

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

AGENDA
September 23, 2009

- A. CALL TO ORDER: 7:00 PM
- B. ROLL CALL: LINDSTROM ____ HARRIS ____ KUETTEL ____
LONG ____ MERCER-TAYLOR ____
MILLER ____
- C. PRESENTATIONS:
- D. APPROVAL OF MINUTES: September 9, 2009 **TAB 1**
- E. PUBLIC HEARINGS:
1. 2009 Street Improvement Project Assessment Hearing **TAB 2**
- F. CONSENT AGENDA:
1. General Disbursements through 9/17/09: \$324,972.84
Payroll through 8/27/09: \$15,457.33 **TAB 3**
2. Award Bid for Damaged Curb Replacement **TAB 4**
3. Establish the Budget Line Items of the Special Revenue Fund CERT (205) **TAB 5**
4. Approval of Elections Judges for November 3rd Municipal Election **TAB 6**
5. Kaliedoscope Lease Agreement Resolution **TAB 7**
- G: POLICY ITEMS
1. Greensteps Cities Demonstration Project Application **TAB 8**
- H. INFORMATION/ ANNOUNCEMENTS:
I. COMMUNITY FORUM:
J. ADJOURNMENT:

If you have a disability and need accommodation in order to attend this meeting, please notify City Hall 48 hours in advance between the hours of 8:00 a.m. and 4:30 p.m. at 651-792-7600. We will be happy to help

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

AGENDA
September 9, 2009

- A. CALL TO ORDER: 7:00 PM
- B. ROLL CALL: LINDSTROM X HARRIS X KUETTEL X
LONG X MERCER-TAYLOR X
MILLER X
- C. PRESENTATIONS: Recognition of Kristin Kuhens, recipient of the Girl Scout Gold Award.
- D. APPROVAL OF MINUTES: August 26, 2009 APPROVED
- F. PUBLIC HEARINGS:
- F. CONSENT AGENDA: MERCER-TAYLOR MOVED APPROVAL 5-0
 - 1. General Disbursements through 9/3/09: \$134,376.39
Payroll through 8/27/09: \$15,106.88
 - 2. City License Renewals
 - 3. Flood Plain Regulation Summary Ordinance
 - 4. Fire Department Assistant Chief Appointment
- G: POLICY ITEMS
 - 1. Public Works Dump Truck Purchase KUETTEL MOVED APPROVAL 5-0
 - 2. Setting of 2010 Preliminary Tax Levy HARRIS MOVED APPROVAL 5-0
 - 3. Conditional Use Permit for a Solar-powered Heating System
at 1800 Larpenteur KUETTEL MOVED APPROVAL 5-0
 - 4. Pre-Emptive Ash Tree Removal Program NO ACTION TAKEN
- K. INFORMATION/ANNOUNCEMENTS:
- L. COMMUNITY FORUM:
- M. ADJOURNMENT: ADJOURN AT 8:07PM.

ITEM : 2009 Street Improvement Project Assessment Hearing

SUBMITTED BY: Deb Bloom, City Engineer

EXPLANATION:

On August 26, 2009, the City Council set a date to hold a public hearing for the purpose of establishing special assessments for city project 09-10. This improvement includes the following street segments:

- Prior Avenue, (Larpenteur Ave to cul- de- sac)
- Maple Knoll Drive, (Fry St to Garden Ave)
- Garden Ave, (Fry St to W Snelling Frontage Rd)
- Fry Street, (Maple Knoll Dr to Garden Ave)

This project was completed at the end of August. It is suggested that the public hearing be conducted according to the attached agenda.

At the assessment hearing, staff will go through a brief presentation that will include a description of the project, project financing, and a discussion of typical assessments for properties benefiting from these improvements. Staff will summarize the City assessment policy and how it has been applied to this project.

It is suggested that if property owners have individual concerns about the quality of construction as part of the project or specific information about project deficiencies, these should be referred to the City Engineer. Typically, these kinds of complaints relate to quality of finished construction and are covered under the one-year contract warranty period. Correction of these types of problems should not delay the adoption of assessment rolls.

Any appeals of proposed assessments must be received in writing before the public hearing is closed. Further, the city allows for assessment deferrals if the property is owned and occupied by persons 65 years of age or older, or retired by virtue of a permanent and total disability for whom it would be a hardship to make payments. Any deferral request must also be made in writing before the close of the public hearing.

This project has been completed in accordance with the plans and specifications and there are no major problems with construction according to our final review.

It is the City's policy to assess a portion of street mill and overlay costs. The City follows the requirements of Chapter 429 of state statute for the assessment process. The proposed assessment roll has been prepared in accordance with Falcon Heights' assessment policy and is consistent with the recommendations in the feasibility report prepared for this project. The preliminary assessment roll was approved by the city council on August 26th, and the next step in the process is to hold a public hearing.

After the public hearing, the city council adopts the assessment roll making it final. The City allows for a 30-day pre-payment period after the roll adoption. Following the pre-payment period, assessment rolls are certified to Ramsey County for collection. The City will have the rolls certified by early November in order to allow the County enough time to add the assessments to property taxes. The assessments are proposed to be spread over a seven year period at an interest rate of 6%.

Financial Impacts

The final assessment roll has been prepared in accordance with Falcon Heights's assessment policy and as outlined in the project feasibility report. Since this project is now complete, the assessable costs are based on actual project costs.

Attached is a project financing summary detailing the feasibility report and anticipated project cost for this improvement. This project will be financed using assessments, St. Paul Water Utility funds, and Municipal State Aid funds.

The final assessment roll has been prepared in accordance with Falcon Heights' assessment policy and as outlined in the project feasibility report. The preliminary assessment roll is attached and will be presented in detail at the assessment hearing for this project.

Staff Recommendation

Approve the attached resolution adopting and confirming the 2009 assessments. The 2009 assessment process is suggested to proceed according to the following schedule:

August 12	Resolution declaring costs to be assessed, ordering preparation of assessment rolls
August 26	Resolution receiving assessment rolls, setting hearing date.
September 1	Notice of hearing published in the <i>Roseville Review</i>
September 10	Mail notices to affected property owners
September 23	Assessment hearing- final adoption of assessment roll
Sept 24- Oct 26	Prepayment of assessments (30 days)
Oct 27-30	Tally of final assessment roll
November 2	Certification of assessment rolls to Ramsey County

Requested Council Action

Approval of a resolution adopting and confirming assessments for City Project 09-10.

CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION
September 23, 2009
No. 09-11

**RESOLUTION ADOPTING AND CONFIRMING ASSESSMENTS
FOR P- 09-10 MILL AND OVERLAY PROJECT**

WHEREAS, pursuant to proper notice duly given as required by law, the council has met and heard and passed upon all objections to the proposed assessment for the public improvements P-09-10 Mill and Overlay Project. This project included repair of curb and gutter, bituminous mill and overlay, and necessary appurtenances of the following street segments;

- Prior Avenue, (Larpenteur Ave to cul- de- sac)
- Maple Knoll Drive, (Fry St to Garden Ave)
- Garden Ave, (Fry St to W Snelling Frontage Rd)
- Fry Street, (Maple Knoll Dr to Garden Ave)

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

1. Such proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual installments extending over a period of seven years, the first of the installments to be payable on or before the first Monday in January 2010, and shall bear interest at the rate of six percent per annum from the date of the adoption of this assessment resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2009. To each subsequent installment, when due, shall be added interest for one year on all unpaid installments.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the city treasurer, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of this resolution; and he/she may, at any time thereafter, pay to the city treasurer the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the next succeeding year
4. The city administrator shall forthwith transmit a certified duplicate of this assessment to the county auditor to be extended on the property tax lists of the county. Such assessments shall be collected and paid over in the same manner as other municipal taxes.

Moved by:

LINDSTROM In Favor
KUETTEL
HARRIS Against
LONG
MERCER-TAYLOR

Approved by: _____
Peter Lindstrom, Mayor
September 23, 2009

Attested by: _____
Justin Miller, Administrator
September 23, 2009

Project 09-10

9/8/2009

S. P. NO. 124-050-006 Mill and Overlay
 PRIOR AVENUE/ MAPLE KNOLL/ GARDEN/ FRY
Project Financing Summary

	Feasibility Report	Estimated Final Cost	Actual final Cost
Reconstruction	\$ 192,226.52	\$ 169,797.76	\$ 129,676.47
Watermain	\$ 208,982.57	\$ 128,353.53	\$ 92,798.77
Total Construction Cost	\$ 401,209.09	\$ 298,151.29	\$ 222,475.24
Engineering*	\$ 74,899.04	\$ 48,778.49	\$ 30,416.60
Percent of construction	17.00%	16.36%	13.67%
Total Project Cost	\$ 476,108.13	\$ 346,929.78	\$ 252,891.84

*Engineering cost estimates included in feasibility report totals

Summary of Non-assessable costs

Watermain	\$ 208,982.57	\$ 128,353.53	\$ 92,798.77
Engineering*	\$ 35,527.04	\$ 21,820.10	\$ 15,182.17

Total Non- assessable costs

\$ 244,509.61	\$ 150,173.63	\$ 107,980.94
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Summary of Assessment Calculations

Assessable Cost	\$ 231,598.52	\$ 196,756.15	\$ 144,910.90
Total Assessable Frontage	4552.18	4,552.18	4,552.18
Assessment Rate (100%)	\$ 50.88	\$ 43.22	\$ 31.83
Assessment Rate (60%)	\$ 30.53	\$ 25.93	\$ 19.10
Assessment Rate (40%)	\$ 20.35	\$ 17.29	\$ 12.73
Total Special assessments (100%)	\$ 9,423.84	\$ 8,006.09	\$ 5,896.48
Total Special Assessments (60%)	\$ 47,332.14	\$ 40,211.36	\$ 29,615.66
Total Special Assessments (40%)	\$ 57,315.11	\$ 48,692.46	\$ 35,861.99

Total Special Assessments

\$ 114,071.09	\$ 96,909.90	\$ 71,374.14
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Project Financing Summary

MSA costs	\$ 117,527.43	\$ 99,846.25	\$ 73,536.76
St. Paul Water Utility	\$ 244,509.61	\$ 150,173.63	\$ 107,980.94
Special Assessments	\$ 114,071.09	\$ 96,909.90	\$ 71,374.14
Total	\$ 476,108.13	\$ 346,929.78	\$ 252,891.84

09-10 2009 Mill and Overlay Project
 Pending Assessment Roll
 09/14/09

Total assessable project cost
 Total Frontage (feet)
 Assessment Rate (100%)
 Assessment Rate (60%)
 Assessment Rate (40%)

Actual Cost	Feasibility Report
\$ 144,910.90	\$ 231,598.52
4552.18	4,552.18
\$ 31.83	\$ 50.88
\$ 19.10	\$ 30.53
\$ 12.73	\$ 20.35

Parcel ID	Street Address	Frontage	40%	60%	100%	Actual Assessment	Feasibility Assessment	Notes
162923330036	0 Prior Avenue	0.00	40%			\$ -	\$ -	Common Lot
162923330028	1741 MAPLE COURT	9.79	40%			\$ 124.68	\$ 199.27	((175+60)/24)
162923330035	1742 MAPLE COURT	9.79	40%			\$ 124.68	\$ 199.27	((175+60)/24)
162923330029	1743 MAPLE COURT	9.79	40%			\$ 124.68	\$ 199.27	((175+60)/24)
162923330034	1744 MAPLE COURT	9.79	40%			\$ 124.68	\$ 199.27	((175+60)/24)
162923330030	1745 MAPLE COURT	9.79	40%			\$ 124.68	\$ 199.27	((175+60)/24)
162923330033	1746 MAPLE COURT	9.79	40%			\$ 124.68	\$ 199.27	((175+60)/24)
162923330031	1747 MAPLE COURT	9.79	40%			\$ 124.68	\$ 199.27	((175+60)/24)
162923330032	1748 MAPLE COURT	9.79	40%			\$ 124.68	\$ 199.27	((175+60)/24)
162923330038	1749 MAPLE COURT	9.79	40%			\$ 124.68	\$ 199.27	((175+60)/24)
162923330037	1750 MAPLE COURT	9.79	40%			\$ 124.68	\$ 199.27	((175+60)/24)
162923330039	1751 MAPLE COURT	9.79	40%			\$ 124.68	\$ 199.27	((175+60)/24)
162923330040	1752 MAPLE COURT	9.79	40%			\$ 124.68	\$ 199.27	((175+60)/24)
162923330042	1753 MAPLE COURT	9.79	40%			\$ 124.68	\$ 199.27	((175+60)/24)
162923330041	1754 MAPLE COURT	9.79	40%			\$ 124.68	\$ 199.27	((175+60)/24)
162923330043	1755 MAPLE COURT	9.79	40%			\$ 124.68	\$ 199.27	((175+60)/24)
162923330044	1756 MAPLE COURT	9.79	40%			\$ 124.68	\$ 199.27	((175+60)/24)
162923330046	1757 MAPLE COURT	9.79	40%			\$ 124.68	\$ 199.27	((175+60)/24)
162923330045	1758 MAPLE COURT	9.79	40%			\$ 124.68	\$ 199.27	((175+60)/24)
162923330047	1759 MAPLE COURT	9.79	40%			\$ 124.68	\$ 199.27	((175+60)/24)
162329330048	1760 MAPLE COURT	9.79	40%			\$ 124.68	\$ 199.27	((175+60)/24)
162923330050	1783 MAPLE COURT	9.79	40%			\$ 124.68	\$ 199.27	((175+60)/24)
162923330049	1784 MAPLE COURT	9.79	40%			\$ 124.68	\$ 199.27	((175+60)/24)
162923330051	1785 MAPLE COURT	9.79	40%			\$ 124.68	\$ 199.27	((175+60)/24)
162923330052	1786 MAPLE COURT	9.79	40%			\$ 124.68	\$ 199.27	((175+60)/24)
162923410013	1665 GARDEN AVE	96.00	40%			\$ 1,222.40	\$ 1,953.65	
162923410014	1655 GARDEN AVE	96.00	40%			\$ 1,222.40	\$ 1,953.65	
162923410015	1645 GARDEN AVE	96.00	40%			\$ 1,222.40	\$ 1,953.65	
162923410016	1635 GARDEN AVE	96.00	40%			\$ 1,222.40	\$ 1,953.65	
162923410017	1625 GARDEN AVE	96.00	40%			\$ 1,222.40	\$ 1,953.65	
162923410018	1615 GARDEN AVE	96.00	40%			\$ 1,222.40	\$ 1,953.65	
162923410019	1609 GARDEN AVE	85.55	40%			\$ 1,089.34	\$ 1,740.99	30 setback
162923410020	1603 GARDEN AVE	65.32	40%			\$ 831.74	\$ 1,329.30	30 setback
162923410021	1597 GARDEN AVE	66.24	40%			\$ 843.46	\$ 1,348.02	30 setback
162923410022	1591 GARDEN AVE	100.04	40%			\$ 1,273.84	\$ 2,035.87	corner -long side
162923410023	1607 MAPLE KNOLL DR	160.00	40%			\$ 2,037.33	\$ 3,256.09	corner -long side
162923410024	1616 GARDEN AVE	105.00	40%			\$ 1,337.00	\$ 2,136.81	
162923410025	1626 GARDEN AVE	105.00	40%			\$ 1,337.00	\$ 2,136.81	

