

**CITY OF FALCON HEIGHTS**  
Regular Meeting of the City Council  
City Hall  
2077 West Larpenteur Avenue  
**AGENDA**  
November 18, 2020 at 7:00 P.M.

**NOTE: THIS MEETING WILL BE HELD BY WEB CONFERENCE\***

- A. CALL TO ORDER:
- B. ROLL CALL: ANDREWS \_\_\_ GUSTAFSON\_\_\_ LEEHY\_\_\_  
MIAZGA \_\_\_ WEHYEE\_\_\_  
STAFF PRESENT: THONGVANH\_\_\_
- C. PRESENTATION
- D. APPROVAL OF MINUTES:  
1. October 28, 2020 City Council Regular Meeting  
2. November 4, 2020 City Council Workshop Meeting
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA:  
1. General Disbursements through: 11/13/20 \$329,786.47  
Payroll through: 11/13/20 \$34,932.09  
2. City License(s)  
3. Appointment of Jill Bartyzal to the Planning Commission  
4. Appointment of Kevin Neff to the Falcon Heights Fire Department  
5. 18-month Performance Evaluation – Nalisha Nandkumar  
6. Request Bids for Fire Services
- G: POLICY ITEMS:
- H. INFORMATION/ANNOUNCEMENTS:
- I. COMMUNITY FORUM:  
*Please limit comments to 3 minutes per person. Items brought before the Council will be referred for consideration. Council may ask questions for clarification, but no council action or discussion will be held on these items.*
- J. ADJOURNMENT:

\*You can participate in the meeting by clicking the following Zoom link:  
<https://us02web.zoom.us/j/89488033956>

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**CITY OF FALCON HEIGHTS**  
Regular Meeting of the City Council  
City Hall  
2077 West Larpenteur Avenue  
**MINUTES**  
October 28, 2020 at 7:00 P.M.

- A. CALL TO ORDER: 7:02pm
- B. ROLL CALL: ANDREWS \_\_\_ GUSTAFSON\_X\_ LEEHY\_X\_  
MIAZGA\_X\_ WEHYEE\_X\_  
STAFF PRESENT: THONGVANH\_X\_
- C. PRESENTATION
- D. APPROVAL OF MINUTES:
  - 1. October 14, 2020 City Council Regular Meeting

Motion by Council Member Wehyee,  
Approved 4-0.

- E. PUBLIC HEARINGS:
  - 1. 2021 Pavement Management Project – Order Improvement and Preparation of Plans and Specifications

Luke Sandstrom, Assistant City Engineer

The project would involve mill and overlay of a selectin of roads in the city, and some drainage work on Lindig. The project includes an option there to add an additional infiltration basin at a cost of \$70,000, in addition to the 2 catch basins at a cost of \$20,000.

Assessments are based on the frontage of the lots, and the breakdown is based on residential, commercial, and tax-exempt status of the property. Each segment of the project has different rates based on the work involved.

Kevin Bush, Resident at 1804 Lindig Street

In support of the project, but concerned about the additional storm water retention pond and would prefer the 2 catch basins.

Jim Ottney, Resident at corner of Pascal and Garden Avenue

Three years ago we were told that Garden Avenue needed to be redone, but it has not been done and is still not up for improvement in the 2021 project.

City Administrator Thongvanh

At that time, the street was not included in the project because of budgeting concerns and the increased cost for public safety services with the city’s shift in contracting from St. Anthony Park to Ramsey County. With guidance from the city engineers, the street still falls within the window of maintenance as reclaim and not as reconstruction. The addition of sidewalks could be an item that the Council reviews in the future.

Peter Glass, Resident at 1748 Tatum Street

Want to find out whether the project would impact some of the drainage issues at the end of the driveway.

City Administrator Thongvanh

We can take a look at the grade with the engineers and let you know.

John Larkin, Resident at 1725 St. Mary Street

The Planning Commission is working on a vacant properties ordinance. We've been in conversation with Xcel Energy about installing excessive flow valves installed on homes, and they recommend doing it at the time of road construction. The City could help notify residents that this work can be done, and communicate how they may request Xcel to do the work.

Letter from Resident at Tatum between Larpenieur and Roselawn, read by Council Member Leehy

Would like Council to consider traffic calming measures as part of the project, including speed humps to reduce traffic speeds.

Council Member Miazga

I think we should make the speed humps on Tatum part of the larger research on traffic calming that we are doing city-wide. I do not support the staff recommendation and instead support the \$20,000 option of two catch basins because of the potential increase in costs of other city services including policing.

City Administrator Thongvanh

Funds are already set aside in the storm sewer fund and can only be used for storm sewer improvements. The balance is around \$300,000.

Motion to approve Resolution 20-47 Ordering Improvement and Preparation of Plans and Specifications for the 2021 Pavement Management Project including \$20,000 for the two catch basins and \$70,000 for the infiltration basin by Council Member Leehy.  
Approved, 4-0.

F. CONSENT AGENDA:

1. General Disbursements through: 10/22/20 \$127,466.51  
Payroll through: 10/15/20 \$18,055.20
2. City License(s)

Approved, 4-0.

G. POLICY ITEMS:

1. 2021 Sanitary Sewer Lining Project

Luke Sandstrom, Assistant City Engineer

Every year, Roseville bids a large lining project. This involves cleaning of the main and installation of a liner that allows extending the life of the line without digging up the road.

Motion to approve 2021 Sanitary Sewer Lining Agreement by Mayor Gustafson.  
Approved, 4-0.

H. INFORMATION/ANNOUNCEMENTS:

1. Fire Services Update - Request for Interest (RFI)

City Administrator Thongvanh

I will discuss the letters the City has received with City Council at the Workshop on November 4. My recommendation would be to have each entity present to Council on their services, and present on costs.

Staff would look for feedback from Council on the type of community input they would like regarding the proposals.

I. COMMUNITY FORUM:

*Please limit comments to 3 minutes per person. Items brought before the Council will be referred for consideration. Council may ask questions for clarification, but no council action or discussion will be held on these items.*

City Administrator Thongvanh

The City did not receive the funding for the park building that was requested in the Minnesota Bonding Bill. We can continue to submit requests in future years. In the meantime, the City will need to address immediate concerns with the building structural integrity.

Mayor Gustafson

We do have the documents related to the Fire Department RFI on the website for anyone interested.

