

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

**AGENDA**  
October 24, 2018 at 7:00 P.M.

- A. CALL TO ORDER:
  
- B. ROLL CALL: LINDSTROM \_\_\_ LEEHY\_\_\_ HARRIS\_\_\_  
                  MIAZGA \_\_\_ GUSTAFSON\_\_\_  
  
STAFF PRESENT: THONGVANH\_\_\_
  
- C. PRESENTATIONS:
  - 1. Ramsey County Sheriff's Office - Acting Chief Deputy Booker T. Hodges
  
- CI. APPROVAL OF MINUTES:
  - 1. September 26 , 2018 City Council Meeting Minutes
  - 2. October 10, 2018 City Council Meeting Minutes
  
- CII. PUBLIC HEARINGS:
  
- CIII. CONSENT AGENDA:
  - 1. General Disbursements through: 10/18/18 \$101,242.72  
Payroll through: 10/15/18 \$22,064.05
  - 2. Approve SCORE Grant
  - 3. 2018 Budget Amendment and Transfer of Funds for Fund 402 & 403
  
- CIV. POLICY ITEMS:
  - 1. Establishing Special Revenue Fund 210 – Community Inclusion Fund
  - 2. 2019 Sewer Lining Project
  - 3. Hoyt Signal Agreement
  
- CV. INFORMATION/ANNOUNCEMENTS
  - 1. November 7<sup>th</sup> Workshop has been rescheduled for November 14<sup>th</sup> after the Regular City Council Meeting
    - a. Agenda Items
      - i. Debt Service
      - ii. Special Revenue Fund
      - iii. Enterprise Fund
  - 2. City Council and Staff Training Schedule for October 23 from 6:00 pm to 9:00 pm
  
- CVI. COMMUNITY FORUM:
  
- CVII. ADJOURNMENT:

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

**AGENDA**

September 26, 2018 at 7:00 P.M.

A. CALL TO ORDER:

B. ROLL CALL: LINDSTROM X LEEHY X N/A \_\_\_  
MIAZGA X GUSTAFSON X

STAFF PRESENT: THONGVANH X

C. PRESENTATIONS:

1. Appointment of Pamela Harris to the Vacant City Council Seat and Oath of Office Ceremony

Mayor Lindstrom

The Review Committee consists of Council Member Miazga, James Wassenberg Chair of Environment Commission, Shirley Rieder Chair of Community Engagement Commission, John Larkin Chair of Planning Commission, Olivia Demerath from Parks and Recreation Commission, and lastly myself. The Review Committee interviewed 11 applicants, and then identified four finalists, and the City Council interviewed them. After the process and reviewing each candidate, the City Council selected Pamela Harris.

Sarah Chambers (2170 Folwell Ave)

She sent emails to the City Council and Mayor regarding the vacant seat. I was pleased to see 11 residents applied for the opening position. It shows a lot about our community and active citizens that we have in Falcon Heights. However, I do not support Pamela Harris who stated that she would not run for re-election again. In the Lillie Suburban newspaper, she said it was time for new faces and perspectives, and it was a stressful year referring to policing and the killing of Philando Castile. I did not expect to see her run again shortly after her statement and be appointed. It does not feel good and not a good process.

Brian Olson (1592 Roselawn Ave W)

Appreciates the Mayor for showing the roster of who was in the Review Committee. However, Brian expressed that a new council appointment should be made solely through the Elected Officials on this council.

Paula Mielke (1868 Arona St)

Paula agrees with Sarah Chambers' speech about bringing in new changes. The city had a chance to bring in diversity, and a refugee and immigrant representing the renters and the 5 percent of the Somali population. Hawa Samatar ran in 2017 but the timing was not right. She also supports Kay Andrews who spoke about the injustice of the police force towards her grandsons on July 27. She is very disappointed that the City Council and Mayor appointed Pamela Harris who did not show support to the community and citizens.

Isaac Mielke (1868 Arona St)

He felt that the City had not learned anything or changed. He is very disappointed with the direction City Council is doing to the city. Isaac thinks that the Task Force is a sham and City Council and Mayor only pick “long time” friends. Pamela Harris does have experiences but “not all good experiences are good experiences.” Isaac hopes Pamela Harris, Council Member Randy Gustafson, and Mayor Peter Lindstrom do not run again.

Bruce Mielke (1868 Arona St)

Bruce agrees with everyone’s speech regarding the appointment of Pamela Harris. “It sounds slimy, and residents are not sure if you asked her or she decided for herself. Neighbors, my family, and other residents were not surprised or shocked that she was selected. It is a bad choice.” Bruce also stated that citizens knew Pamela Harris could not win the election last year so she decided to leave the Council and now she is back again. “I was very disappointed at Pam. She was very disrespectful to the Castile family and the residents of Falcon Heights. I will speak for many residents whom I know and prefer Pam to not be in this role. We did not appreciate when you were here before and would not like to see you here again.” He would like the two new Council Members to take more leadership and will not be swayed away by Pamela Harris.

Council Member Gustafson

The City is in the process of putting the budget and Comprehensive Plan together in the next 3 to 4 months. The Council needed someone who is going to be up to speed and get it done right away. Pamela Harris’ leadership helped Falcon Heights’ first Comprehensive Plan, evolved the Planning Commission, budget, policing inclusion, and built a welcoming community.

Council Member Miazga

The interviewing process was not easy and had many questions. The interviews were combined with questions and quantitative scoring. During the second round of interviews there were different questions, quantitative scoring, feedbacks and public hearing for the four finalists. The interview questions consisted of community engagement, leadership, and policy issues. It was completed in a respectful and professional setting. As a new Council Member, he appreciates the push from residents to be more direct and open.

Council Member Leehy

Clarifies that no one elects someone to the council hoping everyone will answer yes. Each council members has their skills, strengths and will not be swayed by each other but to be part of a process to improve the City. Council Member Leehy expressed her confidence in her seat and assured the audiences.

“I am confident of the Falcon Heights Council and our Taskforce inclusion recommendations which you know I fought arduously to be implemented. We as a city will become a culture of a caring community of friends that have unity with diversity. It is my passion, and it is our current mandate that is like a flowing river of hope. It may be a bumpy ride at times, but I am determined we need each other in our city. No one, people, group, or personality can accomplish the last in the good that most of us want to see. This is my commitment to you all.”

Mayor Lindstrom Moved, Approve 4-0

- D. APPROVAL OF MINUTES:
- 1. September 12, 2018 City Council Meeting Minutes

Council Member Gustafson

There are some minor typos and will need to be corrected.

Mayor Lindstrom Moved, 4-0

E. PUBLIC HEARINGS:

1. Ordinance Amending City Code Chapter 22 Section 20 Notification; Deadline for Removal

City Administrator Thongvanh

Ordinance Amending Section 22-20, Notification and Deadlines for Removal, allows a quick response by staff to address problems within the properties for nuisance abatement throughout the year. This includes snow-shoveling, grass, and weeds.

Ordinance 18-18 amending the City Code Chapter 22 Section 22-20, recommending approval from City Council to change certified mail to regular. The reason for this is that certified mail can be rejected and have to ask staff to go to the post office and drop it off. It takes a lot of staff time to travel back and forth.

The door hanger will help reduce staff time to draft letters and the cost of mailing. This will also allow for quicker notifications and abatement for nuisances. Letters can take a few days to arrive, and by the time residents receive it, they already have done it and will call City Hall to complain.

Whereas, the door hanger makes it faster to respond to code violations. A great example can be when Paul left door hangers to residents who violated the code. The residents called the City Hall within 10-15 minutes asking questions or did not know they violated City Codes. In addition, it will help educate residents about code violations and abate it quicker.

Council Member Gustafson Moved, Approved 5-0

2. Emerald Ash Borer

- a. Ordinance Amending City Code Chapter 54 Concerning the Removal of Trees, Shrubs, and Other Plants
- b. Resolution Adopting the Emerald Ash Borer Preparedness and Management Plan

City Administrator Thongvanh

In 2012, there was a request to remove Emerald Ash Borer (EAB) and begin a replanting program.

EAB was shown within the borders Falcon Heights at the University of MN Campus. On May 23, 2012, the City accepted the 2010 to 2014 Community Forest Bonding Grant for the EAB Removal /Replanting Program. A month later, the City and DNR met, and the City was rewarded with \$95,000 toward its Emerald Ash Borer removal and replacement program.

The City was not able to fully complete the program; however, the DNR amended the original grant agreement and extended the deadline to the end of June 2015 to complete the removal and replacement program. The DNR was also willing to provide additional grants for a total of \$150,000.

Upon completion of this agreement, the city will receive the remaining balance of \$13,564.23. Amendment #2 expired on June 30, 2015, and the proposed Amendment #3 will allow the City to complete the project and submit reimbursements until December 30, 2015.

In order to complete the program, the city must adopt an EAB Preparedness/Management Plan and amend the City Code Article II Planting, Maintenance, and Removal Ordinance. The MN DNR has approved both the proposed Plan and proposed Ordinance.

F. CONSENT AGENDA:

1. General Disbursements through: 9/20/18 \$74,949.97  
Payroll through: 9/15/18 \$19,413.06
2. Resignation of Tim Sandvik, Deputy Clerk/Recreation Supervisor
3. Resignation of Paul Moretto, Community Development Coordinator
4. Extend Recycling Contract with Tennis Sanitation, LLC
5. Annual Designation of Polling Places
6. Job Description and Title Change from Deputy Clerk/Recreation Supervisor to Assistant to the City Administrator

Council Member Harris

Would like to thank Tim Sandvik and Paul Moretto for their time and service at Falcon Heights. Both of them have helped the city in many ways and is sad to see them leave. City of Victoria and Vadnais Heights will benefit from both of their skills and dedication.

Council Member Gustafson

Approve the Consent Agenda with a correction of each letter regarding the gender term.

Council Member Gustafson Moved, Approved 5-0

G: POLICY ITEMS:

1. Adopt and Certify the 2019 Preliminary Levy

City Administrator Thongvanh

The City is required to complete the preliminary levy budget by September 30 for Ramsey County.

- 1) There are no levy limits imposed by the Legislature for the 2019 Budget.
- 2) An amount of \$2,941 increased the amount of LGA state aid by the Legislature for the budget year 2019. LGA will increase from \$600,591 to \$603,532 in 2019.
- 3) Fiscal Disparity distribution dollars for 2019 increased by \$69,339 over the 2018 level.

The 2019 proposed increase on a median value home is estimated to be \$198 per year or \$16.50 per month. The budget hearing will be on Wednesday, December 12, 2018 at 7 pm at Falcon Heights City Hall Chambers.

The 2019 Preliminary Levy chart can be viewed at the Falcon Heights website under the agenda.

