

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

AGENDA

January 14, 2026 at 7:00 P.M.

A. CALL TO ORDER:

7:02 p.m.

B. ROLL CALL: GUSTAFSON ☒ MAY ☒ MOGEN ☒

MIELKE ☒ WASSENBERG ☒

STAFF PRESENT: LINEHAN ☒

C. APPROVAL OF AGENDA

D. PRESENTATION

1. Oath of Office - Georgiana May
2. Oath of Office - Jim Mogen

E. APPROVAL OF MINUTES:

Mielke: 5-0

1. December 10, 2025 City Council Regular Meeting Minutes

F. PUBLIC HEARINGS:

G. CONSENT AGENDA:

1. General Disbursements through 1/9/26: \$338,097.18
Payroll through 12/30/25: \$23,026.29
Wire Payments through 1/9/26: \$18,270.84
2. Approval of City Licenses
3. Approval of Resolution 26-01 Designating Official Depositories for 2026
4. Designating the City's Official Newspaper as the Pioneer Press for 2026
5. Mileage Reimbursement Rate for 2026
6. Approval of Pay Estimate #6 to Bituminous Roadways, Inc. for the 2025 Pavement Management Project FH-01
7. Affirming the Elected Official Out-of-State Travel Policy
8. Reappointing Commission Members
9. Appointing Councilmembers as Liaisons for City Commissions
10. Approval of Resolution 26-02 Designating 2026 Data Practices Policy for the Public and Officials
11. Approval of Resolution 26-03 Accepting the Resignation of Wesley Goldberg from the Parks and Recreation Commission and Declaring a Vacancy
12. Approval of Resolution 26-04 Appointing the Community Development Coordinator as Assistant Weed Inspector for 2026
13. Approval of Resolution 26-05 Appointing Emmett Fisher to the Community Engagement Commission as a Youth Commissioner
14. Resignation of Georgiana May from the State Fair Task Force

Gustafson: 5-0

15. Approval of Public Works' purchase of a Ford Lightning F-150 truck from TRANSWEST of Minneapolis
16. Approval of Repayment of Pay-as-You-Go TIF District 1-3 and 1-4 Payments

H: POLICY ITEMS:

1. Modification to the 2026 City Calendar Schedule to Move City Council Workshops to 6:00 P.M. Proceeding Regular City Council Meetings
2. Immigration Enforcement – Review of Policies Surrounding Use of City Property for Federal Staging

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:

Wassenberg
5-0

BLANK PAGE



ITEM FOR DISCUSSION

Meeting Date	January 14, 2026
Agenda Item	Presentation D1 and D2
Attachment	Oath of Office
Submitted By	Jack Linehan, City Administrator

Item	Oath of Office
Description	<p>The oath of office is required before any elected official exercise any of their powers. The two elected officials, as certified by the Falcon Heights City Council Resolution 25-987 are as follow:</p> <p>Georgiana May- Council Member Jim Mogen - Council Member</p> <p>"I, (name), do solemnly affirm to support the Constitution of the United States, the Constitution of the State of Minnesota, and to discharge faithfully the duties of the office of (Mayor/Council Member) of the office of Falcon Height, Minnesota, to the best of my judgement and ability, and this I do under the penalties of perjury."</p>
Budget Impact	N/A
Attachment(s)	<ul style="list-style-type: none"> • Oath of Office
Action(s) Requested	N/A



CITY OF FALCON HEIGHTS

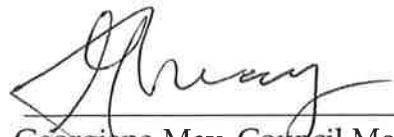
THE CITY THAT SOARS!

2077 Larpenteur Avenue W
Falcon Heights, MN 55113

P: 651-792-7600
F: 651-792-7610

Oath of Office

"I, Georgiana May, do solemnly affirm to support the Constitution of the United States, the Constitution of the State of Minnesota, and to discharge faithfully the duties of the office of City Council Member of the City of Falcon Heights, Minnesota, to the best of my judgement and ability, and this I do under the penalties of perjury."


Georgiana May, Council Member
January 14, 2026

Subscribed and sworn to before me this 14th day of January, 2026.




Kelly Nelson, Administrative Services Director/Deputy Clerk
Date Commission Expires: January 31, 2028
County of Residence: Ramsey County



CITY OF FALCON HEIGHTS

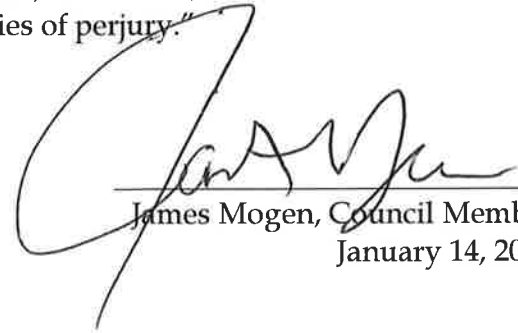
THE CITY THAT SOARS!

2077 Larpenteur Avenue W
Falcon Heights, MN 55113

P: 651-792-7600
F: 651-792-7610

Oath of Office

"I, James Mogen, do solemnly affirm to support the Constitution of the United States, the Constitution of the State of Minnesota, and to discharge faithfully the duties of the office of City Council Member of the City of Falcon Heights, Minnesota, to the best of my judgement and ability, and this I do under the penalties of perjury."


James Mogen, Council Member
January 14, 2026

Subscribed and sworn to before me this 14th day of January, 2026.


Kelly Nelson, Administrative Services Director/Deputy Clerk
Date Commission Expires: January 31, 2028
County of Residence: Ramsey County

BLANK PAGE

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

**AGENDA - AMENDED
MINUTES**

December 10, 2025 at 7:00 P.M.

- A. CALL TO ORDER: 7:02 PM
- B. ROLL CALL: GUSTAFSON_X_ LEEHY_X_ MEYER_X_
MIELKE_X_ WASSENBERG_X_

STAFF PRESENT: LINEHAN_X_ LANDBERG_X_

- C. APPROVAL OF AGENDA

Councilmember Meyer requests Consent Agenda item 12 to be moved to Policy Items for discussion. Linehan points out that the agenda was amended to add 2 items.

Mayor Gustafson motions to approve the agenda as amended;
Approved 5-0

- D. PRESENTATION

- E. APPROVAL OF MINUTES:

1. October 8, 2025 City Council Regular Meeting Minutes
2. October 22, 2025 City Council Regular Meeting Minutes
3. October 22, 2025 City Council Special Workshop Meeting Minutes
4. November 5, 2025 City Council Workshop Meeting Minutes

Councilmembers Meyer and Wassenberg motions to approve the meeting minutes;
Approved 5-0

- F. PUBLIC HEARINGS:

1. 2026 Truth in Taxation and Budget Presentation

Linehan provides an overview of the factors that affect taxes and shows a sample tax statement from Ramsey County, which shows the different taxing authorities and their proposed taxes. Falcon Heights received about 1/3 of the property taxes. Landberg explains what Market Value Exclusion entails, a couple of years ago the legislature increased the cap, benefiting properties in Falcon Heights as they some of the higher median valued home in the county. This saw a 2.5% increase in 2026 to \$411,750. Linehan continues to provide an overview of the budget process & timeline. Staff kicks it off in June and July, followed by various budget workshops with the council that are open to the public. In September, the council approves the preliminary levy, and in December, there is the truth-in-taxation hearing. Next, Linehan shows the 2026 proposed general fund, which is seeing a 2.76% increase in revenue as well as expenditures. The proposed levy is 3.88%. This year, Falcon Heights is receiving 5.4% less in fiscal

disparities. The main causes of the expenditures are public safety costs. Both the police and fire contracts are increasing. The police department is hopeful that this will level out. Other increases are related to IT and staffing costs. The city is seeing a decrease in full-time staff, helping keep the levy lower. Landberg discusses new initiatives in the 2026 budget, including an electronic sign at City Hall, a water source at Curtiss Field, completion of the Community Park renovation, a refurbished street sweeper, an increase in garden plots, and increased funding for consultants and NYFS. Linehan provides an overview of the 2026 expenditures of all the city funds and highlights that part of the Community Park renovation expenditures is carried over to 2026. Landberg continues with providing expenditure per department and by activity, with the biggest being police services, followed by general government.

Linehan states that, as a small community, the main source of revenue comes from property taxes and local government aid. He provides an overview of how the ad valorem levy has changed over time. Next is the debt service levy; the City aims to keep this stable and at a similar rate. There is a slight increase for 2026.

The median valued home for 2026 in Falcon Heights is \$411,750 and after Exclusion this is \$402,258. The city's tax capacity is 1% of value, or \$4,023, then the city tax rate of 37.578% is applied, resulting in an average city tax of \$1,512 or a \$111 increase from the previous year. Linehan reiterates that the levy increases over the year are mostly related to public safety costs and general government. Looking at tax rates, Falcon Heights falls in the middle compared to other cities in Ramsey County, which has an impact on the tax levy. Because a 9% levy increase has a bigger impact when the tax rate is already high. Falcon Heights does have higher valued homes.

Linehan provides steps taken to reduce the 2026 levy:

1. Transfer \$49,00 from the State Fair Parking Program to reduce the levy 2%
2. Removing \$80,000 from the debt levy
3. Reduction of 1 Full-Time Employee

Landberg provides information about other tax hearings in Ramsey County, tax refund programs available, and how to contest property valuations.

Jim Mogen – 1734 St. Mary St.

Corrects that the contesting of property valuations would be for 2027.

Councilmember motions to close the public hearing

Mayor Gustafson closes the public hearing by consent

Leehy notes that while the levy increases are relayed to public safety cost increases, she is grateful to have the St. Anthony Police Department back providing policing services, and so are residents. She acknowledges the difficult time all parties had during that time.

Gustafson thanks the staff for their work on the city budget and the efficiency of operations.

Councilmember Meyer Motions to Approve Resolution 25-103 Adopting The
2026 Tax Levy for the City of Falcon Heights, County of Ramsey, State of Minnesota;
Approved 5-0

Councilmember Wassenberg motions to approve Resolution 25-104 Adopting the
2026 Budget;
Approved 5-0

G. CONSENT AGENDA:

1. General Disbursements through 12/5/25: \$620,488.22
Payroll through 11/18/25: \$23,753.44
Payroll through 12/2/25: \$21,331.40
Wire Payments through 12/2/25: \$33,808.31
2. City Licenses
3. Approval of Resolution 25-105 Accepting the Resignation of Erin Williams from the Parks and Recreation Commission and Declaring a Vacancy
4. Approval of 2026 City Meetings Calendar
5. Approval of Pay Estimate #1 (Final) to Fahrner Asphalt Sealers LLC for the 2025 Crack Seal Project
6. Approval of Professional Services Agreement with Valley Rich Co., Inc. for On-Call Emergency Sanitary Sewer Repair Services
7. Approval of Setting 2025 Cost of Living Adjustment (COLA) at 3% for All City Employees
8. Statutory Tort Limits Liability Coverage for the City in 2026
9. Approval to Replace Two Streetlights at Snelling and Larpenteur
10. Authorization of Inspection and Additional Repair Fees for Dump Truck Units #16 and #12
11. Approval of City Administrator Performance Review Results
- ~~12. Approval of Velair Bond Inducement Resolution 25-106~~
13. Approval of Resolution 25-106 Accepting the Resignation of James Mogen from the Planning Commission and Declaring a Vacancy
14. Approval of Resolution 25-107 Accepting the Resignation of Georgiana May from the Environment Commission and Declaring a Vacancy

Mayor Gustafson motions to approve the consent agenda;
Approved 5-0

Wassenberg thanks Erin Williams for her participation on the Parks and Recreation Commission. Gustafson thanks James Mogen and Georgiana May and looks forward to their time serving on the council.

H: POLICY ITEMS:

1. Approval of Resolution 25-108 Authorizing an Agreement with Bolton & Menk for Planning and Land Use Consulting Services for the Les Bolstad Golf Course Redevelopment

At a recent City Council meeting, the City Council authorized staff to release a professional services request for proposals (RFP) to find a consultant to help assist the city in navigating the potential redevelopment of the Les Bolstad Golf Course. The City received six responses to the RFP from qualified firms. Bolton & Menk performed extremely well in this process and demonstrated a thorough knowledge and understanding of the project. They will also be bringing the expertise of Barr Engineering and Braun Intertec. The City budgeted \$60,000 for 2026; this might shift in the following years depending on needs.

Council is appreciative of staff due diligence and impressed by the proposal of Bolton & Menk.

Councilmember Mielke motions to approve Resolution 25-108 Authorizing an Agreement with Bolton & Menk for Planning and Land Use Consulting Services for the Les Bolstad Golf Course Redevelopment;
Approved 5-0

2. Adoption of Ordinance 25-07 Modifying Chapter 105 of City Code - Rental Ordinance Changes

Linehan explains that staff and Council have been working to update City Code to help protect renters' rights. He highlights the following changes:

- The addition of air conditioning requirements and establishing maximum temperatures, enforcement, and penalties. In summary, this section states that air conditioning equipment provided by landlords in rental housing units must be properly maintained and defines what that means.
- Clarification of Definitions
- Updated language for city inspections
- Rewrite of the Crime Free Housing Program and clarified the appeal process

City staff hosted an open house for landlords and property owners to share these proposed changes, and they did not have any objections.

Councilmember Leehy motions to adopt Ordinance 25-07 and Summary Ordinance 25-07 Modifying Chapter 105 of City Code - Rental Ordinance Changes;
Approved 5-0

3. Adoption of a Class & Compensation Plan for Full-Time City Staff

Linehan explains that the City wants to ensure employees are paid equitably and that they comply with state law surrounding pay laws. To determine this, the city selected DDA to assist with a class and compensation plan and the creation of pay scales. The Cost-of-Living Adjustment will be separated from this plan. Linehan provides an overview of how the plan was created. He adds that there is a cost associated with the implementation of this plan. It creates more transparency and provides incentives for employees who stay longer compared to the previous way.

Councilmember Meyer motions to adopt the Class & Compensation Plan for Full-Time City Staff;
Approved 5-0

4. Adoption of Ordinance 25-08 Modifying Chapter 2 of City Code to Increase Future Mayor and City Council Pay Effective January 1, 2028

Linehan notes that the class & compensation study also looked at council pay, because this had not changed for many years. The recommendation would be to increase the councilmember salary amount to be \$4,800 annually (\$400/month) and the Mayor to increase to \$6,000 annually (\$500/month), bringing them closer in line with the comps. Because 2025 is an election year to fill two councilmember seats, and because State Statute 415.11 dictates the setting of salaries for City Council's and requires that it take

place after the next election, Council is asked to support increasing the monthly pay of councilmembers and Mayor, effective January 1, 2028.

Wassenberg notes the cost to bring all council members and mayor into the proposed pay structure would be an increase of \$5,400 in 2028.

Councilmember Wassenberg motions to adopt Ordinance 25-08 Modifying Chapter 2 of City Code to Increase Future Mayor and City Council Pay Effective January 1, 2028;
Approved 5-0

5. Adoption of Ordinance 25-09 Amending Chapters 2 and 14 of City Code for Massage Therapist Licensing and Background Investigations of Pedicab Drivers

Linehan explains that due to a recent statutory change regarding criminal background checks for massage therapy licenses, a few ordinance changes were needed. This Ordinance amends Chapters 2 and 14 of the Falcon Heights City Code concerning clarifying the licensing background check requirements for massage therapist licensing pursuant to the requirements of Minnesota Statutes, Section 299C.77. The primary change is that a set of classifiable fingerprints (along with a criminal history records check) is now required for those seeking a massage therapist license. In Chapter 2, under the city licenses, which require a background check, the city is adding Pedicab Drivers to the list so that the list is updated to reflect all current licenses that require a background check.

Council appreciates the proactiveness from staff.

Councilmember Leehy motions to adopt Ordinance 25-09 and Summary Ordinance 25-09 Amending Chapters 2 and 14 of City Code for Massage Therapist Licensing and Background Investigations of Pedicab Drivers;
Approved 5-0

6. Approval of Velair Bond Inducement Resolution 25-109

Linehan describes that Velair Development Company (Velair) is proposing to purchase the lot next to Amber Union from Buhl. They specialize in affordable senior housing and are proposing to develop a 110-unit senior affordable apartment building. To continue with the project, Velair is requesting assistance with securing a Bond Inducement Resolution. Velair needs a resolution from the City of Falcon Heights to request \$25,000,000 from the State of Minnesota MMB for their Multifamily Housing Revenue Bonds in January. There is no cost or risk to the City, and we collect 1/4th of a percent in an issuance fee, estimated to be \$62K over the life of the bond. The project would also bring in an estimate of \$70,000 to \$80,000 in property taxes and provide affordable senior housing. Velair is responsible for all legal fees associated with the issuance of these bonds. Support for this bond would not impact future zoning or planning decisions.

Meyer expresses concern and legality with the strict rule around it being 55+ or older and is worried about the limitations it poses for seniors who require live-in aid or multigeneration households. He wonders if it's possible to table the decision to the next council meeting to discuss this further with the developer.