J. ADJOURNMENT: 8:57pm

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Randall C. Gustafson, Mayor

Dated this 28th day of October, 2020

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Sack Thongvanh, City Administrator

**CITY OF FALCON HEIGHTS**  
City Council Workshop  
City Hall  
2077 West Larpenteur Avenue

**MINUTES**  
November 4, 2020  
6:30 P.M.

**NOTE: THIS MEETING WAS HELD BY WEB CONFERENCE**

- A. CALL TO ORDER: 6:32 p.m.
- B. ROLL CALL: ANDREWS\_X\_ GUSTAFSON\_X\_ LEEHY\_X\_  
MIAZGA\_X\_ WEHYEE\_\_  
  
STAFF PRESENT: THONGVANH\_X\_
- C. PRESENTATIONS:
- D. POLICY ITEMS:
  - 1. Police Services

Administrator Thongvanh

Council member Wehyee made a request to discuss this item. At the meeting with Sheriff Fletcher, the Sheriff discussed the current model that Falcon Heights is operating within and increased costs (around \$400,000 per year) associated with the additional officer that is recommended for the city. The city has the option to create our own police department but the startup costs are high, around 1.2 million annually. Currently staff is looking for direction on how to proceed with this request.

The City of Roseville said they are not in a position to add Falcon Heights at this time but could revisit the issue in a year or two.

Council Member Miazga

Do we have power in the negotiation with Ramsey County?

Administrator Thongvanh

The County has to provide emergency services by state statute. But they do not have to provide additional services such as patrols, follow up on police reports, etc. The Contract Cities group of all cities part of the Ramsey County contract work with the County to negotiate the budget for services.

Council Member Wehyee

I think that the benefits of having our own police force will give our residents the ability to hold the staff accountable. One of the things that came out of the community conversations was a want for accountability.

Mayor Gustafson

Is it worth 3 million dollars a year to you?

Council Member Wehyee

We may accrue a heavy cost on the front end, but I think the cost will balance out over time. As time progresses, we should get to a place where in the long run we would be paying less.

Council Member Leehy

As we look at cities that are dealing with similar issues, it's important to consider urban versus rural differences. If we make this change too soon, the high impact on homeowners with the taxes is a large hindrance and something to consider.

Council Member Andrews

I am not interested in spending 3 million on our own police force. I think our residents would be very upset by that much of a tax increase.

Mayor Gustafson

We are currently paying for 30 hours a day in coverage, so we operate with a 6.2-6.3 FTE equivalent.

Council Member Miazga

I would like to see examples for staffing our own police department from some area cities.

Mayor Gustafson

I don't benefit financially from the contract with the County.

Council Member Leehy

I think this is a healthy conversation, we are just getting questions that we are interested in researching. As we look into this, I think it's important for us to make sure that we consider equipment costs as well as personnel costs.

Administrator Thongvanh

If the Council can let me know what specific areas they would like me to research, I will look into how to get the information. I will start with operating costs, startup costs including capital costs, annual costs, etc. I will also continue to have conversations with the City of Saint Anthony Park.

2. Fire Service Request of Interest (RFI) Updates

Administrator Thongvanh

We received three letters of interest- City of Saint Paul, Roseville, and our own department. We will have each agency provide a short presentation and an estimate of their costs either at the

meeting or by the end of November. This will be a public meeting and we will notify residents through the usual channels.

### 3. Amendment to Chapter 54 & 113 Regards to Residential Edible Landscaping

#### Administrator Thongvanh

This ordinance amendment builds on the native landscaping ordinance to allow for vegetable and other edible plants to be grown in front yards. After the discussion with the subcommittee, survey, and discussion with the Planning and Environment Commissions, the ordinance amendment is now ready for review. It allows for edible gardens in front yards but imposes regulations that restrict maintenance/caretaking/harvesting to the property owner of the residential lot. The ordinance will be on the agenda for review and approval at the next Council meeting.

### 4. Community Park Building

#### Administrator Thongvanh

We didn't get funding through the bonding bill for improvements at the park building. We'll need to do some improvements and renovations on our own to keep it structurally safe for users throughout the year. We won't be using the building as a warming house due to COVID-19. We will be flooding the Community Park for a pleasure rink.

I'm estimating \$300,000-500,000 in renovations. It's not currently budgeted in our levy, but there are funds we can take it from. If we do nothing we will eventually have to tear down the building. The land is leased from the University of Minnesota so I would likely pursue a longer lease term to ensure we maintain use of the site before we make this investment.

#### Mayor Gustafson

For the coming years, are we looking at making repairs while developing a plan to tear down and rebuild?

#### Administrator Thongvanh

We have some items on the radar for the coming summer including internal and external improvements that would range from \$100,000-150,000. We could use capital improvements funds so it would not impact our levy. But when we start looking at more significant improvements, we would need to start looking at how it may impact the general tax levy.

### E. INFORMATION/ANNOUNCEMENTS:

#### Council Member Leehy

Our Parks & Recreation is energized in brainstorming ideas for residents' activities this winter.

#### Council Member Wehyee

A resident has asked for us to consider ways to improve communications on the fire department discussions. I would like to suggest doing a recording to talk about the situation and uploading it to our channels.



Council Member Andrews

The Environment Commission is looking at establishing some new priorities. The only other thing on our agenda is the electronic charging stations idea which we are still exploring.

Mayor Gustafson

The Planning Commission is looking at a vacant housing ordinance.

F. ADJOURNMENT: 8:39 p.m.

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Randall C. Gustafson, Mayor

Dated this 4th day of November, 2020

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Sack Thongvanh, City Administrator

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*The City That Soars!*

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	November 18, 2020
<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: 11/13/20 \$329,786.47 Payroll through: 11/13/20 \$34,932.09
<b>Budget Impact</b>	The general disbursements and payroll are consistent with the budget.
<b>Attachment(s)</b>	<ul style="list-style-type: none"> <li>• General Disbursements and Payroll</li> </ul>
<b>Action(s) Requested</b>	Staff recommends that the Falcon Heights City Council approve general disbursements and payroll.