Mayor Lindstrom

Over the past few years, City Council researched grants for inclusion efforts and has been successful on some. The grants helped us do more initiative projects. Sadly, the City did not receive the Bush Foundation grant. However, in the budget that we are looking at for this upcoming year, we will be setting aside \$30,000 in funds. It will be the first time that we have done that for our inclusion efforts.

### Council Member Leehy

It is disappointing that the City did not receive the Bush Foundation grant. We have been working consistently to find money for us to do the implementation and create new activities and aspects within our City. I am also pleased that we could add \$30,000 to the new line item for community implementation and community inclusion. Last year, we promised everyone how we would use the funds to implement inclusion, and I am glad to be here to see it through.

Council Member Gustafson Moved, Approved 5-0

## H. INFORMATION/ANNOUNCEMENTS

### Council Member Miazga

- The Community Surveys last day is Sunday, September 30. So far, there are about 300+ but the numbers can go higher than that.
- Comp Plan public meeting was a success. Many of the residents spoke about Snelling service route, and City Administrator Thongvanh will be receiving emails regarding those matters.
- Working with Hawa to do another Comp Plan event at 1550 Larpenteur Avenue but she is currently out of the country. Plan B is to work with Mayor Lindstrom while Hawa is gone.
- Next Planning Commission meeting is on Wednesday, October 3, 7:00 pm City Hall for public inputs on a variance request.

### Council Member Leehy

- Community Survey can be done online or mail it back to the City Hall. The survey was sent together with the City Newsletter, and it was posted on E-weekly newsletters and social media.
- The Cultivating a Caring Community event is on Friday, October 5 at 7pm - 9pm. Invitations were sent out to those who have been engaged in the community in the last year-and-a-half. City Council want to keeps propelling things forward so please check your email for that invitation and we look forward to your responses.
- Currently working on another survey but this one will be different. This survey will be a small and quick one for residents, commuters, and guests. Falcon Heights is in the middles of significant cities, and people pass our city every day. The survey is called "Survey on the Spot" and will provide more details in the next City Council meeting.

### Council Member Harris

- Is happy to be back on the City Council and appreciates it. I would like the people in the community to know that the reason why I came back is to fulfill the remaining months Joe Brown Thunder has left in his term. I am not planning to run for re-election. I volunteered to go back to help the Council. I am happy to be here and serve with the new Council Members that I have not served before. Thank you, everybody, and thank you, everyone, who made comments.

### Council Member Gustafson

- Would like to thank Pamela Harris for volunteering and serving in the City Council again.

- Community Engagement Commission meets on October 15th, 2018 at 7pm. Commissioners have been working hard on editing the Neighborhood Liaison Packet and are in its final steps. Monday, December 10 is Human Rights Day.
- Wednesday, October 3rd, 7:30am - 9am is Coffee with A Cop at Caribou Coffee 3354 Rice St in Little Canada. Another Coffee with A Cop event will be held at the Underground Cafe in November, and it will be in the late afternoon. More details will be out later.

City Administrator Thongvanh

- The Cultivating a Caring Community event is on Friday, October 5 at 7pm - 9pm. It will be at the TIES Building and reception starts at 6:30. Presentations begin at 7pm - 9pm, and there are three guest speakers. The Keynote speakers are from the Dayton, Ohio seminar that John Thompson and I attended. We also brought Ken Morris who is one of the co-facilitators for the Task Force. He will do mini training that focuses on a caring community. Invitations have been sent out and the last day to RSVP is October 1.
- The Curtiss Field basketball court will be postponed. It has been raining during the past few days and weeks. We had about 5 to 6 inches of rain at Curtiss Field and would like to remind everyone that the park was once a pond. Once the pipes fill up, the water will rise, and that will create problems. We do not want to build it then have issues such as cracks. Public Works will resume the installation after we resolve the problems.

I. COMMUNITY FORUM:

Sarah Chambers (2170 Folwell Ave)

Sarah is disappointed that the Council voted yes to have Pamela Harris in the City Council seat. She expressed that the City Council serves the community and citizens, and Pamela Harris did not do that during the incident.

“We had the murder of Castile, and there were a lot of concerns in the community. We know from the emails that the press requested and Pam was advising other members of the Council to not to reply to citizens who had concerns. But instead to channel everything through the City Administrator.”

Sarah hopes the people who applied for the City council vacancy seat will not be discouraged and to run again next year. Paula Mielke was a great candidate and hope she runs again. She looks forward to the next election.

J. ADJOURNMENT: 8:15 P.M.

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Peter Lindstrom, Mayor

Dated this 26th day of September, 2018

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Sack Thongvanh, City Administrator



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October 10, 2018 at 7:00 P.M.

- A. CALL TO ORDER:
- B. ROLL CALL: LINDSTROM X LEEHY X HARRIS X  
MIAZGA X GUSTAFSON X
- STAFF PRESENT: THONGVANH X

C. PRESENTATIONS:

Mayor Lindstrom

Amend the Agenda and add Sue Majerus from CTV under the Presentation section. Sue Majerus requested a meeting with the Council and would like to provide updates.

Sue Majerus (CTV)

CTV has an app, and people can download it to their smartphones. The app shows videos of CTV new programs, City Meetings, County Meetings, sports (Roseville Area High School), and live videos. The month of September, we had 114.75 hours of programming, and that involves Falcon Heights meetings on TV, Ramsey County Board, and sports events. Executive Director Dana Healy's communication plan is to bring in more visibility and fit with Falcon Heights communication plan.

Council Member Leehy Moved, Approved 5-0

D. APPROVAL OF MINUTES:

City Administrator Thongvanh

Administrative Coordinator, Amanda Lor was not able to complete September 26 meeting minutes. Due to short staff and Friday's event, I wanted her to focus more on the event. We will approve those minutes in the next meeting.

No Action Taken

E. PUBLIC HEARINGS:

F. CONSENT AGENDA:

1. General Disbursements through: 10/03/18 \$159,815.53  
Payroll through: 9/30/18 \$18,565.77
2. Appointment of Ned Mohan to the Falcon Heights Environment Commission
3. Appointment of Ryan Carlson to the Falcon Heights Park and Recreation Commission

Council Member Gustafson Moved, Approve 5-0

G. POLICY ITEMS:

1. Variance Application – 1411 Larpenteur Ave

City Administrator Thongvanh

On Wednesday, October 3, 2018, the Planning Commission held a special meeting to consider a request for a variance from the City of Falcon Heights Zoning Code. The request is to exceed the six foot maximum fence height limit by two feet to allow for the construction of an eight foot tall fence.

The location of the tall fence is at 1411 Larpenteur Ave West. Staff finds that the variance request is in harmony with the purpose and intent of the zoning chapter as stated in Section 113-1. Staff also finds that the variance requested is consistent with the Comprehensive Plan and that it will not impair or diminish property values or improvements in the area.

Pictures and application can be found at the city website under the Agenda.

Carl Richardson (1411 Larpenteur Ave W)

Carl and his family lived on California Ave before moving to Minneapolis. They had marvelous memories of living in Falcon Heights and are happy to be back. Carl and his wife Sherry wanted to build a fence to create a backyard and have neighbor get-togethers. Carl and Sherry created Salsa Thursday, and everyone is welcome to join. It is an excellent opportunity to get to know new people and neighbors.

Council Member Miazga Moved, Approved 5-0

H. INFORMATION/ANNOUNCEMENTS

Council Member Miazga

- Planning Commission met on October 3rd, 2018 for the variance request
- Comprehensive Plan is 70-80% in the review process. There might be another public hearing at 1550 Larpenteur Ave.

- Community Survey is now closed and City Administrator Thongvanh will total all the responses and create a report.

#### Council Member Leehy

- October 17 and 18, City Hall Parking lot will have its first food truck event from 7am - 7pm. On Monday and Tuesday, volunteers, city staff, and council members will be out on Snelling and Larpenteur to pass out a short survey to commuters who are passing through our city. We call it Survey On the Spot (S.O.S), and if you take the short survey, you will get a coupon. The coupon will let you have one free item from any food truck of your choice.
- Cultivating a Caring Community on Friday, October 5 was very successful. I would like to thank everyone who attended, keynote speakers and those who responded to the emails. It was a recap of the Taskforce information and recommendations from 2016 and 2017 to collectively recharge and move forward. Also at the event, we passed out handouts that had three topics and guests can choose up to two. Those trainings will be held next year in the springtime.
- Also a reminder that City staff and Council will be going through trainings, which are part of the Taskforce recommendations that was passed by the City Council in December 2016.

#### Council Member Harris

- Enjoyed the Cultivating a Caring Community event and was able to participate in group discussions. The event was very educational and wished Falcon Heights had those resources during the Philando Castile shooting. It would have helped the city a lot with implementations.

#### Council Member Gustafson

- Community Engagement Commission meeting is October 15, 2018, 7 pm at City Hall.
- Ramsey County Fright Farm open last week and will be open for the entire month of October. It will be open every Friday, Saturday, and Sunday.

#### City Administrator Thongvanh

- Survey On the Spot will be passed out on the sidewalk of Larpenteur and Snelling. We will have posters out so that people will know about it. The main purpose is to receive feedback from individuals that pass through or visit our community. You will have the ability to take the survey and receive a coupon for one free item (vendor's choice). Food trucks will be located at City Hall on October 17 and 18th from 7:00 am to 7:00 pm.
- The basketball court will be delayed until spring 2019. Due to the weather and rain, the ground is too soft to start building it. In addition, winter is approaching, and the Public Works crew will not have enough time to build it.
- TIES Building is in the process of executing a purchasing agreement.

- The Assistant to the City Administrator job posting is available online and the deadline is October 26th, at 4:30 pm
- Cultivating a Caring Community event was a great turn out. We passed out a small handout with possible training for 2019 and guests can pick two topics.
- The Henderson Senior living complex project wants to start construction in December and finish it next December. It will be a one-year construction project. However, Council still needs to approve the final PUD in order to apply for building permits. Paul Moretto (previous Community Development Coordinator) recommended City Administrator to have a 5% variance in the project. This means the City Administrator has the authority to approve the plan without bringing it to the City Council. The purpose of the 5% variance is so there will not be any delays in the project.
- Fall is here and winter is approaching quickly. Public Works will be out sweeping next week. This year will be different because we will notify residents two days before Public Works sweep their area. We will post it on social media and weekly newsletters, which will help residents move their vehicles out of their way.
- Public Works will try to get do one more mow before winter comes. This will help get our parks prepped. Summer equipment will be stored at the State Fair, and we will start prepping our winter equipment.

#### Mayor Lindstrom

- Environment Commission met on Monday, October 8, 2018. We spent the whole time on the Comprehensive Plan. It was very aspirational and resilient. We are looking at sustainability that will help the city in the long term.

#### I. COMMUNITY FORUM:

##### Katie Kohn (1929 Summer Street)

- Great job on Friday's event. Community Engagement, S.O.S and the trainings that was mentioned at Friday's event, will that come out of the line item for inclusion now or what does it look like?
- Wants to know where the city is in term with evaluation, assessment, and analysis.

