673999264		Vision Oct		78.21			
9/26/2025	APBNK	DUE: 9/26/2025 DISC: 9/26/2025			1099: N		
		Vision Oct			101 4112-89000-000	MISCELLANEOUS	78.21
=== VENDOR TOTALS ===				78.21			
=====							
01-05252	MN DEPARTMENT OF TRANSPORTATIO						
=====							
I-P00020460		Materials Testing		624.49			
9/26/2025	APBNK	DUE: 9/26/2025 DISC: 9/26/2025			1099: N		
		Materials Testing			424 4424-92400-000	FALCON WOODS PROJECT	624.49
=== VENDOR TOTALS ===				624.49			
=====							
01-06053	O'REILLY AUTO PARTS						
=====							
I-3243-492511		Fleet - Oil Filters		203.21			
9/26/2025	APBNK	DUE: 9/26/2025 DISC: 9/26/2025			1099: N		
		Fleet - Oil Filters			101 4132-70120-000	SUPPLIES	203.21
=== VENDOR TOTALS ===				203.21			
=====							
01-06184	RAMSEY COUNTY - POLICE AND 911						
=====							
I-EMCOM-012762		CAD Services August		349.45			
9/26/2025	APBNK	DUE: 9/26/2025 DISC: 9/26/2025			1099: N		
		CAD Services August			101 4122-81200-000	911 DISPATCH FEES	349.45
I-EMCOM-012778		911 Dispatch Services August		2,325.91			
9/26/2025	APBNK	DUE: 9/26/2025 DISC: 9/26/2025			1099: N		
		911 Dispatch Services August			101 4122-81200-000	911 DISPATCH FEES	2,325.91
=== VENDOR TOTALS ===				2,675.36			
=====							
01-00935	ST PAUL REGIONAL WATER SERVICE						
=====							
I-202509269298		Water and Sanitary Sewer		199.83			
9/26/2025	APBNK	DUE: 9/26/2025 DISC: 9/26/2025			1099: N		
		Parks Water			101 4141-85040-000	WATER	42.89
		Parks Sanitary Sewer			601 4601-85075-000	CITY BUILDINGS SANITARY	12.83
		City Hall Water			101 4131-85040-000	WATER	123.70
		City Hall Sanitary Sewer			601 4601-85075-000	CITY BUILDINGS SANITARY	20.41
=== VENDOR TOTALS ===				199.83			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-07432	TOFT'S OUTDOOR SUPPLY					
=====						
I-8413		Brush Disposal 9/16 & 9/19	325.00			
9/26/2025	APBNK	DUE: 9/26/2025 DISC: 9/26/2025		1099: N		
		Brush Disposal 9/16 & 9/19		101 4134-84010-000	TREE TRIMMING	325.00
=== VENDOR TOTALS ===			325.00			
=====						
01-05737	VERIZON WIRELESS					
=====						
I-6123762982		Cell Phones	168.00			
9/26/2025	APBNK	DUE: 9/26/2025 DISC: 9/26/2025		1099: N		
		Cell Phones		211 4211-70100-000	SUPPLIES	168.00
=== VENDOR TOTALS ===			168.00			
=====						
01-08003	WARNING LITES OF MINNESOTA INC					
=====						
I-25-02701		Barricades for State Fair	387.60			
9/26/2025	APBNK	DUE: 9/26/2025 DISC: 9/26/2025		1099: N		
		Barricades for State Fair		101 4132-70120-000	SUPPLIES	387.60
=== VENDOR TOTALS ===			387.60			
=== PACKET TOTALS ===			12,276.36			

10/01/2025 2:10 PM
 PACKET: 03465 October 1 Payables
 VENDOR SET: 01 City of Falcon Heights
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

A/P Regular Open Item Register

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-00197	ASSOC FOR NONSMOKERS					
=====						
I-076-092025B		Tobacco Compliance Checks	260.00			
10/01/2025	APBNK	DUE: 10/01/2025 DISC: 10/01/2025		1099: N		
		Tobacco Compliance Checks		101 4122-81000-000	POLICE SERVICES	260.00
=== VENDOR TOTALS ===			260.00			
=====						
01-05884	HANNAH LYNCH					
=====						
I-202510019299		Mileage Reimbursement	207.32			
10/01/2025	APBNK	DUE: 10/01/2025 DISC: 10/01/2025		1099: N		
		Mileage Reimbursement		101 4117-86010-000	MILEAGE	16.80
		APA Conference & Mileage		101 4117-86100-000	CONFERENCES/EDUCATION/AS	190.52
=== VENDOR TOTALS ===			207.32			
=====						
01-05060	MACQUEEN EQUIPMENT INC					
=====						
I-P67723		Street Sweeper Maintenance	147.97			
10/01/2025	APBNK	DUE: 10/01/2025 DISC: 10/01/2025		1099: N		
		Street Sweeper Maintenance		602 4602-83025-000	SWEPPER PARTS/SUPPLIES	147.97
=== VENDOR TOTALS ===			147.97			
=====						
01-05582	MENARDS					
=====						
I-202510019300		Supplies	534.80			
10/01/2025	APBNK	DUE: 10/01/2025 DISC: 10/01/2025		1099: N		
		Supplies for State Fair Signs		101 4132-70120-000	SUPPLIES	19.96
		Waste Baskets		101 4131-70110-000	SUPPLIES	14.28
		Watering Can		203 4203-70100-000	SUPPLIES	27.96
		Lubricants for Fleet		101 4132-74000-000	MOTOR FUEL & LUBRICANTS	356.86
		Bench Repair Supplies		101 4141-87120-000	FACILITIES & GROUND MAIN	115.74
=== VENDOR TOTALS ===			534.80			
=====						
01-05357	MINNESOTA POLLUTION CONTROL AG					
=====						
I-9900075535		Waste Water Conference - Coli	585.00			
10/01/2025	APBNK	DUE: 10/01/2025 DISC: 10/01/2025		1099: N		
		Waste Water Conference - Colin		601 4601-86030-000	CONFERENCES & SCHOOLS	585.00
=== VENDOR TOTALS ===			585.00			

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
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01-06483	SENTRY SYSTEMS, INC.					
I-805309		Commercial Monitoring Oct-Dec	94.50			
10/01/2025	APBNK	DUE: 10/01/2025 DISC: 10/01/2025		1099: N		
		Commercial Monitoring Oct-Dec		101 4131-87100-000	PANIC BUTTON SECURITY	94.50
=== VENDOR TOTALS ===			94.50			
=====						
01-05988	SUPERIOR SAND & GRAVEL					
I-37757		Disposal Fee	30.00			
10/01/2025	APBNK	DUE: 10/01/2025 DISC: 10/01/2025		1099: N		
		Disposal Fee		419 4419-92005-000	SIDEWALK IMPROVEMENTS	30.00
=== VENDOR TOTALS ===			30.00			
=====						
01-07898	WSB					
I-R-023655-000-21		June Planning - Community Par	4,195.35			
10/01/2025	APBNK	DUE: 10/01/2025 DISC: 10/01/2025		1099: N		
		June Planning - Community Park		403 4403-91500-000	COMMUNITY PARK LAND/BUIL	4,195.35
I-R-023655-000-23		August Planning - Comm Park	4,439.75			
10/01/2025	APBNK	DUE: 10/01/2025 DISC: 10/01/2025		1099: N		
		August Planning - Comm Park		403 4403-91500-000	COMMUNITY PARK LAND/BUIL	4,439.75
=== VENDOR TOTALS ===			8,635.10			
=====						
01-05870	XCEL ENERGY					
I-945420315		Electricity	34.47			
10/01/2025	APBNK	DUE: 10/01/2025 DISC: 10/01/2025		1099: N		
		Electricity		101 4141-85020-000	ELECTRIC/GAS	34.47
I-945421008		Electricity	12.58			
10/01/2025	APBNK	DUE: 10/01/2025 DISC: 10/01/2025		1099: N		
		Electricity		101 4121-85020-000	ELECTRIC	12.58
=== VENDOR TOTALS ===			47.05			
=== PACKET TOTALS ===			10,541.74			

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01-00028	ALLSTREAM					
I-21844377		Emergency Landline 9/23-10/22	168.40			
10/03/2025	APBNK	DUE: 10/03/2025 DISC: 10/03/2025		1099: N		
		Emergency Landline 9/23-10/22		101 4116-85010-000	TELEPHONE	168.40
=== VENDOR TOTALS ===			168.40			
=====						
01-00875	BHE COMMUNITY SOLAR, LLC					
I-12210746		Solar Garden August	1,180.03			
10/03/2025	APBNK	DUE: 10/03/2025 DISC: 10/03/2025		1099: N		
		Solar Garden August		101 4137-85025-000	SOLAR ELECTRIC	1,180.03
=== VENDOR TOTALS ===			1,180.03			
=====						
01-07228	CITY OF ST ANTHONY					
I-4636		September Police Services	115,721.58			
10/03/2025	APBNK	DUE: 10/03/2025 DISC: 10/03/2025		1099: N		
		September Police Services		101 4122-81000-000	POLICE SERVICES	115,721.58
=== VENDOR TOTALS ===			115,721.58			
=====						
01-05853	ALYSSA LANDBERG					
I-202510039301		Mileage & Cert Mail Reimburse	30.70			
10/03/2025	APBNK	DUE: 10/03/2025 DISC: 10/03/2025		1099: N		
		Mileage Reimbursement		101 4113-86010-000	MILEAGE	14.14
		Certified Mail		101 4112-70500-000	POSTAGE	16.56
=== VENDOR TOTALS ===			30.70			
=====						
01-05440	LOFFLER COMPANIES, INC					
I-5139754		Copier Charge September	224.97			
10/03/2025	APBNK	DUE: 10/03/2025 DISC: 10/03/2025		1099: N		
		Copier Charge September		101 4112-87000-000	REPAIR OFFICE EQUIPMENT	224.97
=== VENDOR TOTALS ===			224.97			
=====						
01-05665	METROPOLITAN COUNCIL					
I-1194017		Nov Waste Water Services	61,055.44			
10/03/2025	APBNK	DUE: 10/03/2025 DISC: 10/03/2025		1099: N		
		Nov Waste Water Services		601 4601-85060-000	METRO SEWER CHARGES	61,055.44
=== VENDOR TOTALS ===			61,055.44			