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PACKET: 02205 OCT 29 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

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

01-00900 BEISSWENGER'S

I-373356		NUTS AND BOLTS	9.87			
10/28/2020	APBNK	DUE: 10/28/2020 DISC: 10/28/2020		1099: N		
		NUTS AND BOLTS		101 4141-70100-000	SUPPLIES	9.87
=== VENDOR TOTALS ===			9.87			

01-03110 CENTURY LINK

I-202010287658		SVC TO OCT 7	127.98			
10/28/2020	APBNK	DUE: 10/28/2020 DISC: 10/28/2020		1099: N		
		SVC TO OCT 7		601 4601-85011-000	TELEPHONE - LANDLINE	127.98
=== VENDOR TOTALS ===			127.98			

01-03117 CITY OF LITTLE CANADA

I-19900		3RE QTR MILEAGE	349.15			
10/28/2020	APBNK	DUE: 10/28/2020 DISC: 10/28/2020		1099: N		
		3RE QTR MILEAGE		101 4117-81210-000	BUILDING INSPECTORS	349.15
=== VENDOR TOTALS ===			349.15			

01-01012 COREMARK MEETALS

I-5113495		ANGLE IRON	20.26			
10/28/2020	APBNK	DUE: 10/28/2020 DISC: 10/28/2020		1099: N		
		ANGLE IRON		101 4132-70120-000	SUPPLIES	20.26
=== VENDOR TOTALS ===			20.26			

01-05153 HOME DEPOT CRC/GECF

I-202010287657		NEW TOILET AND CONCRETE	280.90			
10/28/2020	APBNK	DUE: 10/28/2020 DISC: 10/28/2020		1099: N		
		NEW TOILET		101 4131-87010-000	CITY HALL MAINTENANCE	184.43
		CONCRETE FOR SIDEWALKS		419 4419-92056-000	LARPENTEUR MEDIAN 2020	96.47
=== VENDOR TOTALS ===			280.90			

01-04570 JOSEPH, KATRINA E.

I-000105		SEPT PROSECUTIONS	2,500.00			
10/28/2020	APBNK	DUE: 10/28/2020 DISC: 10/28/2020		1099: Y		
		SEPT PROSECUTIONS		101 4123-80200-000	LEGAL FEES	2,500.00
=== VENDOR TOTALS ===			2,500.00			

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

01-05252 MN DEPARTMENT OF TRANSPORTATIO

I-593599X		2020 TRAFFIC CONTROL- RESSUE	114,175.55			
10/28/2020	APBNK	DUE: 10/28/2020 DISC: 10/28/2020		1099: N		
		2020 TRAFFIC CONTROL- RESSUE L		419 4419-92010-000	ROSELAWN CONSTRUCTION	114,175.55
=== VENDOR TOTALS ===			114,175.55			

01-05843 MN NCPERS LIFE INSURANCE

I-458800112020		OCT LIFE INS	48.00			
10/28/2020	APBNK	DUE: 10/28/2020 DISC: 10/28/2020		1099: N		
		OCT LIFE INS		101 21709-000	OTHER PAYABLE	24.64
		OCT LIFE INS		204 21709-000	OTHER PAYABLE	1.60
		OCT LIFE INS		601 21709-000	OTHER PAYABLE	15.52
		OCT LIFE INS		602 21709-000	OTHER PAYABLE	6.24
=== VENDOR TOTALS ===			48.00			

01-05722 NEWTON BONDING

I-17477		BOND	350.00			
10/28/2020	APBNK	DUE: 10/28/2020 DISC: 10/28/2020		1099: N		
		BOND		101 4113-89000-000	MISCELLANEOUS	350.00
=== VENDOR TOTALS ===			350.00			

01-05676 OFFICE DEPOT

I-130074567001		DOORHANGER	15.99			
10/28/2020	APBNK	DUE: 10/28/2020 DISC: 10/28/2020		1099: N		
		DOORHANGER		101 4112-70100-000	SUPPLIES	15.99
=== VENDOR TOTALS ===			15.99			

01-05871 SERVICE MASTER

I-145032		HVAC ENHANCEMENTS	2,952.81			
10/29/2020	APBNK	DUE: 10/29/2020 DISC: 10/29/2020		1099: N		
		HVAC ENHANCEMENTS		401 4401-90200-000	COVID 19 CAPITAL ITEMSs	2,952.81
=== VENDOR TOTALS ===			2,952.81			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
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01-00935		ST PAUL REGIONAL WATER SERVICE				
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I-202010287656	SS		8.60			
10/28/2020	APBNK	DUE: 10/28/2020 DISC: 10/28/2020		1099: N		
	SS			601 4601-85070-000	SAC CHARGES AND SS CHARG	8.60
	===	VENDOR TOTALS ===	8.60			
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01-05752		UNIVERSAL TRUCK SERVICE LLC				
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I-44624		PLOW TRUCK REPAIRS	694.23			
10/28/2020	APBNK	DUE: 10/28/2020 DISC: 10/28/2020		1099: N		
		PLOW TRUCK REPAIRS		101 4132-87000-000	REPAIR EQUIPMENT	694.23
	===	VENDOR TOTALS ===	694.23			
=====						
01-07194		ZARNOTH BRUSH WORKS				
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I-182156-IN		SWEEPER BRUSHES	299.00			
10/28/2020	APBNK	DUE: 10/28/2020 DISC: 10/28/2020		1099: N		
		SWEEPER BRUSHES		602 4602-83025-000	SWEEPER PARTS/SUPPLIES	299.00
	===	VENDOR TOTALS ===	299.00			
	===	PACKET TOTALS ===	121,832.34			

PACKET: 02207 NOV 3 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

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

01-07689 WALTER, ASHLEIGH

I-202011037659		CELL PHONE REIMB AND MILEAGE	22.88		
11/03/2020	APBNK	DUE: 11/03/2020 DISC: 11/03/2020		1099: N	
		CELL PHONE REIMB		101 4117-85015-000	CELL PHONE 20.00
		MIL;EAGE REIMB		101 4112-86010-000	MILEAGE & PARKING 2.88
=== VENDOR TOTALS ===			22.88		

01-00875 BHE COMMUNITY SOLAR, LLC

I-10854145		SEPT SOLAR GARDEN	999.25		
11/03/2020	APBNK	DUE: 11/03/2020 DISC: 11/03/2020		1099: N	
		SEPT SOLAR GARDEN		101 4131-85025-000	SOLAR ELECTRIC 999.25
=== VENDOR TOTALS ===			999.25		

01-05422 BP

I-202011037662		FUEL	787.60		
11/03/2020	APBNK	DUE: 11/03/2020 DISC: 11/03/2020		1099: N	
		FUEL FOR SWEEPR		602 4602-74000-000	FUEL & LUBRICANTS 390.58
		FUEL		101 4124-74000-000	MOTOR FUEL & LUBRICANTS 29.51
		FUEL		101 4132-74000-000	MOTOR FUEL & LUBRICANTS 367.51
=== VENDOR TOTALS ===			787.60		