Mielke adds that, while she is no expert, senior housing is highly regulated, and with this kind of housing, a senior would need to demonstrate that they can live independently. If not, they would need to find housing that meets their level of care. She also believes that the developer is aware of the regulations, because they have around 50 other similar buildings.

Meyer responds that it seems restrictive and wonders if it is possible to further research

Gustafson agrees with Mielke in that they are following industry standards and are providing independent living.

Meyer expresses disappointment with the other members' unwillingness to inquire with the developer about the possibility of changing the plans to allow for multi-generational living.

Wassenberg believes 55+ prefer to live in a 55+ community, and this development would benefit them. He understands the need to limit it to independent living to prevent complicated situations.

Leehy adds that this development would be next to Amber Union, where a family member could reside, and agrees with Wassenberg. Additionally, there might be other buildings allowing this multigeneration living. This bond is tight to a deadline, and she wants to adhere to that.

Gustafson and Mielke believe there will be plenty of opportunities once the Les Bolstad golf course is developed and Velair is an experienced developer in affordable senior housing.

Councilmember Mielke motions to approve Resolution 25-109 Velair
Bond Inducement;
Approved 4-1

I: INFORMATION / ANNOUNCEMENTS:

Mielke notes the Environment Commission met last week to discuss their 2026 goals and started planning the Sustainability Fair.

Meyer explains that the Planning Commission also met, and he thanked the Public Works Department for plowing the streets.

Leehy points out that the Community Engagement Commission meeting will be held at the end of the year. In observance of International Human Rights Day, the commission hosted an event surrounding food insecurity where different local organizations presented how they fill in the gaps and how residents can help.

Wassenberg notes that the Parks and Recreation Commission met and discussed low-cost events that can be hosted for residents, similar to the recent Game Night. Northeast Youth and Family Services, which provides low-cost mental health services for the community, and they will soon be celebrating its 50th anniversary.

Gustafson also thanks Public Works for clearing the streets quickly. He notes that the final Council meeting will be on December 22 in observance of the Christmas Holiday.

Linehan explains that staff met with the University of Minnesota surrounding the RFP for the sale of the Les Bolstad Golf Course, and is working on providing them with all utility and infrastructure information. The RFP will close on December 18. The final Council meeting will be on December 22 in observance of the Christmas Holiday. Staff is touching base with the City of Lauderdale regarding the Living Communities development, in order to provide updates for Falcon Heights residents. A traffic study is being conducted and reviewed. Public Works will continue to clear the streets of snow. He thanks the Council for approving the 2026 budget.

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.

Steven McCarthy – 2286 Folwell Ave.

He explains that he and the University Grove neighborhood are concerned about the traffic impact of the Living Communities Development. He believes the traffic study should be done by an independent party and not the developer, and should include surrounding streets. They are specifically concerned about the entrance points. Steve understands it will not be in Falcon Heights, but is asking the council to represent the neighborhood's concerns.

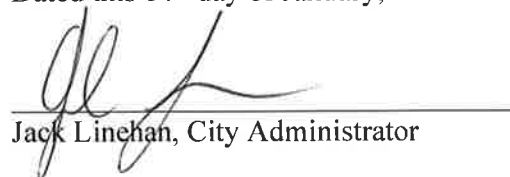
K: ADJOURNMENT: 8:52 PM

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



Randall C. Gustafson, Mayor

Dated this 14th day of January, 2026



Jack Linehan, City Administrator

BLANK PAGE

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

PAY PERIOD ENDING 12/28/2025
DIRECT DEPOSIT EFFECTIVE DATE 12/30/2025

EMP #	NAME	AMOUNT
01-0022	RANDALL C GUSTAFSON	320.97
01-0023	MELANIE M LEEHY	280.65
01-0027	ERIC G MEYER	280.65
01-0028	JAMES J WASSENBERG	280.65
01-0029	PAULA MIELKE	280.65
01-2294	ERIC BRENTON	92.35
01-2295	JEROME BUCKRIDGE	92.35
01-2297	ADAM KEESTER	92.35
01-2298	DAVID SMITH	92.35
01-2305	EMILY SCHMALL	92.35
01-1006	JACK LINEHAN	2,782.55
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	2,611.97
01-1168	DEAN T POPE	1,754.38
01-1033	DAVE TRETSVEN	1,976.21
01-1143	COLIN B CALLAHAN	2,895.02

TOTAL PRINTED:	18	20,947.11
----------------	----	-----------

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
2296	FAUST, THOMAS	R	12/30/2025	92.35	094742
2300	GOLDBERG, WESLEY	R	12/30/2025	46.17	094743
2301	PELLEGRINI, JOHN	R	12/30/2025	92.35	094744
2304	SANIDAD, KALINA	R	12/30/2025	92.35	094745
1167	SIMONS SR., DAVID S	R	12/30/2025	1,755.96	094746

12-30-2025 9:10 AM

PAYROLL CHECK REGISTER

PAGE: 2

PAYROLL NO: 01 City of Falcon Heights

PAYROLL DATE: 12/30/2025

*** REGISTER TOTALS ***

REGULAR CHECKS:	5	2,079.18
DIRECT DEPOSIT REGULAR CHECKS:	18	20,947.11
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	23	23,026.29

*** NO ERRORS FOUND ***

** END OF REPORT **

PACKET: 03502 December 29 Payables

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-05941	ALL ENERGY SOLAR INC.					
I-INV-00027467		Roof Solar Panels Final Pymt	5,000.00			
12/29/2025	APBNK	DUE: 12/29/2025 DISC: 12/29/2025		1099: N		
		Roof Solar Panels Final Pymt		403 4403-91650-000	ROOF SOLAR PANELS	5,000.00
		=== VENDOR TOTALS ===	5,000.00			
01-01023	BUHL GTA LP					
I-202512299344		2nd Half Pay-As-You-Go Paymen	22,481.08			
12/29/2025	APBNK	DUE: 12/29/2025 DISC: 12/29/2025		1099: N		
		2nd Half Pay-As-You-Go Payment		415 4415-93000-000	DEBT PAY AS YOU GO PYMT	22,481.08
		=== VENDOR TOTALS ===	22,481.08			
01-03103	CANON FINANCIAL SERVICES					
I-42303370		Copier Charge December	163.59			
12/29/2025	APBNK	DUE: 12/29/2025 DISC: 12/29/2025		1099: N		
		Copier Charge December		101 4131-87010-000	CITY HALL MAINTENANCE	163.59
		=== VENDOR TOTALS ===	163.59			
01-03110	CENTURY LINK					
I-202512299345		Landline Svc Dec	73.86			
12/29/2025	APBNK	DUE: 12/29/2025 DISC: 12/29/2025		1099: N		
		Landline Svc Dec		101 4141-85011-000	TELEPHONE - LANDLINE	73.86
		=== VENDOR TOTALS ===	73.86			
01-03123	CINTAS CORPORATION					
I-4253310928		Floor Mats Svc 12/17	122.19			
12/29/2025	APBNK	DUE: 12/29/2025 DISC: 12/29/2025		1099: N		
		Floor Mats Svc 12/17		101 4131-87010-000	CITY HALL MAINTENANCE	122.19
		=== VENDOR TOTALS ===	122.19			
01-06290	CITY OF ROSEVILLE					
I-242623		Engineering November	938.61			
12/29/2025	APBNK	DUE: 12/29/2025 DISC: 12/29/2025		1099: N		
		Engineering November		101 4133-80100-000	ENGINEERING SERVICES	164.15
		Engineering November Crack		419 4419-80100-000	ENGINEERING	31.61
		Engineering Nov Falcon Woods		424 4424-80100-000	ENGINEERING	521.60
		Engineering Nov Les Bolstad		419 4419-92087-000	LES BOLSTAD GOLF COURSE	221.25
		=== VENDOR TOTALS ===	938.61			

12/29/2025 2:12 PM
 PACKET: 03502 December 29 Payables
 VENDOR SET: 01 City of Falcon Heights
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

A/P Regular Open Item Register

PAGE: 2

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION	
01-01012	COREMARK	METALS					
I-5648105		Dump Truck Repair	2.60				
12/29/2025	APBNK	DUE: 12/29/2025 DISC: 12/29/2025		1099: N			
		Dump Truck Repair		101 4132-87000-000	REPAIR EQUIPMENT	2.60	
=== VENDOR TOTALS ===			2.60				
01-06008	ECO SHRED	MN INC					
I-390755		Shredding	770.00				
12/29/2025	APBNK	DUE: 12/29/2025 DISC: 12/29/2025		1099: N			
		Shredding		206 4206-82050-000	SUSTAINABILITY	770.00	
=== VENDOR TOTALS ===			770.00				
01-05045	GRUBER'S	POWER EQUIPMENT					
I-01-50620		John Deere Blower Repair	604.80				
12/29/2025	APBNK	DUE: 12/29/2025 DISC: 12/29/2025		1099: N			
		John Deere Blower Repair		101 4132-87000-000	REPAIR EQUIPMENT	604.80	
=== VENDOR TOTALS ===			604.80				
01-05451	MADISON NATIONAL	LIFE INS CO I					
I-1734869		LTD & STD Insurance Dec	10.68				
12/29/2025	APBNK	DUE: 12/29/2025 DISC: 12/29/2025		1099: N			
		LTD & STD Insurance Dec		101 4112-89000-000	MISCELLANEOUS	10.68	
=== VENDOR TOTALS ===			10.68				
01-06024	ON SITE	SANITATION					
I-2004959		Portable Toilet Comm Park	260.00				
12/29/2025	APBNK	DUE: 12/29/2025 DISC: 12/29/2025		1099: N			
		Portable Toilet Comm Park		601 4601-85080-000	PORTABLE TOILET PARKS	260.00	
I-2004960		Portable Toilet Curtiss Field	260.00				
12/29/2025	APBNK	DUE: 12/29/2025 DISC: 12/29/2025		1099: N			
		Portable Toilet Curtiss Field		601 4601-85080-000	PORTABLE TOILET PARKS	260.00	
=== VENDOR TOTALS ===			520.00				

-----ID-----			GROSS	P.O. #			
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION	
=====							
01-06184	RAMSEY COUNTY - POLICE AND 911						
I-EMCOM-012986		CAD Services November	349.45				
12/29/2025	APBNK	DUE: 12/29/2025 DISC: 12/29/2025		1099: N			
		CAD Services November		101 4122-81200-000	911 DISPATCH FEES	349.45	
I-EMCOM-013002		911 Dispatch Services Novembe	2,325.91				
12/29/2025	APBNK	DUE: 12/29/2025 DISC: 12/29/2025		1099: N			
		911 Dispatch Services November		101 4122-81200-000	911 DISPATCH FEES	2,325.91	
=== VENDOR TOTALS ===			2,675.36				
=====							
01-06183	RAMSEY COUNTY PROPERTY TAX						
I-202512299346		Repayment for TIF 1-3	50,378.32				
12/29/2025	APBNK	DUE: 12/29/2025 DISC: 12/29/2025		1099: N			
		Repayment for TIF 1-3		414 30113-000	TAX INCREMENTS	50,378.32	
=== VENDOR TOTALS ===			50,378.32				
=====							
01-06500	REPOWERED						
I-37808-01		Sustainability - Recycling	583.22				
12/29/2025	APBNK	DUE: 12/29/2025 DISC: 12/29/2025		1099: N			
		Sustainability - Recycling		206 4206-82050-000	SUSTAINABILITY	583.22	
=== VENDOR TOTALS ===			583.22				
=====							
01-00935	ST PAUL REGIONAL WATER SERVICE						
I-202512299347		City Hall Water & Sewer	115.60				
12/29/2025	APBNK	DUE: 12/29/2025 DISC: 12/29/2025		1099: N			
		City Hall Water & Sewer		101 4131-85040-000	WATER	92.66	
		City Hall Water & Sewer		601 4601-85075-000	CITY BUILDINGS SANITARY	22.94	
=== VENDOR TOTALS ===			115.60				
=====							
01-06561	TILDEN FP FALCON HEIGHTS APART						
I-202512299348		2nd Half Pay-As-You-Go Paymen	103,267.83				
12/29/2025	APBNK	DUE: 12/29/2025 DISC: 12/29/2025		1099: N			
		2nd Half Pay-As-You-Go Payment		414 4414-93000-000	DEBT PAY AS YOU GO PYMT	103,267.83	
=== VENDOR TOTALS ===			103,267.83				

PACKET: 03502 December 29 Payables

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-06581		TRI-STATE BOBCAT INC				
I-A58488		Supplies for Snowblower	391.15			
12/29/2025	APBNK	DUE: 12/29/2025 DISC: 12/29/2025		1099: N		
		Supplies for Snowblower		101 4132-87000-000	REPAIR EQUIPMENT	391.15
		=== VENDOR TOTALS ===	391.15			
01-05752		UNIVERSAL TRUCK SERVICE LLC				
I-INV-120321		Dump Truck Repairs	2,395.66			
12/29/2025	APBNK	DUE: 12/29/2025 DISC: 12/29/2025		1099: N		
		Dump Truck Repairs		101 4132-87000-000	REPAIR EQUIPMENT	2,395.66
		=== VENDOR TOTALS ===	2,395.66			
01-05870		XCEL ENERGY				
I-955967924		Electricity	976.89			
12/29/2025	APBNK	DUE: 12/29/2025 DISC: 12/29/2025		1099: N		
		Electricity		101 4131-85020-000	ELECTRIC	976.89
I-956410994		Electricity	49.76			
12/29/2025	APBNK	DUE: 12/29/2025 DISC: 12/29/2025		1099: N		
		Electricity		101 4141-85020-000	ELECTRIC/GAS	49.76
		=== VENDOR TOTALS ===	1,026.65			
		=== PACKET TOTALS ===	191,521.20			

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----		DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====							
01-00028	ALLSTREAM						
I-22074730		Emergency Landline		177.34			
12/31/2025	APBNK	DUE: 12/31/2025 DISC: 12/31/2025			1099: N		
		Emergency Landline			101 4116-85010-000	TELEPHONE	177.34
		=== VENDOR TOTALS ===		177.34			
=====							
01-00875	BHE COMMUNITY SOLAR, LLC						
I-12211217		Solar Garden Electric Nov		623.89			
12/31/2025	APBNK	DUE: 12/31/2025 DISC: 12/31/2025			1099: N		
		Solar Garden Electric Nov			101 4137-85025-000	SOLAR ELECTRIC	623.89
		=== VENDOR TOTALS ===		623.89			
=====							
01-05153	HOME DEPOT CREDIT SERVICES						
I-202512319350		Supplies		142.10			
12/31/2025	APBNK	DUE: 12/31/2025 DISC: 12/31/2025			1099: N		
		Hockey Net Repair			101 4141-70100-000	SUPPLIES	59.63
		Shop Supplies			101 4131-70110-000	SUPPLIES	82.47
		=== VENDOR TOTALS ===		142.10			
=====							
01-05424	LITTLE FALLS MACHINE, INC						
I-375181		Dump Truck Part		878.27			
12/31/2025	APBNK	DUE: 12/31/2025 DISC: 12/31/2025			1099: N		
		Dump Truck Part			101 4132-70120-000	SUPPLIES	878.27
		=== VENDOR TOTALS ===		878.27			
=====							
01-05582	MENARDS						
I-202512319351		Supplies		232.16			
12/31/2025	APBNK	DUE: 12/31/2025 DISC: 12/31/2025			1099: N		
		City Hall Supplies			101 4131-70110-000	SUPPLIES	9.98
		Trailer Jack			101 4132-70120-000	SUPPLIES	44.99
		Public Works Supplies			101 4131-70110-000	SUPPLIES	16.42
		Lumber			101 4131-70110-000	SUPPLIES	10.44
		Shop Supplies			101 4131-70110-000	SUPPLIES	47.94
		Public Works Supplies			101 4131-70110-000	SUPPLIES	102.39
		=== VENDOR TOTALS ===		232.16			

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-05252	MN DEPARTMENT OF TRANSPORTATIO					
I-P00020740		Concrete Plant Inspections	181.95			
12/31/2025	APBNK	DUE: 12/31/2025 DISC: 12/31/2025		1099: N		
		Concrete Plant Inspections		424 4424-92400-000	FALCON WOODS PROJECT	181.95
=== VENDOR TOTALS ===			181.95			
=====						
01-06002	NINENORTH					
I-2025-204		Webstreaming/Cablecast Dec	971.25			
12/31/2025	APBNK	DUE: 12/31/2025 DISC: 12/31/2025		1099: N		
		Webstreaming/Cablecast Dec		101 4116-85050-000	CABLE TV	971.25
=== VENDOR TOTALS ===			971.25			
=====						
01-06053	O'REILLY AUTO PARTS					
I-3243-104849		Brine Tank Parts	42.96			
12/31/2025	APBNK	DUE: 12/31/2025 DISC: 12/31/2025		1099: N		
		Brine Tank Parts		101 4132-70120-000	SUPPLIES	42.96
=== VENDOR TOTALS ===			42.96			
=====						
01-05870	XCEL ENERGY					
I-958080875		Electricity	12.16			
12/31/2025	APBNK	DUE: 12/31/2025 DISC: 12/31/2025		1099: N		
		Electricity		101 4121-85020-000	ELECTRIC	12.16
I-958086242		Electricity	34.63			
12/31/2025	APBNK	DUE: 12/31/2025 DISC: 12/31/2025		1099: N		
		Electricity		101 4141-85020-000	ELECTRIC/GAS	34.63
=== VENDOR TOTALS ===			46.79			
=== PACKET TOTALS ===			3,296.71			

