

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

**AGENDA**  
March 8, 2017 at 7:00 P.M.

- A. CALL TO ORDER:
- B. ROLL CALL: LINDSTROM \_\_\_ HARRIS \_\_\_ BROWN THUNDER \_\_\_  
FISCHER \_\_\_ GUSTAFSON \_\_\_  
  
STAFF PRESENT: THONGVANH\_\_\_
- C. PRESENTATIONS:
- D. APPROVAL OF MINUTES:
  - 1. February 22, 2017 City Council Meeting Minutes
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA:
  - 1. General Disbursements through: 2/28/17 \$102,301.58  
Payroll through: 2/28/17 \$19,143.88
  - 2. Fire Department Grant-Urban Area Security Initiative
- G: POLICY ITEMS:
  - 1. ADA Transition Plan for Facilities within the Public Right-of-Way
- H. INFORMATION/ANNOUNCEMENTS:
- I. COMMUNITY FORUM:
- J. ADJOURNMENT:

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

**MINUTES**

February 22, 2017 at 7:00 P.M.

A. CALL TO ORDER: 7:00 pm

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

STAFF PRESENT: THONGVANH   X  

C. PRESENTATIONS:

1. Northeast Youth & Family Services – Jerry Hromatka

Executive Director, Jerry Hromatka, presented on the programs and services that NYFS provides. They are in their 40<sup>th</sup> year of operations. They serve 15 municipalities and four school districts. Feedback on their organization was that it works to have the partnerships that they do, they emphasize respect and a solution-oriented approach, and they're innovative. They serve all ages, primarily ages 5-21, and they serve about 4,000 youth, adults, and families. Their programs consist of mental health services, community services, and day treatment. They secure their funds through contracts, fees, grants, and contributions.

2. Citizenship Award – Melanie Leehy

Melanie Leehy recommended establishing an annual Citizen of the Year Award. This award would be to recognize individuals who have given back to the community or have been an avid volunteer. This award would be for a Falcon Heights residing adult who has displayed noteworthy service. This individual would be nominated and would have to fit the set criteria of what it means to be a Citizen of the Year. The awardee would be recognized by the Council, and their selection could be coordinated with the annual Ice Cream Social for the awardee to receive recognition. She also recommends naming the award the Philando Castile Falcon Heights Citizen of the Year Award. The Community Engagement Commission had some discussions on a Citizen of the Year Award in general and got stuck on some of the logistics. They also expressed more of an interest at the time in discussing an event that acknowledges all volunteers in Falcon Heights.

D. APPROVAL OF MINUTES:

1. January 25, 2017 City Council Meeting Minutes

Approved

E. PUBLIC HEARINGS:

F. CONSENT AGENDA:

1. General Disbursements through: 2/16/17 \$233,749.62

Payroll through: 2/15/17 \$38,661.76

2. Recreation Agreement with the City of Lauderdale

3. SafeAssure Training Agreement

4. City Hall Rooftop Unit Replacement

5. Appointment of Georgiana May to the Community Engagement Commission

6. Appointment of Martin McCleery to the Environment Commission

7. Application for U of MN Good Neighbor Fund –Piano in the Park  
City Administrator Thongvanh stated that the Pianos would be in the park for 30-60 days. After the 60 days, it goes back to the company it was purchased from to be recycled or repurposed. The intent is to encourage arts in the parks.

Council Member Gustafson Moved, Approved 5-0

G: POLICY ITEMS:

H. INFORMATION/ANNOUNCEMENTS:

Council Member Fischer:

The Community Engagement Commission is still looking to appoint one or two Commissioners.

City Administrator Thongvanh:

The Community Engagement Commission has two openings and currently four applicants. The other Commissions are full.

Council Member Harris:

The Tri-City Work Group has meet twice recently. The City of Burnsville has been a pioneer for body-worn cameras. The next meeting is in Falcon Heights on March 15. She also serves on the Land Use Advisory Committee for the Metropolitan Council. They are working hard to try to help cities prepare their comprehensive plans that are due in 2018.

Council Member Brown Thunder:

The NYFS Leadership Luncheon is Wednesday, May 3 11:30am-1pm, and there are a lot of community leaders that attend.