01-05718 GOODPOINT TECHNOLOGY, INC

I-4116		ICON DATA SUPPORT	1,000.00		
11/03/2020	APBNK	DUE: 11/03/2020 DISC: 11/03/2020		1099: N	
		ICON DATA SUPPORT		419 4419-83010-000	PAVEMENT MANAGEMENT 1,000.00
=== VENDOR TOTALS ===			1,000.00		

01-05115 GOPHER STATE ONE CALL

I-100386		LOCATES	74.25		
11/03/2020	APBNK	DUE: 11/03/2020 DISC: 11/03/2020		1099: N	
		LOCATES		601 4601-88030-000	LOCATES 74.25
=== VENDOR TOTALS ===			74.25		



PACKET: 02207 NOV 3 PAYABLES

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

01-05319 H&L MESABI

I-7179		BOLTS	32.40		
11/03/2020	APBNK	DUE: 11/03/2020 DISC: 11/03/2020		1099: N	
		BOLTS		101 4132-87000-000	REPAIR EQUIPMENT 32.40
=== VENDOR TOTALS ===			32.40		

01-05235 JAN-PRO CLEANING SYSTEMS

I-97434		JANITORIAL SVC	450.00		
11/03/2020	APBNK	DUE: 11/03/2020 DISC: 11/03/2020		1099: N	
		JANITORIAL SVC		101 4131-87010-000	CITY HALL MAINTENANCE 450.00
		JANITORIAL SVC		101 4124-61530-000	FIRE HALL CLEANING 0.00
=== VENDOR TOTALS ===			450.00		

01-07263 NEXTEL COMMUNICATIONS, INC

I-202011037660		CELL PHONE TO OCT	137.34		
11/03/2020	APBNK	DUE: 11/03/2020 DISC: 11/03/2020		1099: N	
		CELL PHONE TO OCT		101 4131-85015-000	CELL PHONE 101.82
		CELL PHONE TO OCT		101 4124-85015-000	CELL PHONE 35.52
=== VENDOR TOTALS ===			137.34		

01-06053 OREILLY AUTO PARTS

I-3243-236950		SEALED BEAM	13.43		
11/03/2020	APBNK	DUE: 11/03/2020 DISC: 11/03/2020		1099: N	
		SEALED BEAM		101 4132-87000-000	REPAIR EQUIPMENT 13.43
I-3243-264574		MINI BULBS	6.20		
11/03/2020	APBNK	DUE: 11/03/2020 DISC: 11/03/2020		1099: N	
		MINI BULBS		101 4132-87000-000	REPAIR EQUIPMENT 6.20
=== VENDOR TOTALS ===			19.63		

01-05374 TENNIS SANITATION LLC

I-2784470		RECYCLING SEP	6,561.21		
11/03/2020	APBNK	DUE: 11/03/2020 DISC: 11/03/2020		1099: N	
		RECYCLING SEP		206 4206-82030-000	RECYCLING CONTRACTS 6,561.21
I-2784471		SWMT AND CEC CHRGS	67.50		
11/03/2020	APBNK	DUE: 11/03/2020 DISC: 11/03/2020		1099: N	
		SWMT AND CEC CHRGS		101 4131-87010-000	CITY HALL MAINTENANCE 67.50
=== VENDOR TOTALS ===			6,628.71		

PACKET: 02207 NOV 3 PAYABLES

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-----ID-----		GROSS	P.O. #			
DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-05737	VERIZON WIRELESS					
I-9865644178		CELL PHONE OCT	56.72			
11/03/2020	APBNK	DUE: 11/03/2020 DISC: 11/03/2020		1099: N		
		CELL PHONE OCT		101 4117-85015-000	CELL PHONE	56.72
I-9865791214		CELL PHONE	80.02			
11/03/2020	APBNK	DUE: 11/03/2020 DISC: 11/03/2020		1099: N		
		CELL PHONE		101 4117-85015-000	CELL PHONE	80.02
		=== VENDOR TOTALS ===	136.74			
=====						
01-05427	WILLIAMS, NALISHA					
I-202011037661		PHONE REIMB AND FACE MASKS	62.83			
11/03/2020	APBNK	DUE: 11/03/2020 DISC: 11/03/2020		1099: N		
		PHONE REIMB		101 4116-85010-000	TELEPHONE	20.00
		FACE MASK REIMB		101 4131-70111-000	COVID -19 SSUP[PLIES	42.83
		=== VENDOR TOTALS ===	62.83			
=====						
01-07898	WSB					
016854-000-1		PLANNING SEPT	1,602.75			
11/03/2020	APBNK	DUE: 11/03/2020 DISC: 11/03/2020		1099: N		
		PLANNING SEPT		101 4117-80400-000	CONSULTING PLANNER	1,602.75
		=== VENDOR TOTALS ===	1,602.75			
=====						
01-05870	XCEL ENERGY					
I-202011037663		EXLECT	2,611.99			
11/03/2020	APBNK	DUE: 11/03/2020 DISC: 11/03/2020		1099: N		
		EXLECT		101 4141-85020-000	ELECTRIC/GAS	29.30
		GS		101 4131-85030-000	NATURAL GAS	286.77
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	13.95
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	29.64
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	0.84
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	2,059.72
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	51.91
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	19.82
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	11.16
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	46.79
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	29.64
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	14.62
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	11.71
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	6.12
		=== VENDOR TOTALS ===	2,611.99			
		=== PACKET TOTALS ===	14,566.37			

PACKET: 02211 NOV 12 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-00098	ARAMARK					
I-1004904347		LINEN CLEANING	75.57			
11/10/2020	APBNK	DUE: 11/10/2020 DISC: 11/10/2020		1099: N		
		LINEN CLEANING		101 4124-82011-000	LINEN CLEANING	75.57
		=== VENDOR TOTALS ===	75.57			