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01-06002	NINENORTH					
I-2025-148		Webstreaming/Cablecast Sept	1,143.25			
10/03/2025	APBNK	DUE: 10/03/2025 DISC: 10/03/2025		1099: N		
		Webstreaming/Cablecast Sept		101 4116-85050-000	CABLE TV	1,143.25
=== VENDOR TOTALS ===			1,143.25			
=====						
01-06024	ON SITE SANITATION					
I-1961039		Portable Toilet Comm Park Oct	260.00			
10/03/2025	APBNK	DUE: 10/03/2025 DISC: 10/03/2025		1099: N		
		Portable Toilet Comm Park Oct		601 4601-85080-000	PORTABLE TOILET PARKS	260.00
I-1961040		Portable Toilet Curtiss Oct	260.00			
10/03/2025	APBNK	DUE: 10/03/2025 DISC: 10/03/2025		1099: N		
		Portable Toilet Curtiss Oct		601 4601-85080-000	PORTABLE TOILET PARKS	260.00
=== VENDOR TOTALS ===			520.00			
=====						
01-06112	PIONEER PRESS					
I-0925572540		Legals September	125.40			
10/03/2025	APBNK	DUE: 10/03/2025 DISC: 10/03/2025		1099: N		
		Legals September		101 4111-70410-000	LEGAL NOTICES	125.40
=== VENDOR TOTALS ===			125.40			
=====						
01-06185	RAMSEY COUNTY					
I-PRRRV-003778		4th Qtr Election Contract	5,994.00			
10/03/2025	APBNK	DUE: 10/03/2025 DISC: 10/03/2025		1099: N		
		4th Qtr Election Contract		101 4115-80300-000	ELECTION CONTRACT	5,994.00
=== VENDOR TOTALS ===			5,994.00			
=====						
01-05374	TENNIS SANITATION LLC					
I-4452237		Recycling September	10,442.25			
10/03/2025	APBNK	DUE: 10/03/2025 DISC: 10/03/2025		1099: N		
		Recycling September		206 4206-82030-000	RECYCLING CONTRACTS	10,442.25
I-4452238		SWMT&CEC September	73.16			
10/03/2025	APBNK	DUE: 10/03/2025 DISC: 10/03/2025		1099: N		
		SWMT&CEC September		101 4131-87010-000	CITY HALL MAINTENANCE	73.16
=== VENDOR TOTALS ===			10,515.41			

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=====							
01-05752		UNIVERSAL TRUCK SERVICE LLC					
=====							
I-116795		Sweeper Inspection & Repair		1,400.56			
10/03/2025	APBNK	DUE: 10/03/2025 DISC: 10/03/2025			1099: N		
		Sweeper Inspection DOT			602 4602-87101-000	ANNUAL SWEEPER INSPECTIO	167.00
		Sweeper Repair			602 4602-83025-000	SWEEPER PARTS/SUPPLIES	1,233.56
=== VENDOR TOTALS ===				1,400.56			
=== PACKET TOTALS ===				198,079.74			

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REQUEST FOR COUNCIL ACTION (RCA)

Meeting Date	October 8, 2025
Agenda Item	Consent G2
Attachment(s)	
Submitted By	Colin Callahan, Pubic Works Director

Item	Sewer Cleaning and Televising
Description	The sale of the Les Bolstad Golf Course prompted an inquiry into what sanitary sewer infrastructure the city has from Cleveland Avenue heading west to Fulham. It was discovered that there are 1,926 linear feet of sanitary sewer that had not been cleaned or televised as part of our sanitary sewer maintenance schedule. It was necessary to have this sanitary sewer cleaned and televised as part of our best maintenance practices. Furthermore, we can now provide information on our sanitary sewer available capacities for the future development of the Les Bolstad Golf Course.
Budget Impact	\$6,440.00
Attachment(s)	
Action(s) Requested	Staff requests Falcon Heights City Council retroactively approve the payment for the cleaning and televising of the sanitary sewer infrastructure.

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REQUEST FOR COUNCIL ACTION

Meeting Date	October 8, 2025
Agenda Item	Consent G3
Attachment	Application and Resolution 25-91
Submitted By	Elke Johnson, Administrative and Communications Coordinator

Item	Appointment of Emily Schmall to the Community Engagement Commission
Description	City Staff and the Community Engagement Commission Vice Chair have interviewed and recommend Emily Schmall for the Community Engagement Commission. Emily is a long-term Falcon Heights resident and her family lives in the City as well. Emily has over a decade experience in non-profit and community work, with Girl Scouts River Valley, the YWCA Minneapolis and the Animal Humane Society. She worked in program development, event planning and volunteer management. She is passionate about Falcon Heights and is looking forward to give back to the community.
Budget Impact	N/A
Attachment(s)	• Commission Application • Resolution 25-91
Action(s) Requested	Staff recommends approval of attached resolution appointing Emily Schmall to the Community Engagement Commission

From: [Falcon Heights, MN](#)
To: [FH Mail](#)
Subject: *NEW SUBMISSION* City Commission Application
Date: Tuesday, September 16, 2025 9:36:49 AM

Caution: This email originated outside our organization; please use caution.

City Commission Application

Submission #: 4331237
IP Address: 73.62.237.73
Submission Date: 09/16/2025 9:36
Survey Time: 12 minutes, 17 seconds

You have a new online form submission.

Note: all answers displaying "*****" are marked as sensitive and must be viewed after your login.

Please complete form below. Starred items are required. Press submit button to complete your application.

Date and Time

09/16/2025 09:30 AM

Full Name

Emily Schmall

Full Address

Phone

Additional Phone

Email

schmall.emily@gmail.com

How Long At Above Address?

12.5 years. I also grew up in Falcon Heights and consider myself a life-long resident.

In Which Capacity Would You Like to Serve?

I am interested in serving on the Community Engagement Commission.

What is the Reason You Would Like to Serve?

I read there was a need for new commissioners on the Community Engagement Commission in the city newsletter. I have thought about getting involved in one of the city commissions for the last few years, and decided this would be a good time and fit for me to apply. I am passionate about Falcon Heights and our community and would love to

give back in this capacity. I also identify as a person with a disability and would be able to bring that perspective to the commission.

List Prior (Previous) Public Service

While this would be my first role in public service, I have over a decade experience in non-profit and community work.

Other Relevant Background (Other Comments)

Work experience includes roles with Girl Scouts River Valleys, The YWCA Minneapolis, and Animal Humane Society where I have worked in program development, event planning, volunteer management, event planning, and more. I have also volunteered extensively in community, including 13 years as a Girl Scout troop leader, 5 years as an event and foster volunteer with a local animal rescue, and 5 years as a family and volunteer coordinator for a local arts organization.

Thank you,

Falcon Heights, MN

This is an automated message generated by Granicus. Please do not reply directly to this email.

CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION

October 8, 2025

No. 25-91

RESOLUTION APPOINTING EMILY SCHMALL TO THE COMMUNITY ENGAGEMENT
COMMISSION

WHEREAS, the Community Engagement Commission shall serve in an advisory capacity to the City Council regarding the effective, meaningful and equal involvement of Falcon Heights residents in their community.

WHEREAS, City Staff and the Commission Vice Chair have interviewed Emily Schmall and recommend appointment to the Falcon Heights Community Engagement Commission.

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

1. That the appointment of Emily Schmall to the Falcon Heights Community Engagement Commission is approved and adopted by the City Council of the City of Falcon Heights.

ADOPTED by the Falcon Heights City Council this 8th day of October, 2025

Moved by:

Gustafson

Approved by:

Randall C. Gustafson
Mayor

GUSTAFSON
LEEHY
MEYER
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In Favor

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Against

Attested by:

Jack Linehan
City Administrator

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REQUEST FOR COUNCIL ACTION

Meeting Date	October 8, 2025
Agenda Item	Consent G-4
Attachment	Resolution 25-92
Submitted By	Hannah Lynch, Community Development Coordinator

Item	2026 Ramsey County Select Committee on Recycling & The Environment (SCORE) Grant Submittal and Enter Into Agreement with Ramsey County for Funding
Description	The City of Falcon Heights has a long-standing history of working with Ramsey County to increase participation in City Wide Recycling Services. The SCORE Grant helps the City to perform these services and to increase the participation rate through education, events, and a diversity of the activities. The results of these activities contribute to our high participation rate and will continue to do so into the future. Our estimated allocation for 2026 from Ramsey County is \$22,627 with incentive funding in the amount of \$14,009 for a total of \$36,636.
Budget Impact	Funds from the SCORE grant are used for a number of recycling efforts in the city.
Attachment(s)	Resolution 25-92 Authorization to Apply for the Select Committee on Recycling & the Environment (SCORE) Grant
Action(s) Requested	Staff recommend approval of attached resolution 25-92 authorizing the application for the 2026 SCORE grant.

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

October 8, 2025

No. 25-92

**RESOLUTION AUTHORIZING THE 2026 RAMSEY COUNTY SELECT COMMITTEE
ON RECYCLING & THE ENVIRONMENT (SCORE) GRANT SUBMITTAL AND
ENTER INTO AN AGREEMENT WITH RAMSEY COUNTY FOR FUNDING**

WHEREAS, the City of Falcon Heights has a recycling program, which serves the residents of the City; and

WHEREAS, the City utilizes the Select Committee on Recycling & the Environment (SCORE) Grant funding to offset costs of that program each year; and

WHEREAS, the City Council has determined that participation in this program is beneficial to the residents of Falcon Heights.

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

1. Direct staff to apply for the Select Committee on Recycling & the Environment (SCORE) Grant funding to offset costs of the program.
2. Authorize the Mayor and City Administrator to execute all necessary documents.

ADOPTED by the Falcon Heights City Council this 8th day of October, 2025.

Moved by:

Gustafson

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MEYER
WASSENBERG
MIELKE

5 In Favor
0 Against

Approved by:

[Signature]
Randall C. Gustafson
Mayor

Attested by:

[Signature]
Jack Linehan
City Administrator

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REQUEST FOR COUNCIL ACTION (RCA)

Meeting Date	October 8, 2025
Agenda Item	Consent G5
Attachment	Resolution 25-93
Submitted By	Jack Linehan, City Administrator

Item	Approval of Resolution 25-93 Authorizing Out-of-State Lodging Reimbursement Request for Administrative & Communications Coordinator Elke Johnson to Attend the International City Managers Association National Conference
Description	Administrative & Communications Coordinator Elke Johnson is currently enrolled in a Masters of Public Administration program at Hamline University, and serves as a member of their International City/County Managers Association (ICMA) student chapter. As a student member, she has received a stipend to receive free registration for the 2025 National Conference, which will be October 25th – October 29th in Tampa, Florida. This is a rare opportunity to attend an international conference as a student member. Elke has covered the cost of the flight using airline miles, so she is just seeking approximately up-to \$1,100 to cover the cost of lodging for four nights. There is funding available in the Conferences & Training line items to cover these expenses. I am attending the conference as well, but have the necessary approval under Addendum #2 to my employment agreement, which was approved by the city council July 24, 2024. Elke and I are traveling separately and lodging in separate hotels to allow us each the space to gain the maximum experience of the conference.
Budget Impact	Estimated \$1,100. Funds for Administration Conferences & Professional Development lines.
Attachment(s)	Resolution 25-93
Action(s) Requested	Staff recommends that the Falcon Heights City Council approve the attached resolution and authorize the out-of-state travel request for Administrative & Communications Coordinator Elke Johnson.