Council Member Gustafson:

- Summer programing is coming together and will be available the second week of March, and registration will be available shortly after. The search and hiring process for summer programing will start mid-March with the hope of to have positions filled by early May. Anyone interested should be watching the city website. Summer and fall city events are in the process of being planned.
- The Falcon Heights Inclusion and Policing Task Force has held three meetings and one Community Conversation since the last Council Meeting. There is a series of five Community Conversations which are designed to seek input from residents and guests that visit the community. The first Community Conversation focused on community values, and the summary of discussions can be found on the Falcon Heights website. Community Conversation two will be on Thursday, March 2 at Falcon Heights United Church from 6:30-8:30pm. From these Community Conversations, the Task Force will begin developing a draft of recommendations to present at Community Conversation three for feedback. A report of recommendations will be presented to the City Council at the May 3 workshop. The final Community Conversation will be after the Council has acted on the recommendations.

City Administrator Thongvanh:

- AARP tax services did not have enough support staff assigned to City Hall, so they closed the site and relocated volunteers to locations in Roseville. They are hoping to reopen the site next year.

- Reminder with the upcoming snowfall to remember to move cars off the street when there is two inches or greater of snowfall.
- MnDOT will be doing an open house for the Hwy 51/Snelling Ave project on Monday, March 13 from 5-7pm at City Hall. They are still working on some of the questions that the Council posed to them.
- Staff has been working on Laserfiche, which is the city database, to make documents more accessible.
- I was also recently asked what demographic data SAPD is collecting. As of October 1, 2016 SAPD has been collecting race demographics on all stops.
- Updated the notice on the website of potential quorum of Council Members at the Community Conversations.

#### I. COMMUNITY FORUM:

##### Farook Meah- 1597 Hollywood Ct:

He has applied to the Commissions, and he has been rejected many times. He sent a letter but has not received a response. The last time he received a response, staff indicated that there were no longer any openings and on occasion a posting will still be up as position is being filled since the city retains those applications.

##### Mayor Lindstrom:

The process for Commission openings is that they are posted, staff and Commission Chairs interview all of the applicants that apply, staff forwards the information to the Mayor, and the Mayor tries to get in contact with the applicant. His criteria that he looks for before passing names on to the Council are passion for the issue, new people having an interest in becoming involved with the Commissions, and geographic diversity of Commission Members.

##### City Administrator Thongvanh:

Staff take in multiple applications. He tries to attend the interviews as best as possible, but currently he has been occupied with other tasks that the Council has assigned him. Along with staff, they try to have the Commission Chair involved in the interview as well. After the interviews, staff provide some highlights of the applicants. Then Mayor Lindstrom makes the recommendation on who to appoint.

##### Farook Meah- 1597 Hollywood Ct:

He was told he would be interviewed, but he had to contact City Hall. He was told he would be interviewed by the City Administrator, Staff, and the Environment Chair, but only staff was present. He also applied for the Council and was eliminated in the first round of interviews.

##### Tom Baldwin- 1716 Albert St:

He wanted to follow up on a couple of things. He asked about the reluctance to put the opt out clause on the agenda. The reply before was that if it's tabled and not voted on at the next meeting, it's considered accepted. If you're operating under Roberts Rules, you'd be tabling a motion, not an item. His question still remains. He's criticizing the action of the Council and their lack of concern. The only way to show that you're prioritizing this issue is through the policy agenda.

##### Tyrone Tarrell- 270 Kent St. St. Paul:

He wants to speak strongly against naming the city volunteer award after Philando. He didn't live in Falcon Heights. He was murdered here, so show some sensitivity to that.

##### Akil Foluke:

He's concerned by how everything he's seen relates to how people are being treated. He wants to see action and not so much push back.

Paula Mielke- 1869 Arona:

Hawa applied for the Planning Commission and was told the city already had three applications so there was no need to apply. Did anyone get back to her about the flooding over at the Sherman apartments? Also, as she's stated before, end the contract.

Mayor Lindstrom:

The Sherman apartments have been brought to their attention prior to the Council meeting, and they will look into it.

City Administrator Thongvanh:

The city was in contact with Hawa about applying, but by the time she had applied there were already multiple applications in the works. There are certain things that the city can do in regards to the Sherman apartments. He is hearing for the first time about them pulling out insulation. He will be in contact with the building inspector about that. The thing they were currently trying to address with Sherman is the safety hazard of the retention pond. Their snow removal contractors were piling snow up near it and kids were using it as a sledding hill. He informed the complex and contractor to push the snow elsewhere. That is difficult to regulate as it is private property.

Council Member Harris:

What caused the flooding?

City Administrator Thongvanh:

He'll have to talk to staff to find out more information about the flooding.