##### City Administrator Thongvanh

- S.O.S and the event on October 5, did come out of the St. Paul Foundation Grant. The 2019 trainings will come from the line item from the budget item of \$30,000.

##### Council Member Miazga

- Advised Katie Kohn to contact him about evaluation, assessment, and analysis.

J. ADJOURNMENT: 7:53 PM

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Peter Lindstrom, Mayor

Dated this 10 day of October, 2018

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Sack Thongvanh, City Administrator

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*The City That Soars!*

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	October 24, 2018
<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: 10/18/18 \$101,242.72 Payroll through: 10/15/18 \$22,064.05
<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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POST DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
01-00077 ADVANCED GRAPHIX						
I-200412		ADVANCED GRAPHIX	489.70			
10/11/2018	APBNK	DUE: 10/11/2018 DISC: 10/11/2018 OPENHOUSE BANNER PRINTED DATES		1099: N 101 4124-70100-000	SUPPLIES	489.70
=== VENDOR TOTALS ===			489.70			
01-00209 ADVANTAGE SIGNS AND GRAPHICS						
I-32927		ADVANTAGE SIGNS AND GRAPHICS	224.00			
10/11/2018	APBNK	DUE: 10/11/2018 DISC: 10/11/2018 100 PLASTIC NO PARKING SIGNS		1099: N 101 4132-70120-000	SUPPLIES	224.00
=== VENDOR TOTALS ===			224.00			
01-00227 AMERICAN PLANNING ASSOCIATION						
I-201810116886		AMERICAN PLANNING ASSOCIATION	50.00			
10/11/2018	APBNK	DUE: 10/11/2018 DISC: 10/11/2018 APA MEMBERSHIP JUSTIN MARKON		1099: N 101 4117-86110-000	MEMBERSHIPS	50.00
=== VENDOR TOTALS ===			50.00			
01-00875 BHE COMMUNITY SOLAR, LLC						
I-8850414		BHE COMMUNITY SOLAR, LLC	1,187.12			
10/11/2018	APBNK	DUE: 10/11/2018 DISC: 10/11/2018 AUGCITY HALL SOLAR ELECT		1099: N 101 4131-85025-000	SOLAR ELECTRIC	1,187.12
=== VENDOR TOTALS ===			1,187.12			
01-03001 CAMPBELL KNUTSON						
I-1810116885		CAMPBELL KNUTSON	973.90			
10/11/2018	APBNK	DUE: 10/11/2018 DISC: 10/11/2018 SEP GENERAL LEGALS LEGAL 1354 CALIFORNIA		1099: Y 101 4114-80200-000 101 4114-80200-000	LEGAL FEES LEGAL FEES	203.00 770.90
=== VENDOR TOTALS ===			973.90			
01-04000 EHLERS AND ASSOCIATES						
I-78150		EHLERS AND ASSOCIATES	1,195.00			
10/11/2018	APBNK	DUE: 10/11/2018 DISC: 10/11/2018 ARBITRAGE REPOR SERV 13A BOND		1099: N 311 4311-94900-000	BOND FEES	1,195.00
=== VENDOR TOTALS ===			1,195.00			

POST DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
-----ID-----						
01-04	ESRI INC					
I-201810116888		ESRI INC	400.00			
10/11/2018	APBNK	DUE: 10/11/2018 DISC: 10/11/2018 GIS RENEWAL		1099: N 101 4117-80500-000	GIS SUPPORT	400.00
=== VENDOR TOTALS ===			400.00			
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01-05275	HILDI INC					
I-9958		HILDI INC	1,900.00			
10/11/2018	APBNK	DUE: 10/11/2018 DISC: 10/11/2018 GASB 75 ACTUARIAL STUDY		1099: N 101 4113-80330-000	FINANCIAL CONSULTANT	1,900.00
=== VENDOR TOTALS ===			1,900.00			
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01-05243	HINRICHS,RICH					
I-201810116889		HINRICHS,RICH	107.86			
10/11/2018	APBNK	DUE: 10/11/2018 DISC: 10/11/2018 BATTERIES		1099: N 101 4124-70100-000	SUPPLIES	107.86
=== VENDOR TOTALS ===			107.86			
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01-05304	J O THOMPSON					
I-45763		J O THOMPSON	3,761.60			
10/11/2018	APBNK	DUE: 10/11/2018 DISC: 10/11/2018 CARPET SQUARES FOR FIRE DEPT		1099: N 402 4402-91000-000	MACHINERY & EQUIPMENT	3,761.60
=== VENDOR TOTALS ===			3,761.60			
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01-04570	JOSEPH, KATRINA E.					
I-1810116887		JOSEPH, KATRINA E.	2,500.00			
10/11/2018	APBNK	DUE: 10/11/2018 DISC: 10/11/2018 SEP PROSECUTIONS		1099: Y 101 4123-80200-000	LEGAL FEES	2,500.00
=== VENDOR TOTALS ===			2,500.00			
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01-05509	LEAGUE OF MN CITIES					
I-283009		LEAGUE OF MN CITIES	225.00			
10/11/2018	APBNK	DUE: 10/11/2018 DISC: 10/11/2018 PRECONFERENCE MAMA LUNCHEON		1099: N 101 4111-86100-000	CONFERENCES/EDUCATION/TR	225.00
=== VENDOR TOTALS ===			225.00			

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-00		METRO PRODUCTS INC				
I-138225		METRO PRODUCTS INC	18.26			
10/11/2018	APBNK	DUE: 10/11/2018 DISC: 10/11/2018		1099: N		
		LAG BOLTS/FLAT WASHERS		101 4131-70110-000	SUPPLIES	18.26
		=== VENDOR TOTALS ===	18.26			
01-05665		METROPOLITAN COUNCIL				
I-1087886		METROPOLITAN COUNCIL	39,846.43			
10/11/2018	APBNK	DUE: 10/11/2018 DISC: 10/11/2018		1099: N		
		NOV SS		601 4601-85060-000	METRO SEWER CHARGES	39,846.43
		=== VENDOR TOTALS ===	39,846.43			
01-05273		MN PUBLIC EMPLOYEES INSURANCE				
I-757158		MN PUBLIC EMPLOYEES INSURANCE	9,210.28			
10/11/2018	APBNK	DUE: 10/11/2018 DISC: 10/11/2018		1099: N		
		NOV HEALTH INSURANCE		101 4112-89000-000	MISCELLANEOUS	9,210.28
		=== VENDOR TOTALS ===	9,210.28			
01-07263		NEXTEL COMMUNICATIONS, INC				
I-172868921-163		NEXTEL COMMUNICATIONS, INC	70.45			
10/11/2018	APBNK	DUE: 10/11/2018 DISC: 10/11/2018		1099: N		
		AUG27-SEP26 CELL PHONE FH		101 4131-85015-000	CELL PHONE	70.45
		=== VENDOR TOTALS ===	70.45			
01-05676		OFFICE DEPOT				
I-1810116890		OFFICE DEPOT	937.62			
10/11/2018	APBNK	DUE: 10/11/2018 DISC: 10/11/2018		1099: N		
		PENS PAPER TRIMMER CALCULATORS		101 4112-70100-000	SUPPLIES	217.63
		SHREDDER		401 4401-90100-000	FURNITURE & EQUIPMENT	719.99
		=== VENDOR TOTALS ===	937.62			
01-06053		OREILLY AUTO PARTS				
I-1799-444629		OREILLY AUTO PARTS	14.99			
10/11/2018	APBNK	DUE: 10/11/2018 DISC: 10/11/2018		1099: N		
		SHOP COMPRESSOR OIL		101 4132-87000-000	REPAIR EQUIPMENT	14.99
		=== VENDOR TOTALS ===	14.99			

POST DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
-----ID-----						
01-14		PAPE ENTERPRISES INC DBA				
I-6027		PAPE ENTERPRISES INC DBA	1,750.77			
10/11/2018	APBNK	DUE: 10/11/2018 DISC: 10/11/2018		1099: N		
		FOOD FOR INCLN TRAINING CONFER		210 4210-86105-000	INCLUSION TNG EXERCISES	1,750.77
=== VENDOR TOTALS ===			1,750.77			
=====						
01-06185		RAMSEY COUNTY				
I-RISK001949		RAMSEY COUNTY	1,033.72			
10/11/2018	APBNK	DUE: 10/11/2018 DISC: 10/11/2018		1099: N		
		SEPT DENTAL/DISAB/LIFE INSURAN		101 4112-89000-000	MISCELLANEOUS	1,033.72
=== VENDOR TOTALS ===			1,033.72			
=====						
01-06544		TIM SANDVIK				
I-201810116891		TIM SANDVIK	65.33			
10/11/2018	APBNK	DUE: 10/11/2018 DISC: 10/11/2018		1099: N		
		MILEAGE REIMB		101 4112-86010-000	MILEAGE & PARKING	25.06
		CELL PHONE REIMB		101 4131-85015-000	CELL PHONE	20.00
		TETHERBALL		201 4201-70100-000	SUPPLIES	20.27
=== VENDOR TOTALS ===			65.33			
=====						
01-06628		SACK THONGVANH				
I-201810116892		SACK THONGVANH	120.00			
10/11/2018	APBNK	DUE: 10/11/2018 DISC: 10/11/2018		1099: N		
		SEP&OCT CELL PHONE REIM		101 4131-85015-000	CELL PHONE	60.00
		SEP&OCT CELL PHONE REIM		601 4601-85015-000	CELL PHONE	60.00
=== VENDOR TOTALS ===			120.00			
=====						
01-05737		VERIZON WIRELESS				
I-9815295019		VERIZON WIRELESS	59.60			
10/11/2018	APBNK	DUE: 10/11/2018 DISC: 10/11/2018		1099: N		
		CELL PHONE		101 4124-85015-000	CELL PHONE	59.60
I-9815420975		VERIZON WIRELESS	70.06			
10/11/2018	APBNK	DUE: 10/11/2018 DISC: 10/11/2018		1099: N		
		CAD CELL PHONE		101 4124-85015-000	CELL PHONE	70.06
=== VENDOR TOTALS ===			129.66			

10/11/2018 11:08 AM  
 PACKET: 01856 PAYABLES 10/11  
 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	98	WSB					
I-R-012507-000-2	WSB		6,957.00				
10/11/2018	APBNK	DUE: 10/11/2018 DISC: 10/11/2018 PLANNING SERVICES		1099: N			
				101 4117-80400-000	CONSULTING PLANNER		6,957.00
		=== VENDOR TOTALS ===	6,957.00				
01-05689	ZACK'S INC						
I-33096	ZACK'S INC		249.06				
10/11/2018	APBNK	DUE: 10/11/2018 DISC: 10/11/2018 CLEANERS, DEGREASERS, BRUSHES		1099: N			
				101 4141-70100-000	SUPPLIES		249.06
		=== VENDOR TOTALS ===	249.06				
		=== PACKET TOTALS ===	73,417.75				