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

October 8, 2025

No. 25-93

**A RESOLUTION AUTHORIZING OUT-OF-STATE LODGING
REIMBURSEMENT FOR ADMINISTRATIVE & COMMUNICATIONS
COORDINATOR ELKE JOHNSON TO ATTEND THE ICMA NATIONAL
CONFERENCE**

WHEREAS, Administrative & Communications Coordinator Elke Johnson is currently enrolled in a Master of Public Administration program at Hamline University and serves as a student member of their International City/County Managers (ICMA) group;

WHEREAS, as a student, Administrative & Communications Coordinator Elke Johnson received free registration for the 2025 National Conference in Tampa, FL, and will use airline miles to travel to the conference;

WHEREAS, Administrative & Communications Coordinator Elke Johnson is requesting reimbursement for lodging totaling approximately \$1,000 for hotel fees associated with attending the International City/County Managers (ICMA) National Conference in Tampa, FL, from October 25 through October 29, 2025.

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

1. That the out-of-state lodging expense of Administrative & Communications Coordinator Elke Johnson is approved and adopted by the City Council of the City of Falcon Heights.

Moved by:

Gustafson

Approved by:

[Signature]
Randall Gustafson
Mayor

GUSTAFSON

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In Favor

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Against

MEYER

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MIELKE

Attested by:

[Signature]
Jack Linehan
City Administrator

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REQUEST FOR COUNCIL ACTION

Meeting Date	October 8, 2025
Agenda Item	Consent G-6
Attachment	See below.
Submitted By	Hannah Lynch, Community Development Coordinator

Item	Authorization to Apply for Minnesota Department of Natural Resources Community Tree Planting Grant
Description	Minnesota is investing in the future of its urban and community forests with two grant opportunities totaling \$11 million for 2025. These programs support local governments and nonprofits working to restore, protect, and diversify tree cover across the state. The 2025 Community Tree Planting Grant program is the first of these. It allocates \$4 million in grants for local units of government in Minnesota that are planning to replace trees lost to forest pests, disease, or storm; or to establish a more diverse community forest better able to withstand disease and forest pests. There is no match requirement which makes the grant program accessible to a wide range of communities and organizations. The City of Falcon Heights will be applying for \$25,000 in grant funds for boulevard tree planting. Eligible activities: • Removing and replanting of shade trees on public or Tribal lands for environmental benefits • Replacing trees lost to forest pests, disease, or storms on public or residential land • Establishing a more diverse community forest better able to withstand disease and forest pests on public or residential land Any tree planted with this grant must be a climate-adapted species to Minnesota. The City of Falcon Heights will be applying for \$25,000 in grant funds for boulevard tree planting.
Budget Impact	• None.
Attachment(s)	• MN DNR Community Tree Planting Grants - RFA • Resolution 25-94 Authorizing the Application for the Minnesota Department of Natural Resources Community Tree Planting Grant

Action(s) Requested	Staff recommend approval of attached Resolution 25-94 Authorizing the Application for the Minnesota Department of Natural Resources Community Tree Planting Grant
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Community Tree Planting Grants

2025 Request for Applications

In accordance with the Americans with Disabilities Act, this information is available in alternative forms of communication upon request by calling 651-259-5274. TTY users can call the Minnesota Relay Service at 711. Minnesota DNR is an equal opportunity employer and provider.

Grant Overview

The Minnesota Department of Natural Resources (DNR) welcomes applications from Tribal governments, cities, counties, townships, as well as park and recreation boards in cities of the first class within Minnesota that (1) remove and plant shade trees on public or Tribal land to provide environmental benefits; (2) replace trees lost to forest pests, disease, or storms; and (3) establish a more diverse community forest better able to withstand disease and forest pests.

The following pages provide detailed information about Community Tree Planting Grants eligibility, available funding, application, and award process. Please review all of the information before developing and submitting an application.

Eligible Applicants

Tribal governments, cities, counties, and townships. Parks and recreation boards in cities of the first class are eligible to apply.

Eligible Activities

The following activities are eligible for grant funding:

- (1) removing and planting shade trees on public or Tribal land to provide environmental benefits;
- (2) replacing trees lost to forest pests, disease, or storms on public or residential land;
- (3) establishing a more diverse community forest better able to withstand disease and forest pests on public or residential land.

Grant Priorities

Consistent with legislative direction, priority for Community Tree Planting Grant awards will be given to:

- (1) projects removing and replacing ash trees that pose significant public safety concerns; and
- (2) projects located in a census block group with a supplemental demographic index score in the 70th percentile or higher as identified using the United States Environmental Protection Agency's Environmental Justice Screening and Mapping Tool methodology provided in the United States Environmental Protection Agency's environmental justice screen technical documentation dated July 31, 2024. Please click [here](#) to view the Priority Area map.

The supplemental demographic index is a combination of five socioeconomic factors averaged together for each Census block group. The supplemental demographic index can provide an additional perspective on potential community vulnerability. The formula is as follows: supplemental demographic index = (% low-income + % persons with disabilities + % less than high school education + % limited English speaking + low life expectancy) / 5.

Applications will be rated by a tiered structure to meet statutory priorities. Each priority is evaluated and carries a unique weight within its tier to identify at what level the applicant meets statutory priorities.

Applications will be sorted into one of three tiers based on the criteria outlined. To be funded, the application must be complete, meet Minimum Required Project score of 70, and a Minimum Past Grant Performance score of 3 or greater (or have no Grant Closeout Form with Urban & Community Forestry (UCF) program). Applications must meet all requirements to receive funding (see "Minimum Requirements" section below), they will be funded based on their eligible request and amount of available funding.

Please review the tiers outlined in the "Application evaluation scoresheet" to determine how your application may

be scored.

These priorities align with the State of Minnesota's policy of ensuring fairness, precision, equity, and consistency in competitive grant awards. This includes implementing diversity and inclusion in grant making. [The Policy on Rating Criteria for Competitive Grant Review](#) establishes the expectation that grant programs intentionally identify how the grant serves diverse populations, especially populations experiencing inequities or disparities, or both.

Project Evaluation

In addition to assessing how well a proposed project aligns with the stated priorities, applications will be reviewed and scored based on the overall strength of the proposal. This evaluation serves three purposes:

- To help ensure the quality of the projects receiving taxpayer dollars
- To distinguish among priority projects if funding is insufficient to support all that meet application requirements
- To rank remaining projects if funding allows awards beyond the priority group

Funding

A total of \$4,850,000 is available in general fund dollars to fund community forestry projects. There is no minimum to the dollar amount applicants can request. The maximum amount that will be funded is \$500,000.

No matching funds are required and **match as part of your application is not recommended** If match is provided, it cannot come from other grants or monies from the State of Minnesota.

Grant Requirements

- Applicant must comply with all Federal and State laws and regulations related to the completion of projects, as stated in the grant agreement.
- Application must show the applicants ability to provide photo documentation of the project's progress at appropriate phases, and illustrations, diagrams, charts, graphs, and maps to show results. All public trees removed and planted must be mapped and submitted.
- Applicant must publicly post and promote grant project information and purpose.

Application Requirements

Applicants must meet the following application requirements to be considered for this grant opportunity:

GENERAL

- Applications must be completed in full to be considered. This includes:
 - A detailed project description, including goals, objectives, and a timeline.
 - A budget outlining project costs, including labor, materials, and equipment.
 - A letter of support from any identified partner organization(s).
- Applications must demonstrate the applicant's ability to implement the project, meet all grant objectives, and submit a final report by June 30, 2027.

PRE-AWARD RISK ASSESSMENT

- Applicants who request \$50,000 or more in grant funds must complete and submit the Pre-Award Risk

Assessment Questionnaire along with their application. The questionnaire must be completed in full and all required supporting financial documentation submitted to be considered. This requirement does not apply to Tribal governments.

PAST GRANT PERFORMANCE EVALUATION

- Applicants who have completed one or more grant projects with the DNR Urban and Community Forestry (UCF) program will need to address their past grant performance in the application. Applicants should request their most recent UCF Grant Closeout form, which can be requested from ucf.dnr@state.mn.us. If you are unsure if your organization has previously held a grant contract with the UCF program, please reach out to ucf.dnr@state.mn.us and staff will confirm your past grant status and provide the closeout form, if applicable.
- Past grant performance, when applicable, will be a consideration when awarding grant funding. This means that a project could score well based on the strength of the application, but receive additional grant conditions, reduced funding, or even no funding due to past grant performance issues for which there is no evidence of corrective actions being taken.
- If an applicant was a previous grant recipient but no UCF Grant Closeout form is available, or if the applicant has never received a grant under the UCF program, this section can be left blank. There will be no penalty for those where no UCF Grant Closeout form is available, or if the applicant has never received a grant under the UCF program.

Additional Requirements

TREE REMOVALS AND PLANTING

- Planting trees can take place without removal.
- Tree removals from boulevards and parks, must be replaced at least one-for-one (i.e., at least one tree planted for every tree removed), and trees must be replanted at the same location of the removal whenever possible and feasible.
- Tree removals conducted in park woodlands:
 - For the purposes of this grant, park woodlands are defined as publicly owned spaces that, beyond trail creation or access, are not regularly mowed.
 - Removals in woodlands need to be mitigating a public safety concern or to address degraded ecosystems.
 - Removals must meet a minimum of one tree planted for five trees removed.
- Tree planting projects must follow the best practices set in [A Pocket Guide to Planting Trees](#).
- Tree planting projects must identify the tree species to be planted; site location(s); and number, and type/size of planting stock:
 - Trees planted must be a climate-adapted species to Minnesota.
 - The species identified for planting must increase the diversity of the community's tree canopy and advance the goal of working toward the 20-10-5 guidelines, meaning a community has no more than 20% of their trees within a single family, no more than 10% of their trees within a single genus, and no more than 5% of their trees within a single species. Communities without a completed tree survey may contact the DNR at ucf.dnr@state.mn.us to receive available community tree survey data.
 - Tree species listed on the [Minnesota Invasive Terrestrial Plants](#) list are not eligible for grant expenses, including Amur cork tree, Amur maple, autumn olive, black locust, buckthorn, Norway maple, Russian olive, Siberian elm, and tree of heaven.
 - Species list for trees to be planted must be submitted to and approved by DNR prior to planting.
 - Species list and numbers can be amended following the submission of tree

inventory/survey data.