Mary Pat McGinnis- 1841 Arona St:

She wants to reiterate the concerns that have already been expressed. Nothing has changed, which means this situation can happen again.

Mayor Lindstrom:

He could have brought forward his ideas on police reform, and he is learning new ideas every day about ways to improve. He has opted not to bring those ideas forward, because he wants to route that through the Task Force. He wants greater feedback from the community and guests and is committed to the greatest citizen engagement process that this city has ever gone through.

J. ADJOURNMENT: 8:33 pm

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Peter Lindstrom, Mayor

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

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Sack Thongvanh, City Administrator



*The City That Soars!*

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	March 8, 2017
<b>Agenda Item</b>	Consent F1
<b>Attachment</b>	General Disbursements and Payroll
<b>Submitted By</b>	Roland Olson, Finance Director

<b>Item</b>	General Disbursements and Payroll
<b>Description</b>	General Disbursements through: 2/28/17 \$102,301.58 Payroll through: 2/28/17 \$19,143.88
<b>Budget Impact</b>	The general disbursements and payroll are consistent with the budget.
<b>Attachment(s)</b>	· General Disbursements and Payroll
<b>Action(s) Requested</b>	Staff recommends that the Falcon Heights City Council approve general disbursements and payroll.

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PACKET: 01522 FEB 23 PAYABLES  
VENDOR SET: 01 City of Falcon Heights  
SEQUENCE : ALPHABETIC  
DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----  
T DATE BANK CODE -----DESCRIPTION----- GROSS P.O. #  
DISCOUNT G/L ACCOUNT -----ACCOUNT NAME----- DISTRIBUTION  
=====

01-00250 AMERIPRIDE SERVICES  
I-1003720044 LINEN CLEANING 41.27  
2/23/2017 APBNK DUE: 2/23/2017 DISC: 2/23/2017 1099: N  
LINEN CLEANING 101 4124-82011-000 LINEN CLEANING 41.27  
=== VENDOR TOTALS === 41.27

01-00892 BEARCOM  
I-4560236 RADIO REPAIR 166.00  
2/23/2017 APBNK DUE: 2/23/2017 DISC: 2/23/2017 1099: N  
RADIO REPAIR 101 4124-87092-000 REPAIR RADIOS 166.00  
=== VENDOR TOTALS === 166.00

01-05072 BRANCH AND BOUGH TREE SERVICE  
I-3506 TREE PLANTING, TRIMMING, STOR 7,657.00  
2/23/2017 APBNK DUE: 2/23/2017 DISC: 2/23/2017 1099: N  
TREE PLANTING, TRIMMING, STORM 419 20200-000 ACCOUNTS PAYABLE 5,630.00  
FORESTRY CONSULTANT 101 20200-000 ACCOUNTS PAYABLE 2,027.00  
=== VENDOR TOTALS === 7,657.00

01-03202 CENTRAL SANDBLASTING COMPANY  
I-42642 SANDBLAST TABLE 75.00  
2/23/2017 APBNK DUE: 2/23/2017 DISC: 2/23/2017 1099: N  
SANDBLAST TABLE 101 4131-70110-000 SUPPLIES 75.00  
=== VENDOR TOTALS === 75.00

01-0123 CINTAS CORPORATION #470  
I-470136426 BLACK MATS, SERVICE CHARGE 69.43  
2/23/2017 APBNK DUE: 2/23/2017 DISC: 2/23/2017 1099: N  
BLACK MATS, SERVICE CHARGE 101 4131-70110-000 SUPPLIES 69.43  
=== VENDOR TOTALS === 69.43

01-06290 CITY OF ROSEVILLE  
I-222500 LAST PMT RETAINAGE 2015 ST PR 2,508.65  
2/23/2017 APBNK DUE: 2/23/2017 DISC: 2/23/2017 1099: N  
LAST PMT RETAINAGE 2015 ST PRO 419 20600-000 CONTRACTS PAYABLE 2,508.65  
=== VENDOR TOTALS === 2,508.65