PACKET: 01858 OCT 16 PAYABLES  
 VENDOR SET: 01 City of Falcon Heights  
 SEQUENCE : ALPHABETIC  
 DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-02		CENTRAL SANDBLASTING COMPANY				
I-45075		CENTRAL SANDBLASTING COMPANY	75.00			
10/18/2018	APBNK	DUE: 10/18/2018 DISC: 10/18/2018 OUTDOOR BARBECUE		1099: N 101 4116-89010-000	SPECIAL EVENTS	75.00
=== VENDOR TOTALS ===			75.00			
01-03110		CENTURY LINK				
I-201810166893		CENTURY LINK	86.30			
10/16/2018	APBNK	DUE: 10/16/2018 DISC: 10/16/2018 SEP LANDLINES		1099: N 601 4601-85011-000	TELEPHONE - LANDLINE	86.30
I-201810166894		CENTURY LINK	62.25			
10/16/2018	APBNK	DUE: 10/16/2018 DISC: 10/16/2018 CELL PHONES		1099: N 101 4141-85011-000	TELEPHONE - LANDLINE	62.25
=== VENDOR TOTALS ===			148.55			
01-05818		FEDERAL SIGNAL CORPORATION				
I-7003449		FEDERAL SIGNAL CORPORATION	350.00			
10/16/2018	APBNK	DUE: 10/16/2018 DISC: 10/16/2018 FEDERAL WARNING SYSTEM CONFIG		1099: N 402 4402-91000-000	MACHINERY & EQUIPMENT	350.00
=== VENDOR TOTALS ===			350.00			
01-05115		GOPHER STATE ONE CALL				
I-8070370		GOPHER STATE ONE CALL	83.70			
10/18/2018	APBNK	DUE: 10/18/2018 DISC: 10/18/2018 JULY-LOCATE		1099: N 601 4601-88030-000	LOCATES	83.70
I-80369		GOPHER STATE ONE CALL	105.30			
10/18/2018	APBNK	DUE: 10/18/2018 DISC: 10/18/2018 AUG LOCATE		1099: N 601 4601-88030-000	LOCATES	105.30
I-8090372		GOPHER STATE ONE CALL	87.75			
10/18/2018	APBNK	DUE: 10/18/2018 DISC: 10/18/2018 SEP LOCATE		1099: N 601 4601-88030-000	LOCATES	87.75
=== VENDOR TOTALS ===			276.75			

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-03		HINRICHS,RICH				
I-201810166895		HINRICHS,RICH	375.31			
10/16/2018	APBNK	DUE: 10/16/2018 DISC: 10/16/2018		1099: N		
		COSTCO SUPPLIES:COFF SKINNYPOP		101 4124-70100-000	SUPPLIES	92.21
		COSTCO SUPPLIES: CROCKPOT		101 4124-70100-000	SUPPLIES	42.94
		OPEN HOUSE SUPPLIES		101 4124-70100-000	SUPPLIES	17.18
		COSTCO TRAINING		101 4124-86020-000	TRAINING	189.03
		RESTAURANT DEPOT SUPPLIES		101 4124-70100-000	SUPPLIES	33.95
		=== VENDOR TOTALS ===	375.31			
01-05440		LOFFLER COMPANIES, INC				
I-2922021		LOFFLER COMPANIES, INC	42.06			
10/18/2018	APBNK	DUE: 10/18/2018 DISC: 10/18/2018		1099: N		
		SEP COPIER CHARGES		101 4112-87000-000	REPAIR OFFICE EQUIPMENT	42.06
		=== VENDOR TOTALS ===	42.06			
01-05582		MENARDS				
I-201810186902		MENARDS	566.09			
10/18/2018	APBNK	DUE: 10/18/2018 DISC: 10/18/2018		1099: N		
		HD WALL HOSE REEL, TARP PVC		101 4124-70100-000	SUPPLIES	394.10
		WALL CAP, CRESTONE BEVELED		101 4131-87010-000	CITY HALL MAINTENANCE	105.30
		BOUNCE HOUSE EVENT: FOAM MAT		101 4116-89010-000	SPECIAL EVENTS	49.95
		CONCRETE		101 4132-70120-000	SUPPLIES	16.74
		=== VENDOR TOTALS ===	566.09			
01-05263		MID CITY SERVICES- INDUSTRIAL				
7372		FLOOR MATTS CITY HALL	41.32			
8/2018	APBNK	DUE: 10/18/2018 DISC: 10/18/2018		1099: N		
		FLOOR MATTS CITY HALL		101 4131-70110-000	SUPPLIES	41.32
		=== VENDOR TOTALS ===	41.32			
01-05722		NEWTON BONDING				
I-11138		NEWTON BONDING	350.00			
10/18/2018	APBNK	DUE: 10/18/2018 DISC: 10/18/2018		1099: N		
		FINANCE DIRECTOR BOND		101 4113-88000-000	INSURANCE & BONDS	350.00
		=== VENDOR TOTALS ===	350.00			

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-06006		OFFICE DEPOT				
I-20784355101		LEGAL PADS	12.49			
10/18/2018	APBNK	DUE: 10/18/2018 DISC: 10/18/2018		1099: N		
		LEGAL PADS		101 4112-70100-000	SUPPLIES	12.49
		=== VENDOR TOTALS ===	12.49			
01-06030		OLSON,ROLAND				
I-201810186896		OLSON,ROLAND	217.35			
10/18/2018	APBNK	DUE: 10/18/2018 DISC: 10/18/2018		1099: N		
		MILEAGE REIMB THROUGH SEP		101 4113-86010-000	MILEAGE	40.22
		MILEAGE REIMB FOR MN GFOA		101 4113-86100-000	CONFERENCES/EDUCATION/AS	177.13
		=== VENDOR TOTALS ===	217.35			
01-06024		ON SITE SANITATION				
I-669952		RESTROOM HAND SANITIZERS	75.00			
10/18/2018	APBNK	DUE: 10/18/2018 DISC: 10/18/2018		1099: N		
		RESTROOM HAND SANITIZERS		601 4601-85080-000	PORTABLE TOILET PARKS	75.00
I-669953		RESTROOM SANITIZERS	160.00			
10/18/2018	APBNK	DUE: 10/18/2018 DISC: 10/18/2018		1099: N		
		RESTROOM SANITIZERS		601 4601-85080-000	PORTABLE TOILET PARKS	160.00
		=== VENDOR TOTALS ===	235.00			
01-06185		RAMSEY COUNTY				
I-FLEET000421		RAMSEY COUNTY	554.53			
10/18/2018	APBNK	DUE: 10/18/2018 DISC: 10/18/2018		1099: N		
		AUG EQUIPMENT SERVICES		101 4132-87000-000	REPAIR EQUIPMENT	554.53
		=== VENDOR TOTALS ===	554.53			
01-06301		SAMS CLUB MC/SYNCB				
I-201810186904		SAMS CLUB MC/SYNCB	2,178.12			
10/18/2018	APBNK	DUE: 10/18/2018 DISC: 10/18/2018		1099: N		
		SPEAKER HOTEL		210 4210-86105-000	INCLUSION TNG EXERCISES	650.58
		DUMP TRUCK REPAIR		101 4132-87000-000	REPAIR EQUIPMENT	1,442.53
		FACEBOOK ADVERTISING		210 4210-70420-000	NEWSLETTER/COMMUNICATION	5.84
		CUSTOMIZED NAME TAGS		101 4112-70100-000	SUPPLIES	79.17
		=== VENDOR TOTALS ===	2,178.12			



-----ID-----			GROSS	P.O. #			
POST DATE	BANK CODE	DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
01	1	SOURCEWELL TECHNOLOGY					
I-INV0001285		SOURCEWELL TECHNOLOGY	432.38				
10/18/2018	APBNK	DUE: 10/18/2018 DISC: 10/18/2018		1099: N			
		HAMLIN ROOM RENTING TRAINING		210 4210-86105-000	INCLUSION TNG EXERCISES		432.38
		=== VENDOR TOTALS ===	432.38				
01-06525		SUBURBAN ACE HARDWARE					
I-201810186901		AIR FILTER AND KEY	46.90				
10/18/2018	APBNK	DUE: 10/18/2018 DISC: 10/18/2018		1099: N			
		AIR FILTER FOR ROOF FURNACE		101 4131-87010-000	CITY HALL MAINTENANCE		44.91
		KEY		101 4131-70110-000	SUPPLIES		1.99
I-201810186903		SUBURBAN ACE HARDWARE	46.90				
10/18/2018	APBNK	DUE: 10/18/2018 DISC: 10/18/2018		1099: N			
		AIR FILTER ROOF UNIT		101 4131-87010-000	CITY HALL MAINTENANCE		44.91
		KEY		101 4131-70110-000	SUPPLIES		1.99
		=== VENDOR TOTALS ===	93.80				
01-06628		SACK THONGVANH					
I-201810186899		SACK THONGVANH	107.91				
10/18/2018	APBNK	DUE: 10/18/2018 DISC: 10/18/2018		1099: N			
		RCSO-CONTRACT CITIES MEETINGS		101 4112-86010-000	MILEAGE & PARKING		107.91
		=== VENDOR TOTALS ===	107.91				
01-07898		WSB					
I-004		WSB	5,526.00				
10/18/2018	APBNK	DUE: 10/18/2018 DISC: 10/18/2018		1099: N			
		WSB		208 4208-81900-000	OTHER PROFESSIONAL SERVI		5,526.00
I-005		WSB	7,343.00				
10/18/2018	APBNK	DUE: 10/18/2018 DISC: 10/18/2018		1099: N			
		WSB		208 4208-81900-000	OTHER PROFESSIONAL SERVI		7,343.00
I-006		WSB	4,070.75				
10/18/2018	APBNK	DUE: 10/18/2018 DISC: 10/18/2018		1099: N			
		WSB		208 4208-81900-000	OTHER PROFESSIONAL SERVI		4,070.75
I-007		WSB	1,894.50				
10/18/2018	APBNK	DUE: 10/18/2018 DISC: 10/18/2018		1099: N			
		WSB		208 4208-81900-000	OTHER PROFESSIONAL SERVI		1,894.50