- Tree stock must meet [ANSI Z-60.1](#) and can be:
 - ¾-2 inch caliper bareroot,
 - a container class size #20 or smaller, or
 - balled and burlapped trees smaller than 2.5" caliper ([MNDOT Certified Landscape Specialist](#) training required by planting organization in order for B&B trees to be eligible).
 - Flexibility is possible in instances where desired stock is unavailable.
 - DNR recommends trees be purchased with a one-year warranty.
- All trees removed and planted on public property must be mapped and submitted as shapefiles, with the planted trees identified by species. If your community does not have access to shapefile-generating software, please contact the DNR at ucf.dnr@state.mn.us to discuss options for addressing this requirement.
- Projects that incorporate tree planting must submit a 3-year establishment plan with application.

RESIDENTIAL TREE CARE

- Work conducted on residential property must be completed by residents (tree planting only), or by tree care companies holding liability insurance and with a [MNDOT Certified Landscape Specialist](#), [International Society of Arboriculture \(ISA\) Certified Arborist](#) on staff, or [Tree Care Industry Association \(TCIA\)](#) accreditation, or equivalent certification.
- A link to, or paper copy of, the Forest Service's Tree Owner's Manual ([English](#) / [Spanish](#)) must be provided to residents receiving a newly planted tree.
- For activities on residential land, a formal agreement between the resident and the Community Tree Planting Grant recipient is required. Each residential agreement must contain the following language:
 - *The State of Minnesota is released from any liability associated with work completed on private property.*
 - *Access is granted by the landowner for all planned activities within agreement; this may include, but is not limited to, planting, follow-up maintenance, monitoring, or other on-site work.*
 - *I will plant and care for my tree according to the Tree Owner's Manual for as long as it is within my right to do so.*

Emerald Ash Borer (EAB) Considerations

Minnesota Department of Agriculture considers May 1 – September 30 to be the flight season for EAB. This means that EAB adult beetles are emerging from infested wood or trees and flying in search of new hosts during this time. The best management practice is to not remove ash trees when EAB are actively flying (May-September), to avoid the risk of EAB emerging from this material in transit or at a processing location.

EAB infestations are difficult to identify in the early stages of the infestation. EAB infestation areas grow via human-assisted movement and through natural dispersion. For these reasons, when new EAB infestations are discovered, quarantines are enacted on a large scale with the assumption that the infestation is spread beyond what is observed. However, while the quarantine necessarily covers a large area where EAB may be present, the distribution of EAB is likely not uniform throughout the quarantine and may be in areas outside these boundaries.

These guidelines ideally should be followed 100 percent of the time when working with ash trees throughout the state of Minnesota. However, *once a community is heavily infested with EAB (the point at which EAB-infested ash are so numerous that year-round removal of hazardous trees is necessary to mitigate risk to public), conducting ash tree removals during the emerald ash borer flight season may be necessary to avoid risk to public safety and property.* Following these guidelines will provide the lowest degree of risk for movement of EAB.

Eligible Project Expenses

Eligible project expenses are those incurred through project activities directly related and necessary to achieve the outcomes described in the project application and that meet the conditions of the grant contract. Grant funds can be used for, but may not be limited to:

- Professional contracts for technical assistance or project implementation. Eligible activities, under such contracts include, but may not be limited to, tree removal, tree planting, tree watering for duration of project
- Time spent on the project by staff of the grant recipients
- Site preparation and planting costs including trees, mulch, watering bags, staking materials, and tree wrap or guards.
- Equipment purchases of \$4,999 or less that are used to complete the project. Multiple pieces of equipment, tools, or project supplies can be purchased with grant funds, but no one tool can have a unit cost of \$5,000 or more, even if that cost is split across grant and match funds.
- Equipment rental
- Gravel bed construction

Ineligible Project Expenses

Ineligible project expenses include, but are not limited to:

- Costs incurred prior to the start date of the fully executed grant agreement.
- Purchase of trees listed on the [Minnesota Noxious Weed List](#), or the DNR's [Invasive Terrestrial Plants List](#), including Amur cork tree, Amur maple, autumn olive, black locust, buckthorn, Norway maple, Russian olive, Siberian elm, and tree of heaven.
- Purchase of balled and burlapped trees larger than 2.5" caliper, containerized trees larger than #20, or bareroot trees greater than 2" caliper diameter.
- Purchase of tree species in a genus that already makes up 10% or more of the community's or in a family that makes up 20% or more of the trees.
- Purchase of plants other than trees, such as shrubs, living ground covers, sod, grass seed, and flowers.
- Purchase of land or easements.
- Major soil purchases, grade changes or construction.
- Capital expenditures (items with a unit cost of \$5,000 or more), such as buildings, motor vehicles, trails, or other permanent structures.
- Experimental practices not approved by DNR.

Questions about additional eligible or ineligible expenses can be directed to ucf.dnr@state.mn.us.

Application Details and Instructions

When filling out the application, ensure all sections are completed and the application is submitted by the deadline. Pay close attention to the requested information and respond to all questions. Detailed responses and completeness are strongly encouraged: if funded, the application responses will become a grantee's work plan. Make sure enough information is provided, especially in the timeline and budget sections, to serve as a complete work plan. Grantees will need to meet the objectives stated in their work plans by the end of the grant program. Clearly demonstrate in the application how the proposed project does or does not meet one of the two grant award priorities and how it aligns with eligibility requirements (including project activities and costs). Be sure that the application does not request funding for any ineligible project expenses.

A complete application will consist of the following:

1. Application form ([PDF, format unchanged](#))

2. Budget ([Excel, format unchanged, additional lines added as needed](#))
3. Application identifies locations of grant project work. Submission must show whether work will take place within the supplemental demographic index geographic locations; examples may include:
 - Application states:
 - that project work is taking place community-wide based on your organization's geographic purview; or
 - that work will only take place within areas identified by the supplemental demographic index; or
 - that no project work will take place within the supplemental demographic index.
 - Maps are provided, showing project area (ex. printing screenshot of [Priority Area map](#), outlining project area, scanning, and submitting with application;)
4. 3-Year Tree Establishment Plan for newly-planted trees, *if planting trees* ([PDF, format unchanged](#))
5. Species and Stock List from which trees will be planted, *if planting trees* (any format acceptable; contact ucf.dnr@state.mn.us with questions about species eligibility)
6. Letter(s) of support, *if collaborating with an outside organization* (any format acceptable)
7. Pre-Award Risk Assessment Questionnaire and associated financial documents, *if applicant is requesting \$50,000 or more in grant funds. Tribal governments are exempt from this requirement.* ([PDF, format unchanged](#))
8. List of Authorized Signer(s), *including name(s), title(s), and email address(es)* (any format acceptable)

Data Privacy and Trade Secret Notice

The information provided by an applicant will be used to assess the applicant's eligibility to receive a grant. The decision to apply for this grant is voluntary, and applicants are not legally required to provide any of the requested information. Applicants may decline to complete the application without any legal consequence. However, only completed applications will be considered for a grant; incomplete applications will not be considered.

Applications are private or non-public until opened. Once the applications are opened, the name and address of the applicant and the amount requested is public. All other data in an application is private or non-public data until all agreements are fully executed. After DNR has completed the evaluation process, all remaining data in an application is public with the exception of trade secret data as defined and classified in Minn. Stat. § 13.37. A statement by a grantee that the application is copyrighted or otherwise protected does not prevent public access to the application (Minn. Stat. § 13.599, subd. 3).

Application Submission Instructions

After reading through the Request for Applications, complete all parts of the application, which can be found [online](#). Grant applicants are required to submit applications by email to ucf.dnr@state.mn.us. Applications must be received electronically by October 27, 2025, to be considered for funding. The applicant is responsible for ensuring their submission is received by DNR by the deadline; applications received after the deadline will not be eligible for consideration. DNR is not responsible for any technical or logistical problems causing an application to be received late.

Review Process and Timeline

All applicants must meet the minimum requirements identified in this Request for Applications to obtain funding.

A UCF Grants Steering Committee, made up of staff from the DNR Division of Forestry and select stakeholders, will evaluate applications received by the application deadline, recommend projects and award amounts to the DNR. DNR will review the UCF Grants Steering Committee recommendations and is responsible for final award decisions. Final grant awards are contingent upon a pre-award financial review to ensure there are no concerns that cannot successfully be mitigated upon negotiation with the State. *The award decisions of DNR are final and not subject to appeal.*

Process	Timeline
RFA posted on the DNR website	August 13, 2025
Questions from applicants on application process due	October 14, 2025
Applications due	October 27, 2025
Project Selection Recommendations; Financial and Capacity Review;	October 28, 2025-December 12, 2025
Grant Agreement Negotiations Work Plans Approved, Contracts Executed, Grant Work Begins	December 15, 2026 - April 15, 2026

DNR expects to contact selected grantees by December 12, 2025. If selected, grantees may only incur eligible expenditures after the grant contract is fully executed and the grant has reached its effective date.

Awards are not publicly announced until all grant agreements are fully executed.

Required financial and grantee capacity review

To protect the interest of the State and to ensure the effective and timely completion of publicly funded grant projects, agencies must ensure that entities that receive grants are financially and operationally capable of performing all duties required of the grant. The [OGM 08-06](#) policy establishes minimum requirements for granting agencies conducting pre-award risk assessment and financial review of potential grantees. As required by *Minn. Stat. §16B.981/Chapter 62 - MN Laws, Article 7, Section 11*, a pre-award risk assessment must be conducted for grant awards of \$50,000 or more. This policy does not apply to Tribal governments.

All grantees as defined in *Minn. Stat. §16B.981 Subd. 1 (c)* applying for grants in the state of Minnesota must undergo a financial and capacity review prior to final grant award of \$50,000 and higher. Such applicants must include the Pre-Award Risk Assessment Questionnaire and associated financial documents with their application.

Review of the Pre-Award Risk Assessment Questionnaire and associated financial documents may result in a request for more information for the purpose of satisfying any DNR concerns. When requesting additional information from a potential grantee, DNR will give the potential grantee 15 calendar days to respond or to work with the DNR to develop a risk mitigation plan to satisfy the concerns.

Questions:

Submit questions to ucf.dnr@state.mn.us. Answers will be posted weekly [online](#). Questions must be submitted no later than October 14, 2025 to be included on the website.