PACKET: 01522 FEB 23 PAYABLES  
VENDOR SET: 01 City of Falcon Heights  
SEQUENCE : ALPHABETIC  
DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
T DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-05243	HINRICH, RICH					
I-201702236150		TRAINING SUPPLIES, LOCKERS	878.70			
2/23/2017	APBNK	DUE: 2/23/2017 DISC: 2/23/2017		1099: N		
		REIMB SUPPLIES		101 4124-70100-000	SUPPLIES	134.11
		CAPITAL: LOCKERS		402 4402-91000-000	MACHINERY & EQUIPMENT	600.00
		TRAINING SUPPLIES		101 4124-86020-000	TRAINING	144.59
		=== VENDOR TOTALS ===	878.70			
01-05450	LEAGUE MN CITIES INS TRST					
I-10002659		WORKMANS COMP	23,744.00			
2/23/2017	APBNK	DUE: 2/23/2017 DISC: 2/23/2017		1099: N		
		WORKMANS COMP		101 4192-89000-000	MISCELLANEOUS	23,744.00
		=== VENDOR TOTALS ===	23,744.00			
01-05582	MENARDS					
I-201702236153		CITY HALL SUPPLIES: WIRE	12.82			
2/23/2017	APBNK	DUE: 2/23/2017 DISC: 2/23/2017		1099: N		
		CITY HALL SUPPLIES: WIRE		101 4131-70110-000	SUPPLIES	12.82
		=== VENDOR TOTALS ===	12.82			
01-05494	MK MECHANICAL INC					
I-7913		REPAIR EQUIP: COR RAY VAC DOW	544.00			
2/23/2017	APBNK	DUE: 2/23/2017 DISC: 2/23/2017		1099: N		
		REPAIR EQUIP: COR RAY VAC DOWN		101 4132-87000-000	REPAIR EQUIPMENT	544.00
		=== VENDOR TOTALS ===	544.00			
01-05813	MN STATE FIRE CHIEF ASSOC					
I-300002491		6 MEMBERSHIP DUES	435.00			
2/23/2017	APBNK	DUE: 2/23/2017 DISC: 2/23/2017		1099: N		
		6 MEMBERSHIP DUES		101 4124-86110-000	MEMBERSHIPS	435.00
		=== VENDOR TOTALS ===	435.00			
01-05825	MUNICIPAL CODE CORPORATION					
I-00282192		ANNUAL WEB HOSTING	950.00			
2/23/2017	APBNK	DUE: 2/23/2017 DISC: 2/23/2017		1099: N		
		ANNUAL WEB HOSTING		101 4116-85060-000	WEB SITE	950.00
		=== VENDOR TOTALS ===	950.00			

PACKET: 01522 FEB 23 PAYABLES  
VENDOR SET: 01 City of Falcon Heights  
SEQUENCE : ALPHABETIC  
DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	T DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-07263			NEXTEL COMMUNICATIONS, INC				

I-201702236152			CELL PHONES	118.67			
2/23/2017	APBNK		DUE: 2/23/2017 DISC: 2/23/2017		1099: N		
			CELL PHONES		101 4121-85015-000	CELL PHONE	22.76
			CELL PHONES		101 4131-85015-000	CELL PHONE	11.60
			CELL PHONES		101 4141-85015-000	CELL PHONE	11.60
			CELL PHONES		101 4132-85015-000	CELL PHONE	11.60
			CELL PHONES		601 4601-85015-000	CELL PHONE	45.00
			CELL PHONES		602 4602-85015-000	CELL PHONES	16.11

=== VENDOR TOTALS === 118.67

01-00935 ST PAUL REGIONAL WATER SERVICE

I-201702236151			COMM PARK, CITY HALL WATER SS	580.65			
2/23/2017	APBNK		DUE: 2/23/2017 DISC: 2/23/2017		1099: N		
			COMM PARK WATER		101 4141-85040-000	WATER	69.40
			COMM PARK SS		101 4141-85070-000	SEWER	24.14
			CITY HALL WATER		101 4131-85040-000	WATER	293.19
			CITY HALL SS		101 4131-85070-000	SEWER	193.92

=== VENDOR TOTALS === 580.65

01-06546 STAPLES

I-8043043771			SUPPLIES: BINDERS, TAPE	153.53			
2/23/2017	APBNK		DUE: 2/23/2017 DISC: 2/23/2017		1099: N		
			SUPPLIES: BINDERS, TAPE		101 4112-70100-000	SUPPLIES	153.53

=== VENDOR TOTALS === 153.53

28 SACK THONGVANH

I-201702236155			MILEAGE REIMB	68.47			
2/23/2017	APBNK		DUE: 2/23/2017 DISC: 2/23/2017		1099: N		
			MILEAGE REIMB		101 20200-000	ACCOUNTS PAYABLE	68.47

=== VENDOR TOTALS === 68.47

01-07068 VIKING INDUSTRIAL CENTER

I-3100486			SUPPLIES: HARD HATS	70.51			
2/23/2017	APBNK		DUE: 2/23/2017 DISC: 2/23/2017		1099: N		
			SUPPLIES: HARD HATS		101 4131-70110-000	SUPPLIES	70.51