09-10 2009 Mill and Overlay Project
 Pending Assessment Roll
 09/14/09

Total assessable project cost
 Total Frontage (feet)
 Assessment Rate (100%)
 Assessment Rate (60%)
 Assessment Rate (40%)

Actual Cost	Feasibility Report
\$ 144,910.90	\$ 231,598.52
4552.18	4,552.18
\$ 31.83	\$ 50.88
\$ 19.10	\$ 30.53
\$ 12.73	\$ 20.35

Parcel ID	Street Address	Frontage	40%	60%	100%	Actual Assessment	Feasibility Assessment	Notes
162923410026	1636 GARDEN AVE	105.00	40%			\$ 1,337.00	\$ 2,136.81	
162923410027	1646 GARDEN AVE	105.00	40%			\$ 1,337.00	\$ 2,136.81	
162923410028	1656 GARDEN AVE	105.00	40%			\$ 1,337.00	\$ 2,136.81	corner- long side
162923440001	1592 MAPLE KNOLL DR	0.00	40%			\$ -	\$ -	corner-short side
162923440002	1604 MAPLE KNOLL DR	82.24	40%			\$ 1,047.19	\$ 1,673.63	30 setback
162923440003	1610 MAPLE KNOLL DR	100.00	40%			\$ 1,273.33	\$ 2,035.06	
162923440004	1618 MAPLE KNOLL DR	100.00	40%			\$ 1,273.33	\$ 2,035.06	
162923440005	1628 MAPLE KNOLL DR	0.00	40%			\$ -	\$ -	corner- short side
162923440006	1615 MAPLE KNOLL DR	105.00	40%			\$ 1,337.00	\$ 2,136.81	
162923440007	1633 MAPLE KNOLL DR	105.00	40%			\$ 1,337.00	\$ 2,136.81	
162923440008	1643 MAPLE KNOLL DR	105.00	40%			\$ 1,337.00	\$ 2,136.81	
162923440009	1653 MAPLE KNOLL DR	105.00	40%			\$ 1,337.00	\$ 2,136.81	
162923440010	1659 MAPLE KNOLL DR	105.00	40%			\$ 1,337.00	\$ 2,136.81	corner- long side
162923440033	1660 MAPLE KNOLL DRIVE	0.00	40%			\$ -	\$ -	corner- short side
162923440034	1642 MAPLE KNOLL DR	0.00	40%			\$ -	\$ -	corner- short side
162923440068	1654 MAPLE KNOL DR	95.00	40%			\$ 1,209.67	\$ 1,933.30	
162923440069	1801 FRY ST	101.00	40%			\$ 1,286.07	\$ 2,055.41	
162923330021	1755 PRIOR AVE N	145.00		60%		\$ 2,769.50	\$ 4,426.25	
162923330020	1781 PRIOR AVE N	286.98		60%		\$ 5,481.31	\$ 8,760.31	
162923340078	2025 LARPEN TEUR AVE W	327.15		60%		\$ 6,248.56	\$ 9,986.53	
162923340080	2025 LARPEN TEUR AVE W	403.57		60%		\$ 7,708.18	\$ 12,319.31	
162923340094	2025 LARPEN TEUR AVE W	387.86		60%		\$ 7,408.12	\$ 11,839.75	
162923430001	University of Minnesota	185.23			100%	\$ 5,896.48	\$ 9,423.84	
TOTALS		4552.18				\$ 71,374.14	\$ 114,071.09	

CONSENT F1
9/23/09

ITEM: **General Disbursements and Payroll**

SUBMITTED BY: **Roland Olson, Finance Director**

REVIEWED BY: **Justin Miller, City Administrator**

EXPLANATION:

General Disbursements through 9/17/09: \$324,972.84

Payroll through 9/15/09: \$15,457.33

ATTACHMENTS:

General disbursements and payroll

ACTION REQUESTED:

Approval

PACKET: 00347 PAYABLES SEPT 4-SEPT 17

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
=====						
01-00867	ALBRECHT ENTERPRISES					
I-10019789		PVC CONDUIT:PARKING LOT LIGHT	903.55			
9/11/2009	APBNK	DUE: 9/11/2009 DISC: 9/11/2009		1099: N		
		PVC CONDUIT:PARKING LOT LIGHT		419 4419-92030-000	CITY HALL PARKING LOT	903.55
=== VENDOR TOTALS ===			903.55			
=====						
01-00800	ALLIED WASTE SERVICES					
I-0923-001298-958		SEPT/09 WASTE REMOVAL	232.71			
9/11/2009	APBNK	DUE: 9/11/2009 DISC: 9/11/2009		1099: N		
		SEPT/09 WASTE REMOVAL		101 4131-82010-000	WASTE REMOVAL	232.71
=== VENDOR TOTALS ===			232.71			
=====						
01-00250	AMERIPRIDE LINEN&APPAREL					
I-1000286423		LINEN CLEANING	34.45			
9/11/2009	APBNK	DUE: 9/11/2009 DISC: 9/11/2009		1099: N		
		LINEN CLEANING		101 4124-82011-000	LINEN CLEANING	34.45
=== VENDOR TOTALS ===			34.45			
=====						
01-00295	AVR, INC					
I-200909111982		CONCRETE-SIDEWALK PANELS	1,082.60			
9/11/2009	APBNK	DUE: 9/11/2009 DISC: 9/11/2009		1099: N		
		CONCRETE-SIDEWALK PANELS		412 4412-92022-000	SIDEWALK PANELS	1,082.60
=== VENDOR TOTALS ===			1,082.60			
=====						
01-03001	CAMPBELL KNUTSON					
I-200909111978		AUGUST/08 LEGALS	473.00			
9/11/2009	APBNK	DUE: 9/11/2009 DISC: 9/11/2009		1099: N		
		AUGUST/08 LEGALS		101 4114-80200-000	LEGAL FEES	473.00
=== VENDOR TOTALS ===			473.00			
=====						
01-03123	CINTAS CORPORATION #470					
I-470335018		RUG SERVICE & SHOP TOWEL SVC	31.56			
9/11/2009	APBNK	DUE: 9/11/2009 DISC: 9/11/2009		1099: N		
		RUG SERVICE AND SHOP TOWEL SVC		101 4131-87010-000	CITY HALL MAINTENANCE	31.56
=== VENDOR TOTALS ===			31.56			

PACKET: 00347 PAYABLES SEPT 4-SEPT 17

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
=====						
01-03122	CITY OF ST PAUL					
I-11273		PRINT & PUBLISH REC GUIDE	772.17			
9/11/2009	APBNK	DUE: 9/11/2009 DISC: 9/11/2009		1099: N		
		PRINT & PUBLISH REC GUIDE		201 4201-70440-000	PRINT & PUBLISHING	772.17
		=== VENDOR TOTALS ===	772.17			
=====						
01-04000	EHLERS AND ASSOCIATES					
I-340289		2010 INCREMENT BUDGET ESTIMAT	95.00			
9/11/2009	APBNK	DUE: 9/11/2009 DISC: 9/11/2009		1099: N		
		2010 INCREMENT BUDGET ESTIMATE		412 4412-81900-000	OTHER PROFESSIONAL SERVI	32.00
		2010 INCREMENT BUDGET ESTIMATE		413 4413-81900-000	OTHER PROFESSIONAL SERVI	32.00
		2010 INCREMENT BUDGET ESTIMATE		414 4414-81900-000	OTHER PROFESSIONAL SERVI	31.00
I-340290		OSA TIF REPORTING	190.00			
9/11/2009	APBNK	DUE: 9/11/2009 DISC: 9/11/2009		1099: N		
		OSA TIF REPORTING		412 4412-81900-000	OTHER PROFESSIONAL SERVI	63.33
		OSA TIF REPORTING		413 4413-81900-000	OTHER PROFESSIONAL SERVI	63.33
		OSA TIF REPORTING		414 4414-81900-000	OTHER PROFESSIONAL SERVI	63.34
		=== VENDOR TOTALS ===	285.00			
=====						
01-04018	EMILY EWAN					
I-200909111975		REISSUE LOST PAYROLL CHECK	58.18			
9/11/2009	APBNK	MANUAL CK# 075363 9/07/2009		1099: N		
		REISSUE LOST PAYROLL CHECK		201 4201-60530-000	SEASONAL EMPLOYEES	31.18
		REISSUE LAST PAYROLL CHECK		101 4116-60520-000	PART TIME EMPLOYEES - CA	27.00
		=== VENDOR TOTALS ===	58.18			
=====						
01-04017	ENVIRONMENTAL SYSTEMS RESEARCH					
I-92050276		GIS LICENSE	405.70			
9/11/2009	APBNK	DUE: 9/11/2009 DISC: 9/11/2009		1099: N		
		GIS LICENSE		101 4117-80500-000	GIS SUPPORT	405.70
		=== VENDOR TOTALS ===	405.70			
=====						
01-04084	FIRE EQUIPMENT SPECIALTIES					
I-6315		BUNKERBOOTS & BATTERY PACK	613.30			
9/17/2009	APBNK	DUE: 9/17/2009 DISC: 9/17/2009		1099: N		
		3 BUNKERBOOTS		402 4402-91000-000	MACHINERY & EQUIPMENT	438.07
		STREAMLIGHT BATTERY PACK		402 4402-91000-000	MACHINERY & EQUIPMENT	175.23
		=== VENDOR TOTALS ===	613.30			

PACKET: 00347 PAYABLES SEPT 4-SEPT 17

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
=====						
01-05115	GOPHER STATE ONE CALL					
I-9080489		AUG/09 LOCATES	91.65			
9/11/2009	APBNK	DUE: 9/11/2009 DISC: 9/11/2009		1099: N		
		AUG/09 LOCATES		601 4601-88030-000	ONE CALL CONCEPTS-LOCATE	91.65
		=== VENDOR TOTALS ===	91.65			
=====						
01-05166	GRAINGER, W. W., INC.					
I-9066981367		GLOVES	41.84			
9/11/2009	APBNK	DUE: 9/11/2009 DISC: 9/11/2009		1099: N		
		GLOVES		101 4141-70100-000	SUPPLIES	41.84
		=== VENDOR TOTALS ===	41.84			
=====						
01-05404	KURHAJETZ, CLEM					
I-200909111979		MILEAGE REIMBURSEMENT	8.25			
9/11/2009	APBNK	DUE: 9/11/2009 DISC: 9/11/2009		1099: N		
		MILEAGE REIMBURSEMENT		101 4124-86010-000	MILEAGE	8.25
		=== VENDOR TOTALS ===	8.25			
=====						
01-05251	GARY KWONG					
I-200909151985		CERT EXERCISE SUPPLIES	20.54			
9/15/2009	APBNK	DUE: 9/15/2009 DISC: 9/15/2009		1099: N		
		CERT EXERCISE SUPPLIES		205 4205-80350-000	COURSE MATERIALS	20.54
		=== VENDOR TOTALS ===	20.54			
=====						
01-07272	LILLIE SUBURBAN NEWSPAPER					
I-200909111983		LEGALS	110.25			
9/11/2009	APBNK	DUE: 9/11/2009 DISC: 9/11/2009		1099: N		
		LEGALS		101 4111-70410-000	LEGAL NOTICES	110.25
		=== VENDOR TOTALS ===	110.25			
=====						
01-05665	METROPOLITAN COUNCIL					
I-0000908265		OCT/09 S.S.	37,543.37			
9/11/2009	APBNK	DUE: 9/11/2009 DISC: 9/11/2009		1099: N		
		OCT/09 S.S.		601 4601-85060-000	METRO SEWER CHARGES	37,543.37
		=== VENDOR TOTALS ===	37,543.37			

PACKET: 00347 PAYABLES SEPT 4-SEPT 17

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
=====						
01-05730	MINNEAPOLIS PAPER COMPANY					
I-145976		GOLD & REGULAR COPY PAPER	139.23			
9/11/2009	APBNK	DUE: 9/11/2009 DISC: 9/11/2009		1099: N		
		GOLD & REGULAR COPY PAPER		101 4112-70100-000	SUPPLIES	139.23
		=== VENDOR TOTALS ===	139.23			
=====						
01-06446	NXKEM PRODUCTS					
I-107668		FOAMING DISINFECTANT	172.08			
9/11/2009	APBNK	DUE: 9/11/2009 DISC: 9/11/2009		1099: N		
		FOAMING DISINFECTANT		101 4141-70100-000	SUPPLIES	172.08
		=== VENDOR TOTALS ===	172.08			
=====						
01-06067	OWENS COMPANIES INC					
I-200909171989		REFUND; OVERPAID PERMIT	2.50			
9/17/2009	APBNK	DUE: 9/17/2009 DISC: 9/17/2009		1099: N		
		REFUND; OVERPAID PERMIT		101 32220-000	MECHANICAL PERMITS	2.50
		=== VENDOR TOTALS ===	2.50			
=====						
01-06065	OXYGEN SERVICE COMPANY					
I-03121802		AIR TANK RENTALS	56.79			
9/11/2009	APBNK	DUE: 9/11/2009 DISC: 9/11/2009		1099: N		
		AIR TANK RENTALS		101 4124-70100-000	SUPPLIES	56.79
		=== VENDOR TOTALS ===	56.79			
=====						
01-06945	QWEST					
I-200909151986		AUTO DIALER PHONE LINE	58.40			
9/11/2009	APBNK	DUE: 9/11/2009 DISC: 9/11/2009		1099: N		
		AUTO DIALER PHONE LINE		601 4601-85011-000	TELEPHONE - LANDLINE	58.40
I-200909171988		QWEST	58.61			
9/17/2009	APBNK	DUE: 9/17/2009 DISC: 9/17/2009		1099: N		
		LANDLINE TELEPHONE		101 4141-85011-000	TELEPHONE - LANDLINE	58.61
		=== VENDOR TOTALS ===	117.01			

PACKET: 00347 PAYABLES SEPT 4-SEPT 17

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

01-06185 RAMSEY COUNTY

I-200909111973		USED DUMP TRUCK	17,000.00			
9/11/2009	APBNK	MANUAL CK# 075366 9/10/2009		1099: N		
		USED DUMP TRUCK		601 4601-91000-000	EQUIPMENT	17,000.00