1/08/2026 4:22 PM
 PACKET: 03507 January 8th Payables
 VENDOR SET: 01 City of Falcon Heights
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

A/P Regular Open Item Register

PAGE: 1

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----		DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====							
01-03001	CAMPBELL KNOTSON						
I-337		November General Legal Matter		3,408.72			
1/08/2026	APBNK	DUE: 1/08/2026 DISC: 1/08/2026			1099: Y		
		November General Legal Matters			101 20200-000	ACCOUNTS PAYABLE	3,408.72
		=== VENDOR TOTALS ===		3,408.72			
=====							
01-03125	CAPITAL REGION WATERSHED						
I-2026-02		Seminary Pond Maintenance		2,413.28			
1/08/2026	APBNK	DUE: 1/08/2026 DISC: 1/08/2026			1099: N		
		Seminary Pond Maintenance			602 20200-000	ACCOUNTS PAYABLE	2,413.28
		=== VENDOR TOTALS ===		2,413.28			
=====							
01-05115	GOPHER STATE ONE CALL						
I-5120393		Locates December		17.55			
1/08/2026	APBNK	DUE: 1/08/2026 DISC: 1/08/2026			1099: N		
		Locates December			601 20200-000	ACCOUNTS PAYABLE	17.55
		=== VENDOR TOTALS ===		17.55			
=====							
01-05886	KELLY & LEMMONS P.A.						
I-66683		November Prosecutions		2,500.00			
1/08/2026	APBNK	DUE: 1/08/2026 DISC: 1/08/2026			1099: Y		
		November Prosecutions			101 20200-000	ACCOUNTS PAYABLE	2,500.00
		=== VENDOR TOTALS ===		2,500.00			
=====							
01-05440	LOFFLER COMPANIES, INC						
I-5223293		Copier Charges December		255.87			
1/08/2026	APBNK	DUE: 1/08/2026 DISC: 1/08/2026			1099: N		
		Copier Charges December			101 20200-000	ACCOUNTS PAYABLE	255.87
		=== VENDOR TOTALS ===		255.87			
=====							
01-05731	MN DEPARTMENT OF LABOR INDUSTR						
I-JUNE1230152025		2nd Quarter Permit Surcharges		543.82			
1/08/2026	APBNK	DUE: 1/08/2026 DISC: 1/08/2026			1099: N		
		2nd Quarter Permit Surcharges			101 20801-000	DUE TO OTHER GOVERNMENTS	543.82
I-SEPTEMBER1230152025		3rd Quarter Permit Surcharges		925.93			
1/08/2026	APBNK	DUE: 1/08/2026 DISC: 1/08/2026			1099: N		
		3rd Quarter Permit Surcharges			101 20801-000	DUE TO OTHER GOVERNMENTS	925.93
		=== VENDOR TOTALS ===		1,469.75			

PACKET: 03507 January 8th Payables
 VENDOR SET: 01 City of Falcon Heights
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----		GROSS		P.O. #		-----ACCOUNT NAME-----		DISTRIBUTION
POST DATE	BANK CODE	-----DESCRIPTION-----		DISCOUNT	G/L ACCOUNT			
=====								
01-06062 SUMMIT COMPANIES								
I-3739096		Annual Fire Extinguisher Insp		1,173.45				
1/08/2026	APBNK	DUE: 1/08/2026 DISC: 1/08/2026			1099: N			
		Annual Fire Extinguisher Inspe			101 20200-000	ACCOUNTS PAYABLE		1,173.45
=== VENDOR TOTALS ===				1,173.45				
=====								
01-05374 TENNIS SANITATION LLC								
I-4561045		Recycling December		10,442.25				
1/08/2026	APBNK	DUE: 1/08/2026 DISC: 1/08/2026			1099: N			
		Recycling December			206 20200-000	ACCOUNTS PAYABLE		10,442.25
I-4561046		SWMT&CEC Charges Dec		73.16				
1/08/2026	APBNK	DUE: 1/08/2026 DISC: 1/08/2026			1099: N			
		SWMT&CEC Charges Dec			101 20200-000	ACCOUNTS PAYABLE		73.16
=== VENDOR TOTALS ===				10,515.41				
=====								
01-05784 UPPER CUT TREE SERVICES								
I-191		Remove Damaged Tree		2,425.00				
1/08/2026	APBNK	DUE: 1/08/2026 DISC: 1/08/2026			1099: N			
		Remove Damaged Tree			101 20200-000	ACCOUNTS PAYABLE		2,425.00
=== VENDOR TOTALS ===				2,425.00				
=====								
01-05870 XCEL ENERGY								
I-959245997		Electricity		13.55				
1/08/2026	APBNK	DUE: 1/08/2026 DISC: 1/08/2026			1099: N			
		Electricity			209 20200-000	ACCOUNTS PAYABLE		13.55
I-959258333		Electricity		0.96				
1/08/2026	APBNK	DUE: 1/08/2026 DISC: 1/08/2026			1099: N			
		Electricity			209 20200-000	ACCOUNTS PAYABLE		0.96
I-959277828		Electricity		12.19				
1/08/2026	APBNK	DUE: 1/08/2026 DISC: 1/08/2026			1099: N			
		Electricity			209 20200-000	ACCOUNTS PAYABLE		12.19
I-959315715		Electricity		73.17				
1/08/2026	APBNK	DUE: 1/08/2026 DISC: 1/08/2026			1099: N			
		Electricity			209 20200-000	ACCOUNTS PAYABLE		73.17
I-959318847		Electricity		38.04				
1/08/2026	APBNK	DUE: 1/08/2026 DISC: 1/08/2026			1099: N			
		Electricity			209 20200-000	ACCOUNTS PAYABLE		38.04

1/08/2026 4:22 PM

A/P Regular Open Item Register

PAGE: 3

PACKET: 03507 January 8th Payables

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----							
POST DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
01-05870	XCEL ENERGY	(** CONTINUED **)					
I-959345707		Gas	1,440.98				
1/08/2026	APBNK	DUE: 1/08/2026 DISC: 1/08/2026		1099: N			
		Gas		101 20200-000	ACCOUNTS PAYABLE		1,440.98
		=== VENDOR TOTALS ===	1,578.89				
		=== PACKET TOTALS ===	25,757.92				

1/09/2026 2:09 PM
 PACKET: 03509 January 9th Payables
 VENDOR SET: 01 City of Falcon Heights
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

A/P Regular Open Item Register

PAGE: 1

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----		DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====							
01-00284	AWARDS BY HAMMOND						
I-20783		Name Plates		45.00			
1/09/2026	APBNK	DUE: 1/09/2026 DISC: 1/09/2026			1099: N		
		Name Plates			101 4111-70100-000	SUPPLIES	45.00
		=== VENDOR TOTALS ===		45.00			
=====							
01-05371	BOND TRUST SERVICES CORPORATIO						
I-101407		Bond Fee		475.00			
1/09/2026	APBNK	DUE: 1/09/2026 DISC: 1/09/2026			1099: N		
		Bond Fee			313 4313-94900-000	BOND FEES	475.00
		=== VENDOR TOTALS ===		475.00			
=====							
01-03110	CENTURY LINK						
I-202601099352		Lift Station Auto Dialer Jan		80.60			
1/09/2026	APBNK	DUE: 1/09/2026 DISC: 1/09/2026			1099: N		
		Lift Station Auto Dialer Jan			601 4601-85011-000	TELEPHONE - LANDLINE	80.60
		=== VENDOR TOTALS ===		80.60			
=====							
01-05931	COMPASS PEER GROUPS, LLC						
I-CPG134		Annual Membership 2026		1,800.00			
1/09/2026	APBNK	DUE: 1/09/2026 DISC: 1/09/2026			1099: N		
		Annual Membership 2026			101 4112-86100-000	CONFERENCES/EDUCATION/AS	1,800.00
		=== VENDOR TOTALS ===		1,800.00			
=====							
01-03599	DVS RENEWAL						
I-00-011843091		Registration of City Vehicle		20.25			
1/09/2026	APBNK	DUE: 1/09/2026 DISC: 1/09/2026			1099: N		
		Registration of City Vehicle			101 4132-70120-000	SUPPLIES	20.25
I-00-014659502		Registration of City Vehicle		20.25			
1/09/2026	APBNK	DUE: 1/09/2026 DISC: 1/09/2026			1099: N		
		Registration of City Vehicle			101 4132-70120-000	SUPPLIES	20.25
I-00-017973686		Registration of City Vehicle		20.25			
1/09/2026	APBNK	DUE: 1/09/2026 DISC: 1/09/2026			1099: N		
		Registration of City Vehicle			101 4132-70120-000	SUPPLIES	20.25
I-00-018761598		Registration of City Vehicle		20.25			
1/09/2026	APBNK	DUE: 1/09/2026 DISC: 1/09/2026			1099: N		
		Registration of City Vehicle			101 4132-70120-000	SUPPLIES	20.25

1/09/2026 2:09 PM
 PACKET: 03509 January 9th Payables
 VENDOR SET: 01 City of Falcon Heights
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

A/P Regular Open Item Register

PAGE: 2

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION	
01-03599	DVS RENEWAL	(** CONTINUED **)					
I-00-030568582		Registration of City Vehicle	20.25				
1/09/2026	APBNK	DUE: 1/09/2026 DISC: 1/09/2026		1099: N			
		Registration of City Vehicle		101 4132-70120-000	SUPPLIES	20.25	
I-00-030959046		Registration of City Vehicle	20.25				
1/09/2026	APBNK	DUE: 1/09/2026 DISC: 1/09/2026		1099: N			
		Registration of City Vehicle		101 4132-70120-000	SUPPLIES	20.25	
I-00-045114028		Registration of City Vehicle	20.25				
1/09/2026	APBNK	DUE: 1/09/2026 DISC: 1/09/2026		1099: N			
		Registration of City Vehicle		101 4132-70120-000	SUPPLIES	20.25	
I-00-045606704		Registration of City Vehicle	20.25				
1/09/2026	APBNK	DUE: 1/09/2026 DISC: 1/09/2026		1099: N			
		Registration of City Vehicle		101 4132-70120-000	SUPPLIES	20.25	
=== VENDOR TOTALS ===			162.00				
01-06010	James Wassenberg						
I-202601099356		Seminar Registration Reimburs	350.00				
1/09/2026	APBNK	DUE: 1/09/2026 DISC: 1/09/2026		1099: N			
		Seminar Registration Reimburse		101 4111-86100-000	CONFERENCES/EDUCATION/TR	350.00	
=== VENDOR TOTALS ===			350.00				
01-05853	ALYSSA LANDBERG						
I-202601099353		Mileage & Cert Mail Reimburse	28.94				
1/09/2026	APBNK	DUE: 1/09/2026 DISC: 1/09/2026		1099: N			
		Mileage & Cert Mail Reimburse		101 4113-86010-000	MILEAGE	28.94	
=== VENDOR TOTALS ===			28.94				
01-05509	LEAGUE OF MN CITIES						
I-441989		LMC Membership Dues 2026	7,397.00				
1/09/2026	APBNK	DUE: 1/09/2026 DISC: 1/09/2026		1099: N			
		LMC Membership Dues 2026		101 4111-86140-000	COMMISSIONS/MEMBERSHIPS/	7,397.00	
=== VENDOR TOTALS ===			7,397.00				

1/09/2026 2:09 PM
 PACKET: 03509 January 9th Payables
 VENDOR SET: 01 City of Falcon Heights
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

A/P Regular Open Item Register

PAGE: 3

-----ID-----			GROSS	P.O. #			
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
=====							
01-05511	LEAGUE OF MN CITIES						
I-442363		MN Mayors Association Dues	30.00				
1/09/2026	APBNK	DUE: 1/09/2026 DISC: 1/09/2026		1099: N			
		MN Mayors Association Dues		101 4111-86140-000	COMMISSIONS/MEMBERSHIPS/		30.00
=== VENDOR TOTALS ===			30.00				
=====							
01-05514	METRO CITIES						
I-2412		2026 Dues	2,685.00				
1/09/2026	APBNK	DUE: 1/09/2026 DISC: 1/09/2026		1099: N			
		2026 Dues		101 4111-86140-000	COMMISSIONS/MEMBERSHIPS/		2,685.00
=== VENDOR TOTALS ===			2,685.00				
=====							
01-05665	METROPOLITAN COUNCIL						
I-1199350		Feb Waste Water Services	61,778.43				
1/09/2026	APBNK	DUE: 1/09/2026 DISC: 1/09/2026		1099: N			
		Feb Waste Water Services		601 4601-85060-000	METRO SEWER CHARGES		61,778.43
=== VENDOR TOTALS ===			61,778.43				
=====							
01-05843	MN NCPERS LIFE INSURANCE						
I-458800012026		Jan Life Insurance	96.00				
1/09/2026	APBNK	DUE: 1/09/2026 DISC: 1/09/2026		1099: N			
		Jan Life Insurance		101 21709-000	OTHER PAYABLE		63.84
		Jan Life Insurance		204 21709-000	OTHER PAYABLE		1.60
		Jan Life Insurance		601 21709-000	OTHER PAYABLE		22.56
		Jan Life Insurance		602 21709-000	OTHER PAYABLE		8.00
=== VENDOR TOTALS ===			96.00				
=====							
01-05273	MN PUBLIC EMPLOYEES INSURANCE						
I-1591796		Feb Health & Dental Insurance	15,315.72				
1/09/2026	APBNK	DUE: 1/09/2026 DISC: 1/09/2026		1099: N			
		Feb Health & Dental Insurance		101 4112-89000-000	MISCELLANEOUS		15,315.72
=== VENDOR TOTALS ===			15,315.72				

PACKET: 03509 January 9th Payables

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-05994	NORTHEAST YOUTH & FAMILY					
I-2389		2026 Cooperative Services	13,614.89			
1/09/2026	APBNK	DUE: 1/09/2026 DISC: 1/09/2026		1099: N		
		2026 Cooperative Services		101 4111-86500-000	COOPERATIVE SERVICE	13,614.89
=== VENDOR TOTALS ===			13,614.89			
=====						
01-06185	RAMSEY COUNTY					
I-PRRRV-003953		1st Quarter Election Contract	5,994.00			
1/09/2026	APBNK	DUE: 1/09/2026 DISC: 1/09/2026		1099: N		
		1st Quarter Election Contract		101 4115-80300-000	ELECTION CONTRACT	5,994.00
=== VENDOR TOTALS ===			5,994.00			
=====						
01-06483	SENTRY SYSTEMS, INC.					
I-807412		Commercial Monitoring Jan-Mar	94.50			
1/09/2026	APBNK	DUE: 1/09/2026 DISC: 1/09/2026		1099: N		
		Commercial Monitoring Jan-Mar		101 4131-87100-000	PANIC BUTTON SECURITY	94.50
=== VENDOR TOTALS ===			94.50			
=====						
01-00935	ST PAUL REGIONAL WATER SERVICE					
I-202601099354		AutoFire Service Fee	100.00			
1/09/2026	APBNK	DUE: 1/09/2026 DISC: 1/09/2026		1099: N		
		AutoFire Service Fee		204 4204-87120-000	REPAIRS & MAINTENANCE	100.00
=== VENDOR TOTALS ===			100.00			
=====						
01-07233	TUBMAN					
I-202601099355		Cooperative Legal Services	5,000.00			
1/09/2026	APBNK	DUE: 1/09/2026 DISC: 1/09/2026		1099: N		
		Cooperative Legal Services		101 4111-86500-000	COOPERATIVE SERVICE	5,000.00
=== VENDOR TOTALS ===			5,000.00			
=== PACKET TOTALS ===			115,047.08			

1/09/2026 2:22 PM

A/P Regular Open Item Register

PAGE: 1

PACKET: 03511 January 9 Payables 2

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-03001	CAMPBELL	KNUTSON				
I-338		December General Legal Matter	1,952.00			
1/09/2026	APBNK	DUE: 1/09/2026 DISC: 1/09/2026		1099: Y		
		December General Legal Matters		101 20200-000	ACCOUNTS PAYABLE	1,952.00
=== VENDOR TOTALS ===			1,952.00			
=====						
01-05731	MN DEPARTMENT	OF LABOR INDUSTR				
I-DECEMBER1230152025		4th Quarter Permit Surcharges	522.27			
1/09/2026	APBNK	DUE: 1/09/2026 DISC: 1/09/2026		1099: N		
		4th Quarter Permit Surcharges		101 20801-000	DUE TO OTHER GOVERNMENTS	522.27
=== VENDOR TOTALS ===			522.27			
=== PACKET TOTALS ===			2,474.27			

BLANK PAGE



REQUEST FOR COUNCIL ACTION

Meeting Date	January 14, 2026
Agenda Item	Consent G2
Attachment	N/A
Submitted By	Kelly Nelson Administrative Services Director/ Deputy Clerk

Item	Approval of City License(s)
Description	<p>The following individuals/entities have applied for a <u>Municipal Business License</u> for 2026. Staff have received the necessary documents for licensure.</p> <ol style="list-style-type: none"> Curves French Made Inc. dba Crocus Hill Acupuncture <p>The following individuals/entities have applied for a <u>Refuse & Recycling Hauler License</u> for 2026. Staff have received the necessary documents for licensure.</p> <ol style="list-style-type: none"> Waste Management Inc. <p>The following individuals/entities have applied for a <u>Tree Contractors License</u> for 2026. Staff have received the necessary documents for licensure.</p> <ol style="list-style-type: none"> Upper Cut Tree Service Vineland Tree Care <p>The following individuals/entities have applied for a <u>Multifamily Rental Dwelling License</u> for 2026. Staff have received the necessary documents for licensure.</p> <ol style="list-style-type: none"> CAPREIT Management; 1530 Larpenteur Ave. W. CAPREIT Management; 1550 Larpenteur Ave. W. B & E LLC; 1496 Larpenteur Ave. W. <p>The following individuals/entities have applied for a <u>Home Occupation License</u> for 2026. Staff have received the necessary documents for licensure.</p> <ol style="list-style-type: none"> Fonjock Tabe Folegwe Roger dba RogerMooreBread <p>The following individuals/entities have applied for a <u>Restaurant License</u> for 2026. Staff have received the necessary documents for licensure.</p> <ol style="list-style-type: none"> STP JJ Team 1, LLC dba Jimmy John's

	<p>The following individuals/entities have applied for a <u>Charitable Gambling License</u> for 2026. Staff have received the necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. Falcon Heights Elementary PTSA
	N/A
Attachment(s)	N/A
Action(s) Requested	Staff recommends approval of the City license applications contingent on background checks and fire inspections as required.