Liability and Project Implementation

DNR is not liable for costs incurred by any organization or individual for work performed in the preparation and production of an application, nor for any work performed prior to the execution of the grant contract. Project work and expenses that are eligible for reimbursement with grant funds CANNOT be started or incurred until the grant contract is fully executed. Grant agreements for awarded projects are expected to be finalized by April 15, 2026. A fully executed grant agreement is one where all necessary signatures have been obtained.

Reimbursement and Reporting

All grant funds will be provided on a reimbursement basis. Reimbursement requests may be submitted semi-annually by the following deadlines:

1. June 2, 2026
2. December 1, 2026
3. June 30, 2027 (Final Report and reimbursement request)

The following information must be submitted to be deemed a complete reimbursement request:

- An Accomplishment Report describing the grant accomplishments/deliverables and their impacts since the last reimbursement request.
- A Partial Payment Form along with detailed invoices and proof of payment for grant-funded purchases.
- Photo documentation of project progress at appropriate phases, and illustrations, diagrams, charts, graphs, and maps to show results.
- Shapefiles of 1) all trees removed (including stumps ground), treated, maintained, and planted on public land, with the planted trees identified by species, and 2) all work on residential land aggregated by census tract. (Note: Grantees without access to shapefile-generating software can notify DNR staff at ucf.dun@state.mn.us, who will work with the grantee to assist in this requirement.)

All complete reimbursement requests received by the deadlines will be reviewed by DNR staff. Provided that the grantee is in compliance with all terms of the Request for Application and grant contracts, verified project activities and eligible expenses will be reimbursed up to 90%, with 10% retained until the project is completed.

Accommodations may be offered in select circumstances, and in accordance with Office of Grants Management policies, at the discretion of the agency. Please reach out to DNR staff at ucf.dnr@state.mn.us for more information on requesting accommodations.

Following the submission of invoices and accomplishment reports, a compliance check will be conducted by Minnesota Department of Natural Resources staff. Staff will do a site evaluation ensuring that tree species submitted on maps are correctly identified and planted in accordance with the standards set in the Minnesota Department of Natural Resources [Pocket Guide to Planting Trees](#).

If two successive updates are missed, DNR staff will contact grantee requesting a grant progress update and explanation of why grant reporting has been late. If a report is not received within 60 days of the request, DNR will assume work is not being conducted and begin steps to close-out the grant contract and reallocate funds. This may result in a grant agreement being closed out early, and DNR staff noting in the grant closeout report the lack of performance and contract compliance by the grantee.

If within two successive updates necessary progress has not been made in accomplishing work within the grant contract, DNR staff may request a meeting to discuss why progress is not being made and may begin steps to close-out the grant contract and reallocate funds. This may result in a grant agreement being closed out early, and DNR staff noting in the grant closeout report the lack of performance and contract compliance by the grantee.

Project Completion

All project work must be completed, and the final request for reimbursement (along with the final report) must be submitted by **June 30, 2027**.

Grant Performance

If awarded, grant performance will be reviewed on timeliness, budget management, reporting and documentation, meeting outcomes and deliverables, responsiveness and communication, and acknowledgement and reflection on grant performance. This information may be considered during future grant application and award processes.

Other Considerations

DNR reserves the right to:

- Contact awarded applicants about applications for other UCF grants.
- Post funded applications and reports, including images and maps, to the DNR website.
- Consider existing open grants for performance and community need for additional funding.
- Reject any or all proposals received.

- Waive or modify minor irregularities in proposals received after prior notification and agreement of applicant.
- Clarify the scope of this program, within the RFA requirements and with appropriate notice to potential applicants, to best serve the interests of the state of Minnesota.
- Amend program specifications after the RFA release, with appropriate notice to potential applicants.
- Require a good faith effort on the part of the grantee to work with DNR after project completion to develop or implement project as proposed and contracted.
- Withhold any payments or cancel contracts when contract conditions are not met.

Application evaluation score sheet

Selection Criteria and Weight

The steering committee will be reviewing applications as they fall within the tiered system. Applications are reviewed on a 100-point scale, and past grant performance on a 5-point scale. Scores will be used to develop final recommendations. Applicants are encouraged to score their own applications using the evaluation score sheet before submitting the application. While not required, this step may help applicants meet the criteria that grant reviewers will be scoring.

PROJECT PRIORITY SCORING (maximum score is 6)					
Application projects for the Community Tree Planting Grants will be evaluated and prioritized according to the following criteria: - Projects removing and replacing ash trees that pose significant public safety concerns. - Projects located in a census block group with a supplemental demographic index score in the 70th percentile or higher within the state of Minnesota.					
Priority	Threshold	Meets Priority (High) – 3 points	Meets Priority (Medium) – 2 points	Meets Priority (Low) – 1 point	Does Not Meet Priority (Very Low) – 0 points
Ash Tree Removal for Public Safety, and Tree Planting Replacement	Applicant documents that ash trees being removed are dead/dying or structurally hazardous and located in high-risk areas (e.g., near roads, sidewalks, or high-traffic public spaces). Includes removal count and replanting plan.	Applicant is removing trees as part of their proposal and 100% of the removals are ash trees that pose significant public safety concern.	Applicant is removing trees as part of their proposal and 50%, or more, of the removals are ash trees that pose significant public safety concern.	Applicant is removing trees as part of their proposal and 49%, or less, of the removals are ash trees that pose significant public safety concern.	Applicant is not removing any ash trees that pose significant public safety concern.
Project in Priority Area (SDI ≥70%)	Project occurs fully or mostly in a census block group at or above the 70th percentile SDI. Includes map.	100% of the trees removed and replaced, or planted are within the Priority Area.	50%, or more, of the trees removed and replaced, or planted are within the Priority Area.	49%, or less, of the trees removed and replaced, or planted are within the Priority Area.	Applicant is not conducting any work within the Priority Area.

Priority Tiered Review Rubric

To be funded, the application must meet Minimum Required Project score of 70, or greater, and either no Past Grant Performance Score (e.g. no Grant Closeout Form was available) or a Minimum Past Grant Performance score of 3, or greater. Applications must meet all requirements for funding (see "Application Requirements" section), applicants will be funded based on their eligible request and amount of available funding.

Priority Score = Ash Tree Removal and Replacement Score + Project in Priority Area Score

	Priority Score	Minimum Required Project Score (Out of 100)	Minimum Past Grant Performance Score (Out of 5), if applicable
Tier A: Meets both priorities – 1 st Scored	4-6	70	3
Tier B: Meets at least one priority – 2 nd Scored	2-3	70	3
Tier C: Does not meet or insignificantly meets both either priority– 3 rd Scored	0-1	70	3

PROJECT APPLICATION SCORING (maximum score is 100)

<i>Application projects for the Community Tree Planting Grants will be evaluated and ranked according to the following criteria and points:</i>	<i>Points</i>
1. Project Overview and Need - Application is clear, complete, descriptive and clearly meets all minimum and additional requirements. - Community has a readiness to take on a project of the proposed scope and size. - Application details the projects impact and shows significant need for project and state grant funding. - Application describes the trees (e.g. number, species, condition, etc.) proposed to be removed (posing significant safety concerns) and replaced, prioritizing location in Priority Areas as defined by the Request for Applications. Evaluation is based on project's impact and effectiveness.	30
2. Project Timeline - Timeline provides specific dates for all activities. - Timeline is easy to read and comprehend. - Timeline follows best management practices. - Timeline accounts for grant reporting and end dates. - Timeline is realistic given the extent of the proposed project activities and the resources available and requested to accomplish the project.	20
3. Project Budget and Budget Explanation - Budget explanation is detailed and provides specific dollar amounts for anticipated use. - Budget totals equal amount requested. - Financially realistic and cost effective. - Project budget uses grant funds only for eligible expenses. - Project seeks to maintain tree canopy or replant more trees than removed.	10
4. Community Engagement and Impact - Planning and collaboration clearly serves and includes residents within the project area. - Affected/benefitted communities are engaged and input is incorporated prior to project implementation and throughout the project. - Potential environmental impacts have been addressed and shows an appropriate approach to mitigate negative impacts. - Application demonstrates awareness and attention to potential barriers to participation by some community members and addresses with actionable items for these communities (examples include program focal areas, outreach in multiple languages, inclusion throughout the project), impacts on priority populations are clear and tangible. - Project focuses on Priority Areas, and or within populations that comprise Priority Areas	15

Community Tree Planting Grants

(communities with higher populations of low-income residents, persons with disabilities, less than high school education, limited English speaking, and low life expectancy).	
5. Communications - Communication strategies are directly related to project accomplishments, activities, or both, and multiple forms of communication are listed with potential to reach the public. - Tree care-related messaging includes EAB information designed to slow the spread, the importance of trees in communities, and/or pruning and maintenance.	10
6. Key Personnel - Key personnel are listed with corresponding project roles and showcase the expertise and capacity to complete proposed grant work. - All components that require a certification are met and listed (e.g. for residential work, planting Balled & Burlapped, etc.) - All certifications and education degrees are listed for staff or contractors. - A high scoring applicant will have staff or contractors with a degree in a related field, or a combination/multiple staff with ISA Certified Arborist, TCIA accreditations, or both.	15
Total	100

PAST GRANT PERFORMANCE SCORING (maximum score is 5)

PAST DNR URBAN & COMMUNITY FORESTRY GRANT RECIPIENTS ONLY	Points
The section on past grant performance within the Community Tree Planting Grant application will be evaluated and ranked according to the following criteria and points:	
1. Past Grant Performance - The most recent UCF Grant Closeout form is addressed. This may include addressing meeting timeliness, budget management, reporting and documentation, meeting outcomes and deliverables, responsiveness and communication. - Past performance issues and corrective actions are explained, if applicable. - Past performance of strong grant management practices is described, and continued implementation is explained, if applicable. - A high scoring applicant will provide insightful reflection on past performance, and provide specific examples of learning and corrective actions, or continued strong grant management practices.	5
Total	5

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

October 8, 2025

No. 25-94

**RESOLUTION AUTHORIZING THE APPLICATION FOR THE MINNESOTA
DEPARTMENT OF NATURAL RESOURCES COMMUNITY TREE PLANTING
GRANT**

WHEREAS, the Minnesota Legislature allocated more than \$4 million for Community Tree Planting Grants to support tree planting in communities; and

WHEREAS, the program provides grants to support local governments and nonprofits working to restore, protect, and diversify tree cover across the state; and

WHEREAS, the City of Falcon Heights is working to replant boulevard trees previously removed and reestablish, maintain, and extend its tree canopy; and

WHEREAS, the City intends to apply for \$25,000 in grant funds from the Community Tree Planting Grant program to reestablish its boulevard tree planting program.