I-RISK-001273		SEPT/09 INSURANCE	6,566.48			
9/11/2009	APBNK	DUE: 9/11/2009 DISC: 9/11/2009		1099: N		
		SEPT/09 INSURANCE		101 4112-89000-000	MISCELLANEOUS	6,566.48

=== VENDOR TOTALS === 23,566.48

01-06312 RUM RIVER CONTRACTING

I-#3		PARTIAL PYMT # 3 ON PROJECTS	236,156.54			
9/15/2009	APBNK	DUE: 9/15/2009 DISC: 9/15/2009		1099: N		
		PARTIAL PYMT # 3 POROUS PVMT		426 4426-92000-000	PARKING LOT POROUS PAVEM	60,696.13
		PARTIAL PYMT # 3 STORM		426 4426-92200-000	PARKING LOT - STORM	38,170.70
		PARTIAL PYMT # 3 RAIN GARDEN		426 4426-92500-000	RAIN GARDEN	8,500.56
		PARTIAL PYMT # 3 PRIOR		419 4419-92040-000	MAPLE/PRIOR MILL & OVERL	41,990.13
		PARTIAL PYMT # 3 MAPLE KNOLL		419 4419-92040-000	MAPLE/PRIOR MILL & OVERL	49,694.97
		PARTIAL PYMT # 3 ST PAUL WATER		419 4419-92050-000	MAPLE/PRIOR WATER UPGRA	37,104.05

=== VENDOR TOTALS === 236,156.54

01-06386 S & S TREE SPECIALISTS IN

I-33728		TREE & STUMP REMOVAL	5,307.08			
9/11/2009	APBNK	DUE: 9/11/2009 DISC: 9/11/2009		1099: N		
		TREE & STUMP REMOVAL		419 4419-85000-000	TREE REMOVAL	5,307.08

=== VENDOR TOTALS === 5,307.08

01-06535 SPEEDWAY SUPERAMERICA

I-200909111974		FUEL	474.12			
9/11/2009	APBNK	MANUAL CK# 075365 9/08/2009		1099: N		
		FUEL		101 4132-74000-000	MOTOR FUEL & LUBRICANTS	474.12

=== VENDOR TOTALS === 474.12

01-06585 THE OFFICE CLEANERS

I-20090831		AUG/09 CLEANING SERVICES C.H.	422.06			
9/11/2009	APBNK	MANUAL CK# 075364 9/07/2009		1099: N		
		AUG/09 CLEANING SERVICES C.H.		101 4131-87010-000	CITY HALL MAINTENANCE	422.06

=== VENDOR TOTALS === 422.06

PACKET: 00347 PAYABLES SEPT 4-SEPT 17

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
=====						
01-05170		TOM LYNCH ELECTRIC				

I-200909161987		ELECTRICAL WORK:PARKING LOT	1,545.00			
9/16/2009	APBNK	DUE: 9/16/2009 DISC: 9/16/2009		1099: N		
		ELECTRICAL WORK:PARKING LOT		419 4419-92030-000	CITY HALL PARKING LOT	1,545.00
=== VENDOR TOTALS ===			1,545.00			

=====						
01-07901		WASTE MANAGEMENT- BLAINE				

I-5181582-0500-6		SEPT/09 RESIDENTIAL RECYCLING	1,858.45			
9/11/2009	APBNK	DUE: 9/11/2009 DISC: 9/11/2009		1099: N		
		SEPT/09 RESIDENTIAL RECYCLING		206 4206-82030-000	RECYCLING CONTRACTS	1,858.45
=== VENDOR TOTALS ===			1,858.45			

=====						
01-05870		XCEL ENERGY				

I-200909111976		ELECT & GAS	2,552.01			
9/11/2009	APBNK	DUE: 9/11/2009 DISC: 9/11/2009		1099: N		
		ELECT		101 4132-85020-000	STREET LIGHTING	142.74
		ELECT		101 4132-85020-000	STREET LIGHTING	2,106.33
		ELECT		101 4132-85020-000	STREET LIGHTING	9.28
		ELECT		101 4141-85020-000	ELECTRIC/GAS	43.87
		ELECT		101 4132-85020-000	STREET LIGHTING	44.38
		GAS		101 4131-85030-000	NATURAL GAS	48.38
		ELECT		101 4132-85020-000	STREET LIGHTING	44.72
		ELECT		101 4132-85020-000	STREET LIGHTING	41.25
		ELECT		101 4141-85020-000	ELECTRIC/GAS	9.28
		ELECT		101 4132-85020-000	STREET LIGHTING	9.28
		ELECT		601 4601-85020-000	ELECTRIC	26.94
		ELECT		101 4141-85020-000	ELECTRIC/GAS	16.28
		ELECT		101 4132-85020-000	STREET LIGHTING	9.28
=== VENDOR TOTALS ===			2,552.01			
=== PACKET TOTALS ===			315,077.47			

federal withholding	6,190.77
state withholding	903.10
icma transfer	427.00
pera transfer	<u>2,374.50</u>
TOTAL	<u>324,972.84</u>

EMP #	NAME	AMOUNT
01-1002	JUSTIN J MILLER	2,480.15
01-1136	ROLAND O OLSON	400.00
01-2154	MAUREEN A ANDERSON	138.52
01-1038	DEBORAH K JONES	1,672.03
01-0040	KEVIN ANDERSON	140.76
01-0085	DANIEL S JOHNSON-POWERS	67.74
01-0087	MICHAEL A MCKAY	129.02
01-0101	DALE E HUFF	240.83
01-0121	JESSICA L ADAMS	190.52
01-1030	TIMOTHY J PITTMAN	300.00
01-1033	DAVE TRETSEVEN	1,465.21
01-1143	COLIN B CALLAHAN	1,016.87

TOTAL PRINTED: 12 8,241.65

9-14-2009 10:09 AM PAYROLL CHECK REGISTER
 PAYROLL NO: 01 City of Falcon Heights

PAGE: 1
 PAYROLL DATE: 9/14/2009

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
1016	ABERNATHY, LISA A	R	9/14/2009	1,594.83	075367
1136	OLSON, ROLAND O	R	9/14/2009	400.54	075368
1142	HERZOG, PATRICK J	R	9/14/2009	660.40	075369
0034	KURHAJETZ, CLEMENT	R	9/14/2009	504.05	075370
0066	HERNANDEZ, ALFRED	R	9/14/2009	123.99	075371
0086	HINRICH, RICHARD H	R	9/14/2009	75.06	075372
0095	POESCHL, MICHAEL J	R	9/14/2009	306.01	075373
0097	GAFFNEY, PATRICK	R	9/14/2009	279.14	075374
0104	VANN, VINCENT A	R	9/14/2009	145.17	075375
0105	FEHRENBACH, ANTON M	R	9/14/2009	148.89	075376
0112	LESKE, CHRIS M	R	9/14/2009	124.58	075377
0117	EISCHEN, RONALD B	R	9/14/2009	63.63	075378
0119	WICK, JEFFREY M	R	9/14/2009	92.98	075379
0120	HAWTHORNE, ROCHELLE L	R	9/14/2009	128.44	075380
0122	RADIC, CHRISTOPHER M	R	9/14/2009	120.57	075381
2172	ARCAND, MICHAEL W	R	9/14/2009	125.00	075382
1032	PITTMAN, JOSHUA D	R	9/14/2009	438.97	075383
1030	PITTMAN, TIMOTHY J	R	9/14/2009	1,725.97	075384
2121	RAJCIC, KAREN E	R	9/14/2009	157.46	075385

9-14-2009 10:09 AM PAYROLL CHECK REGISTER
 PAYROLL NO: 01 City of Falcon Heights

PAGE: 4
 PAYROLL DATE: 9/14/2009

*** REGISTER TOTALS ***

REGULAR CHECKS:	19	7,215.68
DIRECT DEPOSIT REGULAR CHECKS:	12	8,241.65
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	31	15,457.33

ITEM: Award Bid for Damaged Curb Replacement
SUBMITTED BY: Tim Pittman, Public Works and Parks Director
REVIEWED BY: Justin Miller, City Administrator

EXPLANATION:

Streets in the City of Falcon Heights have historically been constructed with concrete curb and gutter. Over time, these curbs begin to deteriorate, and since reconstruction projects only occur every thirty years or so, repairs cannot wait until the streets are replaced. Public works staff recently solicited bids to repair the most significantly damaged areas within the city (Falcon Woods Addition and the Northeast quadrant). These roads were constructed between the early 1980's and 1990's. During this time sections of curbing and gutter have settled and are not allowing proper drainage to the storm sewers. This allows water to sit in the low area and penetrate between the curb and pavement, causing damage during freeze/thaw cycles. In addition, during the winter months these areas create very slippery conditions and premature deterioration of the roads.

There are 469 linear feet of curb and gutter, 97 linear feet of valley gutter and 16 square feet of concrete panel in these sections of the city that need to be repaired. Staff contacted three contractors for bids on these amounts of footage. In the 2009 Capital Improvement Plan there is \$8,000 allocated each year for this repair. Due to the amount budgeted (versus the amount of work required), the contractors were willing to split the project into a two year project. This will allow the City of Falcon Heights to stay within the budgeted amount and also fix the price at a set amount for 2010.

We received three bids for the 2009 and 2010 curb replacement project.

Bailey Construction	\$14,550.00
Halverson Concrete, Inc.	\$14,734.00
Ti-Zack Concrete, Inc.	\$16,114.00

ACTION REQUESTED:

Motion awarding a bid for the 2009 and 2010 curb replacement project in the amount of \$14,550.00 to Bailey Construction, P.O. Box 87, Stillwater, MN. 55082.

ITEM: Establish the budget line items of the Special Revenue Fund CERT (205)

SUBMITTED BY: Roland O. Olson, Finance Director

REVIEWED BY: Justin Miller, City Administrator

EXPLANATION:

Summary: The city received a CERT grant after the original 2009 budget was approved. A requirement of the grant is that the funds be accounted for separately from other funds in the city. These grant funds were set up in a separate Special Revenue fund where the revenue and expenses could be kept separate from any other revenues and expenses of the city. A special revenue fund requires that budget line items be established.

Staff requests setting up the budget line items for the CERT grant for 2009:

Revenue:	205-000-33610	\$1,565	
Expenses:	205-205-60100	\$ 43	Salary Program Admin
(CERT)	205-205-64012	3	FICA for salary
	205-205-80350	235	Course materials
	205-205-80400	642	First Aid Refresher Course
	205-205-80450	642	Fire Suppression Refresher Course

TOTAL: \$1,565

ACTION REQUESTED:

Request approval to establish the budget line items for the special revenue fund established for the CERT grant awarded the city.

ITEM: **Approval of Election Judges for November 3rd Election**

SUBMITTED BY: **Justin Miller, City Administrator**

EXPLANATION:

Each year that elections are held, City Councils, by the authority granted to them under Minnesota State Statute 204B.21, Subd. 2, appoint the election judges for their respective municipalities.

This year there are two elections - the municipal election and the school board, on Tuesday, November 3, 2009. There are two precincts in Falcon Heights, Precinct 1 - City Hall and Precinct 2 - Falcon Heights United Church of Christ.

ATTACHMENT:

- Resolution 2009-10 appointing election judges

CITY OF FALCON HEIGHTS
 COUNCIL RESOLUTION
 September 23, 2009
 No. 09-10

**RESOLUTION APPOINTING ELECTION JUDGES FOR NOVEMBER 3, 2009 MUNICIPAL
 AND SCHOOL BOARD ELECTIONS**

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Falcon Heights hereby appoints the residents outlined below, and any additional persons needed to adequately fulfill election duties, to serve as election judges in either precinct for the municipal and school board elections to be held on Tuesday, November 3, 2009.

Precinct 1
Barbara O'Leary
Steve Graham
Gary Kwong
Joan Seidel
Judy Bailey
Lily Zahariades
Kim Face
Jonathan Haupt
Diane Ross
Rita Christiansen

Precinct 2
Pat O'Leary
Andi Howell
Margaretha Beach
Mary Peterson
Rice' Davis
Melissa Weber-Sanders
Amy Hanson
Patricia Phillips
Vicki Long
Marty Everest

Adopted by the City Council of Falcon Heights on September 23, 2009.

Moved by:

Approved by: _____

Peter Lindstrom, Mayor
 September 23, 2009

LINDSTROM _____ In Favor
 KUETTEL
 HARRIS _____ Against
 LONG
 MERCER-TAYLOR

Attested by: _____

Justin Miller, Administrator
 September 23, 2009

ITEM: Kaleidoscope Lease Agreement Resolution

SUBMITTED BY: Justin Miller, City Administrator

EXPLANATION:

In 2007, the City of Falcon Heights issued lease revenue bonds (conduit debt financing) for Kaleidoscope Charter School in Otsego, Minnesota. The terms of agreement authorize the city to consent to any changes in the various bond documents should they need to occur. Recently our bond counsel advised the city that a minor change in the rent payment terms between the lender and school were being negotiated and that the city would need to approve the changes.

These amendments do not increase any risk the city is exposed to in this project, nor does it change any financial obligations for the city. We have received all fees associated with this project and have had no issues since the project was initiated.

ACTION REQUESTED:

Staff recommends that the Falcon Heights City Council adopt the attached resolution authorizing execution of an amendment to the lease agreement with Kaleidoscope Charter School.

First Amendment To Lease Agreement
As of July 1, 2009
Between
Kaleidoscope Charter School (the "School")
And
KCS Building Company ("KCS")

Recital: Effective November 1, 2007, the School and KCS entered into a Lease (the "Lease") in conjunction with the sale of certain 501c3 tax exempt lease revenue bonds (the "Bonds") the proceeds of which were used by KCS to purchase property and construction a public schoolhouse for lease to the School. Under the Indenture of Trust (the "Indenture") executed at that time, Wells Fargo Bank, National Association as Trustee (the "Trustee") for the bondholders has authority under Section 12.01 of said Indenture to approve and consent to an amendment to correct a formal defect or omission. Consent is also required by the Issuer of the Bonds, the City of Falcon Heights. (Erin, Jenny: is this required?)

Analysis of the accounting of certain payments at the closing of the sale of the Bonds has been determined to be a formal defect or omission in the schedule of rent payments set out at Exhibit B of the Lease. Accordingly, the Parties, with the consent of the Trustee, enter into the following agreement to amend certain language in the Lease.

1. Amendment to Lease Paragraph 3. Par 3of the Lease is hereby amended to state as follows:

3. Rent

- a. Base Rent. Tenant must pay base rent ("Base Rent") according to the schedule attached as Amended Exhibit B to this Lease (the "Amended Rent Schedule"), which Rent Schedule may be amended or substituted as Landlord, Tenant and Wells Fargo Bank, National Association, as trustee of certain debt obligations of Landlord (the "Trustee") provided that rental payments ("Rental Payments") must always be greater than or equal to the rent as shown on the Rent Schedule. Base Rent may include any and all expenses which are allowable under Minnesota Statutes Section 124D.11, subdivision 4, including but not limited to real estate taxes, assessments, or any other governmental charges levied or assessed against the Premises which are payable during the term of this Lease thus qualifying for funding with building lease aid. No building lease aid received from the State of Minnesota shall be used for any custodial, maintenance service, utility or other operating expenses. Base rent is due and payable on the 20th day of each month.