BLANK PAGE



REQUEST FOR COUNCIL ACTION (RCA)

Meeting Date	January 14, 2026
Agenda Item	Consent G3
Attachment	Resolution 26-01
Submitted By	Alyssa Landberg, Interim Finance Dir.

Item	Designate Official Depositories for 2026
Description	All investments are made according to State law and the City's Investment Policy. The City Administrator and/or Finance Director are authorized to deposit general and other funds therein and make investments and transfers for funds for the City of Falcon Heights. Collateral is furnished by the financial institutions as required by law.
Budget Impact	N/A
Attachment(s)	Resolution 26-01 Designating the Official Depositories for the City of Falcon Heights
Action(s) Requested	Staff recommends approval of the attached resolution for the official depositories for 2026.

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

January 14, 2026

No. 26-01

**A RESOLUTION DESIGNATING THE OFFICIAL DEPOSITORIES FOR THE
CITY OF FALCON HEIGHTS**

BE IT HEREBY RESOLVED, by the City Council of the City of Falcon Heights
that the following financial institutions be designated as depositories for funds of
the City of Falcon Heights:

US Bank System, LMC 4M Fund (checking account)
US Bank National Association
Wells Fargo Advisors
Minnesota Municipal Money Market Fund (4M and 4M Plus Funds)
PMA Securities Inc, PMA Financial Network Inc (4M and 4M
Plus Investment Pools)

BE IT FURTHER RESOLVED that the City Administrator and/or Interim Finance
Director is authorized to deposit general and other funds therein and make
investments and transfers of funds in accordance with the City's Investment Policy
for the City of Falcon Heights with Council approval. Collateral shall be furnished
by the financial institutions as required by law.

Moved by:

Gustafson

Approved by:


Randall Gustafson
Mayor

GUSTAFSON

5

In Favor

MAY

0

Against

MOGEN

WASSENBERG

MIELKE

Attested by:


Jack Linehan
City Administrator

BLANK PAGE



ITEM FOR DISCUSSION

Meeting Date	January 14, 2026
Agenda Item	Consent G4
Attachment	N/A
Submitted By	Jack Linehan, City Administrator

Item	Designation of Official Newspaper
Description	State statute requires that a city designate a legal newspaper of general circulation in the city. This newspaper is used when the city is required to publish legal notification regarding public hearings, elections and city financial matters. Based on circulation of the Pioneer Press in Falcon Heights, staff recommend that the city designate the Pioneer Press as the legal newspaper for 2026.
Budget Impact	Funds have been allocated in the 2026 Budget.
Attachment(s)	N/A
Action(s) Requested	Designate the Pioneer Press as the city's legal newspaper for 2026.

BLANK PAGE



ITEM FOR DISCUSSION

Meeting Date	January 14, 2026
Agenda Item	Consent G5
Attachment	N/A
Submitted By	Alyssa Landberg, Interim Finance Director

Item	Mileage reimbursement rate for 2026
Description	The business mileage reimbursement rate allowed by the IRS is 72.5 cents per mile effective January 1, 2026 through December 31, 2026. This is a 2.5 cent per mile increase in the mileage rate allowed by the IRS in 2025. Staff recommends approval of the mileage rate reimbursement when city staff use their personal autos for city business. The IRS announced this rate increase as a method of combatting inflation.
Budget Impact	The mileage reimbursement rate is 72.5 cent per mile effective January 1, 2026.
Attachment(s)	N/A
Action(s) Requested	Staff recommends that the Falcon Heights City Council approve the IRS approved reimbursement mileage rate of 72.5 cents per mile when employees use their personal vehicles for city business in 2026.

BLANK PAGE



REQUEST FOR COUNCIL ACTION

Meeting Date	January 14, 2026
Agenda Item	Consent G6
Attachment	Pay Estimate #6
Submitted By	Erik Henriksen, City Engineer

Item	Request approval of Pay Estimate #6 for the 2025 Pavement Management Project.
Description	<p>Pay Estimate #6 is attached for the reduction in retainage on the 2025 Pavement Management Project. Pay Estimate #6 is in the amount of \$57,728.34 and includes the following work:</p> <ul style="list-style-type: none"> • Punchlist items completed <p>The final pay estimate to release the remaining 1% of retainage is anticipated to be paid in the summer of 2026 when all restoration and vegetation has been established.</p> <p>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 \$1,301,727.65 or 104.05% (not including 1% retainage) of the original contract price. The 4.05% over the original contract price was due to overage quantities of soil remediation, additional concrete curb and gutter, and utility work required during the project.</p>
Budget Impact	<p>This project has the following financial implications for the City and property owners along the streets under this maintenance project:</p> <ul style="list-style-type: none"> • 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 storm, water, and sanitary sewer fund dollars to pay for repairs needed to the existing utility system.
Attachment(s)	Pay Estimate #6
Action(s) Requested	Motion to approve Pay Estimate #6 for the 2025 Pavement Management Project.



CITY OF ROSEVILLE
2660 Civic Center Dr
Roseville, MN 55113

Page 1 of 8

Contract Number: FH25-01
Pay Request Number: 6

Project Number	Project Description
FH25-01	Falcon Heights 2025 Pavement Management Project

Contractor: Bituminous Roadways, Inc. 1520 Commerce Drive Mendota Heights, MN 55120	Vendor Number: Up To Date: 12/16/2025
--	--

Contract Amount		Funds Encumbered	
Original Contract	\$1,236,579.00	Original	\$1,236,579.00
Contract Changes	\$27,130.00	Additional	N/A
Revised Contract	\$1,263,709.00	Total	\$1,236,579.00

Work Certified To Date	
Base Bid Items	\$1,287,746.41
Change Order Items	\$27,130.00
Material On Hand	\$0.00
Total	\$1,314,876.41

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$5,403.45	\$1,314,876.41	\$13,148.76	\$1,243,999.31	\$57,728.34	\$1,301,727.65
Percent: Retained: 1%			Percent Complete: 104.05%		

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

Approved By:

Erik Henricksen

Project Engineer

12/16/2025

Date

Approved By:

Pam Hague

Contractor

12/16/2025

Date

Approved By

[3#first_name#6] [3#last_name#7]

Project Owner

[3#obtained#8]

Date



Payment Summary				
No.	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2025-06-05	\$563,334.21	\$28,166.71	\$535,167.50
2	2025-07-03	\$235,424.20	\$11,771.21	\$223,652.99
3	2025-08-01	\$381,191.20	\$19,059.56	\$362,131.64
4	2025-09-03	\$55,844.70	\$2,792.24	\$53,052.46
5	2025-10-15	\$73,678.65	\$3,683.93	\$69,994.72
6	2025-12-16	\$5,403.45	(\$52,324.89)	\$57,728.34

Funding Category Name	Funding Category Number	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
1-Falcon Woods	1	\$473,347.27	\$4,733.48	\$449,607.01	\$19,006.78	\$468,613.79
2 Northome	2	\$624,312.64	\$6,243.12	\$593,024.12	\$25,045.40	\$618,069.52
Sanitary Sewer		\$69,013.00	\$690.13	\$65,562.35	\$2,760.52	\$68,322.87
Storm Sewer	3	\$139,053.50	\$1,390.53	\$132,100.83	\$5,562.14	\$137,662.97
Water main - SPRWS		\$9,150.00	\$91.50	\$3,705.00	\$5,353.50	\$9,058.50

Pay request ASAP

Accounting Number	Funding Source	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
1	Municipal (MSAS > 5000) - Falcon Heights	\$19,006.78	\$514,295.00	\$514,295.00	\$468,613.79
2	Municipal (MSAS > 5000) - Falcon Heights	\$25,045.40	\$543,838.50	\$543,838.50	\$618,069.52
3	Local - Storm Sewer - Falcon Heights	\$5,562.14	\$129,118.50	\$101,988.50	\$137,662.97
4	Sanitary Sewer - Falcon Heights	\$2,760.52	\$57,857.00	\$57,857.00	\$68,322.87
5	Water Utility Fund	\$5,353.50	\$18,600.00	\$18,600.00	\$9,058.50

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
FH25-01	1	2021.501	MOBILIZATION	L S	\$55,000.00	1	0	\$0.00	1	\$55,000.00
FH25-01	2	2104.502	REMOVE FLARED END SECTION	EACH	\$250.00	5	0	\$0.00	5	\$1,250.00
FH25-01	3	2104.502	REMOVE MANHOLE OR CATCH BASIN	EACH	\$250.00	4	0	\$0.00	4	\$1,000.00
FH25-01	4	2104.502	REMOVE CASTING	EACH	\$100.00	27	0	\$0.00	29	\$2,900.00



CITY OF ROSEVILLE
2660 Civic Center Dr
Roseville, MN 55113

Page 3 of 8

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
FH25-01	5	2104.502	SALVAGE CASTING	EACH	\$81.00	23	0	\$0.00	23	\$1,863.00
FH25-01	6	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	L F	\$5.00	150	0	\$0.00	0	\$0.00
FH25-01	7	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	L F	\$2.00	300	0	\$0.00	682	\$1,364.00
FH25-01	8	2104.503	REMOVE SEWER PIPE (STORM)	L F	\$15.00	32	0	\$0.00	28	\$420.00
FH25-01	9	2104.503	SALVAGE WOOD RAIL FENCE	L F	\$25.00	25	0	\$0.00	25	\$625.00
FH25-01	10	2104.504	REMOVE CONCRETE PAVEMENT	S Y	\$15.00	140	0	\$0.00	94.8	\$1,422.00
FH25-01	11	2104.504	REMOVE BITUMINOUS PAVEMENT	S Y	\$10.00	240	0	\$0.00	1445.4	\$14,454.00
FH25-01	12	2104.603	REMOVE CONCRETE CURB	L F	\$7.00	5300	0	\$0.00	6320	\$44,240.00
FH25-01	13	2106.507	EXCAVATION - COMMON	C Y	\$25.00	130	0	\$0.00	265	\$6,625.00
FH25-01	14	2106.507	EXCAVATION - SUBGRADE	C Y	\$25.00	100	0	\$0.00	426	\$10,650.00
FH25-01	15	2106.507	SELECT GRANULAR EMBANKMENT (CV)	C Y	\$20.00	100	0	\$0.00	0	\$0.00
FH25-01	16	2123.61	STREET SWEEPER	HOUR	\$150.00	50	0	\$0.00	77.7	\$11,655.00
FH25-01	17	2130.523	WATER	MGAL	\$50.00	10	0	\$0.00	10	\$500.00



Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
FH25-01	18	2211.507	AGGREGATE BASE (CV) CLASS 5	C Y	\$40.00	70	0	\$0.00	435.2	\$17,408.00
FH25-01	19	2215.504	FULL DEPTH RECLAMATION	S Y	\$2.00	33700	0	\$0.00	32725.6	\$65,451.20
FH25-01	20	2215.507	HAUL FULL DEPTH RECLAMATION (LV)	C Y	\$5.50	3580	27.9	\$153.45	2025.9	\$11,142.45
FH25-01	21	2231.604	BITUMINOUS PATCHING MIXTURE	S Y	\$40.00	100	0	\$0.00	1415.7	\$56,628.00
FH25-01	22	2232.504	EDGE MILL BITUMINOUS SURFACE	S Y	\$10.00	100	0	\$0.00	22	\$220.00
FH25-01	23	2232.504	MILL BITUMINOUS SURFACE (1.5")	S Y	\$3.00	580	0	\$0.00	606	\$1,818.00
FH25-01	24	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$1.00	1740	0	\$0.00	1700	\$1,700.00
FH25-01	25	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TON	\$105.00	40	0	\$0.00	40	\$4,200.00
FH25-01	26	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)	TON	\$87.50	3200	0	\$0.00	3020	\$264,250.00
FH25-01	27	2360.509	TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,B)	TON	\$71.50	4260	0	\$0.00	3691.14	\$263,916.51
FH25-01	28	2433.603	SAW AND SEAL JOINT	L F	\$3.00	6750	0	\$0.00	7182.5	\$21,547.50
FH25-01	29	2501.502	18" RC PIPE APRON	EACH	\$1,650.00	3	0	\$0.00	2	\$3,300.00
FH25-01	30	2501.502	24" RC PIPE APRON	EACH	\$1,850.00	2	0	\$0.00	3	\$5,550.00
FH25-01	31	2503.503	18" RC PIPE SEWER CLASS III	L F	\$125.00	16	0	\$0.00	30	\$3,750.00



Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
FH25-01	32	2503.503	24" RC PIPE SEWER CLASS III	L F	\$140.00	16	0	\$0.00	0	\$0.00
FH25-01	33	2503.602	CONNECT TO EXISTING STORM SEWER	EACH	\$1,250.00	4	0	\$0.00	5	\$6,250.00
FH25-01	34	2503.602	INSPECTION HOLE	EACH	\$2,500.00	2	0	\$0.00	0	\$0.00
FH25-01	35	2504.602	REPAIR VALVE BOX	EACH	\$750.00	3	7	\$5,250.00	7	\$5,250.00
FH25-01	36	2504.602	SALVAGE GATE VALVE AND BOX	EACH	\$80.00	29	0	\$0.00	26	\$2,080.00
FH25-01	37	2504.602	VALVE BOX	EACH	\$4,000.00	3	0	\$0.00	0	\$0.00
FH25-01	38	2504.602	ADJUST GATE VALVE AND BOX	EACH	\$300.00	29	0	\$0.00	27	\$8,100.00
FH25-01	39	2506.502	ADJUST MANHOLE (FITTED STEEL RING)	EACH	\$150.00	2	0	\$0.00	0	\$0.00
FH25-01	40	2506.502	INSTALL CASTING	EACH	\$750.00	50	0	\$0.00	46	\$34,500.00
FH25-01	41	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 1	L F	\$850.00	8	0	\$0.00	11	\$9,350.00
FH25-01	42	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 2	L F	\$1,400.00	20	0	\$0.00	20	\$28,000.00
FH25-01	43	2506.602	ADJUST FRAME AND RING CASTING	EACH	\$500.00	23	0	\$0.00	49	\$24,500.00
FH25-01	44	2506.602001	MANHOLE CASTING R-3067 VB	EACH	\$700.00	4	0	\$0.00	4	\$2,800.00
FH25-01	45	2506.602	MANHOLE CASTING R-1733	EACH	\$500.00	13	0	\$0.00	23	\$11,500.00



Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
FH25-01	46	2506.602	MANHOLE CASTING R-3067V	EACH	\$700.00	10	0	\$0.00	11	\$7,700.00
FH25-01	47	2506.602	GROUT CATCH BASIN OR MANHOLE	EACH	\$700.00	5	0	\$0.00	0	\$0.00
FH25-01	48	2506.602	VALVE BOX CLEANOUT	EACH	\$150.00	29	0	\$0.00	26	\$3,900.00
FH25-01	49	2511.504	GEOTEXTILE FILTER TYPE 3	S Y	\$2.00	100	0	\$0.00	60	\$120.00
FH25-01	50	2511.607	RANDOM RIPRAP CLASS III - GRANITE	C Y	\$105.00	40	0	\$0.00	40	\$4,200.00
FH25-01	51	2521.518/00040	4" CONCRETE WALK	S F	\$9.00	600	0	\$0.00	572.5	\$5,152.50
FH25-01	52	2521.518	6" CONCRETE WALK	S F	\$14.00	650	0	\$0.00	735.4	\$10,295.60
FH25-01	53	2531.503	CONCRETE CURB AND GUTTER DESIGN B618	L F	\$30.00	3700	0	\$0.00	5101	\$153,030.00
FH25-01	54	2531.503	CONCRETE CURB AND GUTTER DESIGN D418	L F	\$30.00	1620	0	\$0.00	1279	\$38,370.00
FH25-01	55	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	S Y	\$80.00	40	0	\$0.00	8	\$640.00
FH25-01	56	2531.603	UPCHARGE FOR HIGH EARLY CONCRETE CURB AND GUTTER	L F	\$3.00	100	0	\$0.00	108	\$324.00
FH25-01	57	2531.604	UPCHARGE FOR HIGH EARLY CONCRETE 6" DRIVEWAY PAVEMENT	S Y	\$9.00	40	0	\$0.00	35.6	\$320.40
FH25-01	58	2531.604	8" CONCRETE VALLEY GUTTER	S Y	\$125.00	10	0	\$0.00	35.6	\$4,450.00



Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
FH25-01	59	2531.618	TRUNCATED RADIUS DOMES	S F	\$65.00	32	0	\$0.00	0	\$0.00
FH25-01	60	2531.618	TRUNCATED DOMES	S F	\$65.00	30	0	\$0.00	86	\$5,590.00
FH25-01	61	2540.602	INSTALL TEMPORARY MAILBOXES	EACH	\$50.00	85	0	\$0.00	90	\$4,500.00
FH25-01	62	2557.603	INSTALL WOOD RAIL FENCE	L F	\$35.00	25	0	\$0.00	25	\$875.00
FH25-01	63	2563.601	TRAFFIC CONTROL	L S	\$10,000.00	1	0	\$0.00	1	\$10,000.00
FH25-01	64	2573.501	EROSION CONTROL SUPERVISOR	L S	\$6,750.00	1	0	\$0.00	0.75	\$5,062.50
FH25-01	66	2573.502	INLET PROTECTION TYPE B	EACH	\$150.00	46	0	\$0.00	46	\$6,900.00
FH25-01	67	2573.503	SEDIMENT CONTROL LOG TYPE COMPOST	L F	\$3.25	100	0	\$0.00	100	\$325.00
FH25-01	69	2575.6040001	TURF ESTABLISHMENT WITH HYDROSEED	S Y	\$9.00	3600	0	\$0.00	1456	\$13,104.00
FH25-01	70	2575.604	TURF ESTABLISHMENT WITH BLANKET	S Y	\$8.50	200	0	\$0.00	626	\$5,321.00
FH25-01	71	2582.503	4" SOLID LINE MULTI-COMPONENT	L F	\$1.75	72	0	\$0.00	121	\$211.75
FH25-01	72	2582.518	PAVEMENT MESSAGE MULTI-COMPONENT	S F	\$17.50	10	0	\$0.00	10	\$175.00
Base Bid Totals:								\$5,403.45		\$1,287,746.41

Project Category Totals			
Project	Category	Amount This Request	Amount To Date
FH25-01	BASE BID	\$5,403.45	\$1,287,746.41



CITY OF ROSEVILLE
2660 Civic Center Dr
Roseville, MN 55113

Page 8 of 8

Contract Change Item Status												
Project	CC	CC#	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
FH25-01	CO	1	73	2506.602	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 3	EACH	\$27,130.00	1	0	\$0.00	1	\$27,130.00
Contract Change Totals:										\$0.00		\$27,130.00

Contract Total	\$1,314,876.41
-----------------------	-----------------------

Contract Change Totals			
Number	Description	Amount This Request	Amount To Date
1	FH25-01 Change Order #1	\$0.00	\$27,130.00

Material On Hand Additions					
Line	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line	Item	Description	Date	Added	Used	Remaining

BLANK PAGE



REQUEST FOR COUNCIL ACTION (RCA)

Meeting Date	January 14, 2026
Agenda Item	Consent G7
Attachment	Elected Official Out-of-State Travel Policy
Submitted By	Jack Linehan, City Administrator

Item	Review of Elected Official Out-of-State Travel Policy
Description	In 2005, the Minnesota State Legislature passed a requirement that cities adopt a policy that regulates out-of-state travel by elected officials. The Falcon Heights City Council adopted the attached policy on November 9, 2005. One provision of the statute is that the policy be reviewed annually by the City council.
Budget Impact	N/A
Attachment(s)	<ul style="list-style-type: none"> Elected Official Out-of-State Travel policy
Action(s) Requested	Staff recommends that the Falcon Heights City Council affirm the attached City of Falcon Heights Elected Official Out-of-State Travel policy adopted November 9, 2005.

City of Falcon Heights


ELECTED OFFICIAL OUT-OF-STATE TRAVEL POLICY


Purpose: The City of Falcon Heights recognizes that its elected official may at times receive value from traveling out of the state for workshops, conferences, events and other assignments. This policy sets forth the conditions under which out-of-state travel will be reimbursed by the City.

General Guidelines:

1. The event, workshop, conference or assignment must be approved in advance by the City Council at an open meeting and must include an estimate of the cost of the travel, and the use of a resolution detailing what exactly is being approved.
2. No reimbursements will be made for attendance at events sponsored by or affiliated with political parties.
3. The city may make payments in advance for airfare, lodging and registration if specifically approved by the council. Otherwise all payments will be made as reimbursements to the elected official.
4. The City will reimburse for transportation, lodging, meals, registration, and incidental costs using the same procedures, limitations and guidelines outlined in the city's Travel Policy.

Adopted November 9, 2005


Susan L. Gehrz, Mayor


Heather Worthington, City Administrator

BLANK PAGE



ITEM FOR DISCUSSION

Meeting Date	January 14, 2026
Agenda Item	Consent G8
Attachment	N/A
Submitted By	Jack Linehan, City Administrator

Item	Commission Re-Appointments
Description	<p>Each year the City Council appoints residents to serve on various city commissions. Below are my recommendations for residents to serve three-year terms (2026-2028), as directed by the City Code:</p> <ol style="list-style-type: none"> 1. Eric Brenton to the Parks and Recreation Commission
Budget Impact	N/A
Attachment(s)	N/A
Action(s) Requested	<p>Staff are requesting Council approve the following motion:</p> <ol style="list-style-type: none"> 1. Motion to approve the reappointment of the following Commissioner(s) to their second three-year terms to their respective commissions: <ul style="list-style-type: none"> • Eric Brenton to the Parks and Recreation Commission

BLANK PAGE



REQUEST FOR COUNCIL ACTION (RCA)

Meeting Date	January 14, 2026
Agenda Item	Consent G9
Attachment	N/A
Submitted By	Randall Gustafson, Mayor

Item	Council/City Commission Liaison Assignments
Description	<p>Council Members are each assigned to serve as a liaison between City Council and various commissions each year.</p> <p>Following the January 7, 2025 special workshop, the recommended appointments were as follows:</p> <ul style="list-style-type: none"> • Planning Commission – James Mogen • Community Engagement Commission – Paula Mielke • Parks and Recreation Commission – Randy Gustafson • Environment Commission – Georgiana May • Northeast Youth and Family Services – Jim Wassenberg • North Suburban Cable Commission (Nine North) – Paula Mielke • Ramsey County League of Local Governments (RCLLG) – TBD <p>Jim Wassenberg will be the alternate, as needed, to act as liaison to all commissions, NYFS and North Suburban Cable Commission (Nine North).</p>
Budget Impact	N/A
Attachment(s)	N/A
Action(s) Requested	Motion to approve the above appointments for 2026.

BLANK PAGE



REQUEST FOR COUNCIL ACTION

Meeting Date	January 14, 2026
Agenda Item	Consent G10
Attachment	Policies, Resolution 26-02
Submitted By	Jack Linehan, City Administrator

Item	Data Practice Policies
Description	<p>Minnesota State Statute requires each government body adopt data practice policies. While the City has historically operated on past-practices, it is important to formalize a policy on how to handle data on the two primary subjects: data on the public, and data on a subject.</p> <p>MN State Statute 13.025 GOVERNMENT ENTITY OBLIGATION.</p> <p><i>Subdivision 1.Data inventory.</i></p> <p><i>The responsible authority shall prepare an inventory containing the authority's name, title, address, and a description of each category of record, file, or process relating to private or confidential data on individuals maintained by the authority's government entity. Forms used to collect private and confidential data may be included in the inventory. The responsible authority shall update the inventory annually and make any changes necessary to maintain the accuracy of the inventory. The inventory must be available from the responsible authority to the public according to the provisions of sections 13.03 and 15.17. The commissioner may require responsible authorities to submit copies of the inventory and may request additional information relevant to data collection practices, policies, and procedures.</i></p> <p><i>Subd. 2.Public data access policy.</i></p> <p><i>The responsible authority shall prepare a written data access policy and update it no later than August 1 of each year, and at any other time as necessary to reflect changes in personnel, procedures, or other circumstances that impact the public's ability to access data.</i></p> <p><i>Subd. 3.Data subject rights and access policy.</i></p> <p><i>The responsible authority shall prepare a written policy of the rights of data subjects under section 13.04 and the specific procedures used by the government entity for access by the data subject to public or private data on individuals. The written policy must be updated no later than August 1 of each year, and at any other time as necessary to reflect changes in personnel, procedures, or other circumstances that impact the public's ability to access data.</i></p> <p>The Act requires cities to develop and adopt a policy each year.</p> <p>The Minnesota Department of Administration provides governmental entities model policies that they may adopt rather than create a policy.</p>

Budget Impact	N/A
Attachment(s)	<ul style="list-style-type: none"> • Public Data Access Policy • Data Subject Rights and Access Policy • Resolution 26-02 Approving Policies for the Minnesota Government Data Practices Act
Action(s) Requested	Staff recommends approving the attached resolution. MN State statute requires each government agency to adopt data practice policies. It is customary for the City to adopt a policy each year and/or as staff changes occur.

Data Practices Policy for the Public

Minnesota Statutes, sections 13.025 and 13.03 require this policy.

If your entity adopts this model policy, it must notify the Commissioner of Administration per Minnesota Statutes, section 13.073, subd. 6. Please use the notification information at the end of this model policy.

Your Right to See Public Data

The Government Data Practices Act (Minnesota Statutes, Chapter 13) presumes that all government data are public unless a state or federal law says the data are not public. Government data means all recorded information a government entity has, including paper, email, flash drives, CDs, DVDs, photographs, etc.

The law also says that City of Falcon Heights must keep all government data in a way that makes it easy for you to access public data. You have the right to look at (inspect), free of charge, all public data that we keep. You also have the right to get copies of public data. The Data Practices Act allows us to charge for copies. You have the right to look at data, free of charge, before deciding to request copies.

How to Request Public Data

You can ask to look at (inspect) data at our offices, or ask for copies of public data that we keep.

Make a written request. You may make your request by mail, fax, and email. Requests should go to the Responsible Authority or a Designee listed on page 4, using the data request form on page 6.

If you do not use the data request form, your request should:

- Say that you are making a request for public data under the Government Data Practices Act (Minnesota Statutes, Chapter 13).
- Include whether you would like to inspect the data, have copies of the data, or both.
- Provide a clear description of the data you would like to inspect or have copied.

You are not required to identify yourself or explain the reason for your data request. However, you may need to provide us with some personal information for practical reasons (for example: if you want us to mail copies to you, you need to provide us with an address or P.O. Box). If we do not understand your request and have no way to contact you, we cannot respond to your request.

How We Will Respond to Your Data Request

Upon receiving your request, we will review it.

- We may ask you to clarify what data you are requesting.
- If we do not have the data, we will notify you in writing within 10 business days.
- If we have the data, but we are not allowed to give it to you, we will tell you as soon as reasonably possible and identify the law that prevents us from providing the data.
- If we have the data, and the data are public, we will respond to your request appropriately and promptly, within a reasonable amount of time by doing one of the following:
 - Arrange a date, time, and place for you to inspect the data at our offices; or
 - We will provide notice to you about our requirement to prepay for copies.
 - You may choose to pick up your copies, or we will mail or email them to you. We will provide electronic copies (such as email or CD-ROM) upon request, if we keep the data in that format and we can reasonably make a copy.
 - Response time may be impacted by the size and/or complexity of your request, and also by the number of requests you make in a given period of time.

- Following our response, if you do not make arrangements within 10 business days to inspect the data or pay for the copies, we will conclude that you no longer want the data and will consider your request closed.

If you do not understand some of the data (technical terminology, abbreviations, or acronyms), please tell the person who provided the data to you. We will give you an explanation if you ask.

The Data Practices Act does not require us to create or collect new data in response to a data request, or to provide data in a specific form or arrangement if we do not keep the data in that form or arrangement. For example, if the data you request are on paper only, we are not required to create electronic documents to respond to your request. If we agree to create data in response to your request, we will work with you on the details of your request, including cost and response time.

We are also not required to respond to questions that are not about your data requests, or requests for government data.

Requests for Summary Data

Summary data are statistical records or reports created by removing identifying information about individuals from entirely private or confidential data.

We will prepare summary data if you make your request in writing and pre-pay/pay for the cost of creating the data.

You may use the data request form on page 6 to request summary data. We will respond to your request within ten business days with the data or details of when the data will be ready and how much we will charge you.

Data Practices Contacts

Responsible Authority / Data Practices Compliance Official

Jack Linehan, City Administrator

Address: 2077 Larpenteur Ave. W., Falcon Heights, MN 55113

Phone Number: (651) 792-7611

Email: jack.linehan@falconheights.org

Data Practices Designee(s)

Kelly Nelson, Administrative Services Director / Deputy Clerk

Address: 2077 Larpenteur Ave. W., Falcon Heights, MN 55113

Phone Number: (651) 792-7617

Email: kelly.nelson@falconheights.org

Elke Johnson, Administrative and Communications Coordinator

Address: 2077 Larpenteur Ave. W., Falcon Heights, MN 55113

Phone Number: (651) 792-7621

Email: elke.johnson@falconheights.org

Copy Costs – When You Request Public Data

Minnesota Statutes, section 13.03, subdivision 3(c) allows us to charge for copies.

You must pay for the copies before we will give them to you.

Multiple requests made within the same 10 business day period will be treated as a single request for the purposes of calculating total copy costs.

If possible, and upon request, we will provide you with an estimation of the total cost of supplying copies.

For 100 or fewer paper copies – 25 cents per page

100 or fewer pages of black and white, letter or legal size paper copies cost 25¢ for a one-sided copy, or 50¢ for a two-sided copy.

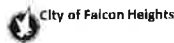
Most other types of copies – actual cost

The charge for most other types of copies, when a charge is not set by statute or rule, is the actual cost of searching for and retrieving the data, and making the copies or electronically sending the data.

In determining the actual cost of making copies, we include employee time, the cost of the materials onto which we are copying the data (paper, CD, DVD, etc.), and mailing costs (if any). If your request is for copies of data that we cannot copy ourselves, such as photographs, we will charge you the actual cost we must pay an outside vendor for the copies.

If, based on your request, we find it necessary for a higher-paid employee to search for and retrieve the data, we will calculate search and retrieval charges at the higher salary/wage.

Data Request Form – Requesting Public Data



DATA PRIVACY FORM

REQUEST FOR REVIEW OF PUBLIC RECORDS

I/We, the undersigned, are requesting permission to review the following government records held in the City of Falcon Heights:

Requestor's Information	
Name	
Address	
Phone:	Email
Organization Name	
Property Information	
Name of Homeowner	
Address	
Phone	Email

GOVERNMENT RECORDS (specify)

Signature

Date

FOR OFFICE USE	
Information Received/Sent:	
Designation for Requested Data: <input type="checkbox"/> Public <input type="checkbox"/> Private <input type="checkbox"/> Non-Public <input type="checkbox"/> Confidential <input type="checkbox"/> Protected Non-Public	
City Staff Signature	Date:
Approval by the City Administrator is necessary for any data determined not to be public.	
City Administrator Signature:	Date:



Note: Inspection is free but the City of Falcon Heights charges for copies as stated on the Fee Schedule:

<https://www.falconheights.org/home/showpublisheddocument/2236/637655759592873046>

We will respond to your request as soon as reasonably possible.

* You do not have to provide any contact information. However, if you want us to mail/email you copies of data, we will need some type of contact information. We also need contact information if we do not understand your request. We will not work on your request until we can clarify it with you.

Notice of Adoption of Model Policies

[Minnesota Statutes, section 13.025, subdivisions 2 and 3](#), require government entities to prepare written policies that relate to public access to government data, and rights of subjects of data and [Minnesota Statutes, section 13.03, subdivision 2](#), requires entities to establish procedures so that data requests are complied with appropriately and promptly.

[Minnesota Statutes, section 13.073, subd. 6](#), requires the Commissioner of Administration to prepare [model policies and procedures](#) to help government entities comply with those requirements. Entities that choose to adopt the Commissioner's model policies must notify the Commissioner. Please use the following statement to notify the Commissioner if you choose to adopt the model policies and procedures.*

Notice to Commissioner of Administration: Adoption of Model Policies

City of Falcon Heights has adopted the Commissioner's Model Policy for the Public and Model Policy for Data Subjects. This notice to the Commissioner satisfies City of Falcon Heights' obligation under Minnesota Statutes, section 13.073, subdivision 6.