=====						
01-03001	CAMPBELL KNUTSON					
I-272		LEGAL JUNE	1,266.00			
11/13/2020	APBNK	DUE: 11/13/2020 DISC: 11/13/2020		1099: Y		
		LEGAL JUNE		101 4114-80200-000	LEGAL FEES	1,266.00
I-273		JULY LEGALS	1,559.50			
11/13/2020	APBNK	DUE: 11/13/2020 DISC: 11/13/2020		1099: Y		
		JULY LEGALS		101 4114-80200-000	LEGAL FEES	1,559.50
I-274		AUG LEGAL	1,203.50			
11/13/2020	APBNK	DUE: 11/13/2020 DISC: 11/13/2020		1099: Y		
		AUG LEGAL		101 4114-80200-000	LEGAL FEES	1,203.50
I-275		SEOT KEGAKS	1,663.20			
11/13/2020	APBNK	DUE: 11/13/2020 DISC: 11/13/2020		1099: Y		
		SEOT KEGAKS		101 4114-80200-000	LEGAL FEES	1,663.20
I-276		OCT LEGALS	130.50			
11/13/2020	APBNK	DUE: 11/13/2020 DISC: 11/13/2020		1099: Y		
		OCT LEGALS		101 4114-80200-000	LEGAL FEES	130.50
		=== VENDOR TOTALS ===	5,822.70			

=====						
01-03111	CENTER FOR ENERGY AND ENVIRONM					
I-18152		HOME ENERGY AUDIT	150.00			
11/10/2020	APBNK	DUE: 11/10/2020 DISC: 11/10/2020		1099: N		
		HOME ENERGY AUDIT		101 4117-89070-000	ENERGY AUDIT INCENTIVE	150.00
		=== VENDOR TOTALS ===	150.00			

=====						
01-06290	CITY OF ROSEVILLE					
I-229541		NETWORK REPLACEMENT EQUIP	914.40			
11/13/2020	APBNK	DUE: 11/13/2020 DISC: 11/13/2020		1099: N		
		NETWORK REPLACEMENT EQUIP		101 4116-85070-000	TECHNICAL SUPPORT	914.40
I-229561		REMOTE DISKTOP USER ACCESS	188.00			
11/13/2020	APBNK	DUE: 11/13/2020 DISC: 11/13/2020		1099: N		
		REMOTE DISKTOP USER ACCESS		101 4116-85070-000	TECHNICAL SUPPORT	188.00

PACKET: 02211 NOV 12 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
=====						
01-06290	CITY OF ROSEVILLE	( ** CONTINUED ** )				
I-229580		IT SUPPORT	3,693.00			
11/13/2020	APBNK	DUE: 11/13/2020 DISC: 11/13/2020		1099: N		
		IT SUPPORT		101 4116-85070-000	TECHNICAL SUPPORT	3,693.00
=====						
I-229621		PM SEPT AND ENG	6,567.54			
11/13/2020	APBNK	DUE: 11/13/2020 DISC: 11/13/2020		1099: N		
		PMP SEPT		419 4419-80100-000	ENGINEERING	6,030.54
		GENERAL ENG		101 4133-80100-000	ENGINEERING SERVICES	537.00
		=== VENDOR TOTALS ===	11,362.94			
=====						
01-03302	D.R.S.					
I-IN16910		RANDOM DRUG TESTS	150.00			
11/13/2020	APBNK	DUE: 11/13/2020 DISC: 11/13/2020		1099: N		
		RANDOM DRUG TESTS		101 4132-89000-000	MISCELLANEOUS	150.00
		=== VENDOR TOTALS ===	150.00			
=====						
01-04027	EMERGENCY APPARATUS MAINT					
I-12832		753 MAINTENANCE	1,141.17			
11/13/2020	APBNK	DUE: 11/13/2020 DISC: 11/13/2020		1099: N		
		753 MAINTENANCE		101 4124-87029-000	REPAIR OTHER EQUIPMENT	1,141.17
=====						
I-113830		757 MAINTENANCE	3,077.86			
11/13/2020	APBNK	DUE: 11/13/2020 DISC: 11/13/2020		1099: N		
		757 MAINTENANCE		101 4124-87029-000	REPAIR OTHER EQUIPMENT	3,077.86
=====						
I-113831		752 MAINTENANCE	1,126.42			
11/13/2020	APBNK	DUE: 11/13/2020 DISC: 11/13/2020		1099: N		
		752 MAINTENANCE		101 4124-87029-000	REPAIR OTHER EQUIPMENT	1,126.42
		=== VENDOR TOTALS ===	5,345.45			
=====						
01-07262	FASTSIGNS- ROSEVILLE					
I-204-53184		NAMEPLATE	43.00			
11/13/2020	APBNK	DUE: 11/13/2020 DISC: 11/13/2020		1099: N		
		NAMEPLATE		101 4124-70100-000	SUPPLIES	43.00
		=== VENDOR TOTALS ===	43.00			

PACKET: 02211 NOV 12 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

01-05538 GRANICUS

I-130402..		WEEB SITE HOSTING/LICENSE FE	2,000.00		
11/10/2020	APBNK	DUE: 11/10/2020 DISC: 11/10/2020		1099: N	
		WEEB SITE HOSTING/LICENSE FEE		101 4116-85060-000	WEB SITE 2,000.00
=== VENDOR TOTALS ===			2,000.00		

01-05154 HEWLETT PACKARD

I-90100924304		COMPTER FOR FIRE DEPT	468.44		
11/13/2020	APBNK	DUE: 11/13/2020 DISC: 11/13/2020		1099: N	
		COMPTER FOR FIRE DEPT		402 4402-91000-000	MACHINERY & EQUIPMENT 468.44
=== VENDOR TOTALS ===			468.44		

01-04570 JOSEPH, KATRINA E.