=== VENDOR TOTALS === 70.51

PACKET: 01522 FEB 23 PAYABLES  
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-----ID-----			GROSS	P.O. #		
T DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-05870	XCEL ENERGY					
I-201702236154		GAZEBO, SNELLING & HOYT SIGN	23.84			
2/23/2017	APBNK	DUE: 2/23/2017 DISC: 2/23/2017		1099: N		
		CURTISS FIELD GAZEBO		101 4141-85020-000	ELECTRIC/GAS	12.09
		SNELLING & HOYT SIGN AREA		209 4209-85020-000	STREET LIGHTING POWER	11.75
		=== VENDOR TOTALS ===	23.84			
		=== PACKET TOTALS ===	38,097.54			

PACKET: 01525 FEB 28 PAYABLES  
VENDOR SET: 01 City of Falcon Heights  
SEQUENCE : ALPHABETIC  
DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	T DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-05422	BP						

I-201702286157	2/28/2017	APBNK	FUEL DUE: 2/28/2017 DISC: 2/28/2017 FUEL FUEL	489.87	1099: N 101 4124-74000-000 101 4132-74000-000	MOTOR FUEL & LUBRICANTS MOTOR FUEL & LUBRICANTS	160.57 329.30
=== VENDOR TOTALS ===				489.87			

01-03202	CENTRAL SANDBLASTING COMPANY						
I-42680	2/28/2017	APBNK	SANDBLAST CABINET, PAINT DUE: 2/28/2017 DISC: 2/28/2017 SANDBLAST CABINET, PAINT	350.00	1099: N 101 4131-70110-000	SUPPLIES	350.00
=== VENDOR TOTALS ===				350.00			

01-03117	CITY OF LITTLE CANADA						
I-201702286158	2/28/2017	APBNK	SHARED SWEEPER COSTS DUE: 2/28/2017 DISC: 2/28/2017 SHARED SWEEPER COSTS	5,600.66	1099: N 602 4602-83030-000	SHARED SWEEPER EXP/LITTL	5,600.66
=== VENDOR TOTALS ===				5,600.66			

01-00911	CITY OF NEW BRIGHTON						
I-201702286160	2/28/2017	APBNK	4TH QTR HAZMAT SERVICES DUE: 2/28/2017 DISC: 2/28/2017 4TH QTR HAZMAT SERVICES	104.67	1099: N 101 20200-000	ACCOUNTS PAYABLE	104.67
=== VENDOR TOTALS ===				104.67			

01-00228	CITY OF ST ANTHONY						
I-3512	2/28/2017	APBNK	MARCH POLICE SERVICES DUE: 2/28/2017 DISC: 2/28/2017 MARCH POLICE SERVICES	56,049.16	1099: N 101 4122-81000-000	POLICE SERVICES	56,049.16
=== VENDOR TOTALS ===				56,049.16			

01-05582	MENARDS						
I-201702286161	2/28/2017	APBNK	PAINT, SAW DUE: 2/28/2017 DISC: 2/28/2017 FIRE DEPARTMENT PAINT 12 INCH SAW, SURGE PROTECTOR SHOP PAINT, PAINTBRUSHES	779.21	1099: N 101 4124-70100-000 101 4131-70110-000 101 4131-70110-000	SUPPLIES SUPPLIES SUPPLIES	136.76 446.59 195.86
=== VENDOR TOTALS ===				779.21			