Jack Linehan

City Administrator

Signed: 1/14/2026



**Government entities may submit this notification by mail or email:*

Commissioner of Administration

c/o Data Practices Office

658 Cedar Street

Suite 320

St. Paul, MN 55155

info.dpo@state.mn.us

Data Practices Policy:

Requests for Data About You and Your Rights as a Data Subject

Minnesota Statutes, sections 13.025 and 13.03 require this policy.

If your entity adopts this model policy, it must notify the Commissioner of Administration per Minnesota Statutes, section 13.073, subd. 6. Please use the notification information at the end of this model policy.

What is a “Data Subject”?

When government has information recorded in any form (paper, hard drive, voicemail, video, email, etc.), that information is called “government data” under the Government Data Practices Act (Minnesota Statutes, Chapter 13). When we can identify you in government data, you are the “data subject” of that data. The Data Practices Act gives you, as a data subject, certain rights. This policy explains your rights as a data subject, and tells you how to request data about you, your minor child, or someone for whom you are the legal guardian.

When Admin Has Data About You

The City of Falcon Heights has data on many people, such as permit applications, licenses and employment applications. We can collect and keep data about you only when we have a legal purpose to have the data. Admin must also keep all government data in a way that makes it easy for you to access data about you.

Government data about an individual have one of three “classifications.” These classifications determine who is legally allowed to see the data. Data about you are classified by state law as public, private, or confidential. Here are some examples:

Public Data

The Data Practices Act presumes that all government data are public unless a state or federal law says that the data are not public. We must give public data to anyone who asks. It does not matter who is asking for the data or why the person wants the data. The following are examples of public data about you that we might have:

- Your name on an application for a business license
- Your name on an application for a building permit
- Your address or other publicly accessible records

Private data

We cannot give private data to the general public. We can share your private data with you, with someone who has your permission, with our government entity staff whose job requires or permits them to see the data, and with others as permitted by law or court order. The following are examples of private data about you that we might have:

- Your social security number
- Your driver’s license number
- Your credit card number

Confidential Data

Confidential data have the most protection. Neither the public nor you can access confidential data even when the confidential data are about you. We can share confidential data about you with our government entity staff who have a work assignment to see the data, and to others as permitted by law or court order. The following is an example of confidential data about you:

- Juvenile case files
- Internal investigations
- Witness reports

Your Rights Under the Government Data Practices Act

As a data subject, you have the following rights.

Access to Your Data

You have the right to look at (inspect), free of charge, public and private data that we keep about you. You also have the right to get copies of public and private data about you. The Data Practices Act allows us to charge for copies. You have the right to look at data, free of charge, before deciding to request copies.

Also, if you ask, we will tell you whether we keep data about you and whether the data are public, private, or confidential.

As a parent, you have the right to look at and get copies of public and private data about your minor children (under the age of 18). As a legally appointed guardian, you have the right to look at and get copies of public and private data about an individual for whom you are appointed guardian.

Minors have the right to ask us not to give data about them to their parent or guardian. If you are a minor, we will tell you that you have this right. We will ask you to put your request in writing and to include the reasons that we should deny your parents access to the data. We will make the final decision about your request based on your best interests.

When We Collect Data from You

When we ask you to provide data about yourself that are not public, we must give you a notice called a Tennessean warning. The notice controls what we do with the data that we collect from you. Usually, we can use and release the data only in the ways described in the notice.

We will ask for your written permission if we need to use or release private data about you in a different way, or if you ask us to release the data to another person. This permission is called informed consent.

Protecting Your Data

The Data Practices Act requires us to protect your data. We have established appropriate safeguards to ensure that your data are safe.

In the unfortunate event that we determine a security breach has occurred and an unauthorized person has gained access to your data, we will notify you as required by law.

When Your Data are Inaccurate or Incomplete

You have the right to challenge the accuracy and/or completeness of public and private data about you. You also have the right to appeal our decision. If you are a minor, your parent or guardian has the right to challenge data about you.

How to Make a Request for Your Data

You can ask to look at (inspect) data at our offices, or ask for copies of data that we have about you, your minor child, or an individual for whom you have been appointed legal guardian.

Make a written request. You may make your request by mail, fax, or email. Also, requests should go to the Responsible Authority or a Designee, using the data request form on page 8.

We recommend using the sample **Data Request Form – Data Subjects** on page 8. If you do not choose to use the data request form, your request should:

- Say that you are making a request as a data subject, for data about you (or your child, or person for whom you are the legal guardian), under the Government Data Practices Act (Minnesota Statutes, Chapter 13).
- Include whether you would like to inspect the data, have copies of the data, or both.
- Provide a clear description of the data you would like to inspect or have copied.
- Provide proof that you are the data subject or data subject's parent/legal guardian.

We require proof of your identity before we can respond to your request for data. If you are requesting data about your minor child, you must show proof that you are the minor's parent. If you are a legal guardian, you must show legal documentation of your guardianship. Please see the Standards for Verifying Identity on page 9. If you do not provide proof that you are the data subject, we cannot respond to your request.

How We Respond to a Data Request

Upon receiving your request, we will review it.

- We may ask you to clarify what data you are requesting.
- We will ask you to confirm your identity as the data subject.
- If we do not have the data, we will notify you in writing within 10 business days.
- If we have the data, but the data are confidential or not public data about someone else, we will notify you within 10 business days and identify the law that prevents us from providing the data.
- If we have the data, and the data are public or private data about you, we will respond to your request by doing one of the following:
 - Arrange a date, time, and place to inspect data in our office, ensuring you have a meaningful opportunity to inspect data within 10 business days of your request at no charge.
 - Tell you how much the copies cost, and then provide you with copies of the data within 10 business days and upon payment of charges for the copies. You may choose to pick up your copies, or have us mail or email them to you. We will provide electronic copies (such as email or CD-ROM) upon request, if we keep the data in electronic format and we can reasonably make a copy.

- We will provide notice to you about our requirement to prepay for copies.
- Following our response, if you do not make arrangements with 10 business days to inspect the data or pay for the copies, we will conclude that you no longer want the data and will consider your request closed.
- After we have provided you with your requested data, we do not have to show you the same data again for 6 months unless there is a dispute about the data or we collect or create new data about you.

If you do not understand some of the data (technical terminology, abbreviations, or acronyms), please tell the person who provided the data to you. We will give you an explanation if you ask.

The Data Practices Act does not require us to create or collect new data in response to a data request, or to provide data in a specific form or arrangement if we do not keep the data in that form or arrangement. For example, if the data you request are on paper only, we are not required to create electronic documents to respond to your request. If we agree to create data in response to your request, we will work with you on the details of your request, including cost and response time.

In addition, we are not required to respond to questions that are not about your data requests, or that are not requests for government data.

Data Practices Contacts

Responsible Authority / Data Practices Compliance Official

Jack Linehan, City Administrator

Address: 2077 Larpenteur Ave. W., Falcon Heights, MN 55113

Phone Number: (651) 792-7611

Email: jack.linehan@falconheights.org

Data Practices Designee(s)

Kelly Nelson, Administrative Services Director / Deputy Clerk

Address: 2077 Larpenteur Ave. W., Falcon Heights, MN 55113

Phone Number: (651) 792-7617

Email: kelly.nelson@falconheights.org

Elke Johnson, Administrative and Communications Coordinator

Address: 2077 Larpenteur Ave. W., Falcon Heights, MN 55113

Phone Number: (651) 792-7621

Email: elke.johnson@falconheights.org

Copy Costs – Data Subjects

Minnesota Statutes, section 13.04, subdivision 3 allows us to charge for copies.

You must pay for the copies before we will give them to you.

Multiple requests made within the same 10 business-day period will be treated as a single request for the purposes of calculating total copy costs.

If possible, and upon request, we will provide you with an estimation of the total cost of supplying copies.

Actual Cost of Making the Copies

We will charge the actual cost of making copies for data about you. In determining the actual cost, we include the employee-time to create and send the copies, the cost of the materials onto which we are copying the data (paper, CD, DVD, etc.), and mailing costs such as postage (if any).

If your request is for copies of data that we cannot copy ourselves, such as photographs, we will charge you the actual cost we must pay an outside vendor for the copies.

Data Request Form – Data Subject



DATA PRIVACY FORM

REQUEST FOR REVIEW OF PUBLIC RECORDS

I/We, the undersigned, are requesting permission to review the following government records held in the City of Falcon Heights:

Requestor's Information	
Name	
Address	
Phone:	Email
Organization Name	
Property Information	
Name of Homeowner	
Address	
Phone	Email

GOVERNMENT RECORDS (specify)

Signature _____ Date _____

FOR OFFICE USE	
Information Received/Sent:	
Designation for Requested Data: <input type="checkbox"/> Public <input type="checkbox"/> Private <input type="checkbox"/> Non-Public	
<input type="checkbox"/> Confidential <input type="checkbox"/> Protected Non-Public	
City Staff Signature	Date:
Approval by the City Administrator is necessary for any data determined not to be public.	
City Administrator Signature	Date:



Note: Inspection is free but the City of Falcon Heights charges for copies as stated on the Fee Schedule:
<https://www.falconheights.org/home/showpublisheddocument/2236/637655759592873046>

We will respond to your request within 10 business days

To Be Completed By Staff Member Responding to Data Request:

Identity Confirmed:

Date:

Staff Name:

Standards for Verifying Identity

The following constitute proof of identity:

- An adult individual must provide a valid photo ID, such as
 - a driver's license
 - a state-issued ID
 - a tribal ID
 - a military ID
 - a passport
 - the foreign equivalent of any of the above
- A minor individual must provide a valid photo ID, such as
 - a driver's license
 - a state-issued ID (including a school/student ID)
 - a tribal ID
 - a military ID
 - a passport
 - the foreign equivalent of any of the above
- The parent or guardian of a minor must provide a valid photo ID and either
 - a certified copy of the minor's birth certificate or
 - a certified copy of documents that establish the parent or guardian's relationship to the child, such as
 - a court order relating to divorce, separation, custody, foster care
 - a foster care contract
 - an affidavit of parentage
- The legal guardian for an individual must provide a valid photo ID and a certified copy of appropriate documentation of formal or informal appointment as guardian, such as
 - court order(s)
 - valid power of attorney

Note: Individuals who do not inspect data or pick up copies of data in person may be required to provide either notarized or certified copies of the documents that are required or an affidavit of ID.

Notice of Adoption of Model Policies

[Minnesota Statutes, section 13.025, subdivisions 2 and 3](#), require government entities to prepare written policies that relate to public access to government data, and rights of subjects of data and [Minnesota Statutes, section 13.03, subdivision 2](#), requires entities to establish procedures so that data requests are complied with appropriately and promptly.

[Minnesota Statutes, section 13.073, subd. 6](#), requires the Commissioner of Administration to prepare [model policies and procedures](#) to help government entities comply with those requirements. Entities that choose to adopt the Commissioner's model policies must notify the Commissioner. Please use the following statement to notify the Commissioner if you choose to adopt the model policies and procedures.*

Notice to Commissioner of Administration: Adoption of Model Policies

City of Falcon Heights has adopted the Commissioner's Model Policy for the Public and Model Policy for Data Subjects. This notice to the Commissioner satisfies City of Falcon Heights' obligation under Minnesota Statutes, section 13.073, subdivision 6.

Jack Linehan
City Administrator
Signed: 1/14/2026



**Government entities may submit this notification by mail or email:*

Commissioner of Administration
c/o Data Practices Office
658 Cedar Street
Suite 320
St. Paul, MN 55155
info.dpo@state.mn.us

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

January 14, 2026

No. 26-02

**RESOLUTION APPROVING POLICIES FOR THE MINNESOTA GOVERNMENT
DATA PRACTICES ACT**

WHEREAS, the Minnesota Government Data Practices Act found at Minnesota Statutes, Chapter 13 (the “Act”) and Minnesota Rules, Chapter 1205 (the “Rules”), regulate government data; and

WHEREAS, S, Minnesota Statutes, Section 13.03, Subdivision 2, Section 13.05, Subdivision 5 and Section 13.025 require the City of Falcon Heights (the “City”) to establish policies regarding the collection, storage, use and dissemination of data under the Act; and

WHEREAS, the updated policies are contained in the following documents, which were submitted to the City Council for its review (collectively, the “Data Practices Policies”):

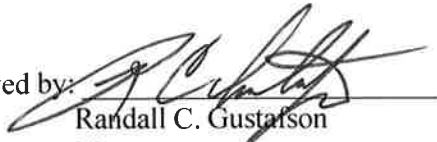
- City of Falcon Heights Public Records Data Practice Policy
- City of Falcon Heights Data Subjects Data Practice Policy; and

WHEREAS, the City Council has reviewed the Data Practices Policies and finds them to be appropriate and acceptable; and

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

1. Approves the Data Practice Policies

Moved by: Gustafson

Approved by: 

Randall C. Gustafson
Mayor

GUSTAFSON	<u>5</u>	In Favor
MAY	<u>0</u>	Against
MOGEN		
WASSENBERG		
MIELKE		

Attested by: 

Jack Linehan
City Administrator

BLANK PAGE



REQUEST FOR COUNCIL ACTION

Meeting Date	January 14, 2026
Agenda Item	Consent G11
Attachment	See below
Submitted By	Kelly Nelson, Administrative Services Director / Deputy Clerk

Item	Resignation of Wesley Goldberg from the Parks and Recreation Commission and Vacancy Declared
Description	<p>Wesley Goldberg was appointed to the Parks and Recreation Commission on August 14, 2024. Wesley brought a unique vantage point and offered relevant knowledge obtained from their fulltime job in parks and recreation for another municipality.</p> <p>Staff appreciates Wesley's contributions and for their time spent on the Parks and Rec Commission.</p> <p>A vacancy will now be declared on January 15, 2026, and posted for at least 30 days, allowing applications to be received and considered for this one (1) open Parks and Recreation Commissioner vacancy.</p>
Budget Impact	N/A
Attachment(s)	<ul style="list-style-type: none"> • Resignation of Wesley Goldberg • Resolution 26-03 Accepting Resignation of Wesley Goldberg from the Parks and Recreation Commission
Action(s) Requested	Staff recommends approval of attached resolution, accepting the resignation of Wesley Goldberg from the Parks and Recreation Commission and declaring a vacancy.

Resignation from Park Commisison

From Wesley [REDACTED]
Date Mon 12/29/2025 3:44 PM
To Kelly Nelson <kelly.nelson@falconheights.org>

Hi Kelly,

I hope you had a good holiday break! This email is to inform you that I will be resigning from my position with the Parks & Recreation Commission, effective immediately. I appreciate everything I have learned from Falcon Heights! Unfortunately, I no longer have the time to dedicate to this role.

Please let me know if there's anything I can do to help during the transition period.

Best regards

--
Wesley Goldberg
(he/him)

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

January 14, 2026

No. 26-03

**RESOLUTION ACCEPTING THE RESIGNATION OF WESLEY GOLDBERG FROM
THE FALCON HEIGHTS PARKS AND RECREATION COMMISSION**

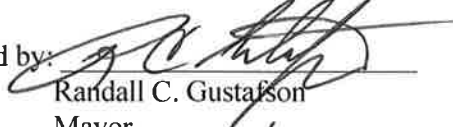
WHEREAS, the City appointed Wesley Goldberg as a member of the City of Falcon Heights Parks and Recreation Commission in 2024; and

WHEREAS, Wesley Goldberg communicated his intent to resign his duties from the Parks and Recreation Commission effective immediately.

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

1. That the resignation is accepted by the City Council of the City of Falcon Heights.

Moved by: Gustafson

Approved by: 

Randall C. Gustafson
Mayor

GUSTAFSON	<u>5</u>	In Favor
MAY	<u>0</u>	Against
MOGEN		
WASSENBERG		
MIELKE		

Attested by: 

Jack Linehan
City Administrator

BLANK PAGE



ITEM FOR DISCUSSION

Meeting Date	January 14, 2026
Agenda Item	Consent G12
Attachment	N/A
Submitted By	Hannah B. Lynch, Community Development Coordinator

Item	Resolution 26-04 Appointing the Community Development Coordinator as Assistant Weed Inspector for 2026
Description	<p>Under Minnesota State Statute 18.80, the Mayor is required to act as local weed inspector for the City. A municipality may appoint one or more assistants to act on behalf of the appointing authority as a weed inspector for the municipality. The appointed assistant or assistants shall have the power, authority, and responsibility of the Mayor in the capacity of weed inspector.</p> <p>While the City of Falcon Heights has not appointed an assistant weed inspector in the past, for clarity and ease of Code Enforcement, it is recommended to do so.</p>
Budget Impact	None.
Attachment(s)	<ul style="list-style-type: none"> - MN State Statute 18.80 - Inspectors - MN State Statute 18.81 - Duties of Inspectors and County-Designated Employees - Resolution 26-04 Appointing the Community Development Coordinator as Assistant Weed Inspector for 2026
Action(s) Requested	Staff recommends that the Falcon Heights City Council approve Resolution 26-04 Appointing the Community Development Coordinator as Assistant Weed Inspector for 2026.