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

1. Direct staff to apply for the Minnesota Department of Natural Resources Community Tree Planting Grant program; and
2. Authorize the Mayor and City Administrator to execute all necessary documents.

ADOPTED by the Falcon Heights City Council this 8th day of October, 2025.

Moved by:

Gustafson

GUSTAFSON
LEEHY
MEYER
WASSENBERG
MIELKE

5 In Favor
0 Against

Approved by:

[Signature]
Randall C. Gustafson
Mayor

Attested by:

[Signature]
Jack Linehan
City Administrator

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REQUEST FOR COUNCIL ACTION (RCA)

Meeting Date	October 8, 2025
Agenda Item	Consent Agenda G7
Attachment(s)	Proposal; Resolution
Submitted By	Jack Linehan, City Administrator

Item	Request for Action on Amendment to TIF District No. 1-3
Description	In 2003, the City established Development District No. 1 under Minnesota Statutes Sections 469.124 through 469.134, which includes TIF District No. 1-3. This TIF District was created for the purpose of financing improvements and developments within the City. The City now proposes to amend the TIF Plan by removing one specific parcel, identified as Lot 2, Block 1, Falcon Heights Town Square (Senior Apartments) from the TIF District. As of August 1, 2024, this parcel was fully paid on the TIF Note. On September 11, 2024 Resolution 24-48 was adopted with the incorrect legal description of the parcel. Resolution 25-95 rescinds Resolution 24-48 and adopts the new resolution with the correct legal description. The proposed amendment is necessary because, as of August 1, 2024, the tax increment revenue generated by the Parcel is no longer subject to a qualifying pay-as-you-go contract or note. This requires the City to remove the Parcel from the TIF District under Minnesota Statutes Section 469.1763 Subd. 4(b)(2) prior to the end of the year. As the removal is statutorily required, no public hearing is necessary under Minnesota Statutes Section 469.175 Subd. 4.
Budget Impact	There is no short-term impact
Attachment(s)	Resolution 25-95
Action(s) Requested	The City Council is requested to adopt the proposed resolution to amend the TIF Plan for TIF District No. 1-3 and authorize the City Administrator to proceed with the necessary notifications.

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

HELD: October 8, 2025

Pursuant to due call and notice thereof, a regular or special meeting of the City Council of the City of Falcon Heights, Ramsey County, Minnesota, was duly called and held at the City Hall, on October 8, 2025, at 7:00 P.M.

The following members of the Council were present: *Gustafson, Leahy, Wisserberg, Meyer, Mike*

and the following were absent:

Member *Gustafson* introduced the following resolution and moved its adoption:

RESOLUTION NO. 25-95

RESOLUTION AMENDING THE BOUNDARIES OF TIF DISTRICT NO. 1-3 AND
AMENDING THE TIF PLAN THEREFOR AND RESCINDING RESOLUTION NO.
24-48

A. WHEREAS, pursuant to Minnesota Statutes, Section 469.124 through 469.134, the City of Falcon Heights (the "City") formed Development District No. 1 (the "Development District") and adopted a development program therefor; and

B. WHEREAS, pursuant to Minnesota Statutes 469.174 through 469.1799, as amended (the "Act"), the City created the Tax Increment Financing District No. 1-3 (the "TIF District") within the Development District, and has adopted a tax increment financing plan therefor (the "TIF Plan"); and

C. WHEREAS, the City proposes to eliminate one parcel with a parcel identification number of 22-29-23-22-0145 and a legal description of Falcon Heights Town Square, Lot 1, Block 1 (the "Parcel"), from the TIF District; and

D. WHEREAS, the City proposes by this resolution to amend the TIF Plan to remove the Parcel from the TIF District; and

E. WHEREAS, pursuant to Minnesota Statutes, Section 469.1763, Subd. 4(b)(2), the City is required to remove the Parcel from the TIF District because as of August 1, 2024, the tax increment revenue of the Parcel is no longer subject to a qualifying pay-as-you-go contract and note, therefore, the holding of a public hearing is not required by Minnesota Statutes, Section 469.175, Subd. 4; and

F. WHEREAS, the City proposes to rescind Resolution No. 24-48 adopted on September 11, 2024, which incorrectly identified the legal description of the Parcel; and

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

1. Removal of Parcel. The TIF Plan for Tax Increment Financing District No. 1-3 is hereby amended to remove the Parcel and the City Administrator is authorized and directed to notify the Ramsey County Property Tax and Elections Director pursuant to Minnesota Statutes 469.175, Subdivision 4, clause (e).
2. Rescinding Resolution No. 24-48. The City Council hereby rescinds Resolution No. 24-48.

The motion for adoption of the foregoing resolution was duly seconded by member _____ and, after full discussion thereof, and upon a vote being taken thereof, the following voted in favor thereof:

and the following voted against same:

Adopted this 8th day of October, 2025.

Attest:

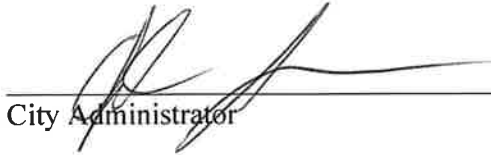

City Administrator


Mayor

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 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 of said City, duly called and held on the date therein indicated, insofar as such minutes relate to the amending of the City's TIF District No. 1-3 and the TIF Plan therefor and rescinding Resolution No. 24-48.

WITNESS my hand as such City Administrator of the City Council of the City of Falcon Heights, Minnesota this 8 day of October, 2025.



City Administrator

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REQUEST FOR COUNCIL ACTION

Meeting Date	October 8, 2025
Agenda Item	Consent G8
Attachment	TIF 1-3 Senior Housing Repayment & TIF 1-3 Multifamily Payment
Submitted By	Alyssa Landberg, Interim Finance Dir.

Item	Request approval of repayment to Ramsey County for TIF 1-3 Falcon Heights Town Square (Senior Apartments) and the Pay-as-You-Go TIF district payment to the TIF 1-3 Falcon Heights Town Square (Multifamily Apartments).
Description	On 9/11/24 council approved the resolution to amend the TIF Plan for TIF District No. 1-3 as the TIF 1-3 Senior Housing parcel was no longer subject to a qualifying pay-as-you-go contract. The timing did not allow this parcel to be decertified and removed from the 2025 Ramsey County tax rolls. We received funds for this TIF district parcel in our first half tax settlement from Ramsey County, and \$50,378.32 will need to be repaid to Ramsey County. An additional \$50,378.32 will also need to be repaid to Ramsey County after we receive the second half tax settlement. The TIF 1-3 Multifamily Housing parcel still requires a pay-as-you-go payment to the developer for \$49,731.14.
Budget Impact	Payment amounts have been budgeted in the 2025 annual budget.
Attachment(s)	TIF 1-3 Senior Housing repayment calculations & TIF 1-3 Multifamily payment calculations from Ehlers.
Action(s) Requested	Motion to approve repayment to Ramsey County in the amount of \$100,774.64 for the decertified TIF 1-3 Senior Housing tax settlement (in two payments to Ramsey County), and the pay-as-you-go TIF 1-3 Multifamily Housing payment to the developer in the amount of \$49,731.14.

7/25/2025

City of Falcon Heights, MN
TIF District 1-3 Summary

District Value Summary
City of Falcon Heights - Sherman Redevelopment Project
County Number 229-0

Frozen Tax Rate (623C) 98.398%
Year 2025

County Number: 182290
P2025 Tax Rate: 121.516021%

Taxes Payable 2025 Parcels	P2025 Values		Base Values		P2025 Captured TC	Tax Increment				Final Use	Increment per Half	Notes
	Taxable Market	Tax Capacity	Market	Tax Capacity		Gross*	Net	MVHC	Net Settled			
22-29-23-22-0145	9,728,900	121,811	532,000	6,900	114,711	112,873	112,457	-	112,457	Str Apts	56,234	Discontinued for Pay 2025. Before P2025 Petition reduction
22-29-23-22-0148	20,215,600	201,183	1,264,300	11,879	189,304	186,271	185,600	-	185,600	Mult Family	92,800	P23 - P25 Tax Court petitions settled 1st half pd
22-29-23-22-0149	309,989	3,100	9,300	93	3,007	2,959	2,948	-	2,948	Townhomes	1,474	1st half paid 5/14
22-29-23-22-0150	310,752	3,108	9,300	93	3,015	2,967	2,956	-	2,956	Townhomes	1,478	1st half paid 5/14
22-29-23-22-0151	310,752	3,108	9,300	93	3,015	2,967	2,956	-	2,956	Townhomes	1,478	1st half paid 5/13
22-29-23-22-0152	310,752	3,108	9,300	93	3,015	2,967	2,956	-	2,956	Townhomes	1,478	1st half paid 5/14
22-29-23-22-0153	326,300	3,263	9,300	155	3,108	3,058	3,047	-	3,047	Townhomes	1,524	1st half paid 5/12
22-29-23-22-0154	310,752	3,108	9,300	93	3,015	2,967	2,956	-	2,956	Townhomes	1,478	1st half paid 5/14
22-29-23-22-0155	327,800	3,278	15,600	156	3,122	3,072	3,061	-	3,061	Townhomes	1,531	1st half paid 5/14
22-29-23-22-0156	318,382	3,184	15,600	94	3,090	3,040	3,029	-	3,029	Townhomes	1,515	1st half paid 5/14
22-29-23-22-0157	308,027	3,080	9,400	94	2,896	2,938	2,927	-	2,927	Townhomes	1,464	1st half paid 5/14
22-29-23-22-0158	317,292	3,173	9,400	94	3,079	3,030	3,019	-	3,019	Townhomes	1,510	1st half paid 5/2
22-29-23-22-0159	309,662	3,097	9,400	94	3,003	2,955	2,944	-	2,944	Townhomes	1,472	Plf with 1st Half
22-29-23-22-0160	309,662	3,097	5,600	56	3,041	2,992	2,981	-	2,981	Townhomes	1,491	1st half paid 5/14
22-29-23-22-0161	315,657	3,157	9,400	94	3,063	3,014	3,003	-	3,003	Townhomes	1,502	1st half paid 5/14
22-29-23-22-0162	309,989	3,100	9,400	94	3,006	2,958	2,947	-	2,947	Townhomes	1,474	1st half not pd until 5/22
Total Townhomes	4,395,768	43,961	139,600	1,396	42,565	41,883	41,730	-	41,730	Townhomes	20,865	
Totals	34,340,168	366,755	1,955,900	20,175	346,580	341,028	339,797	-	339,797		169,899	