PACKET: 01525 FEB 28 PAYABLES  
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-----ID-----			GROSS	P.O. #		
T DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-05649	MINNESOTA STATE COMMUNITY & TE					
I-201702286159		TRAINING	120.00			
2/28/2017	APBNK	DUE: 2/28/2017 DISC: 2/28/2017		1099: N		
		TRAINING		101 4124-86020-000	TRAINING	120.00
=== VENDOR TOTALS ===			120.00			
=====						
01-05750	NORTH ANOKA PLUMBING					
I-P17-09		REFUND PLUMBING PERMIT	87.00			
2/28/2017	APBNK	DUE: 2/28/2017 DISC: 2/28/2017		1099: N		
		REFUND PLUMBING PERMIT		101 32230-000	PLUMBING PERMITS	87.00
=== VENDOR TOTALS ===			87.00			
=====						
01-05676	OFFICE DEPOT					
I-901968193001		PENS, MARKERS, DRY ERASE CLEA	179.41			
2/28/2017	APBNK	DUE: 2/28/2017 DISC: 2/28/2017		1099: N		
		PENS, MARKERS, DRY ERASE CLEAN		101 4112-70100-000	SUPPLIES	179.41
I-901973696001		INDEX CARDS, NAME BADGES	32.64			
2/28/2017	APBNK	DUE: 2/28/2017 DISC: 2/28/2017		1099: N		
		INDEX CARDS, NAME BADGES		101 4112-70100-000	SUPPLIES	32.64
=== VENDOR TOTALS ===			212.05			
=====						
01-06544	TIM SANDVIK					
I-201702286163		MILEAGE, PHONE, FERTILIZER	182.52			
2/28/2017	APBNK	DUE: 2/28/2017 DISC: 2/28/2017		1099: N		
		MILEAGE REIMB		101 4112-86010-000	MILEAGE & PARKING	26.56
		CELL PHONE REIMB		101 4131-85015-000	CELL PHONE	40.00
		FERTILIZER REIMB		101 4141-70100-000	SUPPLIES	115.96
=== VENDOR TOTALS ===			182.52			
=====						
01-00935	ST PAUL REGIONAL WATER SERVICE					
I-201702286164		HYDRANT INSPECT, PERMIT FEES	189.97			
2/28/2017	APBNK	DUE: 2/28/2017 DISC: 2/28/2017		1099: N		
		HYDRANT INSPECT, PERMIT FEES		204 4204-87120-000	REPAIRS & MAINTENANCE	189.97
=== VENDOR TOTALS ===			189.97			

PACKET: 01525 FEB 28 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
T DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-05870	XCEL ENERGY					
I-201702286162		AUTO LIGHT, CIVIL DEF SIREN	38.93			
2/28/2017	APBNK	DUE: 2/28/2017 DISC: 2/28/2017		1099: N		
		AUTO PROTECT LIGHT		101 4141-85020-000	ELECTRIC/GAS	29.66
		CIVIL DEF SIREN		101 4121-85020-000	ELECTRIC	9.27
		=== VENDOR TOTALS ===	38.93			
		=== PACKET TOTALS ===	64,204.04			

EMP #	NAME	AMOUNT
0013	PETER C LINDSTROM	316.82
01-0016	PAMELA M HARRIS	277.05
01-0021	JOSE A FISCHER	277.05
01-0022	RANDALL C GUSTAFSON	277.05
01-1005	SACK THONGVANH	2,946.71
01-1017	TIMOTHY J SANDVIK	1,591.39
01-1019	KATHLEEN N THRASHER	1,216.64
01-1136	ROLAND O OLSON	2,138.03
01-1159	SARA E ASCHENBECK	141.76
01-2154	MAUREEN A ANDERSON	48.32
01-1018	PAUL A MORETTO	1,870.45
01-0086	RICHARD H HINRICHS	872.30
01-0095	MICHAEL J POESCHL	734.20
01-0105	ANTON M FEHRENBACH	341.96
01-0123	BRYAN R SULLIVAN	116.83
01-0124	MICHAEL D KRUSE	116.83
01-1030	TIMOTHY J PITTMAN	2,206.16
01-1033	DAVE TRETSEVEN	1,509.60
01-1143	COLIN B CALLAHAN	1,640.15

TOTAL PRINTED: 19 18,639.30

2-23-2017 2:53 PM PAYROLL CHECK REGISTER  
 PAYROLL NO: 01 City of Falcon Heights

PAGE: 1  
 PAYROLL DATE: 2/23/2017

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
002^	BROWN THUNDER, JOSEPH C	R	2/23/2017	277.05	085753
0	KURHAJETZ, CLEMENT	R	2/23/2017	105.05	085754
00	GAFFNEY, PATRICK	R	2/23/2017	122.48	085755

2-23-2017 2:53 PM PAYROLL CHECK REGISTER  
 PAYROLL NO: 01 City of Falcon Heights

PAGE: 2  
 PAYROLL DATE: 2/23/2017

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

REGULAR CHECKS:	3	504.58
DIRECT DEPOSIT REGULAR CHECKS:	19	18,639.30
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	22	19,143.88

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

\* END OF REPORT \*\*





*The City That Soars!*

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	March 8, 2107
<b>Agenda Item</b>	Consent F2
<b>Attachment</b>	N/A
<b>Submitted By</b>	Sack Thongvanh, City Administrator