18.80 INSPECTORS.

Subdivision 1. **County agricultural inspectors and county-designated employees.** The county board shall either appoint at least one county agricultural inspector to carry out the duties specified under section 18.81, subdivisions 1a and 1b, or a county-designated employee to carry out the duties specified under section 18.81, subdivision 1a. A notice of the appointment of either a county agricultural inspector or county-designated employee must be delivered to the commissioner within 30 days.

Subd. 2. **Local weed inspectors.** The supervisors of each town board and the mayor of each city shall act as local weed inspectors within their respective municipalities.

Subd. 3. **Assistant weed inspectors.** A municipality may appoint one or more assistants to act on behalf of the appointing authority as a weed inspector for the municipality. The appointed assistant or assistants have the power, authority, and responsibility of the town board members or the city mayor in the capacity of weed inspector.

History: 1992 c 500 s 6; 2009 c 94 art 1 s 28

18.81 DUTIES OF INSPECTORS AND COUNTY-DESIGNATED EMPLOYEES.

Subdivision 1. [Repealed, 2009 c 94 art 1 s 107]

Subd. 1a. **Duties; county agricultural inspectors and county-designated employees.** The county agricultural inspector or county-designated employee shall be responsible for:

- (1) the enforcement provisions under sections 18.78, 18.82, 18.83, 18.84, 18.86 and 18.87; and
- (2) providing a point of contact within the county for noxious weed issues.

Subd. 1b. **County agricultural inspectors.** In addition to the mandatory duties specified in subdivision 1a, the county board must specify the responsibilities of the county agricultural inspector in the annual work plan. The responsibilities may include:

- (1) to see that sections 18.76 to 18.91 and rules adopted under those sections are carried out within the inspector's jurisdiction;
- (2) to see that sections 21.80 to 21.92 and rules adopted under those sections are carried out within the inspector's jurisdiction;
- (3) to see that sections 21.71 to 21.78 and rules adopted under those sections are carried out within the inspector's jurisdiction;
- (4) to participate in the control programs for invasive plant species, feed, fertilizer, pesticide, and plant and insect pests when requested, in writing, to do so by the commissioner;
- (5) to participate in other agricultural programs under the control of the commissioner when requested, in writing, by the commissioner to do so;
- (6) to administer the distribution of funds allocated by the county board to the county agricultural inspector for noxious weed control and eradication within the county;
- (7) to submit reports and attend meetings that the commissioner requires;
- (8) to publish a general weed notice of the legal duty to control noxious weeds in one or more legal newspapers of general circulation throughout the county; and
- (9) to be the primary contact in the county for all plant biological control agents.

Subd. 2. **Local weed inspectors.** Local weed inspectors shall:

- (1) examine all lands, including highways, roads, alleys, and public ground in the territory over which their jurisdiction extends to ascertain if section 18.78 and related rules have been complied with;
- (2) see that the control or eradication of noxious weeds is carried out in accordance with section 18.83 and related rules; and
- (3) issue permits in accordance with section 18.82 and related rules for the transportation of materials or equipment infested with noxious weed propagating parts.

Subd. 3. **Nonperformance by inspectors; reimbursement for expenses.** If local weed inspectors neglect or fail to do their duty as prescribed in this section, the county agricultural inspector or county-designated employee, in consultation with the commissioner, may issue a notice to the inspector providing instructions on how and when to do their duty. If, after the time allowed in the notice, the local

weed inspector has not complied as directed, the county agricultural inspector or county-designated employee may consult with the commissioner to perform the duty for the local weed inspector. A claim for the expense of doing the local weed inspector's duty is a legal charge against the municipality in which the inspector has jurisdiction. The county agricultural inspector or county-designated employee overseeing the work may file an itemized statement of costs with the clerk of the municipality in which the work was performed. The municipality shall immediately issue proper warrants to the county for the work performed. If the municipality fails to issue the warrants, the county auditor may include the amount contained in the itemized statement of costs as part of the next annual tax levy in the municipality and withhold that amount from the municipality in making its next apportionment.

History: 1992 c 500 s 7; 2003 c 128 art 3 s 21,22; 2009 c 94 art 1 s 29-31

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

January 14, 2026

No. 26-04

**RESOLUTION APPOINTING THE COMMUNITY DEVELOPMENT COORDINATOR
AS ASSISTANT WEED INSPECTOR FOR 2026**

WHEREAS, Minnesota State Statute 18.80 Subp. 2 requires the mayor of each city to act as local weed inspector of the municipality; and

WHEREAS, Minnesota State Statute 18.80 Subp. 3 allows a municipality to appoint one or more assistants to act on behalf of the appointing authority as a weed inspector for the municipality.

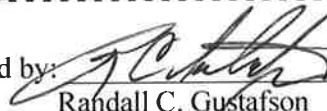
NOW THEREFORE BE IT RESOLVED by the City Council of the City of Falcon Heights, Minnesota:

1. The City of Falcon Heights' Community Development Coordinator is hereby appointed as the Assistant Weed Inspector for the municipality for 2026.

Moved by:

Gustafson

Approved by:


Randall C. Gustafson
Mayor

GUSTAFSON

5

In Favor

MAY

MOGEN

0

Against

WASSENBERG

MIELKE

Attested by:


Jack Linehan
City Administrator

BLANK PAGE



REQUEST FOR COUNCIL ACTION

Meeting Date	January 14, 2026
Agenda Item	Consent G13
Attachment	Application and Resolution 26-05
Submitted By	Elke Johnson, Administrative and Communications Coordinator

Item	Appointment of Emmett Fisher to the Community Engagement Commission as a youth commissioner
Description	<p>City Staff and the Community Engagement Commission Chair have interviewed and recommend Emmett Fisher for the Community Engagement Commission as a youth commissioner for a 1-year term.</p> <p>Emmett goes to Roseville High School where he plays soccer. He is interested in gaining experience in public service, engaging in the community and learning more about local government.</p>
Budget Impact	N/A
Attachment(s)	<ul style="list-style-type: none"> • Commission Application • Resolution 26-05
Action(s) Requested	Staff recommend approval of Resolution 26-05 appointing Emmett Fisher to the Community Engagement Commission

From: [Falcon Heights, MN](#)
To: [FH Mail](#)
Subject: *NEW SUBMISSION* City Commission Application
Date: Tuesday, November 11, 2025 7:01:09 PM

City Commission Application

Submission #: 4451503
IP Address: 104.28.104.16
Submission Date: 11/11/2025 7:01
Survey Time: 3 minutes, 51 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

11/11/2025 06:57 PM

Full Name

Emmett Fisher

Full Address

Falcon Heights, MN 55108
United States

Phone

Additional Phone

Email

How Long At Above Address?

In Which Capacity Would You Like to Serve?

I'm interested in being a youth representative one of the the city commissions

What is the Reason You Would Like to Serve?

I believe this would a good opportunity to learn and engage in my community and I want to be able to have an impact in my community

List Prior (Previous) Public Service

This would be my first public service

Other Relevant Background (Other Comments)

I go to Roseville area high school and I'm engaged in multiple accelerated classes

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

January 14, 2026

No. 26-05

RESOLUTION APPOINTING EMMETT FISHER TO THE COMMUNITY ENGAGEMENT
COMMISSION AS A YOUTH COMMISSIONER

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 Chair have interviewed Emmett Fisher and recommend appointment to the Falcon Heights Community Engagement Commission for a 1-year term.

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

1. That the appointment of Emmett Fisher 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 14th day of January, 2026

Moved by:

Gustafson

Approved by:



Randall C. Gustafson
Mayor

GUSTAFSON

5

In Favor

MAY

0

Against

MOGEN

WASSENBERG

MIELKE

Attested by:



Jack Linehan
City Administrator

BLANK PAGE



REQUEST FOR COUNCIL ACTION

Meeting Date	January 14, 2026
Agenda Item	Consent G14
Attachment	See below
Submitted By	Jack Linehan, City Administrator

Item	Resignation of Georgiana May from the State Fair Task Force
Description	Georgiana was appointed in 2024 and has been a great addition to the State Fair Task Force. Because Georgiana will now serve on the Falcon Heights City Council and cannot serve in both capacities, she is resigning from the State Fair Task Force. Staff would like to thank Georgiana May for her time spent on the State Fair Task Force!
Budget Impact	N/A
Attachment(s)	<ul style="list-style-type: none"> Resolution 26-06 Resignation of Georgiana May from the State Fair Task Force
Action(s) Requested	<ul style="list-style-type: none"> Staff recommend approval of the attached resolution, accepting the resignation of Georgiana May from the State Fair Task Force

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

January 14, 2026

No. 26-06

**RESOLUTION ACCEPTING THE RESIGNATION OF GEORGIANA MAY FROM
THE STATE FAIR TASK FORCE**

WHEREAS, the City appointed Georgiana May as a member of the City of Falcon Heights State Fair Task Force in 2024; and

WHEREAS, on November 4, 2025 Georgiana was elected to the Falcon Heights City Council and communicated her intent to resign her duties from the State Fair Task Force on January 14, 2026, effective immediately;


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

1. That the resignation is accepted by the City Council of the City of Falcon Heights.

Moved by: Gustafson

Approved by: 
Randall C. Gustafson
Mayor

GUSTAFSON 5 In Favor
MOGEN
MAY
WASSENBERG 0 Against
MIELKE

Attested by: 
Jack Linehan
City Administrator

BLANK PAGE



REQUEST FOR COUNCIL ACTION

Meeting Date	January 14, 2026
Agenda Item	Consent G15
Attachment	Invoice
Submitted By	Colin Callahan, Public Works Director

Item	Approval of Public Works' purchase of a Ford Lightning F-150 truck from TRANSWEST of Minneapolis
Description	<p>The City of Falcon Heights is committed to enhancing operational efficiency and meeting its Climate Action Plan goals by transitioning a portion of its fleet to electric vehicles (EVs). The current vehicle designated for replacement in the 2026 budget is a 2011 Ford F-250, which has reached the end of its useful life.</p> <p>Purchasing a Ford Lightning will support the City's sustainability objectives and ensure essential departmental operations continue with modern, reliable equipment. A unique feature of the Ford Lightning is the integrated Pro Power Onboard generator system which transforms the vehicle into a mobile power station, offering several conveniences for charging battery-powered hand tools, powering corded hand tools and the ability to power our welder.</p> <p>The Ford Lightning will also be outfitted with safety lighting and a directional arrow board (vendor yet to be determined).</p> <p>The City had put together a request for purchase on the 12/22/25 meeting that was pulled in advance of the meeting due to the lack of availability of the Ford Lightning due to its discontinuation. TRANSWEST has since found an available model for purchase.</p>
Budget Impact	Not to exceed \$75,000
Attachment(s)	Invoice
Action(s) Requested	Staff requests Falcon Heights City Council to approve funding for the purchase of a 2025 Ford Lightning not to exceed \$75,000.



Transwest Ford
 2425 Broadway Street NE
 MINNEAPOLIS, MN 55413

Invoice

Contract Date: **01/08/2026**
 Deal #:
 Customer #: **52454090153**
 Invoice #: **F259085**
 Salesperson: **Sergey Sergeev**

Bill To:

Colin Callahan City of Falcon Heights
2077 West Larpenteur Avenue
FALCON HEIGHTS, MN 55113
P: (651) 468-7106

Ship To:

Colin Callahan City of Falcon Heights
2077 West Larpenteur Avenue
FALCON HEIGHTS, MN 55113
P: (651) 468-7106

REMIT TO: Transwest Ford | 2425 Broadway Street NE | MINNEAPOLIS, MN 55413

Stock #: F259085	VIN: 1FT6W3L76SWG02419	Mileage: 0	Price:	62,844.70
2025 Ford F-150 Lightning				
Accessories				
Trade Allowance				
Trade Difference				62,844.70
Doc Fee				350.00
State Transit Fee				20.00
License Fee				20.00
Transfer Fee				85.00
Tax				4,320.57
Trade Payoff				
Cash Down				
Net Total				67,640.27

BLANK PAGE



REQUEST FOR COUNCIL ACTION

Meeting Date	January 14, 2026
Agenda Item	Consent G16
Attachment	TIF 1-3 Multifamily Payment & TIF 1-4 Payment
Submitted By	Alyssa Landberg, Interim Finance Dir.

Item	Request approval of repayment of the Pay-as-You-Go TIF district payment to the TIF 1-3 Falcon Heights Town Square (Multifamily Apartments) and Pay-as-You-Go TIF district payment to TIF 1-4 Amber Union.
Description	<p>The TIF 1-3 Multifamily Housing parcel requires a pay-as-you-go payment to the developer for \$103,267.83.</p> <p>TIF 1-4 requires a pay-as-you-go payment to the developer for \$22,481.08.</p>
Budget Impact	Payment amounts were budgeted in the 2025 annual budget.
Attachment(s)	<ul style="list-style-type: none"> • TIF 1-3 Multifamily payment calculations from Ehlers. • TIF 1-4 Amber Union payment calculations from Ehlers.
Action(s) Requested	Motion to approve repayment of the pay-as-you-go TIF 1-3 Multifamily Housing payment to the developer in the amount of \$103,267.83 and repayment of the pay-as-you-go TIF 1-4 payment to the developer in the amount of \$22,481.08.

City of Falcon Heights, Minnesota

**Falcon Heights Town Square Limited Partnership (Multifamily)
LIMITED REVENUE NOTE**

Parcel No. R22-29-23-22-0147 & R22-29-23-22-0061
Principal \$ 1,496,020.00
Accrued Interest \$ 90,106.00
Dated 12/29/2003
Accrual Date 1/1/2006
Interest Rate 5.935%
Final Payment Date: 12/31/2031