- b. Additional Rent. Additional rent as shown on the Rent Schedule ("Additional Rent") shall be the amount of Rent due for payment of any future obligations to third parties other than the Trustee subject to such prior approvals as are required in Bond Documents. Any additional amounts due for payment of

rent under the Rent Schedule shall be remitted by Tenant to Landlord or the designee, and shall be paid on or before the date shown on the Rent Schedule for payment of rent.

c. Base Rent Sweep Account. To assure the full and timely payment of the amounts due as Base Rent under the Rent Schedule, the Tenant will create, as of the date of this Lease, a bank account at Wells Fargo Bank, National Association, Minnesota (the "Base Rent Sweep Account"), 12916 Main Street, Rogers, MN (Account No. 2475816506) into which all lease aid payments made to the Tenant by the State of Minnesota through the Minnesota Department of Education (MDE), or its successor, will be deposited, and from which automatic monthly payments of Base Rent shall be made to the Trustee in amounts sufficient to meet the Tenant's obligations payment of Base Rent as set out in Exhibit B.

d. Operation and Maintenance of Premises. Tenant is responsible for all costs relating to the maintenance and operation of the Premises. These costs shall include all expenses incurred in connection with operation and maintenance of the Premises, including, but not limited to, insurance premiums, maintenance and repair costs, utility charges, janitorial services, trash and rubbish removal, snow removal, lawn mowing and other services and expenses for maintaining and operating the Premises. These costs shall not include repairs, restoration or other work occasioned by fire, windstorm or other casualty insured by Landlord. Tenant shall pay all service providers for the foregoing expenses before or when due, or in such other manner as shall be agreed upon by the Landlord, the City of Falcon Heights, Minnesota (the "Issuer") and the Trustee.

2. Certain Defined Terms. Terms used in this Amendment and not defined herein shall have the meanings given in the Lease.

3. Confirmation of Lease. Except as specifically amended by this Amendment, the Lease is hereby ratified and confirmed, and remains in full force and effect.
Effective July 1, 2009:

(Intentionally Blank; Signatures appear on page following)

Effective July 1, 2009:

<p>Kaleidoscope Charter School (Tenant)</p> <p>_____</p> <p>By _____</p> <p>Its _____</p>	<p>KCS Building Company (Landlord)</p> <p>_____</p> <p>By _____</p> <p>Its _____</p>
<p>Consented to:</p> <p>Wells Fargo Bank, National Association, Trustee</p> <p>_____</p> <p>By _____</p> <p>Its _____</p>	<p>Consented to:</p> <p>City of Falcon Heights, Minnesota</p> <p>_____</p> <p>By _____</p> <p>Its _____</p> <hr/> <p>By _____</p> <p>Its _____</p>

Amended Exhibit B

**Rental Payment
Schedule**

**Effective July 1,
2009**

Fiscal year ending	Annual Rent	Monthly Rent	Annual Rent Per Sq. Ft.
6/30/10	614,291.67	51,190.97	14.63
6/30/11	632,525.00	52,710.42	15.06
6/30/12	632,279.17	52,689.93	15.05
6/30/13	653,095.83	54,424.65	15.55
6/30/14	650,495.83	54,207.99	15.49
6/30/15	650,450.00	54,204.17	15.49
6/30/16	652,108.33	54,342.36	15.53
6/30/17	653,216.67	54,434.72	15.55
6/30/18	653,775.00	54,481.25	15.57
6/30/19	653,166.67	54,430.56	15.55
6/30/20	651,666.67	54,305.56	15.52
6/30/21	652,900.00	54,408.33	15.55
6/30/22	651,666.67	54,305.56	15.52
6/30/23	651,400.00	54,283.33	15.51
6/30/24	652,000.00	54,333.33	15.52
6/30/25	651,700.00	54,308.33	15.52
6/30/26	650,500.00	54,208.33	15.49
6/30/27	651,733.33	54,311.11	15.52
6/30/28	650,200.00	54,183.33	15.48
6/30/29	649,333.33	54,111.11	15.46
6/30/30	652,366.67	54,363.89	15.53

6/30/31	655,666.67	54,638.89	15.61
6/30/32	657,466.67	54,788.89	15.65
6/30/33	657,766.67	54,813.89	15.66
6/30/34	656,566.67	54,713.89	15.63
6/30/35	657,200.00	54,766.67	15.65
6/30/36	657,800.00	54,816.67	15.66
6/30/37	660,666.67	55,055.56	15.73
6/30/38	236,700.00	19,725.00	5.64

CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION
September 23, 2009
No. 09-13

**RESOLUTION AUTHORIZING
EXECUTION OF AN AMENDMENT TO LEASE AGREEMENT**

WHEREAS, the City of Falcon Heights, Minnesota (the "City") has heretofore issued its Lease Revenue Bonds (Kaleidoscope Charter School Project) Series 2007A in the principal amount of \$8,110,000 and its Taxable Lease Revenue Bonds (Kaleidoscope Charter School Project) Series 2007B, in the principal amount of \$500,000, (collectively, the "Bonds") to finance the acquisition, construction and equipping of an approximately 42,700 square foot public elementary schoolhouse located in the City (the "Project"); and

A. WHEREAS, proceeds of the Bonds were loaned to the KCS Building Company (the "Company") to finance the construction of the Project and when completed the Project was leased to Kaleidoscope Charter School (the "School") pursuant to a Lease Agreement, dated as of November 1, 2007 (the "Lease"), between the Company and the School;

B. WHEREAS, the Bonds were issued pursuant to an Indenture of Trust (the "Indenture") dated as of November 1, 2007, between the City and Wells Fargo Bank, National Association, as Trustee (the "Trustee") under which the City and the Trustee have authority, pursuant to Section 12.01 of the Indenture, to consent to an amendment to correct a formal defect or omission to various agreements executed in connection with the issuance of the Bonds, including the Lease;

C. WHEREAS, the Company, the School and the Trustee have requested that the Lease be amended pursuant to a First Amendment to Lease Agreement, between the Company and the School, to be consented to by the City and the Trustee (the "Amendment to Lease"), to, among other things, revise the schedule of rent payments of the School.

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

1. The City Council hereby approves the Amendment to Lease in substantially the form submitted.
2. The Mayor and the City Administrator are hereby authorized and directed to execute the consent to the Amendment to Lease on behalf of the City.
3. The approval hereby given to the Amendment to Lease includes approval of such additional details therein as may be necessary and appropriate and such modifications thereof, deletions therefrom and additions thereto as may be necessary and appropriate and approved by the City officials authorized by this resolution to execute the Amendment to Lease. The execution of the Amendment to Lease by the appropriate officer or officers of the City shall be conclusive evidence of the approval of the Amendment to Lease in accordance with the terms hereof.

Moved by:

Approved by: _____

Peter Lindstrom, Mayor
September 23, 2009

LINDSTROM _____ In Favor

KUETTEL

Attested by: _____

HARRIS _____ Against

Justin Miller, Administrator
September 23, 2009

LONG

MERCER-TAYLOR

ITEM: **GreenStep Cities Demonstration Project Application**

SUBMITTED BY: **Justin Miller, City Administrator**

EXPLANATION:

Recently the Regional Council of Mayors received funding from the Minnesota Pollution Control Agency to demonstrate the GreenStep Cities Program in five area communities. GreenStep Cities is an action-oriented voluntary program offering a cost-effective, simple pathway leading to implementation of sustainable best practices that focus on greenhouse gas reduction. GreenStep Cities include best practices in the areas of: buildings and facilities, land use, transportation, environmental management, and, community and economic development.

They are seeking five cities to participate in the GreenStep Cities Demonstration Project. Goals of the project include:

- Educating leaders about GreenStep Cities best practices,
- Identifying actionable steps that are proven to reduce greenhouse gas emissions,
- Promoting the implementation of these best practices, and
- Communicating the results of these efforts through peer-to-peer advising.

With support from the GreenStep Cities Project Manager, the five demonstration cities will assess their current related practices and sustainability goals to identify areas of opportunities. In collaboration with the Center for Energy and Environment (CEE), best practices that are proven to have the greatest effect on reducing greenhouse gas emissions will be prioritized.

The GreenStep Cities Demonstration Project will provide a base of knowledge, project review, and lessons learned through the implementation of GreenStep best practices. Outcomes and project examples will be documented and findings will be made readily available on the ULI MN web site.

The environment commission recently received a report from our Climate Change Corps volunteer which created a baseline carbon emission footprint for the entire city (report attached). This report was a great first step, but it did not articulate what steps could be taken to help reduce greenhouse gas emissions within our borders. The commission unanimously supported the city council's pursuit of this program as a great way to determine what next steps should be taken.

ACTION REQUESTED:

Staff recommends that the Falcon Heights City Council adopt the attached resolution in support of applying for the GreenStep Cities demonstration project.

CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION
September 23, 2009
No. 09-12

**RESOLUTION SUPPORTING AN APPLICATION TO SERVE AS A
GREENSTEP DEMONSTRATION CITY**

WHEREAS, the City of Falcon Heights is dedicated to enhancing and improving our environment by taking concrete action steps within our city operations and city borders; and

WHEREAS, the City's past efforts in this area include:

- Creation of an Environment Commission made up of volunteer residents who advise the city council on environmental concerns
- Establishment of a community garden, which has expanded by 50% in just three years and continues to have a waiting list
- Providing building permit rebates for home improvements that meet Energy Star guidelines
- Encouraging curbside recycling, which has resulted in over 85% participation rates
- Signing the U.S. Conference of Mayors' Climate Protection Agreement
- Sponsoring rain barrel, compost bin, and rain garden educational workshops for residents in the area
- Commissioning a carbon footprint baseline analysis, which provided the city with measurable data for us to use in monitoring success of future initiatives
- Supporting the St. Paul Farmers' Market in their partnership with the University of Minnesota sustainability initiatives
- Incorporated sustainability goals throughout the most recent comprehensive plan update
- Providing rain barrels, compost bins, and re-useable grocery bags to residents at reduced rates
- Installing pervious asphalt and rain gardens during the city hall parking lot reconstruction project, and

WHEREAS, the GreenStep Cities program is a logical next step for the City of Falcon Heights to continue our environmental initiatives, and

WHEREAS, the City Council and Environment Commission fully support this application and pledge to provide the resources and time needed to make it a successful project,

NOW, THEREFORE, the Falcon Heights City Council requests that the City of Falcon Heights be selected as a demonstration city with the Urban Land Institute and the Regional Council of Mayors GreenStep Cities program.

Moved by:

Approved by: _____

Peter Lindstrom, Mayor
September 23, 2009

LINDSTROM _____ In Favor

KUETTEL

Attested by: _____

HARRIS _____ Against

LONG

Justin Miller, Administrator
September 23, 2009

MERCER-TAYLOR



Executive Committee

Colleen Carey, Chair
John Breiting, Assistant Chair, Treasurer
John Shardlow, Immediate Past Chair
Jeanette Blankenship, YLG Chair
Karen Dubrosky, Assistant YLG Chair
Merrie Sjogren, Immediate Past YLG Chair
Mayor Jim Hovland, RCM Co-chair
Mayor Elizabeth Kautz, RCM Co-chair
Robert Close, Programs Chair
Robert Engstrom, ULI Life Trustee
Chris Kennelly, UrbanPlan Chair
Jay Lindgren, CTLUS Chair
John H. Mays, Counselor
Carolyn Olson, Urban Community Advisor
Mary Taylor, Membership Chair
Ellison Yahner, Communications Chair

Stuart Ackerberg
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Nick Koch
Mike Logan
Councilmember Ralph Remington
Kevin Ringwald
Hussein Samatar
Mark Schiffman
Carissa Schively Slotterback

Caren Dewar, Executive Director
Pat Arnst, District Council Coordinator
Jill Kiener, Initiatives

Regional Council of Mayors

James Hovland, Edina, Co-chair
Elizabeth Kautz, Burnsville, Co-chair
Doug Anderson, Dayton
Susan Banovetz, Vadnais Heights
John Bergeson, Lino Lakes
Chris Coleman, Saint Paul
Holly Dahl, Lakeville
William Droste, Rosemount
Tom Furlong, Chanhassen
Randy Gilbert, Long Lake
Debbie Goettel, Richfield
Mary Hamann-Roland, Apple Valley
Bill Hargis, Woodbury
Stan Harpstead, Arden Hills
Jack Haugen, Prior Lake
Mary Hershberger Thun, Victoria
Jeff Jacobs, Saint Louis Park
Dean Johnston, Lake Elmo
Craig Klausning, Roseville
Steve Lampi, Brooklyn Park
Steve Larson, New Brighton
Peter Lindstrom, Falcon Heights
Mike Maguire, Eagan
Sandy Martin, Shoreview
Rob Marty, Mounds View
Phil Rice, Anoka
Nick Ruehl, Excelsior
Tom Ryan, Blaine
R. T. Rybak, Minneapolis
Terry Schneider, Minnetonka
Mark Steffenson, Maple Grove
John Sweeney, Maple Plain
Ken Willcox, Wayzata
Gene Winstead, Bloomington
Phil Young, Eden Prairie

81 S 9th Street, #310
Minneapolis, MN 55402
952.474.2177

September 9, 2009

Dear Mayor:

RE: ULI MN/Regional Council of Mayors GreenStep Cities
Demonstration Project

The Urban Land Institute Minnesota (ULI MN) and the Regional Council of Mayors (RCM) received funding from the Minnesota Pollution Control Agency to demonstrate the GreenStep Cities Program in five RCM communities. GreenStep Cities is an action-oriented voluntary program offering a cost-effective, simple pathway leading to implementation of sustainable best practices that focus on greenhouse gas reduction. GreenStep Cities include best practices in the areas of: buildings and facilities, land use, transportation, environmental management, and, community and economic development.

We are seeking five RCM cities to partner with us in the GreenStep Cities Demonstration Project.

Goals include:

- Educating leaders about GreenStep Cities best practices,
- Identifying actionable steps that are proven to reduce greenhouse gas emissions,
- Promoting the implementation of these best practices, and
- Communicating the results of these efforts through peer-to-peer advising.

With support from the GreenStep Cities Project Manager, the five demonstration cities will assess their current related practices and sustainability goals to identify areas of opportunities. In collaboration with the Center for Energy and Environment (CEE), best practices that are proven to have the greatest effect on reducing greenhouse gas emissions will be prioritized.