PACKET: 01858 OCT 16 PAYABLES  
VENDOR SET: 01 City of Falcon Heights  
SEQUENCE : ALPHABETIC  
DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01	8	WSB				( ** CONTINUED ** )
I-008		WSB	242.50			
10/18/2018	APBNK	DUE: 10/18/2018 DISC: 10/18/2018		1099: N		
		WSB		208 4208-81900-000	OTHER PROFESSIONAL SERVI	242.50
		=== VENDOR TOTALS ===	19,076.75			
01-05870		XCEL ENERGY				
I-201810186897		XCEL ENERGY	2,257.07			
10/18/2018	APBNK	DUE: 10/18/2018 DISC: 10/18/2018		1099: N		
		GAZEBO, SNELLING ELECT		101 4141-85020-000	ELECTRIC/GAS	23.02
		STREET LIGHTING ELECT		209 4209-85020-000	STREET LIGHTING POWER	2.98
		STREET LIGHTING ELECT		209 4209-85020-000	STREET LIGHTING POWER	3.22
		STREET LIGHTING ELECT		209 4209-85020-000	STREET LIGHTING POWER	11.34
		STREET LIGHTING ELECT		209 4209-85020-000	STREET LIGHTING POWER	2,097.09
		GAZEBO, SNELLING ELECT		101 4141-85020-000	ELECTRIC/GAS	25.55
		STREET LIGHTING ELECT		209 4209-85020-000	STREET LIGHTING POWER	57.91
		CIVIL DEFENSE SIREN		101 4121-85020-000	ELECTRIC	0.91
		STREET LIGHTING ELECT		209 4209-85020-000	STREET LIGHTING POWER	11.31
		STREET LIGHTING ELECT		209 4209-85020-000	STREET LIGHTING POWER	11.31
		STREET LIGHTING ELECT		209 4209-85020-000	STREET LIGHTING POWER	10.68
		GAS		101 4131-85030-000	NATURAL GAS	1.75
		=== VENDOR TOTALS ===	2,257.07			
01-07205		ZEP SALES & SERVICE				
I-4003344371		FOAM HAND WASH/CLEANING SUPP	139.49			
10/18/2018	APBNK	DUE: 10/18/2018 DISC: 10/18/2018		1099: N		
		FOAM HAND WASH/CLEANING SUPP		101 4124-70100-000	SUPPLIES	139.49
		=== VENDOR TOTALS ===	139.49			
		=== PACKET TOTALS ===	27,529.97			

PACKET: 01860 PAYABLES OCT 18

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	S	ECONOMIC DEVELOPMENT ASSOCIATI				
I-201810186905		ECONOMIC DEVELOPMENT ASSOCIAT	295.00			
10/18/2018	APBNK	DUE: 10/18/2018 DISC: 10/18/2018		1099: N		
		MEMBERSHIP FEE		101 4112-86100-000	CONFERENCES/EDUCATION/AS	295.00
		=== VENDOR TOTALS ===	295.00			
		=== PACKET TOTALS ===	295.00			

EMP #	NAME	AMOUNT
C 005	SACK THONGVANH	3,198.63
01-1017	TIMOTHY J SANDVIK	4,239.35
01-1020	AMANDA P LOR	1,270.70
01-1136	ROLAND O OLSON	2,484.60
01-1021	JUSTIN M MARKON	1,478.59
01-0040	KEVIN ANDERSON	100.22
01-0085	DANIEL S JOHNSON-POWERS	272.19
01-0086	RICHARD H HINRICHS	578.49
01-0087	MICHAEL A MCKAY	192.14
01-0095	MICHAEL J POESCHL	189.07
01-0097	PATRICK GAFFNEY	192.14
01-0105	ANTON M FEHRENBACH	475.09
01-0106	SCOTT A TESCH	290.22
01-0124	MICHAEL D KRUSE	162.47
01-0126	BENJAMIN J SMITH	50.55
01-0132	ANDREW K TEMME	75.68
01-0135	MORGAN B MCCANN	196.58
01-0136	SCHLIZ S SAWYERS	111.81
01-0137	DANIEL J WATTENHOFER	364.37
01-0138	GRANT W HEITMAN	144.94
01-0139	WILLIAM M RAVEN	159.59
01-2172	MICHAEL W ARCAND	267.67
01-1030	TIMOTHY J PITTMAN	2,062.95
01-1033	DAVE TRETSEVEN	1,626.64
01-1143	COLIN B CALLAHAN	1,614.32
TOTAL PRINTED: 25		21,799.00

10-10-2018 2:38 PM PAYROLL CHECK REGISTER  
PAYROLL NO: 01 City of Falcon Heights

PAGE: 1  
PAYROLL DATE: 10/10/2018

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
1161	JINZE, LI	R	10/10/2018	265.05	087949

10-10-2018 2:38 PM PAYROLL CHECK REGISTER  
PAYROLL NO: 01 City of Falcon Heights

PAGE: 2  
PAYROLL DATE: 10/10/2018

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

REGULAR CHECKS:	1	265.05
DIRECT DEPOSIT REGULAR CHECKS:	25	21,799.00
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
-----		
TOTAL CHECKS:	26	22,064.05



*The City That Soars!*

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	October 24, 2018
<b>Agenda Item</b>	Consent F2
<b>Attachment</b>	Resolution
<b>Submitted By</b>	Justin Markon, Community Development Coordinator

<b>Item</b>	2019 Ramsey County Select Committee on Recycling & The Environment (SCORE) Grant Submittal and Enter Into Agreement with Ramsey County for Funding
<b>Description</b>	<p>The City of Falcon Heights has a long standing history of working with Ramsey County to increase participation in City Wide Recycling Services. The SCORE Grant helps the City to perform these services and to increase the participation rate through education, events, and a diversity of the activities. The results of these actives contribute to our high participation rate and will continue to do so into the future.</p> <p>Our estimated allocation for 2019 from Ramsey County is \$15,415.</p>
<b>Budget Impact</b>	No Changes
<b>Attachment(s)</b>	<ul style="list-style-type: none"> <li>Resolution 18-33 Authorization to Apply for the Select Committee on Recycling &amp; the Environment (SCORE) Grant</li> </ul>
<b>Action(s) Requested</b>	Staff request approval of attached resolution to apply for the grant. The grant is in the estimated amount of \$15,415.

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**CITY OF FALCON HEIGHTS  
COUNCIL RESOLUTION**

October 24, 2018

No. 18-33

-----  
**RESOLUTION AUTHORIZING THE 2019 RAMSEY COUNTY SELECT COMMITTEE  
ON RECYCLING & THE ENVIRONMENT (SCORE) GRANT SUBMITTEL, AND  
ENTER INTO AN AGREEMENT  
WITH RAMSEY COUNTY FOR FUNDING**

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

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

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

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

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

**ADOPTED** by the Falcon Heights City Council this 24th day of October, 2018.

Moved by:

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

LINDSTROM  
GUSTAFSON  
HARRIS  
LEEHY  
MAZGA

\_\_\_\_\_ In Favor  
\_\_\_\_\_ Against

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

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## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	October 24, 2018
<b>Agenda Item</b>	Consent F3
<b>Attachment</b>	N/A
<b>Submitted By</b>	Roland Olson, Finance Director

<b>Item</b>	2018 Budget Amendment and Transfer of Funds for Fund 402 & 403
<b>Description</b>	<p>September 12, 2018, the city council approved funding for a squad car as part of our contract responsibility with the Ramsey county sheriff's department at a cost of \$56,026. Staff recommends transferring \$60,000 to the Public Safety Capital Improvements Fund (402) from Sanitary Sewer Fund (601) to provide funds for this squad car and recommends budget amendments to reflect this transfer:</p> <p>Public Safety Capital Improvements Fund (402):  Revenue: 402-000-39200      \$60,000 increase</p> <p>Sanitary Sewer Fund (601):  Expense: 601-4601-97000      \$60,000 increase</p> <p>Also, in the 2019 budget, the city will be budgeting to purchase a used snow plow truck with attachments from Ramsey county at an estimated cost of \$170,000. The city ownership of a large snow plow saves many thousands of dollars each year. Staff recommends a transfer of funds from the Sanitary Sewer Fund (601) to prefund this acquisition.</p> <p>Parks and Public Works Capital Improvements Fund (403):  Revenue: 403-000-39200      \$170,000</p> <p>Sanitary Sewer Fund(601):  Expense: 601-4601-97000      \$170,000</p>
<b>Budget Impact</b>	Amend budget line items as reflected above and complete the transfer of funds.
<b>Attachment(s)</b>	NA

<b>Action(s) Requested</b>	Staff recommends budget amendments and transfer of funds of \$60,000 to the Public Safety Capital improvements Fund (402) from the sanitary sewer fund (601) for the squad car. Staff also recommends a transfer of funds of \$170,000 to the Parks and Public Works Capital Improvements Fund (403) from the sanitary sewer fund (601) to prefund the projected snowplow acquisition in 2019.
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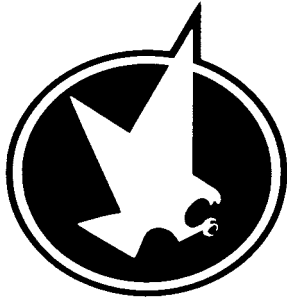
The City That Soars!

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	October 24, 2018
<b>Agenda Item</b>	Policy G1
<b>Attachment</b>	N/A
<b>Submitted By</b>	Roland Olson, Finance Director

<b>Item</b>	Establish Special Revenue Fund 210 – Community Inclusion Fund																																	
<b>Description</b>	<p>Staff recommends establishing (Fund 210) to account for the revenues and expenditures of the Community Inclusion activities. Staff recommends establishing the following revenue budget line items for this fund for 2018:</p> <p><u>2018 Budget Amount</u></p> <table> <tr> <td>210-33610 Grants</td> <td>0</td> </tr> <tr> <td>210-36211 Interest on Investments</td> <td>\$100</td> </tr> <tr> <td>210-36213 Change in Fair Value of Investments</td> <td>0</td> </tr> <tr> <td>210-39200 Transfer</td> <td>\$20,000</td> </tr> </table> <p>Staff recommends establishing the following budget expense line items for this fund for 2018:</p> <table> <thead> <tr> <th></th> <th><u>2018 Budget Amount</u></th> </tr> </thead> <tbody> <tr> <td>210-4210-80310 Audit</td> <td>\$800</td> </tr> <tr> <td>210-4210-70100 Supplies</td> <td>3,000</td> </tr> <tr> <td>210-4210-70420 Newsletter/Printing/Publishing</td> <td>1,000</td> </tr> <tr> <td>210-4210-70500 Postage</td> <td>200</td> </tr> <tr> <td>210-4210-86100 Conferences/Education</td> <td>5,000</td> </tr> <tr> <td>210-4210-86105 Inclusion Training</td> <td>10,000</td> </tr> <tr> <td>210-4210-97000 Transfer</td> <td>0</td> </tr> </tbody> </table> <p>This special revenue fund will be used for the community inclusion program.</p> <p>The City received \$20,000 from the St Paul Foundation in December of 2017. It was tentatively placed in fund 208 Community Development. These funds need to be transferred from Fund 208 to fund this new Fund 210. Staff recommends establishing budget line items and completing a transfer of funds from Fund 208 to Fund 210. The entry would be:</p> <table> <tr> <td></td> <td>Dr</td> <td>Cr</td> </tr> <tr> <td>210-39200 Transfer</td> <td></td> <td>20,000</td> </tr> <tr> <td>208-4208-97000 Transfer</td> <td>20,000</td> <td></td> </tr> </table>	210-33610 Grants	0	210-36211 Interest on Investments	\$100	210-36213 Change in Fair Value of Investments	0	210-39200 Transfer	\$20,000		<u>2018 Budget Amount</u>	210-4210-80310 Audit	\$800	210-4210-70100 Supplies	3,000	210-4210-70420 Newsletter/Printing/Publishing	1,000	210-4210-70500 Postage	200	210-4210-86100 Conferences/Education	5,000	210-4210-86105 Inclusion Training	10,000	210-4210-97000 Transfer	0		Dr	Cr	210-39200 Transfer		20,000	208-4208-97000 Transfer	20,000	
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<b>Budget Impact</b>	Establish fund 210, establish budget line item amounts as listed above for 2018, and transfer the \$20,000.
<b>Attachment(s)</b>	NA
<b>Action(s) Requested</b>	Staff recommends establishing Fund 210 Community Inclusion, establish budget line items, and transfer the funds from fund 208 to fund 210.