5.935%

Yrs.	Available Increment	Adjustment Pending Petitions	Beginning Principal	Period Interest	Interest Paid	Principal Paid	Ending Principal	Unpaid Period Interest	Outstanding Interest	Payment Date Mth.	Yr.
	Additional Principal \$	90,106.00	\$ 1,496,020.00	\$ 88,788.79			\$ 1,586,126.00	\$ 88,788.79	\$ 88,788.79	December	2005
0.5	-		1,586,126.00	54,913.00			1,586,126.00	54,913.00	143,701.79	August	2006
1.0	44,719.00		1,586,126.00	39,223.57	44,719.00		1,586,126.00	(5,495.43)	138,206.36	December	2006
1.5	44,045.00		1,586,126.00	54,913.00	44,045.00	-	1,586,126.00	10,868.00	149,074.36	August	2007
2.0	44,045.00		1,586,126.00	39,223.57	44,045.00	-	1,586,126.00	(4,821.43)	144,252.93	December	2007
2.5	49,155.11		1,586,126.00	54,913.00	49,155.11	-	1,586,126.00	5,757.89	150,010.82	August	2008
3.0	49,503.49		1,586,126.00	39,223.57	49,503.49	-	1,586,126.00	(10,279.92)	139,730.90	December	2008
3.5	49,632.89		1,586,126.00	54,913.00	49,632.89	-	1,586,126.00	5,280.11	145,011.01	August	2009
4.0	49,386.40		1,586,126.00	39,223.57	49,386.40	-	1,586,126.00	(10,162.83)	134,848.18	December	2009
4.5	55,305.55		1,586,126.00	54,913.00	55,305.55	-	1,586,126.00	(392.55)	134,455.63	August	2010
5.0	52,484.85		1,586,126.00	39,223.57	52,484.85	-	1,586,126.00	(13,261.28)	121,194.35	December	2010
5.5	55,536.92		1,586,126.00	54,913.00	55,536.92	-	1,586,126.00	(623.92)	120,570.43	August	2011
6.0	53,668.16		1,586,126.00	39,223.57	53,668.16	-	1,586,126.00	(14,444.59)	106,125.84	December	2011
6.5	54,081.96		1,586,126.00	54,913.00	54,081.96	-	1,586,126.00	831.04	106,956.88	August	2012
7.0	50,831.43		1,586,126.00	39,223.57	50,831.43	-	1,586,126.00	(11,607.86)	95,349.02	December	2012
7.5	60,004.93		1,586,126.00	54,913.00	60,004.93	-	1,586,126.00	(5,091.93)	90,257.09	August	2013
8.0	58,142.53		1,586,126.00	39,223.57	58,142.53	-	1,586,126.00	(18,918.96)	71,338.13	December	2013
8.5	63,044.43		1,586,126.00	54,913.00	63,044.43	-	1,586,126.00	(8,131.43)	63,206.70	August	2014
9.0	63,064.58		1,586,126.00	39,223.57	63,064.58	-	1,586,126.00	(23,841.01)	39,365.69	December	2014
9.5	78,933.81		1,586,126.00	54,913.00	78,933.81	-	1,586,126.00	(24,020.81)	15,344.88	August	2015
10.0	71,124.91	(54,389.33)	1,586,126.00	39,223.57	23,472.14	-	1,586,126.00	15,751.43	31,096.31	December	2015
10.5	70,594.55	54,389.33	1,586,126.00	54,913.00	86,009.41	38,974.47	1,547,151.53	(31,096.41)	(0.10)	August	2016
11.0	23,903.36		1,547,151.53	38,259.77	23,903.36	-	1,547,151.53	14,356.41	14,356.31	December	2016
11.5	81,348.34		1,547,151.53	53,563.68	75,339.25	6,009.09	1,541,142.44	(21,775.57)	(7,419.26)	August	2017
12.0	79,892.83	(58,632.60)	1,541,142.44	38,111.17	21,260.23	-	1,541,142.44	16,850.94	9,431.68	December	2017
12.5	107,058.53	58,632.60	1,541,142.44	53,355.64	77,362.04	29,696.49	1,511,445.95	(24,006.40)	(14,574.72)	August	2018
13.0	88,459.58		1,511,445.95	37,376.80	37,376.80	51,082.78	1,460,363.16	-	(14,574.72)	December	2018
13.5	67,436.67		1,460,363.16	50,558.99	50,558.99	16,877.68	1,443,485.48	-	(14,574.72)	August	2019
14.0	65,790.62		1,443,485.48	35,696.19	35,696.19	30,094.43	1,413,391.05	-	(14,574.72)	December	2019
14.5	87,382.50		1,413,391.05	48,932.78	48,932.78	38,449.72	1,374,941.33	-	(14,574.72)	August	2020
15.0	85,740.39		1,374,941.33	34,001.15	34,001.15	51,739.24	1,323,202.09	-	(14,574.72)	December	2020
15.5	94,761.27		1,323,202.09	45,810.36	45,810.36	48,950.91	1,274,251.18	-	(14,574.72)	August	2021
16.0	93,881.40		1,274,251.18	31,511.17	31,511.17	62,370.23	1,211,880.95	-	(14,574.72)	December	2021
16.5	106,601.99		1,211,880.95	41,956.33	41,956.33	64,645.66	1,147,235.29	-	(14,574.72)	August	2022
17.0	104,734.43		1,147,235.29	28,370.17	13,795.45	90,938.98	1,056,296.31	14,574.72	0.00	December	2022
17.5	119,851.29		1,056,296.31	36,569.86	36,569.86	83,281.43	973,014.88	-	0.00	August	2023
18.0	118,594.66		973,014.88	24,061.85	24,061.85	94,532.81	878,482.07	-	0.00	December	2023
18.5	85,986.08		878,482.07	30,413.78	30,413.78	55,572.30	822,909.77	-		August	2024
19.0	125,306.08		822,909.77	20,349.87	20,349.87	104,956.21	717,953.56	-		December	2024
19.5	49,731.14		717,953.56	24,856.15	24,856.15	24,874.99	693,078.57	-		August	2025
20.0	103,267.83		693,078.57	17,139.26	17,139.26	86,128.57	606,950.00	-		December	2025
20.5	103,267.83		606,950.00	21,013.11	21,013.11	82,254.72	524,695.28	-		August	2026
21.0	103,267.83		524,695.28	12,975.28	12,975.28	90,292.55	434,402.73	-		December	2026
21.5	103,267.83		434,402.73	15,039.38	15,039.38	88,228.45	346,174.28	-		August	2027
22.0	103,267.83		346,174.28	8,560.60	8,560.60	94,707.23	251,467.05	-		December	2027
22.5	103,267.83		251,467.05	8,706.00	8,706.00	94,561.83	156,905.22	-		August	2028
23.0	103,267.83		156,905.22	3,880.14	3,880.14	99,387.69	57,517.53	-		December	2028
23.5	103,267.83		57,517.53	1,991.30	1,991.30	57,517.53	-	-		August	2029
24.0	-		-	-	-	-	-	-		December	2029
24.5	-		-	-	-	-	-	-		August	2030
25.0	-		-	-	-	-	-	-		December	2030
25.5	-		-	-	-	-	-	-		August	2031
26.0	-		-	-	-	-	-	-		December	2031
Total	\$ 3,485,190.31	\$ -		\$ 1,848,128.27	\$ 1,848,128.27	\$ 1,586,126.00		\$ 0.00			

2nd Half 2013 principal balance formula corrected. Need to fix OSA reports in 2013.
2nd Half 2015 includes an adjustment for pending petitions by the county for \$24,156.81 for 2014 and \$30,232.53 for 2015. Adjustment will be reversed in 1st Half 2016 settlement.
1st Half 2016 includes reversing adjustment for 2015 pending petitions. 2nd Half adjustment reversed and amount reduced by \$46,413.36 for actual petition refund.
2nd Half 2017 includes and adjustment for 2016 and 2017 pending petitions by the County for a total of \$58,632.60. Adjustment will be reversed in 1st Half 2018 settlement.
1st Half 2018 includes and adjustment for 2016 and 2017 pending petitions by the County for a total of \$58,632.60 and settled petitions for 2016, 2017 and 2018.
2nd Half 2022 includes a reallocation of principal and interest reflecting the interest payments on 8/1 and 12/31. Prior schedules calculated interest as of 8/1 and 2/1.
1st Half 2024 includes a reduction due to a Pay 2021 tax court petition refund on PIN 22-29-23-22-0148 for \$32,785.09 included in the January 2024 settlement.
1st Half 2025 includes a reduction due to a Pay 2023, Pay 2024, and Pay 2025 tax court petition refunds.

	Interest		Principal	Total Payment
	Period	Paid	Paid	
Prior Years	1,733,967.05	1,733,967.05	868,172.44	2,602,139.49
Current Year	45,206.02	41,995.41	111,003.56	152,998.97
Next Year	33,988.39	33,988.39	172,547.27	206,535.66
Future Years	38,177.42	38,177.42	434,402.73	472,580.15

TIF 1-4 Amber Union Apartments
City of Falcon Heights
Buhl GTA, LP

Pay As You Go Note #1

Assumptions			
Start Date (Int. Accrues from):	2/10/2023	Par Amount	\$ 1,565,037
First Compounding Interest Date:	8/1/2023	Term of Repayment	30.47
Final Payment Date:	2/1/2036	360-Day Year?	Yes
Interest Rate:	4.00%	Qualified Costs?	Yes
Interest Calculation:	Simple Interest - Interest Accrues		
Date of Qualified Costs:			

Term (Yrs)	Payment Date	Begin Balance	Period Interest Due	Increment Received *	95.00% % of Rev Used	Available Increment	Interest Payment	Principal Payment	Amount Paid	Difference	Ending Balance
0.00	2/10/2023	1,565,037.00	-	7,510.31	7,134.79	7,134.79	(7,134.79)	-	7,134.79	-	1,565,037.00
0.47	8/1/2023	1,565,037.00	29,735.70	7,510.30	7,134.79	7,134.79	(7,134.79)	-	7,134.79	-	1,565,037.00
0.97	12/31/2023	1,565,037.00	26,083.95	7,510.30	7,134.79	7,134.79	(7,134.79)	-	7,134.79	-	1,565,037.00
1.47	8/1/2024	1,565,037.00	36,691.42	138,110.91	131,205.36	131,205.36	(78,241.49)	(52,963.87)	131,205.36	-	1,512,073.13
1.97	12/31/2024	1,512,073.13	25,201.22	138,110.91	131,205.36	131,205.36	(25,201.22)	(106,004.14)	131,205.36	-	1,406,068.99
2.47	8/1/2025	1,406,068.99	32,964.51	23,664.29	22,481.08	22,481.08	(22,481.08)	-	22,481.08	-	1,406,068.99
2.97	12/31/2025	1,406,068.99	23,434.48	23,664.29	22,481.08	22,481.08	(22,481.08)	-	22,481.08	22,481.08	1,406,068.99
3.47	8/1/2026	1,406,068.99	32,964.51	23,664.29	22,481.08	22,481.08	(22,481.08)	-	-	44,962.16	1,406,068.99
3.97	12/31/2026	1,406,068.99	23,434.48	23,664.29	22,481.08	22,481.08	(22,481.08)	-	-	67,443.24	1,406,068.99
4.47	8/1/2027	1,406,068.99	32,964.51	23,664.29	22,481.08	22,481.08	(22,481.08)	-	-	89,924.32	1,406,068.99
4.97	12/31/2027	1,406,068.99	23,434.48	23,664.29	22,481.08	22,481.08	(22,481.08)	-	-	112,405.40	1,406,068.99
5.47	8/1/2028	1,406,068.99	32,964.51	23,664.29	22,481.08	22,481.08	(22,481.08)	-	-	134,886.48	1,406,068.99
5.97	12/31/2028	1,406,068.99	23,434.48	23,664.29	22,481.08	22,481.08	(22,481.08)	-	-	157,367.56	1,406,068.99
6.47	8/1/2029	1,406,068.99	32,964.51	23,664.29	22,481.08	22,481.08	(22,481.08)	-	-	179,848.64	1,406,068.99
6.97	12/31/2029	1,406,068.99	23,434.48	23,664.29	22,481.08	22,481.08	(22,481.08)	-	-	202,329.72	1,406,068.99
7.47	8/1/2030	1,406,068.99	32,964.51	23,664.29	22,481.08	22,481.08	(22,481.08)	-	-	224,810.80	1,406,068.99
7.97	12/31/2030	1,406,068.99	23,434.48	23,664.29	22,481.08	22,481.08	(22,481.08)	-	-	247,291.88	1,406,068.99
8.47	8/1/2031	1,406,068.99	32,964.51	23,664.29	22,481.08	22,481.08	(22,481.08)	-	-	269,772.96	1,406,068.99
8.97	12/31/2031	1,406,068.99	23,434.48	23,664.29	22,481.08	22,481.08	(22,481.08)	-	-	292,254.04	1,406,068.99
9.47	8/1/2032	1,406,068.99	32,964.51	23,664.29	22,481.08	22,481.08	(22,481.08)	-	-	314,735.12	1,406,068.99
9.97	12/31/2032	1,406,068.99	23,434.48	23,664.29	22,481.08	22,481.08	(22,481.08)	-	-	337,216.20	1,406,068.99
10.47	8/1/2033	1,406,068.99	32,964.51	23,664.29	22,481.08	22,481.08	(22,481.08)	-	-	359,697.28	1,406,068.99
10.97	12/31/2033	1,406,068.99	23,434.48	23,664.29	22,481.08	22,481.08	(22,481.08)	-	-	382,178.36	1,406,068.99
11.47	8/1/2034	1,406,068.99	32,964.51	23,664.29	22,481.08	22,481.08	(22,481.08)	-	-	404,659.44	1,406,068.99
11.97	12/31/2034	1,406,068.99	23,434.48	23,664.29	22,481.08	22,481.08	(22,481.08)	-	-	427,140.52	1,406,068.99
12.47	8/1/2035	1,406,068.99	32,964.51	23,664.29	22,481.08	22,481.08	(22,481.08)	-	-	449,621.60	1,406,068.99
12.97	12/31/2035	1,406,068.99	23,434.48	23,664.29	22,481.08	22,481.08	(22,481.08)	-	-	472,102.68	1,406,068.99
30.47	Year Term		1,722,505.71	811,856.81	771,264.06	771,264.06	(612,296.05)	(158,968.01)	299,161.38	21,716,723.28	-

Prepared by



12/22/2025

TIF 1-4 Amber Union Apartments

BLANK PAGE



REQUEST FOR COUNCIL ACTION

Meeting Date	January 14, 2026
Agenda Item	Policy H1
Attachment	N/A
Submitted By	Jack Linehan, City Administrator

Item	Modification to the 2026 City Calendar Schedule to Move City Council Workshops to 6:00 P.M. Preceding Regular City Council Meetings
Description	<p>At the January council goal-setting retreat, there was interest expressed in revising our current workshop format to move from one workshop meeting on the 1st Wednesday of the month at 6:30 PM to two workshops preceding our regular council meetings at 6:00 PM.</p> <p>The move to two monthly workshops will allow us to be more agile to issues that come up during the month, and will have additional benefits to include fewer meeting nights per month for staff & council and would leave the first Wednesday each month in the event we need to host other city events as a rare night that the Council Chambers are available. Additionally, NineNorth video operators will not need to staff for another meeting and there may be potential savings.</p> <p>As the workshops already are determined as a special meeting of the Council, the change in the calendar can be done as a regular vote.</p>
Budget Impact	N/A
Attachment(s)	2026 Calendar
Action(s) Requested	Staff recommends Council discuss the revised calendar and approve the modification to cancel the remaining regular workshop meetings and notice new workshop meetings starting with the workshop on Wednesday, January 28 th at 6PM and thereafter as a workshop proceeding each regular meeting.

2026 CALENDAR

JANUARY						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
FEBRUARY						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
MARCH						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
APRIL						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
MAY						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						
JUNE						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
JULY						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
AUGUST						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
SEPTEMBER						
S	M	T	W	T	F	S
			1	2	3	4
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
OCTOBER						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
NOVEMBER						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
DECEMBER						
S	M	T	W	T	F	S
			1	2	3	4
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

City Holidays		
City Council Workshop before Regular CC Meeting- 6:00 PM	Parks Commission - 6:30 PM State Fair Task Force 6:30 PM	CE Commission - 6:30 PM Planning Commission - 7:00 PM Environment Commission - 6:30 PM
City Events Spring Together - May 16 Ice Cream Social - July 16 Fall Fest - Tentatively Oct. 10 Sustainability Fair - April 18		



REQUEST FOR COUNCIL ACTION (RCA)

Meeting Date	January 14, 2025
Agenda Item	Policy H2
Attachment(s)	Administrative Manual Update from 8.26.20
Submitted By	Jack Linehan, City Administrator

Item	Immigration Enforcement – Review of Policies Surrounding Use of City Property for Federal Staging
Description	<p>As federal immigration enforcement activities are increasing, the question has arisen on the possibility of use of City property for staging of Immigrations & Customs (ICE) activities, and the City's regulations of city-owned property. Council members have asked staff to bring forward a discussion on the topic.</p> <p>This is an opportunity to review current practices and policies, making any necessary updates.</p>
Budget Impact	N/A
Attachment(s)	<ul style="list-style-type: none">• Administrative Manual Update from 8.26.20
Action(s) Requested	The City Council is requested to discuss and provide guidance to Staff.

- City property
- ^
- Clear prohibition

City of Falcon Heights Administrative Manual

Section I City Council

- A. Ethics Policy
- B. City Council Standing Rules
- C. Public Meeting Guidelines
- D. Standards Concerning Communication and
Enforcement of Immigration Laws**

D. STANDARDS CONCERNING COMMUNICATION AND ENFORCEMENT OF IMMIGRATION LAWS

I. Purpose

Although the City works cooperatively with the Department of Homeland Security, as it does with all state and federal agencies under relevant state and federal laws, the City does not operate its programs for the purpose of enforcing federal immigration laws.

II. In General

In conformity with state and federal law, when determining eligibility for, and providing general city services, city employees and officials shall:

- (1) Complete I-9 forms, question a person regarding the I-9 form and documents supporting the I-9 form, and may allow Homeland Security to audit the I-9 forms as required by law.
- (2) City employees shall request and inquire about immigration status only when specifically mandated to do so by law. As a corollary, City employees shall solicit evidence of a person's identity only when necessitated by the employee's work duties. City employees shall not discriminate against any current or potential service users based on race, sexuality, creed, religion, disabilities, immigration status, or any other identity factor.
- (3) Other than complying with lawful subpoenas, city employees and representatives shall not use city resources to detect or apprehend persons whose only violation of law is or may be being undocumented, being out of status, or illegally residing in the United States (collectively) undocumented.
- (4) A Minnesota issued driver's license and or a photo identity document issued by the person's nation of origin such as a driver's license, passport, or matricula consular are each adequate evidence of identity and the possession of either shall not subject the person to higher levels of scrutiny or different treatment. This paragraph does not apply to I-9 forms.

General city services means all city services except services specifically listed as public safety services in Section III.

III. Public Safety

In conformity with state and federal law, when performing public safety duties, city employees, shall:

- (1) Not perform any public safety action for the purpose of detecting the presence of undocumented persons, or to verify immigration status, including but not limited to questioning any person or persons about their immigration status.

- (2) Shall not question, apprehend or detain any person for violations of federal civil immigration laws except when immigration status is an element of the crime or when enforcing 8 U.S.C. 1324(c).

All public safety conduct related to the communication and enforcement of civil immigration law shall be documented and made available to (a) the City Attorney, (b) City Council, and (c) the City Administrator. The report shall include any applicable Department of Homeland Security mission statement and operational guidelines, the reason for the dispatch of personnel, the name of the homeland security agent in charge, and the name of the officer authorizing the use of city personnel.

The City shall make all efforts to contract with public safety agencies, including the police that abide by the standards and practices of Public Safety Officers in this Section.

IV. Complaints and Discipline

Violation of this Policy shall be subject to disciplinary action under the appropriate union contract, civil service commission rules, or Falcon Heights Personnel Policy. It shall not be a violation of this chapter to require the completion of I-9 forms or to inquire into or disclose the immigration status of the complainant or witnesses if necessary as part of the investigation of a complaint of a violation of this chapter, or if deemed necessary by the appointing authority to administer discipline for such violations.

V. Subpoena

This policy does not prohibit city employees from responding to a properly issued subpoena.