The GreenStep Cities Demonstration Project will provide a base of knowledge, project review, and lessons learned through the implementation of GreenStep best practices. Outcomes and project examples will be documented and findings will be made readily available on the ULI MN web site.

The GreenStep Demonstration Project activities include:

1. Selection of five demonstration RCM Cities (September 2009);
2. Peer communication and learning (October 2009 –July 2010);
3. Review of selected cities' goals and policies that support the reduction of greenhouse gas emissions (October-December 2009);
4. In partnership with each city, identify and prioritize GreenStep Cities best practices (November 2009-February 2010);
5. Provide suggested action-steps and access to experts to assist cities in the implementation of desired best practices (January-April 2010);
6. Assessment of best practices planned for implementation and their potential to reduce greenhouse gas emissions (April-May 2010);
7. Share and communicate results (June-July 2010).

A team of ULI MN professionals, with input from the Minnesota Pollution Control Agency and the Center for Energy and Environment, will select five cities based upon a letter of interest that includes the following:

- Statement of support from the Mayor and City Administrator
- Explanation of why the City desires/needs this type of assistance
- Brief summary of sustainability goals, if City has identified them
- Commitment to work with and share experiences with other Project Cities

If you are interested in participating in the **GreenStep Cities Demonstration Project** please submit a letter of interest by **4:30 pm, September 28, 2009**. Send letters by e-mail to the attention of Caren Dewar, ULI MN Executive Director: caren.dewar@uli.org

For questions contact Caren Dewar at caren.dewar@uli.org, 612.759.1016, or project coordinator Kristina Smitten, Smitten Group, ksmitten@smittengroup.com , at 651-246-9443.

Sincerely,



Colleen Carey, Chair
ULI Minnesota

Cc: (City Administrator/Manager)



GreenStep Cities Demonstration Project

The Urban Land Institute Minnesota (ULI MN) and the nationally recognized Regional Council of Mayors (RCM) actively engage public and private sector leaders to foster collaboration, share knowledge and join in meaningful strategic action to create thriving, sustainable communities. Focus areas include housing, transportation, the environment and job growth.

Environmental objectives include the reduction of greenhouse gas emissions, protection of natural resources and the support of healthy living. To foster the reduction of green house gas emmissions, ULI MN/RCM was selected by the Minnesota Pollution Control Agency (MPCA) to demonstrate best practices from the Minnesota GreenStep Cities program in five RCM communities. GreenStep Cities is a new program; the GreenStep Cities Demonstration Project will provide a platform for application.

GreenStep Cities best practices. GreenStep Cities is an action-oriented voluntary program offering a cost-effective, simple pathway leading to implementation of sustainable best practices that focus on greenhouse gas reduction. GreenStep Cities include best practices in the areas of: buildings and facilities, land use, transportation, environmental management, and, community and economic development.

Assessing and identifying opportunities. The GreenStep Cities Demonstration Project will partner with five RCM cities to identify and implement GreenStep Cities best practices. With support from the GreenStep Cities Project Manager, the five demonstration cities will assess their current related practices and sustainability goals to identify areas of opportunities. In collaboration with the Center for Energy and Environment (CEE), best practices that are proven to have the greatest effect on reducing greenhouse gas emissions will be prioritized.

Communication and Learning. ULI MN/RCM encourages and expands peer-to-peer support and learning among Twin Cities regional mayors, and provides access to key expertise and technical resources. The GreenStep Cities Demonstration Project will provide a base of knowledge, project review, and lessons learned through the implementation of GreenStep Cities best practices. Outcomes and project examples will be documented, and findings will be made readily available on the ULI MN web site. Practices that have a proven ability to reduce greenhouse gas emissions and are readily replicable will be selected as priorities for promotion.

GREENSTEP CITIES DEMONSTRATION PROJECT

The ULI MN/RCM GreenStep Cities Demonstration Project seeks to address the reduction of greenhouse gas emissions through advancing and implementing energy efficiency and sustainability best practices, and by motivating public officials to transition to a green economy.

Goals include:

- Educating leaders about GreenStep Cities best practices,
- Identifying actionable steps that are proven to reduce greenhouse gas emissions,
- Promoting the implementation of these best practices, and
- Communicating the results of these efforts through peer-to-peer advising.

The GreenStep Cities Demonstration Project activities include:

1. Selection of five demonstration RCM Cities (September 2009);
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6. Assessment of best practices planned for implementation and their potential to reduce greenhouse gas reductions (April-May 2010);
7. Share and communicate results (June-July 2010).

For more information contact:

Kristina Smitten, GreenStep Cities Demonstration Project Manager
Smitten Group
651.246.9443
ksmitten@smittengroup.com

Caren Dewar, Executive Director
ULI Minnesota
612.759.1016
caren.dewar@uli.org

Falcon Heights

Carbon Baseline

Assessment

September 2009

Michael Orange, Climate Change Corps
orange_michael@msn.com

Acknowledgments

The following people helped with this study:

- Falcon Heights Environment Commission
- Justin Miller, City Administrator, City of Falcon Heights
- R. Scott Getty, Key Account Manager, Xcel Energy
- Patrick Herzog, Finance Intern, City of Falcon Heights
- Roland Olson, Finance Director, City of Falcon Heights
- Karen Utt, J.D., Senior Environmental Analyst, Xcel Energy

Tables and Figures (in order of appearance)

Table 1: Summary of Community-Wide and City GHG Emissions

Figure 1: Community GHG Emissions, Sector Share, 2008

Table 2: Study Tasks

Table 3: GHG Emissions from Community-Wide Energy Consumption

Figure 2: Community-Wide GHG Emissions by Sector, 2008

Table 4: Per-Capita GHG Emission Comparisons

Table 5: GHG Emissions from Community-Wide Transportation

Figure 3: Annual Vehicle Miles Traveled

Figure 4: Per-Capita GHG Emissions from Transportation

Table 6: City Operations, Vehicle Miles Traveled

Figure 5: City Operations, Vehicle Miles Traveled

Table 7: Employee Commute

Figure 6: VMT for City Transportation Operations and Employee Commutes, 2008

Figure 7: GHG Emissions Associated with City Operations, 2008

Attachments

1. Detailed Summary Table of GHG Emissions, Community and City Analysis
2. Information submitted by Xcel Energy regarding community energy consumption
3. Community Transportation
4. City Energy Use
5. City Transportation

1.0. Introduction and Goal of the Study

In April 2009, staff from the City of Falcon Heights (City) requested that the Climate Change Corps, which is a group sponsored by the Minnesota Pollution Control Agency (MPCA), develop a carbon baseline assessment for the City. The members of the Climate Change Corps are retired professionals with expertise in sustainability who provide free services intended to improve the sustainability of local governments. MPCA staff assigned Michael Orange (Consultant) to the Falcon Heights Carbon Baseline Assessment (Assessment).

The goal of the Assessment is to estimate the greenhouse gas (GHG) emissions associated with both City operations and buildings, and those of the people who live, work, learn, travel, and play within the City's geographical boundaries. Further, this Assessment must be transparent and able to be replicated, updated, and compared with other similar baseline assessments. The Assessment includes all pertinent and available data for the 3 study years chosen by City staff: 2006, 2007, and 2008.

This Assessment is intended to benefit the City by:

- Deepening the understanding of the City's role and opportunities to reduce climate change and manage risk in its own operations and in the community.¹
- Assisting in promoting public understanding of the City's effects on climate change and increasing awareness of activities that can reduce the City's carbon footprint.
- Preparing for possible future climate-change-related regulations.

Since this study is a baseline assessment it contains no recommendations, but it will inform subsequent analyses, plans, and policy decisions by the City and others.

2.0. Summary of Results and Conclusions

Table 1 provides a summary of the findings of the Assessment.²

¹ According to the Intergovernmental Panel on Climate Change, "Tens of millions of Americans are likely to be exposed to greater risks for injury, disease, and mortality due to higher pollution levels, more frequent and more intense heat waves, more intense storms, elevated pollen levels and better conditions for the spread of water- and insect-borne diseases, in the absence of effective counter measures."

² Xcel Energy provided community-wide electricity and natural gas data for two of the three study years, 2007 and 2008.

Table 1: Summary of Community-Wide and City GHG Emissions

		CO2e Emissions (tonnes)		
		2006	2007	2008
Community Analysis				
Community Energy:				
Total Community electricity	n/a	84,361	79,624	
Residential		10,022	9,229	
Commercial & industrial		74,339	70,395	
Total Community natural gas	n/a	14,413	16,101	
Residential		8,007	9,078	
Commercial & Industrial		6,405	7,023	
Subtotal for electricity and natural gas	n/a	98,773	95,725	
Percent of total Community emissions	n/a	83%	83%	
Community Transportation (roadway only)	19,571	20,603	20,342	
Percent of total Community emissions	n/a	17%	18%	
Community GHG Emissions Total:		n/a	119,376	116,067
Per-capita emissions	n/a	21.8	21.3	
City Analysis				
City Buildings and Operations:		336	334	318
Percent of total City emissions	82%	80%	80%	
City Transportation and Employee Commute		74	81	79
Percent of total City emissions	18%	20%	20%	
City Emissions Total:		410	416	397
Percent of total Community emissions	n/a	0.3%	0.3%	

2.1. Summary of the Community Analysis

Energy: Electricity consumption and the associated GHG emissions for the residential sector and the commercial and industrial sector decreased from 2007 to 2008 by 6%. This can be partially accounted for by the 26% drop in seasonal cooling degree days since air conditioning accounts for a significant portion of electrical use in buildings (up to 30%). In contrast, natural gas consumption and associated GHG emissions increased in the residential sector and in the commercial and industrial sector by 12%. Since approximately 80% of natural gas consumption is used for space heating, a comparable increase in the total heating degree days in 2008 compared to 2007 would be expected, however, the heating degree day figure was actually 1% lower in 2008.

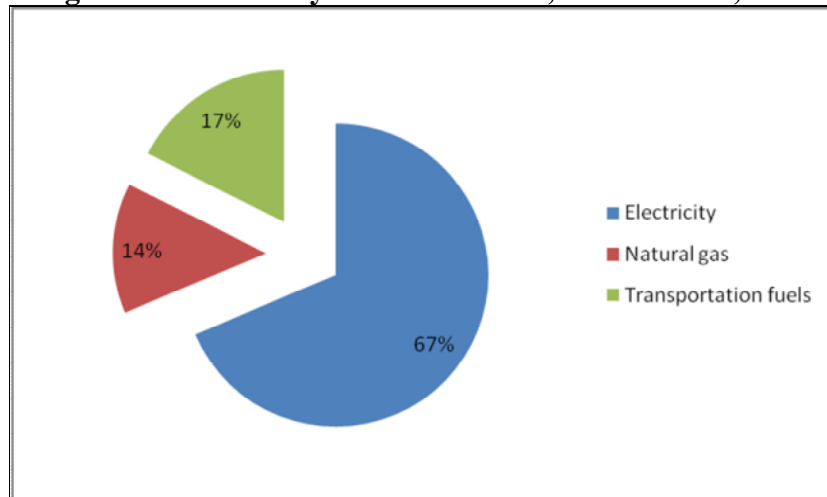
When the figures for electricity and natural gas usage are combined, the differences cancel each out essentially such that there are no substantive changes in GHG emissions for the 2 sectors between 2007 and 2008. The same is true when calculated on a per-capita basis, with the result of about 18 tonnes per capita for both years.

Transportation: Total vehicle miles travel (VMT) within the City from 2001 to 2008 averaged at about 31 million miles annually. VMT and associated GHG emissions varied over this period by about ±6%. GHG emissions on a per-capita basis average over the

period at 3.8 tonnes annually. The long-term trend for all of these figures is decreasing slightly and the shrinking economy is the most likely factor that accounts for this.

Figure 1 illustrates the percentage share of the total community GHG emissions in 2008 broken out by the 3 main fuels—electricity (67%), natural gas (14%), and transportation fuels (17% for roadway only).

Figure 1: Community GHG Emissions, Sector Share, 2008



Combined: Overall, community-wide GHG emissions were 3% lower in 2008 than in 2007 and the total per-capita rates decreased slightly by 2% from 21.8 tonnes to 21.3 tonnes. The most significant factor for this slight overall decline is the 5% decrease in electricity consumption in the commercial and industrial sector in 2008 as compared to 2007.

2.2. City Analysis

Buildings and operations: Electricity consumption in City buildings and facilities declined slightly between 2006 and 2008 (a 5% overall drop). One likely factor is the 26% decrease in cooling-degree days, since air conditioning accounts for a significant portion of electrical use (up to 30%).

Natural gas consumption in City Hall increased significantly over the study years (by 51%). Since approximately 80% of natural gas consumption is used for space heating, a key factor is that there were about 12% more total heating degree days in 2007 and 2008 than in 2006. Overall, the GHG emissions associated with City buildings, street lights and signals, and water consumption remained fairly stable throughout the study period and averaged at about 329 tonnes per year.

Transportation and employee commute: Total VMT for City operations remained fairly stable over the study years at about 75,500 miles, as were the associated GHG emissions at about 49 tonnes per year. VMT associated with employee commutes increased significantly between 2006 and 2008 (by 25%). The increase was due to an

employee with a particularly long commute to City Hall whose first full year was 2007. The 3 largest categories for VMT are for contracted police services from the Village of St. Anthony (73%), employee commutes (71%), and Public Works (13%).

Combined: GHG emissions associated with City operations were stable over the 3 study years and averaged 407 tonnes per year. Approximately 80% of the emissions are associated with City buildings and operations and 20% with City transportation and employee commutes. City GHG emissions equal about 0.3% of the community-wide emissions.

3.0. Design of the Assessment

3.1. Study Tasks: Based on the above-stated Assessment goal, the Consultant defined the following Study Tasks for the Assessment (Table 2). Table 2 also defines the information to be included in the Assessment. City staff decided to exclude GHG emissions associated with waste management. This was because prior carbon baseline assessments have shown that when waste is managed as it is in the Twin Cities through incineration and landfilling in landfills that incorporate methane recovery, the waste management sector comprises an insignificantly small percentage of total GHG emissions, yet requires an inordinately large effort to quantify. While some carbon assessments also take into account GHG emissions associated with airport use on a population basis, City staff decided not to include this component in this Assessment.

Carbon assessments also can take into account fugitive emissions of significant greenhouse gasses associated with air conditioning equipment and fire suppression compounds.³ There are no industries or businesses in the City that deal with significant amounts of these substances. In addition, City operations do not include the servicing of air conditioning systems in City facilities or vehicles and, according to the Fire Chief, the Fire Department does not have any Halon fire extinguishers and it does not recycle any fire extinguishers. As such, no fugitive emissions of GHG are expected for the community and City operations, not otherwise accounted for in this Assessment.

The following sections of this report describe in detail the results from completing the following Study Tasks for the 3 study years, 2006 to 2008.