<b>Item</b>	Fire Department Grant – Urban Area Security Initiative												
<b>Description</b>	<p>Ramsey County was the recipient of federal homeland security funding through the Urban Area Security Initiative (UASI) in 2016 and has funds still available.</p> <p>The Falcon Heights Fire Department would request the opportunity to apply for such funds. The Department would also request the authority to submit for 2017 funding. Equipment request for 2017 will be determined when we receive confirmation for 2016 request. The department would submit for the following for 2016 funds:</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <thead> <tr> <th style="width: 70%;">Item(s)</th> <th style="width: 30%;">Amount</th> </tr> </thead> <tbody> <tr> <td>Turnout Gear-Boots</td> <td style="text-align: right;">\$8,000</td> </tr> <tr> <td>Bunker Gear</td> <td style="text-align: right;">\$4,500</td> </tr> <tr> <td>AED – Defibrillator Machine</td> <td style="text-align: right;">\$1,500</td> </tr> <tr> <td>Monitor Nozzle</td> <td style="text-align: right;">\$2,300</td> </tr> <tr> <td style="text-align: center;">Estimated Request</td> <td style="text-align: right;">\$16,300</td> </tr> </tbody> </table>	Item(s)	Amount	Turnout Gear-Boots	\$8,000	Bunker Gear	\$4,500	AED – Defibrillator Machine	\$1,500	Monitor Nozzle	\$2,300	Estimated Request	\$16,300
Item(s)	Amount												
Turnout Gear-Boots	\$8,000												
Bunker Gear	\$4,500												
AED – Defibrillator Machine	\$1,500												
Monitor Nozzle	\$2,300												
Estimated Request	\$16,300												
<b>Budget Impact</b>	This grant does not require a match from the city.												
<b>Attachment(s)</b>	N/A												
<b>Action(s) Requested</b>	Staff would recommend a motion to approve application submittal for 2016 and 2017 funding to support the purchase of safety equipment for the Fire Department.												

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## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	March 8, 2017
<b>Agenda Item</b>	Policy G1
<b>Attachment</b>	ADA Transition Plan
<b>Submitted By</b>	Jesse Freihammer, City Engineer

<b>Item</b>	Approve Public Right of Way ADA Transition Plan
<b>Description</b>	<p>The Americans with Disabilities Act (ADA), enacted on July 26, 1990, is a civil rights law prohibiting discrimination against individuals on the basis of disability. One of the requirements of the ADA is to have an ADA transition plan. This plan includes a self-evaluation of City facilities, public outreach, grievance procedures and implementation schedule.</p> <p>The purpose of this plan is to provide a framework by which the City will inspect, inventory, and upgrade public facilities in City right-of-way to make them compliant with ADA laws. The major infrastructure components of this transition plan are pedestrian curb ramps, trail and sidewalks.</p> <p>The ADA Transition Plan would help the City evaluate the needs of all citizens who use public infrastructure. The plan will also help prioritize ADA improvements.</p>
<b>Budget Impact</b>	Most infrastructure required to be upgraded will be done with project funds at the time of the project. Individual project requests will be evaluated on a case by case basis to determine need, priority and funding if necessary.
<b>Attachment(s)</b>	<ul style="list-style-type: none"> <li>· ADA Transition Plan</li> <li>· Resolution 17-09 ADA Transition Plan for Public Right-of-Way</li> </ul>
<b>Action(s) Requested</b>	Motion to approve attached resolution of the City of Falcon Heights ADA Transition Plan for Facilities within Public Right-of-Way.

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# City of Falcon Heights ADA Transition Plan for facilities within the Public Right-of-Way

## Introduction

The Americans with Disabilities Act (ADA), enacted on July 26, 1990, is a civil rights law prohibiting discrimination against individuals on the basis of disability. Since the adoption of the ADA, the City of Falcon Heights has striven to provide accessible pedestrian features that meet ADA standards within the public rights-of-ways.

**This document has been created to specifically cover accessibility within the public rights of way and does not include information on City/County programs, practices, or building facilities not related to public rights of way.**

## Policy

The City of Falcon Heights's goal is to continue to provide accessible pedestrian design features as part of the City's Capital Improvement Plan (CIP) projects and maintenance projects. The standards and procedures will be kept up to date with nationwide and local best management practices.

The City of Falcon Heights will consider and respond to all accessibility improvement requests. All accessibility improvements that have been deemed reasonable will be scheduled consistent with transportation priorities. The City will coordinate with external agencies and contractors to ensure that all new or altered pedestrian facilities within City jurisdiction are ADA compliant to the maximum extent feasible.