I-106		OCT PROSECUTIONS	2,500.00		
11/13/2020	APBNK	DUE: 11/13/2020 DISC: 11/13/2020		1099: Y	
		OCT PROSECUTIONS		101 4123-80200-000	LEGAL FEES 2,500.00
=== VENDOR TOTALS ===			2,500.00		

01-05440 LOFFLER COMPANIES, INC

I-3502358		COPIER CHRGS	87.16		
11/13/2020	APBNK	DUE: 11/13/2020 DISC: 11/13/2020		1099: N	
		COPIER CHRGS		101 4112-87000-000	REPAIR OFFICE EQUIPMENT 87.16
=== VENDOR TOTALS ===			87.16		

01-05665 METROPOLITAN COUNCIL

I-1115951		DEC SS	51,341.49		
11/13/2020	APBNK	DUE: 11/13/2020 DISC: 11/13/2020		1099: N	
		DEC SS		601 4601-85060-000	METRO SEWER CHARGES 51,341.49
=== VENDOR TOTALS ===			51,341.49		

01-05263 MID CITY SERVICES- INDUSTRIAL

I-138283		MAT SVC	42.15		
11/10/2020	APBNK	DUE: 11/10/2020 DISC: 11/10/2020		1099: N	
		MAT SVC		101 4131-70110-000	SUPPLIES 42.15
=== VENDOR TOTALS ===			42.15		

PACKET: 02211 NOV 12 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
=====						
01-07231	MN FIRE SVC CERT. BOARD					
I-8161		RECERTIFICATION EXAMS	120.00			
11/13/2020	APBNK	DUE: 11/13/2020 DISC: 11/13/2020		1099: N		
		RECERTIFICATION EXAMS		101 4124-86020-000	TRAINING	120.00
		=== VENDOR TOTALS ===	120.00			
=====						
01-05273	MN PUBLIC EMPLOYEES INSURANCE					
I-1016033		DEC HEALTH INS	9,027.14			
11/13/2020	APBNK	DUE: 11/13/2020 DISC: 11/13/2020		1099: N		
		DEC HEALTH INS		101 4112-89000-000	MISCELLANEOUS	9,027.14
		=== VENDOR TOTALS ===	9,027.14			
=====						
01-05797	MN STATE FIRE DEPT. ASSOC					
I-202011137666		2021 MEMBERSJHIP	290.00			
11/13/2020	APBNK	DUE: 11/13/2020 DISC: 11/13/2020		1099: N		
		2021 MEMBERSJHIP		101 4124-86110-000	MEMBERSHIPS	290.00
		=== VENDOR TOTALS ===	290.00			
=====						
01-07263	NEXTEL COMMUNICATIONS, INC					
I-202011137667		PUMP STTION	142.02			
11/13/2020	APBNK	DUE: 11/13/2020 DISC: 11/13/2020		1099: N		
		PUMP STTION		601 4601-85011-000	TELEPHONE - LANDLINE	142.02
		=== VENDOR TOTALS ===	142.02			
=====						
01-06024	ON SITE SANITATION					
I-1029802		HAND SANITIZER	75.00			
11/13/2020	APBNK	DUE: 11/13/2020 DISC: 11/13/2020		1099: N		
		HAND SANITIZER		601 4601-85080-000	PORTABLE TOILET PARKS	75.00
I-1029803		HAND SANITIZER / RESTROOM	160.00			
11/13/2020	APBNK	DUE: 11/13/2020 DISC: 11/13/2020		1099: N		
		HAND SANITIZER / RESTROOM		601 4601-85080-000	PORTABLE TOILET PARKS	160.00
		=== VENDOR TOTALS ===	235.00			

PACKET: 02211 NOV 12 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----		GROSS	P.O. #		
POST DATE	BANK CODE	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====					
01-06112	PIONEER PRESS				
I-1020572540		44.62			
11/13/2020	APBNK		1099: N		
			101 4111-70410-000	LEGAL NOTICES	44.62
		44.62			
=====					
01-06185	RAMSEY COUNTY				
I-RISK 002076		866.38			
11/13/2020	APBNK		1099: N		
			101 4112-89000-000	MISCELLANEOUS	866.38
		866.38			
=====					
01-06184	RAMSEY COUNTY - POLICE AND 911				
I-EMCOM 008831		68.64			
11/13/2020	APBNK		1099: N		
			101 4124-86800-000	RADIO MESB/FLEET SUPPORT	68.64
I-EMCOM 008880		2,739.96			
11/13/2020	APBNK		1099: N		
			101 4122-81200-000	911 DISPATCH FEES	2,739.96
I-IMCOM 008864		530.66			
11/13/2020	APBNK		1099: N		
			101 4122-81200-000	911 DISPATCH FEES	530.66
I-shrfl 0018974		97,675.43			
11/13/2020	APBNK		1099: N		
			101 4122-81000-000	POLICE SERVICES	97,675.43
		101,014.69			
=====					
01-05870	XCEL ENERGY				
I-202011137665		2,259.01			
11/13/2020	APBNK		1099: N		
			101 4141-85020-000	ELECTRIC/GAS	29.50
			101 4141-85020-000	ELECTRIC/GAS	15.47
			209 4209-85020-000	STREET LIGHTING POWER	16.69
			209 4209-85020-000	STREET LIGHTING POWER	26.04
			209 4209-85020-000	STREET LIGHTING POWER	0.82
			209 4209-85020-000	STREET LIGHTING POWER	2,076.31
			209 4209-85020-000	STREET LIGHTING POWER	46.79
			209 4209-85020-000	STREET LIGHTING POWER	47.39
		2,259.01			
		193,387.76			

EMP #	NAME	AMOUNT
01-0022	RANDALL C GUSTAFSON	393.07
01-0023	MELANIE M LEEHY	262.05
01-0024	MARK J MIAZGA	262.05
01-0025	YAKASAH WEHYEE	262.05
01-0026	KAY ANDREWS	255.30
01-1005	SACK THONGVANH	3,814.90
01-1022	NALISHA NANDKUMAR	1,527.41
01-1023	ASHLEIGH WALTER	1,415.74
01-1136	ROLAND O OLSON	2,783.59
01-0095	MICHAEL J POESCHL	176.86
01-0097	PATRICK GAFFNEY	128.61
01-0124	MICHAEL D KRUSE	128.61
01-1030	TIMOTHY J PITTMAN	2,239.40
01-1033	DAVE TRETSVEN	1,773.45
01-1143	COLIN B CALLAHAN	1,860.00

TOTAL PRINTED: 15 17,283.09

10-26-2020 11:29 AM

PAYROLL CHECK REGISTER

PAYROLL NO: 01 City of Falcon Heights

PAGE: 1

PAYROLL DATE: 10/26/2020

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

REGULAR CHECKS:		
DIRECT DEPOSIT REGULAR CHECKS:	15	17,283.09
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	15	17,283.09