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## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	October 24, 2018
<b>Agenda Item</b>	Policy G2
<b>Attachment</b>	Joint Powers Agreement
<b>Submitted By</b>	Jesse Freihammer, City Engineer

<b>Item</b>	Approve the Joint Powers Agreement with the City of Roseville for the 2019 Sanitary Sewer Lining Project
<b>Description</b>	<p>The City of Roseville and the City of Falcon Heights will be cooperating on the rehabilitation of various sanitary sewer lines throughout both cities. This project will consist of installing a Cast-In-Place Pipe in the existing sewer line in order to rehabilitate the line.</p> <p>This agreement will detail the costs for the project between the two cities and allow Roseville to be reimbursed for construction costs incurred as a result of the project. Roseville staff time spent on this project will be proportionately billed to Falcon Heights based on the current Joint Powers Agreement with for engineering services. Both Roseville and Falcon Heights City Attorneys have reviewed the contract.</p>
<b>Budget Impact</b>	The estimated cost for Falcon Heights's portion of the project is \$203,358.74. The City of Roseville will invoice the City of Falcon Heights for the actual project as described in the Joint Powers Agreement. This work will be paid using Sanitary Sewer Utility funds.
<b>Attachment(s)</b>	<ul style="list-style-type: none"> <li>· Joint Powers Agreement</li> <li>· Map</li> </ul>
<b>Action(s) Requested</b>	Motion approving the Joint Powers Agreement with the City of Roseville for the 2019 Sanitary Sewer Lining Project and authorize the City Administrator and Mayor to execute all necessary documents.

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# SANITARY SEWER LINING AGREEMENT

Dated as of \_\_\_\_\_, 2018

This Agreement is made on \_\_\_\_\_, 2018, between the City of Roseville, a Minnesota municipal corporation ("Roseville"), and the City of Falcon Heights, a Minnesota municipal corporation ("Falcon Heights").

## **1. PURPOSE**

Roseville and Falcon Heights (Collectively the "Cities") have determined that it is in the best interests of the residents of each city to undertake in a cooperative fashion the lining of sanitary sewer main lines (the "Project"). The goal of the Cities is to provide for a coordinated cost effective completion of the Project. The purpose of this agreement is to set forth the terms governing the design and construction of the Project.

## **2. PROJECT**

- 2.1 The Project shall consist of the facilities identified in Exhibit A hereto, subject to modification as provided herein.
- 2.2 The costs of the Project will be paid by the Cities as provided in Section 5.1 hereof.

## **3. DESIGN**

- 3.1 Roseville, will prepare, or have prepared, engineering drawings, specifications and construction plans for the Project. The construction plans will include a cost estimate. The final cost estimate will include all costs associated with the Project as well as a contingency budget for unforeseeable circumstances associated with the construction. Roseville will comply with any requirements of Minnesota law with respect to approvals of such plans and specifications.
- 3.2 Final construction plans, engineering drawings, specifications and cost estimates will be submitted to each Falcon Heights City Administrator for approval prior to releasing the Project for bidding.

## **4. CONSTRUCTION**

- 4.1 If final construction plans and specifications are approved by each city council, Roseville shall proceed with construction of the Project. Roseville will advertise for bids in accordance with the requirements of the municipal contracting law.
- 4.2 Prior to awarding construction contracts Roseville will review the bids received with Falcon Heights. If the contracts exceed the cost estimates contained in the construction plans (including a contingency budget) previously approved by the Cities by 20% or more the bids will be approved individually by each city council or the project may not proceed.
- 4.3 Roseville will be the contracting party and will use ordinary and prudent efforts to require that the Project is constructed in compliance with approved plans and specifications and completed with reasonable promptness.
- 4.4 Roseville will notify Falcon Heights of any change order which increases the cost of any individual construction contract for the Project by more than \$5,000 of the original amount thereof or which materially changes the scope of the Project. Roseville shall obtain the written authorization of Falcon Heights prior to approving such a change order. However, prior written authorization is not necessary if the change order presents imminent

health/safety issues making prior authorization impractical. In such cases, the change order shall be seasonably presented to Falcon Heights for ratification. Falcon Heights must not unreasonably withhold its consent to change orders resulting from unforeseen circumstances arising from the construction.

## **5. PAYMENT OF COSTS OF PROJECT**

- 5.1 The cost of the Project will be categorized based on ownership of the infrastructure and charged to the Cities accordingly. Costs will include, but not be limited to, the services identified in Article 6 hereof, all costs related to obtaining all necessary permits and approvals for the Project, costs incurred in agreements, and any and all other costs associated with the Project.
- 5.2 All invoices or requests for payment will be approved and paid by Roseville. Within 10 days of the end of each calendar month, Roseville shall provide a statement to Falcon Heights showing the prior month's activity, the invoices received, the full costs of services provided by Roseville staff, and the amount Falcon Heights owes to Roseville for the Project and for items outside of the Project, such as those in sections 2.3 hereof. Within 30 days of the receipt of that statement, Falcon Heights shall pay that amount to Roseville or provide in writing a list and explanation of any amounts it disputes and pay the undisputed amount. Any disputes regarding payment shall be resolved through the dispute resolution process contained in Article 7 hereof.
- 5.3 If this Agreement is terminated under Section 8 hereof, both cities shall nevertheless be liable for the payment of their cost share which is incurred up to the date of termination of this Agreement, or as a result of termination of this Agreement.

## **6. SERVICES TO BE PROVIDED BY ROSEVILLE**

- 6.1 Roseville will provide qualified engineering employees to perform street and utility design and related technical services to the Project. These services include:
  - Complete design;
  - Acquire required permits and approvals;
  - Prepare plans and specifications;
  - Manage contracts made for completion of the Project and for items outside the Project included in sections 2.3 and 2.4 hereof;
  - Supervise construction, including inspection of the work;
  - Conduct construction surveying;
  - Prepare as-built drawings;
  - Design utilities, as required;
- 6.2 Roseville may, at its discretion, contract with a qualified third party to conduct or complete any or all of these services. Roseville employees shall be billed at their direct salary expenses, including benefits and applicable overhead.

## **7. DISPUTE RESOLUTION**

- 7.1 If a dispute arises between the Cities regarding this agreement or the construction of the Project, the City Manager and City Administrator of each city, or their designees, must promptly meet and attempt in good faith to negotiate a resolution of the dispute.
- 7.2 If the Cities have not negotiated a resolution of the dispute within 30 days after this meeting, the Cities may jointly select a mediator to facilitate further discussion.



7.3 If a mediator is not used or if the Cities are unable to resolve the dispute within 30 days after the first meeting with the selected mediator, the dispute shall be adjudicated in civil court.

**8. GENERAL PROVISIONS**

8.1 All notices under this agreement must be delivered personally or sent by first class mail addressed to:

If to Roseville:           City Manager  
                                  City of Roseville  
                                  2660 Civic Center Drive  
                                  Roseville, MN 55113

If to Falcon Heights:   City Administrator  
                                  City of Falcon Heights  
                                  2077 W. Larpenteur Avenue  
                                  Falcon Heights, MN

or addressed to such party at such other address as such party shall hereafter furnish by notice to the other party.

8.2 This Agreement shall terminate if either City fails to approve the construction plans for the Project.

8.3 This Agreement may be amended only in writing, executed by the proper representatives of each city.

8.4 This Agreement must be interpreted under the laws of the State of Minnesota.

IN WITNESS WHEREOF, the undersigned parties have entered into this Agreement as of the date set forth above.

Date: \_\_\_\_\_

CITY OF ROSEVILLE

By: \_\_\_\_\_  
Mayor

And: \_\_\_\_\_  
City Manager

Date: \_\_\_\_\_

CITY OF FALCON HEIGHTS

By: \_\_\_\_\_  
Mayor

And: \_\_\_\_\_  
City Administrator





**EXHIBIT A  
THE PROJECT**

Install Cast in Place Pipe liner in existing sanitary sewer main line.

[Enclosed Project Map also included in Exhibit A]



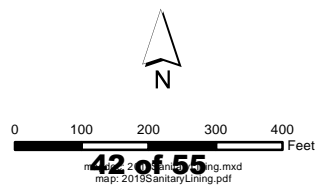
# 2019 Sanitary Sewer Lining

-  Proposed 2019 Lining (1.79 miles)
-  Falcon Heights Sanitary Sewer Pipe
-  St. Paul Sanitary Sewer Pipe
-  Sanitary Manholes

Prepared by:  
City of Roseville Engineering Department  
October 02, 2018

Data Sources and Contacts:  
\* Ramsey County GIS Base Map  
\* City of Roseville Engineering Department  
For further information regarding the contents of this map contact:  
City of Roseville, Engineering Department,  
2660 Civic Center Drive, Roseville MN

DISCLAIMER:  
This map is a computer-generated map and is not intended to be used as a survey. This map is a compilation of records, data, and other information. The City of Roseville does not warrant the accuracy or completeness of the information shown on this map. The City of Roseville is not responsible for any errors or omissions on this map. The City of Roseville is not liable for any damages, including consequential damages, arising from the use of this map. The City of Roseville is not liable for any claims, damages, or losses, including consequential damages, arising from the use of this map.