Ramsey County TIF Summary
*Before 36% OSA fee deduction

1st Half Settlement 105,109.46
Less: P2025 Returned TIF for 22-29-23-22-0145 (50,378.32) See Page 2 for details
January 2025 settlement -
1st Half Adj to Townhouse -
2nd Half Settlement -
Adjustment for Pending Petitions -
2nd Half Adj to Townhouse -

Admin Calculation				Note Increment	Suppl %	Supplemental	Available	Total Increment Paid	Total Supplemental
Townhome	10% of Increment	City Allowed	Annual Admin (adj)						
1st Half Settlement				Senior Note	0.00%	\$ -	-	0	
20,865	16,990	5,000	5,000.00	Multifamily	100.00%	\$ 7,309	92,800	49,731	

TIF Note Paid in Full
Total TIF Paid reduced by P23, P24, & P25 tax court petitions

City of Falcon Heights
 TIF 1-3 Town Square Senior Apartments, LLC
 Tax Court Petitions for Taxes Payable in 2023 & 2024

PIN: 22.29.23.22.0145 - Senior Housing			
PARCEL REMOVED FROM TIF			
Parcel Not Removed Return to County			
Recoupment from Developer	Taxes Payable in 2023	Taxes Payable in 2024	Taxes Payable in 2025
Frozen Tax Rate	98.356%	98.356%	98.356%
Current Tax Rate	119.375%	117.510%	121.616%
Original Taxable Market Value	\$ 10,775,100	\$ 10,461,300	\$ 9,728,900
Current Taxable Market Value	9,600,000	9,200,000	8,700,000
Market Value Decrease	\$ (1,175,100)	\$ (1,261,300)	\$ (1,028,900)
Apartment Class Rate 1.25%	\$ (14,680)	\$ (15,766)	\$ (12,861)
Reduction in Total Net Tax Capacity	(14,680)	(15,766)	(12,861)
TIF Sharing Factor	0.948173	0.947735	0.944991
TIF Portion of Net Tax Capacity	(13,928)	(14,942)	(12,154)
Reduction in Total TIF	(15,704.87)	(14,702.43)	(11,808.29)
Less: 0.36% OSA TIF Fee	49.34	32.93	43.05
Total Reduction in Tax Settlement	\$ (13,655.53)	\$ (14,669.50)	\$ (11,916.24)
TOTAL PAYGO OVERPAYMENT	\$ (13,655.53)	\$ (14,669.50)	\$ (11,916.24)
TOTAL TIF REDUCTION:	\$ (28,305.23)	\$ (11,916.24)	
1st Half Return to County:	\$ 60,378.32		
2nd Half Return to County:	\$ 50,378.32		

PIN: 22.29.23.22.0148 - Multi-Family Housing			
Withholding to Developer			
Taxes Payable in 2023	Taxes Payable in 2024	Taxes Payable in 2025	
Frozen Tax Rate	98.356%	98.356%	98.356%
Current Tax Rate	119.375%	117.510%	121.616%
Original Taxable Market Value	\$ 22,023,900	\$ 21,760,900	\$ 20,215,500
4(d) Low Income Housing Class Rate	8,950,700	8,953,700	7,896,800
Apartment Class Rate	8,958,000	8,857,300	8,576,400
Commercial Preferred Class Rate	4,104,000	4,053,500	3,760,300
Current Taxable Market Value	\$ 20,900,000	\$ 20,400,000	\$ 19,700,000
4(d) Low Income Housing Class Rate	8,502,500	8,300,000	7,887,500
Apartment Class Rate	8,502,400	8,300,000	8,357,700
Commercial Preferred Class Rate	3,895,100	3,800,000	3,654,600
Market Value Decrease	\$ (1,123,900)	\$ (1,360,900)	\$ (518,600)
4(d) Low Income Housing Class Rate 0.25%	(2,061)	(3,245)	(503)
Apartment Class Rate 1.25%	(5,715)	(6,031)	(2,724)
Commercial Preferred Class Rate 1.50%	(4,190)	(5,075)	(1,914)
Reduction in Total Net Tax Capacity	(12,566)	(15,236)	(5,151)
TIF Sharing Factor	0.948173	0.947735	0.944991
TIF Portion of Net Tax Capacity	(11,915)	(14,440)	(4,489)
Reduction in Total TIF	(11,754.12)	(14,398.47)	(4,700.01)
Less: 0.36% OSA TIF Fee	42.21	51.16	17.34
Total Reduction in Tax Settlement	\$ (11,681.91)	\$ (14,157.52)	\$ (4,722.77)
TOTAL PAYGO OVERPAYMENT	\$ (11,681.91)	\$ (14,157.52)	\$ (4,722.77)
TOTAL TIF REDUCTION:	\$ (30,812.50)		

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REQUEST FOR COUNCIL ACTION

Meeting Date	October 8, 2025
Agenda Item	Consent G9
Attachment	Letter; Pay Voucher #1
Submitted By	Kelly Nelson, Director of Administrative Services/Deputy Clerk

Item	Request approval of Pay Voucher #1 to New Look Contracting, Inc. for the Community Park Improvement Project.
Description	Pay Voucher #1 is attached for the work on the Community Park Improvement Project. Pay Voucher #1 is in the amount of \$257,595.59 and reflects work certified through October 1, 2025, with a 5% retainage applied. The project engineer and contractor have reviewed and approved the estimate, and it is submitted for Council approval. With this pay estimate, the total amount paid to date on this project is \$257,595.59 or 31.68% of the original contract price of \$855,830.
Budget Impact	Funds are budgeted in the Capital Fund 419 line.
Attachment(s)	Letter from WSB Pay Voucher #1
Action(s) Requested	Motion to approve Pay Voucher #1 to New Look Contracting, Inc. for the Community Park Improvement Project.

701 XENIA AVENUE S | SUITE 300 | MINNEAPOLIS, MN | 55416 | 763.541.4800 | WSBENG.COM



October 1, 2025

Mr. Jack Linehan
City Administrator, City of Falcon Heights
2077 Larpenteur Avenue W
Falcon Heights, MN 55113

Re: Construction Pay Voucher No. 1
Falcon Heights Community Park Improvements
City Project No. FH-01
WSB Project No. 023655-000

Dear Mr. Linehan:

Please find enclosed Construction Pay Voucher No. 1 for the above referenced project in the amount of \$257,595.59. The quantities completed to date have been reviewed and agreed upon by the contractor, and we hereby recommend that the City of Falcon Heights approve Construction Pay Voucher No. 1 for New Look Contracting, Inc.

The amount indicated above reflects work certified to date through October 1, 2025 with a 5% retainage applied. Please include one executed copy with the payment to New Look Contracting, Inc. and return one executed copy to our office for our file. If you have any questions or comments regarding this voucher, please contact me at 612.201.5949. Thank you.

Sincerely,

WSB

A handwritten signature in black ink that reads "Robert A. Slipka III". The signature is fluid and cursive, with the last name "Slipka" being the most prominent part.

Robert Slipka, PLA
Sr. Professional Landscape Architect II

Attachments

ams

Falcon Heights Community Park
Improvements

Pay Voucher 1



Client: City of Falcon Heights 2077 Larpenteur Ave W Falcon Heights, MN 55113-5551	Contractor: New Look Contracting, Inc. 14045 Northdale Blvd. Rogers, MN 55374
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WSB Project No.: 023655-000
Client Project No.: FH-01
State Project No.:
Federal Project No.:

Contract Amount		Funds Encumbered	
Original Contract	\$855,830.00	Original	\$855,830.00
Contract Changes	\$0.00	Additional	N/A
Revised Contract	\$855,830.00	Total	\$855,830.00

Work Certified To Date	
Base Bid Items	\$271,153.25
Contract Changes	\$0.00
Material On Hand	\$0.00
Total	\$271,153.25

Work Certified This Voucher	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
\$271,153.25	\$271,153.25	\$13,557.66	\$0.00	\$257,595.59	\$257,595.59
Percent Retained: 5%			Percent Complete: 31.68%		

This is to certify that the items of work shown in this Pay Voucher have been actually furnished for the work comprising the above-mentioned project in accordance with the plans and specifications heretofore approved.

Approved By New Look Contracting, Inc.

Approved By WSB

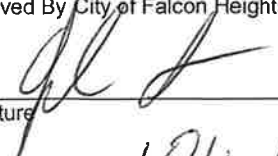

Signature


Signature

10-2-2025
Date

October 1, 2025
Date

Approved By City of Falcon Heights


Signature
10/16/25
Date

Falcon Heights Community Park
Improvements

Pay Voucher 1



Payment Summary				
No.	Up Through Date	Work Certified Per Voucher	Amount Retained Per Voucher	Amount Paid Per Voucher
1	10/01/25	\$271,153.25	\$13,557.66	\$257,595.59

Funding Category Name	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
Local	\$271,153.25	\$13,557.66	\$0.00	\$257,595.59	\$257,595.59

Accounting Number	Funding Source	Amount Paid This Voucher	Revised Contract Amount	Funds Encumbered To Date	Paid Contractor To Date
1	Local	\$257,595.59	\$855,830.00	\$855,830.00	\$257,595.59

Contract Item Status									
Line No.	Item	Description	Unit	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
1	2021.501	MOBILIZATION	LS	\$70,000.00	1	0.5	\$35,000.00	0.5	\$35,000.00
2	2101.501	CLEARING AND GRUBBING	LS	\$8,300.00	1	1	\$8,300.00	1	\$8,300.00
3	2103.501	BUILDING REMOVAL	LS	\$33,000.00	1	1	\$33,000.00	1	\$33,000.00
4	2104.501	REMOVE PLAY CONTAINER, EQUIPMENT AND SURFACING	LS	\$4,500.00	1	0	\$0.00	0	\$0.00
5	2104.501	SALVAGE FITNESS EQUIPMENT	EA	\$1,500.00	1	1	\$1,500.00	1	\$1,500.00
6	2104.502	REMOVE MANHOLE	EA	\$2,000.00	1	1	\$2,000.00	1	\$2,000.00
7	2104.502	REMOVE DRAINAGE STRUCTURE	EA	\$1,000.00	1	1	\$1,000.00	1	\$1,000.00
8	2104.502	REMOVE SIGN TYPE SPECIAL	EA	\$105.00	4	0	\$0.00	0	\$0.00
9	2104.502	SALVAGE & RELOCATE FITNESS COURSE SIGN	EA	\$420.00	1	0.5	\$210.00	0.5	\$210.00
10	2104.502	SALVAGE & RELOCATE PARK ENTRANCE SIGN	EA	\$850.00	1	0.5	\$425.00	0.5	\$425.00
11	2104.502	SALVAGE & RELOCATE PARK MONUMENT SIGN	EA	\$850.00	1	0.5	\$425.00	0.5	\$425.00
12	2104.503	REMOVE CURB & GUTTER	LF	\$8.00	105	96	\$768.00	96	\$768.00
13	2104.503	REMOVE SEWER PIPE (SANITARY)	LF	\$23.00	48	48	\$1,104.00	48	\$1,104.00
14	2104.603	ABANDON SANITARY SEWER	L F	\$13.00	280	0	\$0.00	0	\$0.00
15	2104.603	ABANDON PIPE (WATER)	LF	\$16.00	85	85	\$1,360.00	85	\$1,360.00
16	2104.504	REMOVE CONCRETE PAVEMENT	S Y	\$9.00	320	60.5	\$544.50	60.5	\$544.50
17	2104.504	REMOVE BITUMINOUS PAVEMENT	S Y	\$3.75	2845	461	\$1,728.75	461	\$1,728.75
18	2104.504	REMOVE AGGREGATE PAVEMENT	SY	\$0.50	515	0	\$0.00	0	\$0.00