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

\*\* END OF REPORT \*\*



EMP #	NAME	AMOUNT
005	SACK THONGVANH	3,814.90
01-1022	NALISHA WILLIAMS	1,527.41
01-1023	ASHLEIGH WALTER	1,415.74
01-1136	ROLAND O OLSON	2,783.59
01-0040	KEVIN ANDERSON	129.63
01-0085	DANIEL S JOHNSON-POWERS	153.77
01-0087	MICHAEL A MCKAY	136.57
01-0095	MICHAEL J POESCHL	123.21
01-0097	PATRICK GAFFNEY	270.90
01-0124	MICHAEL D KRUSE	194.89
01-0132	ANDREW K TEMME	183.54
01-0135	MORGAN B MCCANN	129.90
01-0137	DANIEL J WATTENHOFER	155.26
1-0139	WILLIAM M RAVEN	272.20
1-0140	RYAN J CARLSON	81.88
1-0141	PAYTON HURNEY	109.36
1-2172	MICHAEL W ARCAND	163.77
1-1030	TIMOTHY J PITTMAN	2,239.40
1-1033	DAVE TRETSVEN	1,773.45
1-1143	COLIN B CALLAHAN	1,860.00

TOTAL PRINTED: 20 17,519.37

11-09-2020 8:04 AM PAYROLL CHECK REGISTER  
PAYROLL NO: 01 City of Falcon Heights

PAGE: 1  
PAYROLL DATE: 11/09/2020

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
01	THAO, ASHA	R	11/09/2020	129.63	089998

11-09-2020 8:04 AM PAYROLL CHECK REGISTER  
PAYROLL NO: 01 City of Falcon Heights

PAGE: 2  
PAYROLL DATE: 11/09/2020

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

REGULAR CHECKS:	1	129.63
DIRECT DEPOSIT REGULAR CHECKS:	20	17,519.37
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	21	17,649.00

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

\* END OF REPORT \*\*

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**The City That Soars!**

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	November 18, 2020
<b>Agenda Item</b>	Consent F2
<b>Attachment</b>	N/A
<b>Submitted By</b>	Ashleigh Walter Administrative & Communications Coordinator

<b>Item</b>	Approval of City License(s)
<b>Description</b>	<p>The following individuals/entities have applied for a <u>Municipal Business License</u> for 2021. Staff have received the necessary documents for licensure.</p> <ol style="list-style-type: none"> <li>1. Golden Tailor</li> <li>2. John A. Knutson and Co., PLLP</li> <li>3. Spire Credit Union</li> <li>4. Peterson Dental</li> <li>5. Curves</li> <li>6. Otto Law P.A.</li> <li>7. Warner's Stellan Co Inc.</li> <li>8. The F.I.T. Lab</li> <li>9. Premier Health of Roseville</li> </ol> <p>The following individuals/entities have applied for a <u>Home Occupation License</u> for 2021. Staff have received the necessary documents for licensure.</p> <ol style="list-style-type: none"> <li>1. Pamela M. Harris, PLLC</li> </ol> <p>The following individuals/entities have applied for a <u>Refuse Hauler License</u> for 2021. Staff have received the necessary documents for licensure.</p> <ol style="list-style-type: none"> <li>1. Aspen Waste Systems of Minnesota, Inc.</li> <li>2. Curbside Waste, Inc.</li> </ol> <p>The following individuals/entities have applied for a <u>Therapeutic Massage License</u> for 2021. Staff have received the necessary documents for licensure.</p> <ol style="list-style-type: none"> <li>1. Hair Designs Unlimited</li> </ol> <p>The following individuals/entities have applied for a <u>General Contractors License</u> for 2020. Staff have received the necessary documents for licensure.</p> <ol style="list-style-type: none"> <li>1. Nexius Solutions, Inc.</li> </ol> <p>(continued on following)</p>

The following individuals/entities have applied for a Tree Contractors License for 2021. Staff have received the necessary documents for licensure.

1. The Davey Tree Expert Company

The following individuals/entities have applied for a Charitable Gambling License for 2021. Staff have received the necessary documents for licensure.

1. Roseville Area Youth Hockey Association

The following individuals/entities have applied for a Multifamily Rental Dwelling License for 2020. Staff have received the necessary documents for licensure.

1. Mahesh Gummadi- 1466 Larpenteur Ave
2. The Hendrickson/ Peter C. Austin- 1750 Larpenteur Ave

The following individuals/entities have applied for a Multifamily Rental Dwelling License for 2021. Staff have received the necessary documents for licensure.

1. Mahesh Gummadi- 1466 Larpenteur Ave
2. The Hendrickson/ Peter C. Austin- 1750 Larpenteur Ave
3. Mark Sagstetter- 1830 Larpenteur Ave
4. Donald Sobania- 1510 Larpenteur Ave
5. Douglas Lee- 1496 Larpenteur Ave

The following individuals/entities have applied for a Single Family Rental Dwelling License for 2020. Staff have received the necessary documents for licensure.

1. Matthew Lange- 1495 Larpenteur Ave

The following individuals/entities have applied for a Single Family Rental Dwelling License for 2021. Staff have received the necessary documents for licensure.

1. Matthew Lange- 1495 Larpenteur Ave
2. Jill S. Copeland- 1372 Larpenteur Ave
3. Joan Deborah B. Edelson- 1391 California Ave
4. HPA Borrower 2018-1 ML LLC- 1406 California Ave
5. EvaJane Koeper- 1488 Crawford Ave
6. Invitation Homes/Mai Thao- 1598 Hollywood Ct & 1786 Tatum St
7. Kristin Jacobsen- 1755 & 1776 Tatum St
8. Li-Na Wei- 1757 Maple Ct
9. Sandra & Brian Lattu- 1758 Asbury St
10. HPA Borrower 2020-1 ML LLC- 1791 Holton St
11. Kristen Erin Mozeika- 1849 Tatum St
12. Charles E. Spaulding- 1879 Arona St

(continued on following)

	<p>13. Xian (Sharon) Wu- 1930 Summer St  14. Greg Rogers- 1947 Autumn St  15. Ramsey County Historical Society- 2129 Larpenteur Ave  16. ASI Ramsey County, Inc.- 1746 Snelling Ave  17. Martha Gaudreau- 1890 Tatum St  18. Jeff Daley- 1843 Hamline Ave</p>
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	N/A
<b>Action(s) Requested</b>	Staff recommends approval of the City license applications contingent on background checks and fire inspections as required.