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## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	October 24, 2018
<b>Agenda Item</b>	Policy G3
<b>Attachment</b>	Agreement, Resolution
<b>Submitted By</b>	Jesse Freihammer, City Engineer

<b>Item</b>	Approve Traffic Control Signal Agreement
<b>Description</b>	<p>The Minnesota Department of Transportation (MnDOT) plans to replace the signal lights at the intersection of Snelling Avenue (TH 51) and Hoyt Avenue and Snelling Avenue (TH 51) and Dan Patch Avenue in 2019. Typically, for signal systems, each agency pays for its portion of the cost of the signal system by the number of legs of the intersection each agency controls.</p> <p>For the Hoyt intersection, Falcon Heights will pay for the north half of both the east and west leg of Hoyt Avenue. City staff worked with MnDOT to have the Minnesota State Agricultural Society (MSAS or State Fair) pay for half of the west leg of Hoyt since it benefits the State Fair. The intersection breakdown is as follows;</p> <ul style="list-style-type: none"> <li>· MnDOT – 50%</li> <li>· Falcon Heights – 25%</li> <li>· St Paul – 12.5%</li> <li>· MSAS – 12.5%</li> </ul> <p>The MnDOT Traffic Control Signal Agreement (Attachment B) details out the cost and responsibilities for each agency involved. Construction cost for Falcon Heights will be 25% of the project costs and are estimated to be \$94,684.14. Actual costs will be determined based on bids. The agreement also details who will be responsible for future maintenance costs which is similar to the current agreement for this signal system.</p> <p>Additionally MnDOT will be replacing the signal system at Dan Patch Avenue. City staff worked with MnDOT to have MSAS pay for the entire west leg of this intersection so the City of Falcon Heights will no longer have any responsibilities at this signal system.</p>
<b>Budget Impact</b>	<p>The current estimated cost to Falcon Heights is \$94,684.14. Actual costs will be determined after bids are opened. Falcon Heights can use Municipal State Aid funds to pay for this improvement.</p> <p>Future costs for maintenance of the signal including electric, replacement of luminaires and maintenance of the cabinet and mast arms will be 75% the responsibility of Falcon Heights. St Paul will pay for the other 25% of the maintenance. This is similar costs to the current signal agreement.</p>

<b>Attachment</b>	A: Resolution; B: MnDOT Traffic Control Signal Agreement
<b>Action(s) Requested</b>	Approve resolution entering into a Traffic Control Signal Agreement with the Minnesota Department of Transportation. Authorize the City Administrator and Mayor to execute all necessary documents.

**STATE OF MINNESOTA  
DEPARTMENT OF TRANSPORTATION  
And  
CITY OF FALCON HEIGHTS  
And  
CITY OF ST. PAUL  
And  
MINNESOTA STATE AGRICULTURAL SOCIETY  
TRAFFIC CONTROL SIGNAL AGREEMENT**

<b>State Project Number (S.P.):</b>	<u>6216-136</u>	<b>Falcon Heights: Total Obligation</b>	<b><u>\$94,684.14</u></b>
<b>Trunk Highway Number (T.H.):</b>	<u>51=125</u>		
<b>State Aid Project Number (S.A.P.):</b>	<u>124-010-001</u>	<b>St. Paul: Total Obligation</b>	<b><u>\$47,342.07</u></b>
<b>State Aid Project Number (S.A.P.):</b>	<u>164-010-073</u>		
<b>Signal System ID:</b>	<u>2401353</u>	<b>MSAS: Total Obligation</b>	<b><u>\$47,342.07</u></b>

This Agreement is between the State of Minnesota, acting through its Commissioner of Transportation ("MnDOT"), the City of Falcon Heights acting through its City Council ("Falcon Heights") and the City of St. Paul acting through its City Council ("St. Paul") and the Minnesota State Agricultural Society ("MSAS").

**Recitals**

1. MnDOT will remove the existing traffic control signal and install a new traffic control signal with signal pole mounted luminaires and signing ("Signal System"), on Trunk Highway No. 51 at Hoyt Avenue, in the Cities of Falcon Heights and St. Paul, located in Ramsey County, Minnesota, according to MnDOT-prepared plans, specifications and special provisions designated by MnDOT as State Project No. 6216-136, State Aid Project No. 124-010-001, and State Aid Project No. 164-010-073 (T.H. 51=125) ("Project"); and
2. MnDOT will install Emergency Vehicle Pre-emption System ("EVP System") and Accessible Pedestrian Signals ("APS") as part of the new Signal System; and
3. MnDOT will furnish a cabinet and controller Type R and Video Camera ("State Furnished Materials"), according to the Project Plans, to operate the Signal System covered under this Agreement; and
4. Falcon Heights, St. Paul, and the Minnesota State Agricultural Society wish to participate in the costs of the Signal System, APS, and EVP System construction, State Furnished Materials lump sum amounts, and associated construction engineering; and
5. MnDOT, Falcon Heights, and St. Paul will participate in the operation and maintenance of the new Signal System, APS, and EVP System; and
6. Minnesota Statutes § 161.20, subdivision 2 authorizes the Commissioner of Transportation to make arrangements with and cooperate with any governmental authority for the purposes of constructing, maintaining and improving the trunk highway system.

**Agreement**

**1. Term of Agreement; Survival of Terms; Plans**

- 1.1. **Effective Date.** This Agreement will be effective on the date MnDOT obtains all signatures required by Minnesota Statutes § 16C.05, subdivision 2.
- 1.2. **Expiration Date.** This Agreement will expire when all obligations have been satisfactorily fulfilled.
- 1.3. **Survival of Terms.** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this Agreement, including, without limitation, the following clauses: 8. Liability; Worker Compensation Claims; 10. State

Audits; 11. Government Data Practices; 12. Governing Law; Jurisdiction; Venue; and 14. Force Majeure. The terms and conditions set forth in Article 3. Signal System and EVP System Operation and Maintenance will survive the expiration of this Agreement, but may be terminated by another agreement between the parties.

- 1.4. *Plans, Specifications, Special Provisions.*** Plans, specifications and special provisions designated by MnDOT as State Aid Project No. 124-010-001, State Aid Project No. 164-010-073, and State Project No. 6216-136 (T.H. 51=125) are on file in the office of the Commissioner of Transportation at St. Paul, Minnesota, and incorporated into this Agreement by reference ("Project Plans").

## **2. Construction by MnDOT**

- 2.1. *Contract Award.*** MnDOT will advertise for bids and award a construction contract to the lowest responsible bidder according to the Project Plans.
- 2.2. *Direction, Supervision and Inspection of Construction.*** MnDOT will direct and supervise all construction activities performed under the construction contract, and perform all construction engineering and inspection functions in connection with the contract construction. All contract construction will be performed according to the Project Plans.
- 2.3. *Plan Changes, Additional Construction, Etc.***
- A.** MnDOT will make changes in the Project Plans and contract construction, which may include Falcon Heights, St. Paul or MSAS participation construction covered under this Agreement, and will enter into any necessary addenda and change orders with MnDOT's contractor that are necessary to cause the contract construction to be performed and completed in a satisfactory manner. MnDOT District Engineer's authorized representative will inform the appropriate Falcon Heights, St. Paul or MSAS officials of any proposed addenda and change orders to the construction contract that will affect Falcon Heights, St. Paul or MSAS participation construction covered under this Agreement.
  - B.** Falcon Heights, St. Paul or MSAS may request additional work or changes to the work in the plans as part of the construction contract. Such request will be made by an exchange of letter with MnDOT. If MnDOT determines that the requested additional work or plan changes are necessary or desirable and can be accommodated without undue disruption to the Project, MnDOT will cause the additional work or plan changes to be made.
- 2.4. *Satisfactory Completion of Contract.*** MnDOT will perform all other acts and functions necessary to cause the construction contract to be completed in a satisfactory manner.

## **3. Signal System and EVP System Operation and Maintenance**

Operation and maintenance responsibilities will be as follows for the Signal System and EVP System on T.H. 51 at Hoyt Avenue.

### **3.1. *Falcon Heights and St. Paul Responsibilities.***

- A. *Power.*** Falcon Heights will be responsible for the hook-up cost and application to secure an adequate power supply to the service pad or pole and will pay all monthly electrical service expenses necessary to operate the Signal System and EVP System. St. Paul will reimburse Falcon Heights for 25% of the power costs.
- B. *Minor Signal System Maintenance.*** St. Paul will provide for the following, without cost to MnDOT. Falcon Heights will reimburse St. Paul for 75% of the Minor Signal System maintenance costs.
  - i.** Maintain the signal pole mounted LED luminaires, including replacing the luminaires when necessary. The LED luminaire must be replaced when it fails or when light levels drop below recommended AASHTO levels for the installation.



- ii. Replace the Signal System LED indications. Replacing LED indications consists of replacing each LED indication when it reaches end of life per the MnDOT Traffic Engineering Manual or fails or no longer meets Institute of Traffic Engineers (ITE) standards for light output.
- iii. Clean the Signal System controller cabinet and service cabinet exteriors.
- iv. Clean the Signal System and luminaire mast arm extensions.

### 3.2. *MnDOT Responsibilities.*

- A. ***Interconnect; Timing; Other Maintenance.*** MnDOT will maintain the Interconnect and signing, and perform all other Signal System, APS, and signal pole luminaire circuit maintenance without cost to Falcon Heights, St. Paul, or MSAS. All Signal System timing will be determined by MnDOT, and no changes will be made without MnDOT's approval.
- B. ***EVP System Operation.*** The EVP System will be installed, operated, maintained, and removed according to the following conditions and requirements:
  - i. All maintenance of the EVP System must be done by MnDOT forces.
  - ii. Emitter units may be installed only on authorized emergency vehicles, as defined in Minnesota Statutes § 169.011, Subdivision 3. Authorized emergency vehicles may use emitter units only when responding to an emergency. Falcon Heights and St. Paul will provide MnDOT's District Engineer or their designated representative a list of all vehicles with emitter units, if requested by MnDOT.
  - iii. Malfunction of the EVP System must be reported to MnDOT immediately.
  - iv. In the event the EVP System or its components are, in the opinion of MnDOT, being misused or the conditions set forth in Paragraph ii. above are violated, and such misuse or violation continues after Falcon Heights or St. Paul receives written notice from MnDOT, the State may remove the EVP System. Upon removal of the EVP System pursuant to this Paragraph, all of its parts and components become the property of MnDOT.
  - v. All timing of the EVP System will be determined by MnDOT.

3.3. ***Right-of-Way Access.*** Each party authorizes the other parties to enter upon their respective public right-of-way to perform the maintenance activities described in this Agreement.

3.4. ***Related Agreements.*** This Agreement will supersede and terminate Agreement No. 88641M, dated October 3, 2006, between the parties.

## 4. **Basis of Falcon Heights, St. Paul, and MSAS Cost**

- 4.1. ***Schedule "I".*** The Preliminary Schedule "I" includes all anticipated Falcon Heights, St. Paul, and MSAS participation construction items, State Furnished Materials lump sum amounts, and the construction engineering cost share covered under this Agreement, and is based on engineer's estimated unit prices.
- 4.2. ***Falcon Heights, St. Paul, and MSAS Participation Construction.*** Falcon Heights, St. Paul, and MSAS will participate in the following at the percentages indicated.
  - A. Signal System, APS, EVP System, and State Furnished Materials on T.H. 51 at Hoyt Avenue.
    - i. 25 Percent will be Falcon Heights' rate of cost participation.
    - ii. 12.5 Percent will be St. Paul's rate of cost participation.
    - iii. 12.5 Percent will be the MSAS's rate of cost participation.
- 4.3. ***Construction Engineering Costs.*** Falcon Heights, St. Paul, and MSAS will pay a construction engineering charge equal to 8 percent of their respective total participation construction covered under this Agreement.
- 4.4. ***Plan Changes, Additional Construction, Etc.*** Falcon Heights, St. Paul, and MSAS will share in the costs of construction contract addenda and change orders that are necessary to complete the Falcon Heights, St. Paul,

and MSAS participation construction covered under this Agreement, including any Falcon Heights, St. Paul, or MSAS requested additional work and plan changes.