Request for accessibility improvements should be directed to the ADA Coordinator at the Falcon Heights.

## Improvement Schedule

Each year the city council approves a Capital Improvement Plan (CIP). ADA compliance and improvements are planned and incorporated into each of these CIP projects.

## Self-Evaluation

The City, as part of its 2030 Comprehensive Plan, performed a high level review of the existing pedestrian facilities. The 2030 Comprehensive Plan is a guiding document for future plans of trails, sidewalks, and bicycle routes.

Each City CIP project, scheduled street/utility project, and pedestrian facility maintenance project the City performs a detailed review of the existing facilities for ADA compliance and which facilities require upgrades.

As additional information is made available as to the methods of providing ADA accessible features, the City will continue to update their procedures to accommodate these methods.

## **Public Outreach**

Public meetings are held during the feasibility study for all CIP projects prior to design and construction to gather input from the public. Additionally input from residents regarding areas that are not part of a CIP project are evaluated on an individual basis. Information about ADA facilities and requirements within the public rights-of-way is also available on the city web site and in monthly news articles.

## **Request Procedure**

If users of the City of Falcon Heights's facilities and services located within the public rights-of-way believe the City of Falcon Heights has not provided reasonable accommodations, they have the right to file a request.

A request from a citizen should be made in writing addressed to the attention of the ADA Coordinator. The City will acknowledge receipt of request within 5 business days. A response to the request will be made within thirty days. If the resident feels that an equitable resolution has not been reached they may appeal to the City Council.

## **External Agency Coordination**

Other agencies are responsible for some pedestrian facilities within the jurisdiction of the City of Falcon Heights. The City will coordinate with those agencies to ensure that any new or altered work on those facilities is ADA compliant to the maximum extent feasible.

## **ADA Coordinator**

The ADA Coordinator may be contacted by calling the City at 651-792-7611. All written correspondence shall be sent to the following address:

Attn: City of Falcon Heights ADA Coordinator  
City Administrator  
2077 W. Larpenteur  
Falcon Heights, MN 55113

## **Implementation Schedule**

The City of Falcon Heights will utilize two methods for upgrading pedestrian facilities to the current ADA standards. The first and most comprehensive of the two methods are the scheduled street and utility improvement projects. All pedestrian facilities impacted by these projects will be upgraded to current ADA accessibility standards. The second will be on a case by case basis based on information received from the City's request procedure.

## **Design Procedures**

Curb ramps, blended transitions, sidewalks and trails will attempt to be constructed or upgraded to achieve compliance within all capital improvement and maintenance projects. There may be limitations which make it technically infeasible for an intersection corner or segments of sidewalks and trails to achieve full accessibility within the scope of any project. Additionally, the City will coordinate with other agencies for all signalized intersections to ensure that they meet ADA requirements to the maximum extent possible within the scope of any project. Regardless of if full compliance can be achieved or not,

each intersection corner, sidewalk and trail, shall be made as compliant as possible in accordance with the judgment of the City Engineer and staff.

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**CITY OF FALCON HEIGHTS  
COUNCIL RESOLUTION**

March 8, 2017

No. 17-09

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RESOLUTION TO APPROVE ADA TRANSITION PLAN FOR FACILITIES WITHIN THE  
PUBLIC RIGHT-OF-WAY

**WHEREAS**, the Americans with Disabilities Act (ADA), enacted on July 26, 1990, is a civil rights law prohibiting discrimination against individuals on the basis of disability. One of the requirements of the ADA is to have an ADA transition plan. This plan includes a self-evaluation of City facilities, public outreach, grievance procedures and implementation schedule.

**WHEREAS**, the purpose of this plan is to provide a framework by which the City will inspect, inventory, and upgrade public facilities in City right-of-way to make them compliant with ADA laws. The major infrastructure components of this transition plan are pedestrian curb ramps, trail and sidewalks.

**WHEREAS**, the ADA Transition Plan would help the City evaluate the needs of all citizens who use public infrastructure. The plan will also help prioritize ADA improvements.

**NOW THEREFORE BE IT RESOLVED** by the City Council of the City of Falcon Heights, Minnesota Approve the ADA Transition Plan for Facilities within the Public Right-of-Way.

Moved by:

Approved by: \_\_\_\_\_  
Peter Lindstrom  
Mayor

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

Attested by: \_\_\_\_\_  
Sack Thongvanh  
City Administrator