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**The City That Soars!**

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	November 18, 2020
<b>Agenda Item</b>	Consent F3
<b>Attachment</b>	Resolution
<b>Submitted By</b>	Nalisha Nandkumar, Assistant to the City Administrator

<b>Item</b>	Appointment of Jill Bartyzal to the Planning Commission
<b>Description</b>	<p>City Staff and the Planning Commission Chair have interviewed and recommended Jill Bartyzal for the Planning Commission. With Jill's appointment, the Commission still have no vacancies.</p> <p><b>Full Name</b> Jill Bartyzal</p> <p><b>Full Address</b> 1791 Tatum Street</p> <p><b>How Long At Above Address?</b> 6 years</p> <p><b>In Which Capacity Would You Like to Serve?</b> Planning Commission</p> <p><b>What is the Reason You Would Like to Serve?</b> I love Falcon Heights and would like to get more involved in my community and have availability/time. I love people and listening to many people's perspectives to try and find common ground.</p>
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	<ul style="list-style-type: none"> <li>• Resolution 20-48 Appointment of Jill Bartyzal to the Planning Commission</li> </ul>
<b>Action(s) Requested</b>	Staff would recommend approval of attached resolution appointing Jill Bartyzal to the Planning Commission.

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**CITY OF FALCON HEIGHTS  
COUNCIL RESOLUTION**

November 18, 2020

No. 20-48

-----

**RESOLUTION APPOINTING JILL BARTYZAL TO THE PLANNING COMMISSION**

**WHEREAS**, the Planning Commission shall by the municipal planning agency authorized by Minnesota Statutes § 462.354, subd. 1.

**WHEREAS**, the Planning Commission serves in an advisory capacity to the City Council on all policy matters relating to City planning, zoning, and land use;

**WHEREAS**, City Staff, Commission Chair, and the Mayor have interviewed Jill Bartyzal and recommend appointment to the Falcon Heights Planning Commission.

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

1. That the appointment is approved and adopted by the City Council of the City of Falcon Heights.

Moved by:

Approved by: \_\_\_\_\_  
Randall C. Gustafson  
Mayor

GUSTAFSON        \_\_\_    In Favor  
MIAZGA  
ANDREWS        \_\_\_    Against  
LEEHY  
WEHYEE

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

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*The City That Soars!*

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	November 18, 2020
<b>Agenda Item</b>	Consent F4
<b>Attachment</b>	Resolution
<b>Submitted By</b>	Sack Thongvanh, City Administrator

<b>Item</b>	Appointment of Kevin Neff to the Falcon Heights Volunteer Fire Department
<b>Description</b>	<p>Kevin Neff submitted an application to the Fire Department because of his interest in public safety. Fire Department personnel have reviewed his application and interviewed Mr. Neff. The Department would recommend the appointment of Kevin Neff.</p> <p>Mr. Neff will have two years to complete the necessary training and education before he will be an official volunteer firefighter.</p>
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	<ul style="list-style-type: none"> <li>Resolution 20-49 Appointing Kevin Neff to the Falcon Heights Volunteer Fire Department</li> </ul>
<b>Action(s) Requested</b>	Staff would recommend approval of attached resolution and appoint Kevin Neff to the Falcon Heights Volunteer Fire Department.

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**CITY OF FALCON HEIGHTS  
COUNCIL RESOLUTION**

November 18, 2020

No. 20-49

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**RESOLUTION APPOINTING KEVIN NEFF TO THE FALCON HEIGHTS VOLUNTEER FIRE  
DEPARTMENT**

**WHEREAS**, the City of Falcon Heights has a Volunteer Fire Department and continues to advertise for people interested in serving the City of Falcon Heights ; and

**WHEREAS**, the City received an application from Kevin Neff regarding his interest to serve on the Fire Department; and

**WHEREAS**, the Fire Department conducted an interview and would recommend the appoint Kevin Neff to the Falcon Heights Volunteer Fire Department; and

**WHEREAS**, the City Administrator and Mayor conducted a final interview and would recommend Council approval.

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

1. Kevin Neff will have two years from the approval of the resolution to complete the necessary training and education before he will be an official volunteer firefighter.
2. That the appointment is approved and adopted by the City Council of the City of Falcon Heights.

Moved by:

Approved by: \_\_\_\_\_  
Randall C. Gustafson  
Mayor

GUSTAFSON        \_\_\_    In Favor  
MIAZGA  
ANDREWS        \_\_\_    Against  
LEEY  
WEHYEE

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

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**The City That Soars!**

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	November 18, 2020
<b>Agenda Item</b>	Consent F5
<b>Attachment</b>	N/A
<b>Submitted By</b>	Sack Thongvanh, City Administrator

<b>Item</b>	Assistant to the City Administrator Nalisha Nandkumar (Williams) 18 Month Employee Step Adjustment
<b>Description</b>	<p>Nalisha was appointed by the City Council on February 13<sup>th</sup> 2019 with a start date of March 4, 2019. Nalisha has completed 18 months with the City. It is the practice of the City to reward after the 18 month with up to a 5% step increase in their base salary.</p> <p>Nalisha has been essential in assisting me with the day to day operations of the City. She has been very helpful with training the new Administrative &amp; Communications Coordinator and fulfilling some of the roles of the Community Development Coordinator position as we continue to fill the position.</p>
<b>Budget Impact</b>	There are available funds for this step adjustment.
<b>Attachment(s)</b>	N/A
<b>Action(s) Requested</b>	I recommend that the Falcon Heights City Council approve a 5% step adjustment for Nalisha Nandkumar effective September 4, 2020.

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**The City That Soars!**

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	November 18, 2020
<b>Agenda Item</b>	Consent F6
<b>Attachment</b>	N/A
<b>Submitted By</b>	Sack Thongvanh, City Administrator

<b>Item</b>	Request Bids for Fire Services
<b>Description</b>	<p>During the September 23 City Council, the Council directed the City Administrator to send out a Request for Interest Letter to the surrounding fire departments.</p> <p>The City received three “Letters of Interest”. They include the Fire Department of Roseville, St. Paul and Falcon Heights.</p> <p>During the November 4<sup>th</sup> Council Workshop, the Council discuss the idea of have each agency that provided a “Letter of Interest” present to the Council at the November 11<sup>th</sup> Regular City Council meeting that will include an introduction to their department, scope of services provided and potential cost. Unfortunately, we were not able to secure that approach and the agencies would feel more comfortable providing a bid.</p>
<b>Budget Impact</b>	This will be determined when a decision is made by the Council.
<b>Attachment(s)</b>	N/A
<b>Action(s) Requested</b>	Authorize the City Administrator to request bids from the City of Roseville and the City of Saint Paul. The Falcon Heights Fire Department budget has been determine with the adopted preliminary levy and budget.