³ Typical substances that are significant greenhouse gases include CFCs and HFCs.

Table 2: Study Tasks

1	Describe natural gas and electricity consumption for the City. Xcel Energy provided the needed data for 2007 and 2008 but not 2006.
2	Describe community-wide vehicle miles traveled. Estimate associated GHG emissions and identify major change factors, if any.
3	Describe natural gas and electricity consumption for City buildings, facilities, streetlights and signals, and water consumption. Estimate GHG emissions and identify major change factors, if any.
4	Estimate GHG emissions associated with City transportation activities including City fleets, business travel, and City services contracted out to other parties.
5	Estimate GHG emissions associated with commuting by City employees.

3.2. Estimating GHG Emissions:

To estimate GHG emissions, this report relies primarily on the *International Local Government Greenhouse Gas Emissions Analysis Protocol (Protocol)*⁴ produced by the United Nations organization, ICLEI— Local Governments for Sustainability (ICLEI),⁵ and The Climate Registry.⁶ The Protocol provides guidance and emission factors essential for estimating GHG emissions produced by energy use, fugitive GHG emissions, and solid waste disposal.

3.3. Metric Tonnes Carbon Equivalents, Terms, and Source Documentation:

The greenhouse gases of carbon dioxide (CO₂), nitrous oxide (N₂O), and methane (CH₄) are aggregated and reported as carbon dioxide equivalents, a commonly used unit that combines greenhouse gases of differing impact on the earth’s climate into one weighted unit. Consistent with the recommendation from ICLEI, carbon dioxide equivalents (CO₂e) are expressed in metric tonnes, which equal 1,000 kilograms, or 2,204.6 pounds.

The following are definitions for other energy measurement units used in the report:

- MWh: Megawatt hour, 1,000,000 Watt-hours of electricity
- kWh: Kilowatt hour, 1,000 Watt-hours of electricity
- Dth: Decatherm, 10,000,000 therms of natural gas

The source information for the tables and charts included in the body of the report can be found in the detailed tables included in the attachments. Unless otherwise noted, all information is from City staff.

4.0. GHG Emissions from Community Electricity and Natural Gas Consumption (Task 1)

⁴ Refer to <http://www.iclei.org/index.php?id=8154>.

⁵ According to its website, ICLEI is an international association of local governments as well as national and regional local government organizations that have made a commitment to sustainable development.

⁶ According to its website, The Climate Registry is a nonprofit organization that provides meaningful information to reduce greenhouse gas emissions. The Climate Registry establishes consistent, transparent standards throughout North America for businesses and governments to calculate, verify, and publicly report their carbon footprints in a single, unified registry.

This Assessment shows breakouts of community energy three ways for the 2 study years for which Xcel Energy data was available, 2007 and 2008 (Attachment 2 includes the data reports received by Xcel Energy). Table 1 in the summary section shows energy consumption by fuel type (electricity and natural gas) for the community and the associated GHG emissions broken out by the two key sectors, the residential sector and the commercial and industrial sector. Table 3 below shows the GHG emissions associated with gas and electricity consumption combined. Attachment 1 provides additional detail by breaking out the energy consumption amounts and associated GHG emissions by fuel type for both sectors.

4.1. Community-Wide Electricity and Natural Gas Consumption and Associated GHG Emissions from

Attachment 1 shows that electricity consumption decreased in the residential sector and in the commercial and industrial sector by 8% and 5% respectively. This can be partially accounted for by the 26% drop in seasonal cooling degree days since air conditioning accounts for a significant portion of electrical use (up to 30%). This resulted in a drop in associated GHG emissions from 84,400 tonnes in 2007 to 79,600 tonnes in 2008, also a 6% decrease (Table 1). In contrast, natural gas consumption increased in the residential sector and in the commercial and industrial sector by 13% and 10% respectively. This resulted in an increase in associated GHG emissions from 14,400 tonnes in 2007 to 16,100 tonnes in 2008, also a 12% increase. Since approximately 80% of natural gas consumption is used for space heating, a comparable increase in the total heating degree days in 2008 compared to 2007 would be expected, however, the heating degree day figure is virtually unchanged for the two years.

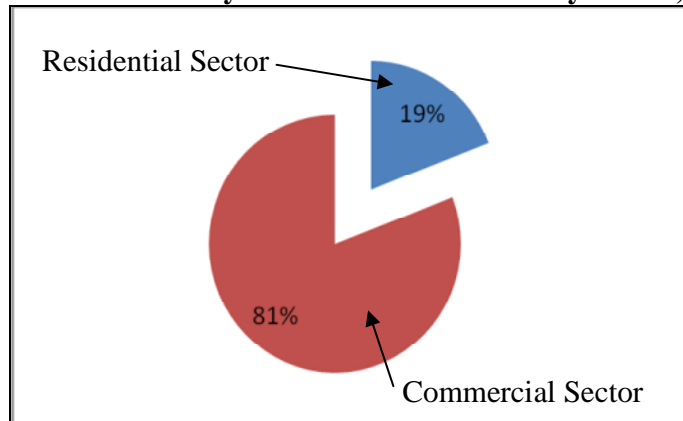
Table 3 groups the GHG emissions associated with community-wide electricity and natural gas consumption primarily by buildings for 2007 and 2008. The last row shows the GHG emissions on a per-capita basis. The figures show no substantive change between 2007 to 2008 for any of the figures. Several factors account for the stable results. Although the GHG emissions for natural gas increased, this increase was essentially offset by the above-described decrease in electricity consumption. Another factor is that the CO2 emission factor for NSP-Minnesota decreased from 733 kg/MWh to 702 kg/MWh, a 4% decrease. As such, a MWh of electricity consumed in 2008 produced a smaller amount of CO2 than in 2007.

Table 3: GHG Emissions from Community-Wide Energy Consumption (tonnes)

	2007	2008	Change from 2007	Percent Change
Residential	18,029	18,307	278	2%
Commercial	80,744	77,418	-3,326	-4%
Total	98,773	95,725	-3,048	-3%
Per-capita	18.0	17.6	-0.4	-2%

Figure 2 illustrates that 81% of the community’s GHG emissions from electricity and natural gas usage stems from the commercial sector and 19% from the residential sector.

Figure 2: Community-Wide GHG Emissions by Sector, 2008



4.2. Comparisons with Other Cities

It is helpful to put these figures into perspective by comparing them to analyses completed for other cities. Table 4 shows the per-capita GHG emissions broken out for the residential sector, the commercial and industrial sector, and for the roads-only portion of the transportation sector. Note that the City’s per-capita figures for the residential sector are close to those calculated for Minneapolis and Denver. While the City’s figure for the transportation sector is close to the Minneapolis figure, it is substantially lower than Denver’s. This is partially because the Denver analysis included both the City and County of Denver and the area is substantially more sprawled than the City of Falcon Heights. Also, the data for Minneapolis and Denver include large emission amounts from traffic on the Interstate and state highways within their borders while there are no freeways in Falcon Heights. The real surprise is the figure for the City’s commercial and industrial sector. It is 36% larger than Denver’s rate and almost twice that of Minneapolis. A likely reason is the substantial energy consumption associated with the State Fair and the St. Paul campus of the University of Minnesota relative to the small City population. Had data been available to segregate out these two large energy consumers, the per-capita figures for the commercial and industrial sector and the subtotal would probably be less than the figures for Minneapolis.

Table 4: Per-Capita GHG Emission Comparisons

Per-Capita GHG Emission (tonnes)	Falcon Heights, 2007	Minneapolis, 2006 (1)	Denver, 2005 (2)
Residential sector	3.3	3.4	3.6
Commercial and industrial sector	14.7	7.9	9.4
Transportation sector (roads only)	3.8	4.0	6.6
Subtotal	21.8	15.3	19.6
Notes:			
(1) Source: <i>Minneapolis Carbon Assessment Project, 2009</i>			
(2) Source: <i>Greenhouse Gas Inventory for the City and County of Denver, 2007.</i>			

5.0. GHG Emissions from Community-Wide Transportation (Task 2)

Since there are no railroads or river traffic within the City and, as stated above, City staff decided to not include airport-related emissions, the transportation sector is limited to emissions related to road use. Consistent with the usual protocol for estimating roadway-related emissions, this Assessment accounts for all vehicle trips—calculated as vehicle miles traveled (VMT)—that occurred within the City boundaries. Fortunately, The Minnesota Department of Transportation (MNDOT) has developed total VMT for all Minnesota communities from 2001 to 2008.⁷

Table 5 shows the VMT within the City boundaries from 2001 to 2008. Attachment 3 includes additional detail regarding this matter and all of the sources of information. Total VMT within the City from 2001 to 2008 varied over this 8-year period by about ±6% (from a low in 2006 of 33.0 million VMT to a high in 2003 of 36.6 million). The range of associated GHG emissions tracked as expected with VMT by about ±6% from a low in 2006 of 19,600 tonnes to a high in 2003 of 22,200 tonnes. Since population in the City is very stable, the range of GHG emissions on a per-capita basis again match the high year of 2003 (4.1 tonnes per capita) and the low year of 2006 (3.6 tonnes per capita). Figures 1 and 2 graph VMT and per-capita GHG emissions respectively and show the linear trend lines, which are trending lower slightly. The shrinking economy is the most likely factor that accounts for the downward trend in VMT.

Table 5: GHG Emissions from Community-Wide Transportation

Year	Total VMT	GHG Emissions (tonnes)	Per-Capita GHG Emissions
2001	35,003,865	20,362	3.64
2002	36,209,095	22,123	4.00
2003	36,631,035	22,184	4.07
2004	35,449,296	21,297	3.88
2005	33,266,465	19,840	3.61
2006	33,030,310	19,571	3.57
2007	34,983,425	20,603	3.76
2008	34,722,420	20,342	3.74

⁷ MNDOT traffic engineers use a variety of devices to collect traffic data including permanently installed loop detectors every half mile on metro area freeways, Automatic Traffic Recorders (ATRs) permanently installed in key locations throughout the state, and tube counts. The biggest share of the state-wide counts comes from road tubes that are placed on the roadway for a 48-hour period. These counts are then adjusted to annual average daily traffic (AADT) by using factors that are derived from continuous counting sites. Historically, MNDOT has collected traffic data on all state roads on a two-year cycle, on all county state aid roads, county roads, and municipal state aid streets on a two or four-year cycle. Once MNDOT engineers obtain the AADT for each segment of roadway they can compute VMT by multiplying the AADT by the segment length. To get an AADT estimate for a year that a road was not counted, engineers use growth factors that are derived from ATRs and from other roads that are counted that year. For lower level roads that are not counted, engineers estimate the traffic volume.

Figure 3: Annual Vehicle Miles Traveled

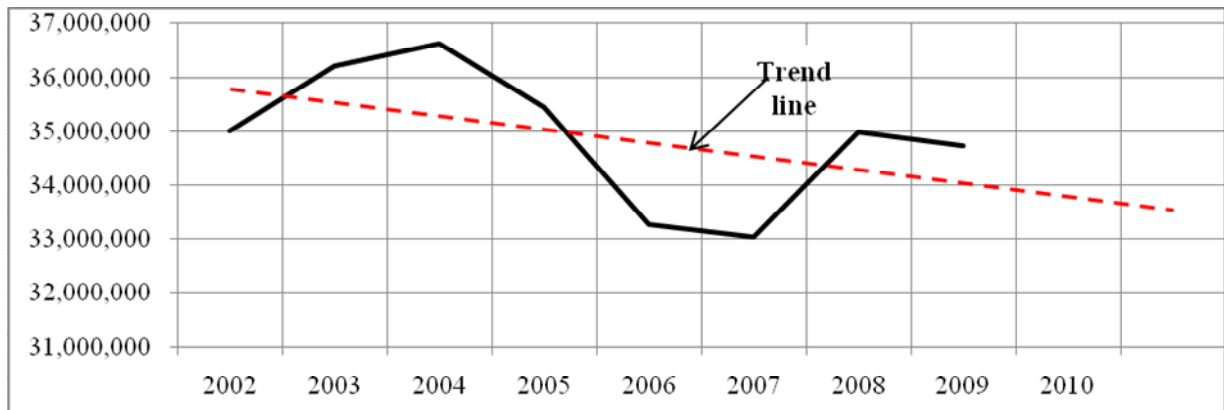
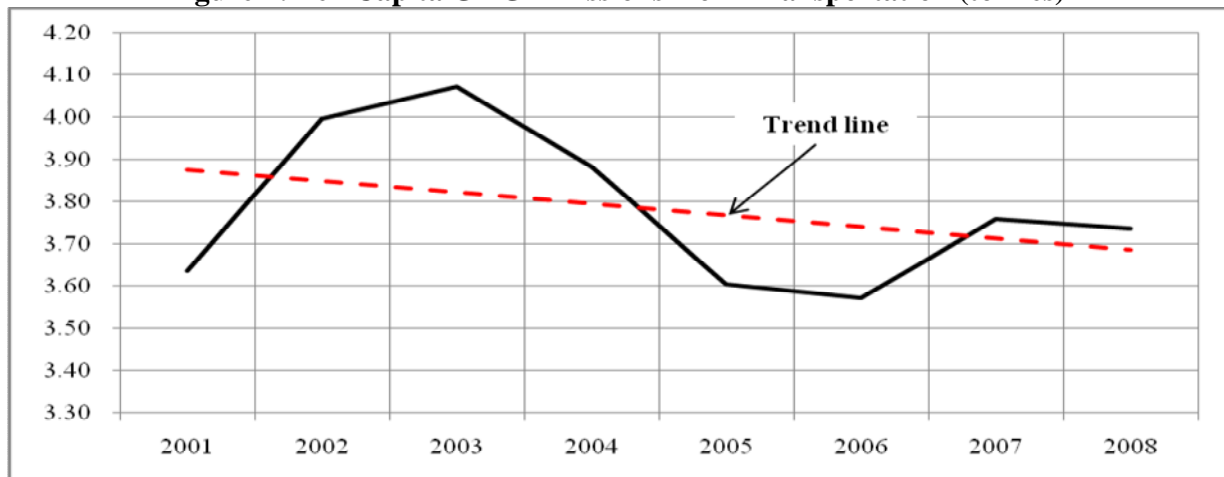


Figure 4: Per-Capita GHG Emissions from Transportation (tonnes)



6.0. GHG Emissions from City Buildings, Facilities, and Operations (Task 3)

Table 1 provides a summary listing of the electricity and natural gas consumption and associated GHG emissions for City buildings, facilities, and operations. Attachment 4 provides the detailed data.

Electricity consumption in City buildings and facilities declined slightly between 2006 and 2008 (from 426 MWh to 403 MWh, a 5% overall drop). One likely factor is the difference in cooling-degree days, since air conditioning accounts for a significant portion of electrical use (up to 30%). The number of seasonal cooling-degree days was much lower in 2008 as compared to 2006 and 2007 in the Twin Cities (about 26% lower).