MnDOT reserves the right to invoice Falcon Heights, St. Paul, or MSAS for the cost of any additional Falcon Heights, St. Paul, or MSAS requested work and plan changes, construction contract addenda, change orders and associated construction engineering before the completion of the contract construction.

## 5. Falcon Heights, St. Paul and MSAS Cost and Payment

- 5.1. *Falcon Heights, St. Paul, and MSAS Cost.*** \$94,684.14 is Falcon Heights estimated share, \$47,342.07 is St. Paul's estimated share, and \$47,342.07 is MSAS's estimated share of the costs of the contract construction, State Furnished Materials, and the 8 percent construction engineering cost share as shown in the Preliminary Schedule "I". The Preliminary Schedule "I" was prepared using estimated quantities and unit prices, and may include any credits or lump sum costs. Upon award of the construction contract, MnDOT will prepare a Revised Schedule "I" based on construction contract unit prices, which will replace and supersede the Preliminary Schedule "I" as part of this Agreement.
- 5.2. *Conditions of Payment.*** Falcon Heights, St. Paul, and MSAS will pay MnDOT their respective full and complete lump sum amount, as shown in the Revised Schedule "I", after the following conditions have been met:
- A. Execution of this Agreement and transmittal to Falcon Heights, St. Paul, and MSAS, including a copy of the Revised Schedule "I".
  - B. Falcon Heights, St. Paul, and MSAS receipt of a written request from MnDOT for the advancement of funds.
- 5.3. *Acceptance of Falcon Heights, St. Paul, and MSAS's Cost and Completed Construction.*** The computation by MnDOT of the amount due from Falcon Heights and St. Paul will be final, binding and conclusive. Acceptance by MnDOT of the completed contract construction will be final, binding and conclusive upon Falcon Heights, St. Paul, and MSAS as to the satisfactory completion of the contract construction.
- 5.4. *Final Payment; Additional Falcon Heights, St. Paul, and MSAS Requested Work.*** Upon completion of all contract construction and upon computation of the final amount due MnDOT's contractor, and only if additional work has been requested under Article 2.3.B of this Agreement, MnDOT will prepare a Final Schedule "I" and submit a copy to Falcon Heights, St. Paul, and MSAS. The Final Schedule "I" will be based on final quantities of any additional Falcon Heights, St. Paul, and MSAS requested participation construction items and the construction engineering cost share due to additional requested work. The computation by MnDOT of the amount due from Falcon Heights, St. Paul, and MSAS will be final, binding and conclusive.

MnDOT, Falcon Heights, St. Paul, and MSAS waive claims for any payments or refunds less than \$5.00 according to Minnesota Statutes § 15.415.

## 6. Authorized Representatives

Each party's Authorized Representative is responsible for administering this Agreement and is authorized to give and receive any notice or demand required or permitted by this Agreement.

### 6.1. MnDOT's Authorized Representative will be:

Name/Title: Greg Kern, MnDOT Metropolitan District Traffic Engineering (or successor)  
 Address: 1500 County Road B2 West, Roseville, MN 55113  
 Telephone: (651) 234-7877  
 E-Mail: gregory.kern@state.mn.us

**6.2. St. Paul's Authorized Representative will be:**

Name/Title: Paul Kurtz, City Engineer (or successor)  
Address: 25 West 4<sup>th</sup> Street, 1500 City Hall Annex, St. Paul, MN 55102  
Telephone: 651-266-6203  
E-Mail: paul.kurtz@ci.stpaul.mn.us

**6.3. Falcon Heights' Authorized Representative will be:**

Name/Title: Jesse Freihammer, City Engineer (or successor)  
Address: 2077 W. Larpenteur Avenue, Falcon Heights, MN 55113  
Telephone: 651-792-7042  
E-Mail: jesse.freihammer@cityofroseville.com

**6.4. MSAS' Authorized Representative will be:**

Name/Title: Jerry Hammer, Executive Vice President (or successor)  
Address: 1265 Snelling Avenue N., St. Paul, MN 55108  
Telephone: 651-288-4400  
E-Mail: jerry.hammer@mnstatefair.org

**7. Assignment; Amendments; Waiver; Contract Complete**

- 7.1. Assignment.** None of the parties may assign or transfer any rights or obligations under this Agreement without the prior consent of the other parties and a written assignment agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors in office.
- 7.2. Amendments.** Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Agreement, or their successors in office.
- 7.3. Waiver.** If a party fails to enforce any provision of this Agreement, that failure does not waive the provision or the party's right to subsequently enforce it.
- 7.4. Contract Complete.** This Agreement contains all prior negotiations and agreements between MnDOT, Falcon Heights, St. Paul, and MSAS. No other understanding regarding this Agreement, whether written or oral, may be used to bind the parties.

**8. Liability; Worker Compensation Claims**

- 8.1.** Each party is responsible for its own acts, omissions and the results thereof to the extent authorized by law and will not be responsible for the acts and omissions of others and the results thereof. Minnesota Statutes § 3.736 and other applicable law govern liability of MnDOT. Minnesota Statutes Chapter 466 and other applicable law govern liability of Falcon Heights, St. Paul, and MSAS.
- 8.2.** Each party is responsible for its own employees for any claims arising under the Workers Compensation Act.

**9. Nondiscrimination**

Provisions of Minnesota Statutes § 181.59 and of any applicable law relating to civil rights and discrimination are considered part of this Agreement.

**10. State Audits**

Under Minnesota Statutes § 16C.05, subdivision 5, Falcon Heights, St. Paul, and MSAS's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the

State and the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Agreement.

#### **11. Government Data Practices**

Falcon Heights, St. Paul, MSAS, and MnDOT must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by Falcon Heights, St. Paul, and MSAS under this Agreement. The civil remedies of Minnesota Statutes §13.08 apply to the release of the data referred to in this clause by Falcon Heights, St. Paul, MSAS, or MnDOT.

#### **12. Governing Law; Jurisdiction; Venue**

Minnesota law governs the validity, interpretation and enforcement of this Agreement. Venue for all legal proceedings arising out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

#### **13. Termination; Suspension**

**13.1. *By Mutual Agreement.*** This Agreement may be terminated by mutual agreement of the parties.

**13.2. *Termination for Insufficient Funding.*** MnDOT may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the performance of contract construction under the Project. Termination must be by written or fax notice to Falcon Heights, St. Paul, and MSAS.

**13.3. *Suspension.*** In the event of a total or partial government shutdown, MnDOT may suspend this Agreement and all work, activities and performance of work authorized through this Agreement.

#### **14. Force Majeure**

Neither party will be responsible to the other for a failure to perform under this Agreement (or a delay in performance), if such failure or delay is due to a force majeure event. A force majeure event is an event beyond a party's reasonable control, including but not limited to, unusually severe weather, fire, floods, other acts of God, labor disputes, acts of war or terrorism, or public health emergencies.

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**CITY OF FALCON HEIGHTS**

The undersigned certify that they have lawfully executed this contract on behalf of the Governmental Unit as required by applicable charter provisions, resolutions or ordinances.

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**MINNESOTA STATE AGRICULTURAL  
SOCIETY**

The undersigned certify that they have lawfully  
executed this contract on behalf of the Governmental  
Unit as required by applicable charter provisions,  
resolutions or ordinances.

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**CITY OF ST. PAUL**

The undersigned certify that they have lawfully executed this contract on behalf of the Governmental Unit as required by applicable charter provisions, resolutions or ordinances.

Recommended for Approval:

By: \_\_\_\_\_  
(Director of Public Works)

Approved as to form and execution:

By: \_\_\_\_\_  
(Assistant City Attorney)

By: \_\_\_\_\_  
(Mayor)

Date: \_\_\_\_\_

By: \_\_\_\_\_  
(Director of Finance & Management Services)

Date: \_\_\_\_\_

**DEPARTMENT OF TRANSPORTATION**

Recommended for Approval:

By: \_\_\_\_\_  
(District Engineer)

Date: \_\_\_\_\_

Approved:

By: \_\_\_\_\_  
(State Design Engineer)

Date: \_\_\_\_\_

**COMMISSIONER OF ADMINISTRATION**

By: \_\_\_\_\_  
(With delegated authority)

Date: \_\_\_\_\_

**CITY OF FALCON HEIGHTS**

**RESOLUTION**

IT IS RESOLVED that the City of Falcon Heights enter into MnDOT Agreement No. 1032118 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the City to the State of the City's share of the costs of the Traffic Control Signal construction and other associated construction to be performed upon, along and adjacent to Trunk Highway No. 51 at Hoyt Avenue within the corporate City limits under State Aid Project No. 124-010-001, State Aid Project No. 164-010-073, and State Project No. 6216-136.

IT IS FURTHER RESOLVED that the \_\_\_\_\_ and the \_\_\_\_\_  
(Title) are authorized to execute the Agreement and any amendments to the Agreement.  
(Title)

**CERTIFICATION**

I certify that the above Resolution is an accurate copy of the Resolution adopted by the Council of the City of Falcon Heights at an authorized meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2018, as shown by the minutes of the meeting in my possession.

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2018

Notary Public \_\_\_\_\_

My Commission Expires \_\_\_\_\_

**NOTAR  
STAMP**

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Type or Print Name)

\_\_\_\_\_  
(Title)



**CITY OF ST. PAUL**

**RESOLUTION**

IT IS RESOLVED that the City of St. Paul enter into MnDOT Agreement No. 1032118 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the City to the State of the City's share of the costs of the Traffic Control Signal construction and other associated construction to be performed upon, along and adjacent to Trunk Highway No. 51 at Hoyt Avenue within the corporate City limits under State Aid Project No. 124-010-001, State Aid Project No. 164-010-073, and State Project No. 6216-136.

IT IS FURTHER RESOLVED that the \_\_\_\_\_ and the \_\_\_\_\_  
(Title) are authorized to execute the Agreement and any amendments to the Agreement.  
(Title)

**CERTIFICATION**

I certify that the above Resolution is an accurate copy of the Resolution adopted by the Council of the City of St. Paul at an authorized meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2018, as shown by the minutes of the meeting in my possession.

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2018

Notary Public \_\_\_\_\_

My Commission Expires \_\_\_\_\_

**NOTAR. STAMP**

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Type or Print Name)

\_\_\_\_\_  
(Title)