Falcon Heights Community Park
Improvements

Pay Voucher 1



Contract Item Status									
Line No.	Item	Description	Unit	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
19	2106.601	SITE GRADING	LS	\$50,000.00	1	0.25	\$12,500.00	0.25	\$12,500.00
20	2108.504	GEOTEXTILE FABRIC TYPE 5	S Y	\$2.50	465	0	\$0.00	0	\$0.00
21	2118.518	AGGREGATE SURFACED TRAIL (P)	SF	\$0.65	6235	0	\$0.00	0	\$0.00
22	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	\$1.00	10	2	\$2.00	2	\$2.00
23	2360.504	BITUMINOUS DRIVES (ON EXISTING SUBBASE) 3.5" THICK	SY	\$25.75	2020	0	\$0.00	0	\$0.00
24	2360.504	BITUMINOUS DRIVES (WITH AGGREGATE BASE) 3.5" THICK	SY	\$34.50	225	0	\$0.00	0	\$0.00
25	2360.504	BITUMINOUS ROADWAY (WITH AGGREGATE BASE) 7" THICK	SY	\$65.00	245	215	\$13,975.00	215	\$13,975.00
26	2360.504	BITUMINOUS TRAILS (WITH AGGREGATE BASE) 3" THICK	SY	\$31.50	260	82	\$2,583.00	82	\$2,583.00
27	2451.507	COARSE FILTER AGGREGATE (CV)	C Y	\$130.00	12	0	\$0.00	0	\$0.00
28	2451.607	FILTER MEDIA SPECIAL	CY	\$50.50	155	0	\$0.00	0	\$0.00
29	2501.502	12" RC PIPE APRON	EA	\$1,775.00	2	2	\$3,550.00	2	\$3,550.00
30	2501.502	TRASH GUARD FOR 12" PIPE APRON	EA	\$825.00	2	2	\$1,650.00	2	\$1,650.00
31	2502.503	6" PERF PE PIPE DRAIN	L F	\$22.50	150	0	\$0.00	0	\$0.00
32	2502.503	6" SOLID PE PIPE DRAIN	LF	\$44.00	55	73	\$3,212.00	73	\$3,212.00
33	2502.602	YARD DRAIN	EA	\$3,135.00	2	2	\$6,270.00	2	\$6,270.00
34	2502.602	6" PVC PIPE DRAIN CLEANOUT	EA	\$980.00	4	0	\$0.00	0	\$0.00
35	2503.503	12" RC PIPE SEWER DES 3006 CL V	L F	\$88.00	95	95	\$8,360.00	95	\$8,360.00
36	2503.503	12" HDPE PIPE SEWER	LF	\$51.00	183	180	\$9,180.00	180	\$9,180.00
37	2503.602	CONNECT TO EXISTING STORM SEWER	EA	\$1,000.00	2	3	\$3,000.00	3	\$3,000.00
38	2503.602	CONNECT TO EXISTING WATERMAIN	EA	\$1,350.00	1	1	\$1,350.00	1	\$1,350.00
39	2503.602	CONNECT TO EXISTING SANITARY SEWER SERVICE	EA	\$6,000.00	1	1	\$6,000.00	1	\$6,000.00
40	2503.602	SANITARY PIPE CLEANOUT	EA	\$1,050.00	2	3	\$3,150.00	3	\$3,150.00
41	2503.603	4" PVC SANITARY SERVICE PIPE	L F	\$48.00	245	263	\$12,624.00	263	\$12,624.00
42	2504.602	4" GATE VALVE & BOX	EA	\$2,950.00	1	1	\$2,950.00	1	\$2,950.00
43	2504.602	BLOWOFF VALVE	EA	\$2,750.00	2	1	\$2,750.00	1	\$2,750.00

Falcon Heights Community Park
Improvements

Pay Voucher 1



Contract Item Status									
Line No.	Item	Description	Unit	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
44	2504.602	YARD HYDRANT	EA	\$1,700.00	1	1	\$1,700.00	1	\$1,700.00
45	2504.603	1" TYPE PE PIPE	L F	\$38.00	95	100	\$3,800.00	100	\$3,800.00
46	2504.603	2" TYPE PE PIPE	L F	\$45.00	55	55	\$2,475.00	55	\$2,475.00
47	2504.603	4" WATERMAIN DUCTILE IRON CL 52	L F	\$92.00	94	132	\$12,144.00	132	\$12,144.00
48	2504.608	DUCTILE IRON FITTINGS	LB	\$20.00	125	125	\$2,500.00	125	\$2,500.00
49	2506.502	CASTING ASSEMBLY	EA	\$975.00	2	1	\$975.00	1	\$975.00
50	2506.503	CONST DRAINAGE STRUCTURE DES 48-4020	L F	\$1,470.00	5	5	\$7,350.00	5	\$7,350.00
51	2506.503	CONST DRAINAGE STRUCTURE DES 72-4020	L F	\$2,540.00	4	5	\$12,700.00	5	\$12,700.00
52	2506.602	CONST DRAINAGE STRUCTURE DESIGN SPEC 1	EA	\$10,000.00	1	1	\$10,000.00	1	\$10,000.00
53	2506.602	CONST DRAINAGE STRUCTURE DESIGN SPEC 2	EA	\$11,000.00	1	1	\$11,000.00	1	\$11,000.00
54	2511.504	GEOTEXTILE FILTER TYPE 4	S Y	\$2.50	40	0	\$0.00	0	\$0.00
55	2511.507	GRANULAR FILTER	C Y	\$2.50	0.6	0	\$0.00	0	\$0.00
56	2511.507	RANDOM RIPRAP CLASS III	C Y	\$165.00	9	0	\$0.00	0	\$0.00
57	2521.518	4" CONCRETE PAVEMENT	SF	\$9.00	7125	0	\$0.00	0	\$0.00
58	2521.518	6" CONCRETE PAVEMENT	SF	\$14.00	56	60.5	\$847.00	60.5	\$847.00
59	2531.503	CONCRETE CURB & GUTTER DESIGN B612	L F	\$38.50	160	96	\$3,696.00	96	\$3,696.00
60	2540.501	PRE-FABRICATED RESTROOM AND SHELTER BUILDING	LS	\$249,500.00	1	0	\$0.00	0	\$0.00
61	2545.501	SITE ELECTRICAL	L S	\$44,250.00	1	0.25	\$11,062.50	0.25	\$11,062.50
62	2563.601	TRAFFIC CONTROL	LS	\$2,750.00	1	0.8	\$2,200.00	0.8	\$2,200.00
63	2564.602	SIGN PANELS TYPE SPECIAL	EA	\$500.00	5	0	\$0.00	0	\$0.00
64	2571.502	DECIDUOUS TREE - 2.5" CAL B&B	EA	\$915.00	21	0	\$0.00	0	\$0.00
65	2571.502	DECIDUOUS TREE - 1.5" CAL B&B	EA	\$875.00	3	0	\$0.00	0	\$0.00
66	2571.502	PERENNIALS - NO 1 CONT	EA	\$52.00	79	0	\$0.00	0	\$0.00
67	2573.502	STABILIZED CONSTRUCTION EXIT	EA	\$2,500.00	1	0	\$0.00	0	\$0.00
68	2573.502	STORM DRAIN INLET PROTECTION	EA	\$150.00	4	4	\$600.00	4	\$600.00

Falcon Heights Community Park
Improvements

Pay Voucher 1



Contract Item Status									
Line No.	Item	Description	Unit	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
69	2573.503	SILT FENCE, TYPE MS	LF	\$4.00	300	259	\$1,036.00	259	\$1,036.00
70	2557.503	TREE PROTECTION FENCE	L F	\$3.00	1100	858	\$2,574.00	858	\$2,574.00
71	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	LF	\$5.00	550	707	\$3,535.00	707	\$3,535.00
72	2574.504	EROSION CONTROL BLANKET CATEGORY 20	SY	\$2.75	470	0	\$0.00	0	\$0.00
73	2574.505	SEEDING – TYPE I SEED MIX	AC	\$2,700.00	1.3	0	\$0.00	0	\$0.00
74	2574.505	SEEDING – TYPE II SEED MIX	AC	\$4,850.00	0.1	0	\$0.00	0	\$0.00
75	2574.523	RAPID STABILIZATION METHOD 3	MGAL	\$750.00	6	0	\$0.00	0	\$0.00
76	2575.607	MULCH MATERIAL TYPE SPECIAL	C Y	\$125.00	18	0	\$0.00	0	\$0.00
77	2582.601	PAVEMENT MARKINGS	L S	\$1,950.00	1	0.25	\$487.50	0.25	\$487.50
78	2531.503	CONCRETE CURB & GUTTER DESIGN D212	LF	\$32.50	365	0	\$0.00	0	\$0.00
Bid Totals:							\$271,153.25		\$271,153.25

Project Category Totals			Amount This Voucher	Amount To Date
Category				
ALTERNATE 1			\$0.00	\$0.00
BASE BID			\$271,153.25	\$271,153.25

Contract Change Item Status											
CC	CC No.	Line No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
Contract Change Totals:											

Contract Change Totals					Amount This Voucher	Amount To Date
No.	Contract Change	Description				

Material On Hand Additions					
Line No.	Item	Description	Date	Added	Comments

Falcon Heights Community Park
Improvements

Pay Voucher 1



Material On Hand Balance						
Line No.	Item	Description	Date	Added	Used	Remaining