Natural gas consumption in City Hall increased significantly over the study years (from 4,000 CCF to 6,000 CCF, a 51% increase). Since approximately 80% of natural gas consumption is used for space heating, a key factor is that there were about 12% more total heating degree days in 2007 and 2008 than in 2006. The GHG emissions associated with City buildings, street lights

and signals, and water consumption remained stable in 2006 and 2007 at approximately 335 tonnes per year and dropped by about 5% to 318 tonnes in 2008.

7.0. GHG Emissions from City Transportation (Tasks 4 and 5)

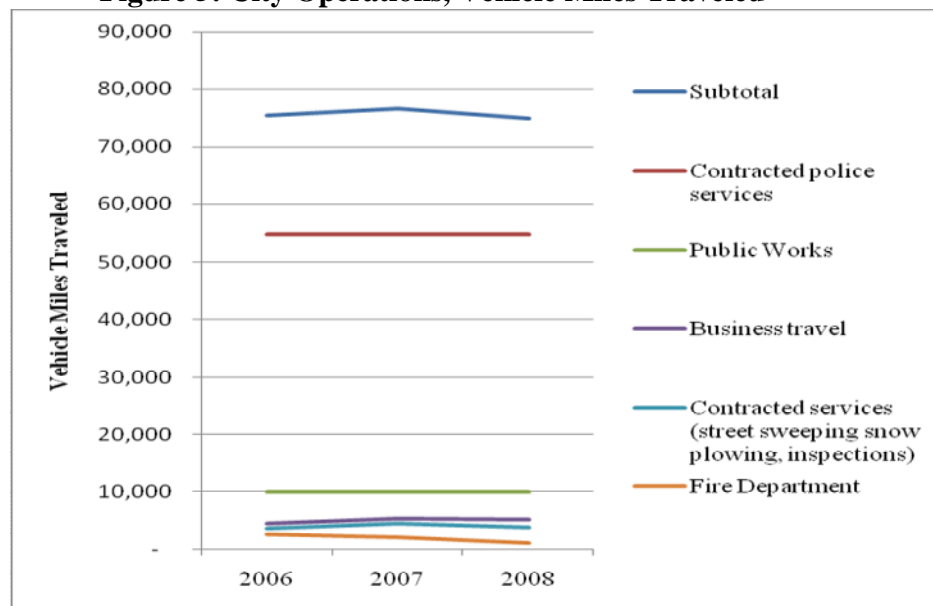
7.1. City Operations (Task 4)

Table 1 provides a summary of the vehicle miles traveled for the 3 study years and the associated GHG emissions for City operations and Attachment 5 provides a detailed presentation of the data. Table 6 shows a summary of the vehicle miles traveled broken out by the various City operations and the total associated GHG emissions and Figure 3 presents the data graphically for the 3 study years. As can be seen in the tables and chart, total VMT for City operations remained fairly stable over the study years at about 75,500 miles, as were the associated GHG emissions at about 49 tonnes per year.

Table 6: City Operations, Vehicle Miles Traveled

	2006		2007		2008	
	VMT	CO2e Totals (tonnes)	VMT	CO2e Totals (tonnes)	VMT	CO2e Totals (tonnes)
Contracted police services from St. Anthony	54,750		54,750		54,750	
Public Works trucks	10,000		10,000		10,000	
Fire Department	2,598		2,087		1,176	
Business travel	4,554		5,364		5,216	
Contracted services	3,611		4,475		3,845	
Totals	75,513	48.9	76,676	49.5	74,987	47.8

Figure 5: City Operations, Vehicle Miles Traveled



7.2. Employee Commute (Task 5)

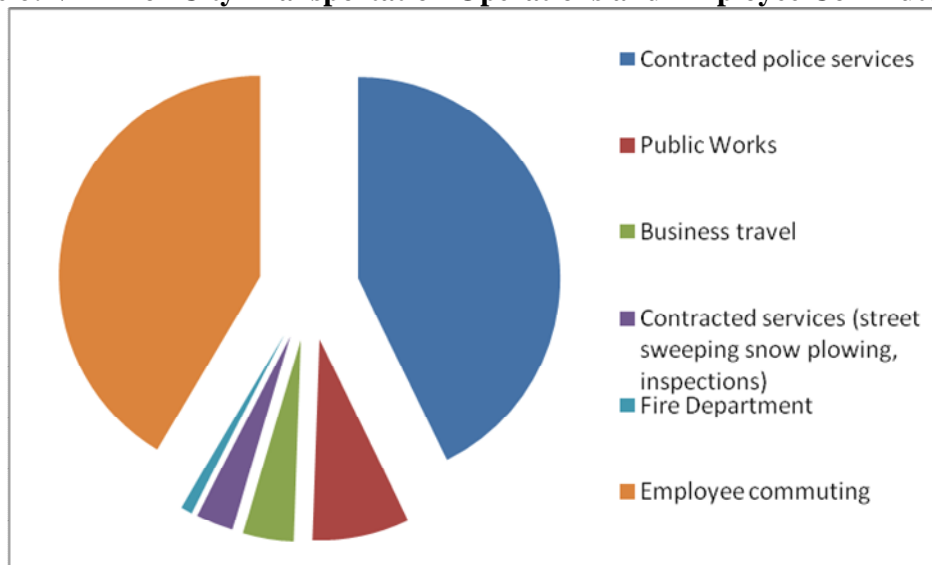
Table 7 shows the VMT and GHG emissions⁸ associated with employee commutes. It accounts for the total round trips from home to City Hall for 10 employees who worked for the City over the 3 study years.⁹ VMT increased significantly between 2006 and 2008 (VMT in 2008 was 25% higher). The increase was due to an employee with a particularly long commute to City Hall whose first full year was 2007.

Table 7: GHG Emissions Associated with Employee Commutes

	Vehicle Miles Traveled		
	2006	2007	2008
VMT	42,352	53,711	53,070
GHG emissions	25	32	31

Figure 6 illustrates the relative share of the vehicle miles traveled for all City operations and for employee commutes in 2008. The 3 largest categories were for contracted police services from the Village of St. Anthony (73%), employee commutes (71%), and Public Works (13%). The 3 other categories account for the remaining 14% of the total VMT.

Figure 6: VMT for City Transportation Operations and Employee Commutes, 2008



8.0. Total GHG Emissions from City Operations

GHG emissions associated with City operations were stable over the 3 study years and averaged 407 tonnes per year (Table 1). Figure 7 illustrates the percent share of the 2008 GHG emissions broken out by major categories. Electricity and natural gas consumption for buildings and other

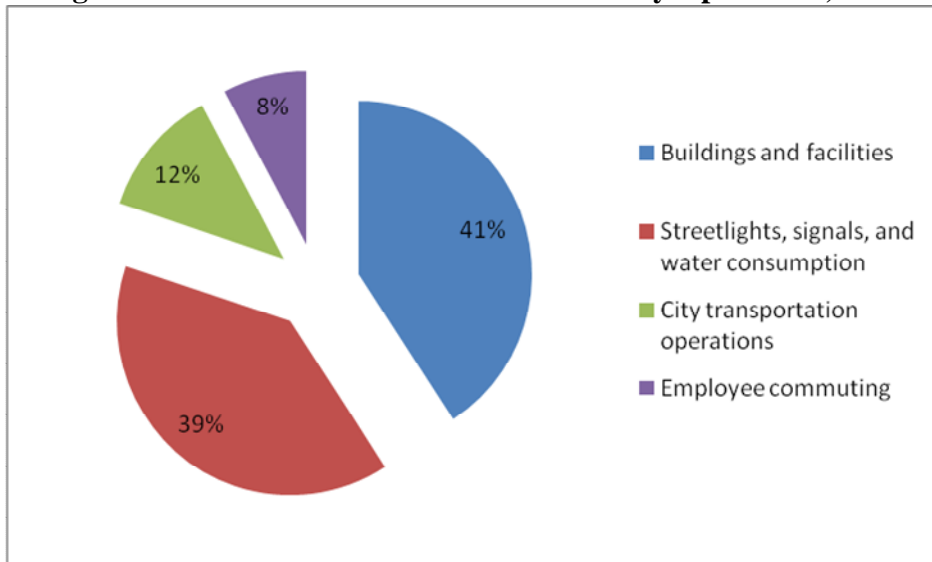
⁸ GHG emission estimates are based on the Clean Air Climate Protection software from ICLEI Local Governments for Sustainability. The software uses the national fleet mix generated annually by the US Environmental Protection Agency (see: <http://www.iclei.usa.org/action-center/tools/cacp-software>).

⁹ Based on 233 workdays per year (12 holidays, 10 vacation days, 5 sick days).

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public facilities constitute the largest category at 41% of the total followed by electricity consumption for streetlights and signals, which also includes a very small amount of emissions for water consumption. City transportation fuels and employee commutes accounted for the remaining 12% and 8% of the emissions respectively.

Figure 7: GHG Emissions Associated with City Operations, 2008



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Detailed Summary											
Updated: 9/9/09											
		2006		2007		Change in Emissions from 2006		2008		Change in Emissions from 2007	
		Amount	CO2e Emissions (tonnes)	Amount	CO2e Emissions (tonnes)	Amount	Percent Change	Amount	CO2e Emissions (tonnes)	Amount	Percent Change
Community Analysis											
Community Energy: (1)											
	Total Community electricity (MWh)	n/a		115,747	84,361	n/a		114,037	79,624	-4,736	-6%
	Residential (MWh)			14,127	10,022			13,596	9,229	-793	-8%
	Commercial & Industrial (MWh)			101,620	74,339			100,441	70,395	-3,943	-5%
	Total Community natural gas (Dth)	n/a		220,208	14,413	n/a		245,999	16,101	1,688	12%
	Residential (Dth)			122,341	8,007			138,702	9,078	1,071	13%
	Commercial & Industrial (Dth)			97,866	6,405			107,297	7,023	617	10%
	Subtotal Community emissions				98,773				95,725	-3,048	-3%
	Percent of total Community emissions	n/a		83%		n/a		82%			-0.3%
Community Transportation:											
	Vehicle miles traveled	33,030,310	19,571	34,983,425	20,603	1,953,115	6%	34,722,420	20,342	-261	-1%
	Percent of total Community emissions	n/a		17%		n/a		18%			0.3%
Community Emissions Total:											
		n/a			119,376	n/a			116,067	-3,309	-3%
	Per-capita emissions	n/a			21.8	n/a			21.3	-0.5	-2%
City Analysis											
City Buildings and Operations:											
	Buildings and facilities, electricity (kWh):	197,324	145.4	193,906	142.9	-3,418	-2%	182,392	128.8	-14	-10%
	Street lights and signals (kWh)	227,993	168.0	221,382	163.1	-6,611	-3%	220,235	155.5	-8	-5%
	Water consumption (kWh)	592	0.4	606	0.4	13	2%	567	0.4	0	-10%
	Subtotal electricity (kWh)	425,909	313.9	415,893	306.5	-10,016	-2%	403,194	284.7	-22	-7%
	City Hall (natural gas, CCF)	4,017	21.9	5,112	27.9	1,095	27%	6,054	33.1	5	18%
	Subtotal City Buildings and Operations		335.8		334.4	-1.4	-0.4%		317.8	-17	-5%
	Percent of total City emissions	82%		80%			-2%	80%			0%
City Transportation:											
	City operations (VMT)	75,513	48.9	76,676	49.5	1,163	2%	74,987	47.8	-2	-3%
	Employee commute (VMT)	42,352	25.0	53,711	32.0	11,359	27%	53,070	31.0	-1	-3%
	Subtotal	117,865	73.9	130,387	81.5	12,523	11%	128,057	78.8	-3	-3%
	Percent of total City emissions	18%		20%			2%	20%			0%
City Emissions Total:											
			409.7		415.9	6.2	2%		396.5	-19	-5%
	Percent of total Community emissions	n/a		0.3%		n/a		0.3%			0%
Other Factors:											
		2006 Amount		2007 Amount		Change from 2006		2008 Amount		Change from 2007	
						Amount	Percent Change			Amount	Percent Change
	City population (1)		5,478		5,480	2	0.04%		5,444	-36	-1%
	Seasonal cooling degree days (SCDD) (2)		1,051		1,070	19	1.81%		787	-283	-26%
	Community electricity consumption per SCDD	n/a			108	n/a			145	37	34%
	Seasonal heating degree days (2)		7,035		7,937	902	13%		7,847	-90	-1%
	Community gas consumption per SHDD	n/a			28	n/a			31	4	13%
Notes:											
1	Source: Xcel Energy.										
1	2008 estimate derived by linear regression for the 2001-2007 data.. Source: US Census Bureau, Population Estimates Program. http://factfinder.census.gov/servlet/DTTable?_bm=y&-context=dt&-ds_name=PEP_2007_EST&-CHECK_SEARCH_RESULTS=N&-mt_name=PEP_2007_EST_G2007_T001&-tree_id=807&-redoLog=true&-all_geo_types=Y&-_caller=geoselect&-geo_id=16000US2720420&-geo_id=16000US2743000&-search_results=16000US2720420&-format=-&-lang=en										
2	http://climate.umn.edu/text/historical/mspcooldd.txt ; http://climate.umn.edu/text/historical/mspheatdd.txt										

MUNICIPALITY	CLASS OF SERVICE	ELECTRIC ONLY PREMISE COUNT	GAS ONLY PREMISE COUNT	GAS AND ELECTRIC PREMISE COUNT	TOTAL PREMISE COUNT	TOTAL ELECTRIC ENERGY CONSUMED (MWh)	ELECTRIC ENERGY GENERATED BY WIND	XCEL ENERGY'S MINNESOTA ELECTRIC EMISSION FACTOR (Tons CO2/MWh)	TONS OF CO2 FROM ELECTRIC CONS. (TOTAL ELECTRIC MINUS WIND)	TOTAL GAS ENERGY CONSUMED (Dth)	XCEL ENERGY'S MINNESOTA GAS EMISSION FACTOR (Tons CO2/Dth)	TONS OF CO2 FROM GAS CONS.	TOTAL TONS OF CO2 FROM CONS.
2007													
FALCON HEIGHTS (CITY)	Residential	518	6	1,317	1,841	13,416	-	0.666	8,935	122,341	0.0595	7,279	16,215
FALCON HEIGHTS (CITY)	Res Windsorce	20	-	72	92	711	421	0.666	193	-	0.0595	-	193
FALCON HEIGHTS (CITY)	C&I	74	98	68	240	101,465	-	0.666	67,576	97,866	0.0595	5,823	73,399
FALCON HEIGHTS (CITY)	C&I Windsorce	-	-	1	1	66	58	0.666	5	-	0.0595	-	5
FALCON HEIGHTS (CITY)	Pub St & Hwy Ltg	-	-	-	-	133	-	0.666	89	-	0.0595	-	89
FALCON HEIGHTS (CITY) Total		612	104	1,458	2,174	115,791	479		76,798	220,208		13,102	89,901
2008													
FALCON HEIGHTS (CITY)	Residential	520	6	1,312	1,838	12,903	-	0.638	8,232	138,702	0.0595	8,253	16,485
FALCON HEIGHTS (CITY)	Res Windsorce	18	-	77	95	693	421	0.638	174	-	0.0595	-	174
FALCON HEIGHTS (CITY)	C&I	82	103	67	252	100,296	-	0.638	63,989	107,297	0.0595	6,384	70,373
FALCON HEIGHTS (CITY)	C&I Windsorce	-	-	1	1	64	51	0.638	8	-	0.0595	-	8
FALCON HEIGHTS (CITY)	Pub St & Hwy Ltg	-	-	-	-	128	-	0.638	82	-	0.0595	-	82
FALCON HEIGHTS (CITY) Total		620	109	1,457	2,186	114,083	472		72,484	245,999		14,637	87,121
Notes:													
1. An Xcel Energy 'customer' may receive electric, gas or both electric and gas service at a given location. To provide the clearest breakout of customers, this information has been prepared using a 'premise' as a proxy for a customer. A premise is a physical location where electricity, gas or both may be supplied. Typically there is only one meter for electricity and/or one for gas at each location.													
2. Only premises showing energy consumption during the reporting period are included.													
3. The reports include all retail energy consumed within the specified local government's boundaries. Consumption, including streetlights, traffic signals and other non-metered premises, by all types of government is included. Also included is the use of energy by the company, excluding only the gas to fuel power plants (which is accounted for in the electric emission factor) and gas to fuel the compressors on the gas pipeline system.													
4. Premises are assigned to a class of service based on the electric and gas rates used at the premise. If a premise has more than one class of service, the service with the highest priority is assigned. Priorities are Residential=1, Residential Windsorce=2, Commercial=3, Commercial Windsorce=4, Industrial=5 and Industrial Windsorce=6.													
5. Windsorce is a voluntary wind energy program offered by Xcel Energy to its electric customers in Minnesota. Customers have the option of purchasing 100 - kilowatt-hour (kWh) blocks of Windsorce or the 100% Windsorce option. (1000 kWh equals one Megawatt-hour or MWh). For Windsorce rows, 'Total Electric Energy Consumed (MWh)' column includes all energy consumed by Windsorce premises whether from renewable Windsorce generation or from traditional non-renewable sources.													
6. By definition, commercial electric service is delivered at secondary voltage (typically 120, 208, 240 or 480 volts). Industrial electric service is delivered at primary voltage (typically 13 Kilovolts) or transmission voltage (typically 115 or 230 Kilovolts).													
7. Apartment buildings often have individual electric meters for each unit, which are served on a residential rate and are included in the electric Residential class of service. They usually have another electric meter for laundry rooms and for common area lighting and cooling, served on a commercial electric rate and included in the Commercial class. These same apartment buildings often have one gas meter connected to a boiler and a water heater providing heat and hot water to all of the individual units. These meters are served on a commercial gas rate and are included in the gas Commercial class. However, if each unit has an individual gas meter serving only that unit's individual furnace and/or water heater, then it is served on a residential gas rate and included in the gas Residential class.													
8. For gas transportation customers, where gas is purchased from a third party supplier and Xcel Energy only delivers the gas to the end customer, premises and consumption are included in the gas Commercial class of service rows.													
9. Gas transportation customers are set up by contract rather than as traditional premises. The 12-month median of the number of gas transportation service and facilities charges paid in the jurisdiction is used as a proxy.													
10. No premise counts are provided for Public Street & Highway Lighting since these are set up by contract rather than as traditional premises. The identified local government is the major or only customer.													
This report was prepared by Marketing - Information Services. Consumption data is from Xcel Energy's internal databases used for reporting to regulatory agencies. It is based on information available on 7/6/2009. It should be consistent with various reports prepared for those agencies.													

Community Transportation									
Updated: 9/9/09									
Roadway Classification	Miles of Roadway (1)	Annual Vehicle Miles Traveled (1)							
		2001	2002	2003	2004	2005	2006	2007	2008
Minor Routs (MI)	0.2	365	365	365	366	365	365	-	-
Minnesota Trunk Highway (MNTH)	0.7	11,605,540	11,290,180	11,493,485	10,501,638	10,577,700	10,249,200	10,249,200	10,000,218
County State Aid Highway (CSAH)	4.6	17,351,005	18,565,360	18,905,175	18,823,380	17,104,265	17,188,945	18,302,925	18,279,870
Municipal State Aid Street (MSAS)	2.4	1,384,445	1,446,860	1,433,720	1,961,760	1,462,190	1,469,490	1,469,490	1,467,660
County (CNTY)	1.0	789,860	859,210	805,920	152,256	123,005	123,370	163,885	163,602
Municipal Streets (MUN)	17.7	3,872,650	4,047,120	3,992,370	4,009,896	3,998,940	3,998,940	4,797,925	4,811,070
Total VMT	26.7	35,003,865	36,209,095	36,631,035	35,449,296	33,266,465	33,030,310	34,983,425	34,722,420
Percent change from previous year			3%	1%	-3%	-6%	-1%	6%	-1%
Population (2)		5,598	5,536	5,449	5,482	5,503	5,478	5,480	5,444
GHG emissions (tonnes) (3)		20,362	22,123	22,184	21,297	19,840	19,571	20,603	20,342
Per-capita GHG emissions (tonnes)		3.64	4.00	4.07	3.88	3.61	3.57	3.76	3.74
Notes:									
(1) Source: Minnesota Department of Transportation. http://www.dot.state.mn.us/roadway/data/reports/vmt.html . Miles of roadway vary slightly over time as designations of roads change.									
(2) Source: US Census Bureau, Population Estimates Program. http://factfinder.census.gov/servlet/DTTable?_bm=y&-context=dt&-ds_name=PEP_2007_EST&-CHECK_SEARCH_RESULTS=N&-mt_name=PEP_2007_EST_G2007_T001&-tree_id=807&-redoLog=true&-all_geo_types=Y&-_caller=geoselect&-geo_id=16000US2720420&-geo_id=16000US2743000&-search_results=16000US2720420&-format=&-_lang=en 2008 estimate derived by linear regression for the 2001-2007 data.									
(3) GHG emission estimates are based on the Clean Air Climate Protection software from ICLEI Local Governments for Sustainability. The software uses the national fleet mix generated annually by the US Environmental Protection Agency (see: http://www.icleiusa.org/action-center/tools/cacp-software).									

Falcon Heights Carbon Baseline Assessment

City Energy Use										
Updated: 9/9/09										
Category	2006		2007		Change from 2006		2008		Change from 2007	
	Amount	CO2e (tonnes)	Amount	CO2e (tonnes)	CO2e (tonnes)	% Change	Amount	CO2e (tonnes)	CO2e (tonnes)	% Change
Buildings and facilities, electricity (kWh):										
City Hall	147,160	108.4	149,523	110.2	1.7	2%	135,800	95.9	(14.3)	-13%
Community Park	35,769	26.4	33,212	24.5	(1.9)	-7%	33,882	23.9	(0.5)	-2%
Curtis Field Park	6,154	4.5	4,867	3.6	(0.9)	-21%	4,906	3.5	(0.1)	-3%
Curtis Field Gazebo	1,388	1.0	1,368	1.0	(0.0)	-1%	1,795	1.3	0.3	26%
School Warming House	6,853	5.1	4,936	3.6	(1.4)	-28%	6,009	4.2	0.6	17%
Buildings subtotal	197,324	145.4	193,906	142.9	(2.5)	-2%	182,392	128.8	(14.1)	-10%
Street lights and signals (kWh)										
Metered lights and signals (1)	97,263	71.7	88,012	64.9	(6.8)	-10%	92,145	65.1	0.2	0.3%
Non-metered lights and signals (2)	130,730	96.3	133,370	98.3	1.9	2%	128,090	90.4	(7.8)	-8%
Subtotal street lights and signals	227,993	168.0	221,382	163.1	(4.9)	-7%	220,235	155.5	(7.6)	-5%
Water consumption (millions of gallons)										
Water consumption (kWh) (4)	340		347				325			
Subtotal electricity (kWh)	425,909	313.9	415,893	306.5	(7.4)	-7%	403,194	284.7	(21.8)	-7%
City Hall (natural gas, CCF)	4,017	21.9	5,112	27.9	6.0	27%	6,054	33.1	5.1	18%
Total GHG emissions (tonnes)		335.8		334.4	(1.4)	-0.4%		317.8	(16.6)	-5%
Emission Factors	Emission Factors, 2006	Global Warming Potential (GWP)	GHG Emissions (CO2e)	Emission Factors, 2007	Global Warming Potential (GWP)	GHG Emissions (CO2e)	Emission Factors, 2008	Global Warming Potential (GWP)	GHG Emissions (CO2e)	
NSP-Minnesota emission factors:										
CO2 (U.S. tons per MWh) (2)	0.659			0.666			0.638			
CO2 (kg per MWh) (3)	732.6	1	732.6	732.6	1	732.6	701.8	1	701.8	
N2O (lbs per MWh) (5)	0.028			0.028			0.028			
N2O (kg per MWh)	0.013	310	3.95	0.013	310	3.95	0.013	310	3.95	
CH4 (kg per MWh) (5)	0.041			0.041			0.041			
CH4 (kg per MWh)	0.019	21	0.39	0.019	21	0.39	0.019	21	0.39	
Total GHG emissions (kg CO2e per MWh)			736.94			736.94			706.14	
City Hall, natural gas (kg. CO2 per CCF burned) (6)	5.46	1	5.46	5.4600	1	5.46	5.46	1	5.46	
Notes:										
(1) 2 streetlights are not included in this calculation										
(2) Source: Xcel Energy, refer to Attachment 2. Exceptions: Xcel did not provide data for 2006. Table assumes that the 2006 electricity consumption for non-metered streetlights and signals is the average of 2007 and 2008 amounts. The source for the 2006 CO2 emission factor is Peter Ciborosky, MN Pollution Control Agency, 8/18/08.										
(3) There are 1.1 metric tonnes per U.S. ton.										
(4) Electricity consumption per gallons pumped is based on the <i>Minneapolis Carbon Footprint Project Report</i> , May 2009. In 2006, the City of Minneapolis reported consuming 43.6 MWh to produce and pump an average of 25 billion gallons annually. This equals an average of 1.74 kWh/million gal. (refer to http://www.ci.minneapolis.mn.us/water/waterfacts.asp).										
kWh/million gallons of water:	1.744									
(5) Emission factors and GWP for N2O and CH4 are from the eGrid figures for 2005 for the MRO West district (refer to: http://www.epa.gov/cleanenergy/documents/egridzips/eGRID2007V1_1_year05_GHGOutputRates.pdf . Assumed to be stable for 2006-2008.										
(6) Source: Table G.1: Default factors for Calculating CO2 Emissions from Fossil Fuel Combustion, <i>Local Government Operations Protocol, for the Quantification and Reporting of Greenhouse Gas Emissions Inventories</i> , Version 1.0, September 2008.										

City Transportation																
Updated: 9/9/09																
2006						2007					2008					
VMT	Gasoline, Passenger Cars (gal @ 15 mpg)	Gasoline, Light Duty Vehicles (gal @ 12 mpg)	Diesel, Heavy Duty Vehicles (gal @ 8 mpg)	CO2e Totals (tonnes)		VMT	Gasoline, Passenger Cars (gal @ 15 mpg)	Gasoline, Light Duty Vehicles (gal @ 12 mpg)	Diesel, Heavy Duty Vehicles (gal @ 8 mpg)	CO2e Totals (tonnes)		VMT	Gasoline, Passenger Cars (gal @ 15 mpg)	Gasoline, Light Duty Vehicles (gal @ 12 mpg)	Diesel, Heavy Duty Vehicles (gal @ 8 mpg)	CO2e Totals (tonnes)
City Operations:																
Contracted police services from St. Anthony (1)	54,750	3,650				54,750	3,650					54,750	3,650			
Public Works trucks (1)	10,000		833			10,000		833				10,000		833		
Fire Department (2)	2,598			325		2,087			261			1,176			147	
Business travel	4,554	304				5,364	358					5,216	348			
Contracted services (3)	3,611		216	127		4,475		262	166			3,845		213	161	
Subtotal	75,513	3,954	1,050	452		76,676	4,008	1,096	427			74,987	3,998	1,046	308	
GHG Emissions: (4)																
CO2 (tonnes)		34.831	9.247	4.585			35.307	9.652	4.333				35.220	9.218	3.127	
CO2e from N2O emissions (tonnes)		0.134	0.031	0.004			0.134	0.031	0.003				0.134	0.031	0.002	
CO2e from CH4 emissions (tonnes)		0.017	0.003	0.000			0.017	0.003	0.000				0.017	0.003	0.000	
Subtotal CO2e (tonnes)		35.0	9.3	4.6	48.9		35.5	9.7	4.3	49.5			35.4	9.3	3.1	47.8
Totals	75,513				48.9	76,676				49.5	74,987					47.8
Greenhouse Gas Emission Factors and Global Warming Potential																
	GHG Emission Factors (4)			Global Warming Potential (GWP)												
	Gasoline, Passenger Cars	Gasoline, Light Duty Vehicles	Diesel, Heavy Duty Vehicles													
CO2 (kg/gal)	8.81	8.81	10.15	1												
N2O (g/mi)	0.008	0.010	0.005	310												
CH4 (g/mi)	0.015	0.016	0.005	21												
Notes:																
1	Public Works uses 2 gas-powered trucks: 2006 F-250 and a 2005 F-350 XL Superbody (12 mpg). The Police cruisers are Ford Crown Victorias (15 mpg). Source of fuel economy data: http://www.fueleconomy.org/feg/bymodel															
2	The Fire Department operates 3 diesel-powered pumpers, all built after 2001.															
3	Based on the following:															
	Snowplowing by Ramsey County: Assumes that the trucks pass each of the 39.06 lane miles once per storm. There are usually two passes, one for snowplowing and one for salting, completed with a 9-ton and a 2.5-ton truck (assume 8 mpg). Actual total trips: 2006: 24; 2007, 32; 2008: 31.															
	Street sweeping (completed in diesel-powered equipment, assume 8 mpg) twice per year of all 39.06 lane miles in City.															
	Inspections (completed in a light duty truck, assume 12 mpg) by private contractors.															
4	Source: Table G.9 and Table G.10: Default CH4 and N2O Emission Factors for Highway Vehicles by Model Year, <i>International Local Government Greenhouse Gas Emissions Analysis Protocol</i> . Figures are converted from g/ml to g/gallon using 3,785 ml/gallon.															