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

**MINUTES**  
March 17, 2021  
6:30 P.M.

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

- A. CALL TO ORDER: 6:36pm
- B. ROLL CALL: ANDREWS \_\_X\_\_ GUSTAFSON \_\_X\_\_ LEEHY \_\_X\_\_  
                  MIAZGA \_\_X\_\_ WEHYEE \_\_X\_\_  
  
                  STAFF PRESENT: THONGVANH \_\_X\_\_ WALTER \_\_X\_\_
- C. PRESENTATIONS:
- D. POLICY ITEMS:
  - 1. Police Services Update

Administrator Thongvanh

We're still in the process of liquidating our assets from the fire department. I'm in the process of getting appraisals on all 3 vehicles. St. Paul is interested in a variety of our equipment. Once I have a list of the items they're interested in, I'll bring that to Council.

We received a number of positive comments from agencies in the area regarding our police services. One agency is very interested in providing some numbers to us, that is the City of Saint Paul. The Mayor and Police Chief are interested, but they would like a formal letter from the City requesting a quote. I am looking at authority from the council to draft a letter to the City of Saint Paul requesting that they submit a proposal.

Our deadline is March 31 to notify Ramsey County that we are interested in other agencies. Sheriff Fletcher said he would send a letter notifying us that the cost would increase, but I have not yet received the letter. Per the contract, Ramsey County can increase the City's cost at any time during the contract.

I am hopeful that we would have a contract in place by April or May. We do need to send a letter to Ramsey County to notify them that we are considering a contract with another entity.

Council Member Miazga

If we are to send the letter to St. Paul, is there anything that would prevent us from returning to the contract with Ramsey County?

Administrator Thongvanh

I'm not sure, I would need to speak with our legal department.

Council Member Wehyee

You said that other agencies are not currently interested. I'm wondering if we contract with St. Paul, how would that affect the feasibility of contracting with them in the future?

Administrator Thongvanh

I would think not. I would look for at least a 3-year contract so that we can realize our investment in terms of the start-up costs. These start-up costs would include training of new recruits and capital costs. I would also look for a term in the contract that an officer be stationed in Falcon Heights 24/7.

Once the council directs me to draft a formal letter to request services from Saint Paul, we will wait for the response and that will trigger a special meeting to discuss.

Council Member Wehyee

If we decide to go down this route, how long can they serve our community before we can begin working with St. Paul?

Mayor Gustafson

Once we give notice, the contract ends December 31, 2021. Beginning January 1, 2022, we would be under a new contract with St. Paul. Given that St. Paul will need to increase staffing, we would likely have to pay overtime rates for approximately 5 months while they increase their department size.

Administrator Thongvanh

I just need authority to write the letter, it can be informal.

The council members provided authorization.

Administrator Thongvanh

I'll move forward on drafting a letter.

E. INFORMATION/ANNOUNCEMENTS:

F. ADJOURNMENT: 7:27 PM

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Randall C. Gustafson, Mayor

Dated this 17th day of March, 2021

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Sack Thongvanh, City Administrator



## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	March 24, 2021
<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: 3/17/21 \$241,680.88 Payroll through: 3/15/21 \$17,959.72
<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: 02260 MAR 15 PAYABALES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

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

01-00161 ANCHOR PAPER COMPANY

I-106-48180-00LL		TOWELS /TOILET TISSUE	116.30		
3/15/2021	APBNK	DUE: 3/15/2021 DISC: 3/15/2021		1099: N	
		TOWELS /TOILET TISSUE		101 4131-70110-000	SUPPLIES 116.30
		=== VENDOR TOTALS ===	116.30		

01-05371 BOND TRUST SERVICES CORPORATIO

I-61608		BOND FEES	475.00		
3/15/2021	APBNK	DUE: 3/15/2021 DISC: 3/15/2021		1099: N	
		BOND FEES		312 4312-94900-000	BOND FEES 475.00
		=== VENDOR TOTALS ===	475.00		

01-03001 CAMPBELL KNUTSON

I-279		JAN LEGALS SVCS	1,013.00		
3/15/2021	APBNK	DUE: 3/15/2021 DISC: 3/15/2021		1099: Y	
		JAN LEGALS SVCS		101 4114-80200-000	LEGAL FEES 1,013.00
I-280		LEGAL SVC FEB	734.50		
3/15/2021	APBNK	DUE: 3/15/2021 DISC: 3/15/2021		1099: Y	
		LEGAL SVC FEB		101 4114-80200-000	LEGAL FEES 734.50
		=== VENDOR TOTALS ===	1,747.50		

01-03089 CASH

I-202103157778		POSTAGE	24.45		
3/15/2021	APBNK	DUE: 3/15/2021 DISC: 3/15/2021		1099: N	
		POSTAGE		101 4112-70500-000	POSTAGE 24.45
		=== VENDOR TOTALS ===	24.45		

01-03110 CENTURY LINK

I-202103157776		LAND LINES	72.71		
3/15/2021	APBNK	DUE: 3/15/2021 DISC: 3/15/2021		1099: N	
		LAND LINES		601 4601-85011-000	TELEPHONE - LANDLINE 72.71
		=== VENDOR TOTALS ===	72.71		

PACKET: 02260 MAR 15 PAYABALES

VENDOR SET: 01 City of Falcon Heights

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DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-04061		FALCON HEIGHTS FIRE RELIEF				
I-202103157779		SUPPLEMENTAL PYMT	1,000.00			
3/15/2021	APBNK	DUE: 3/15/2021 DISC: 3/15/2021		1099: N		
		SUPPLEMENTAL PYMT		101 4125-64040-000	FIRE RELIEF AID	1,000.00
		=== VENDOR TOTALS ===	1,000.00			
=====						
01-05450		LEAGUE MN CITIES INS TRST				
I-27138		WC CLAIM	267.69			
3/15/2021	APBNK	DUE: 3/15/2021 DISC: 3/15/2021		1099: N		
		WC CLAIM		101 4192-89000-000	MISCELLANEOUS	267.69
		=== VENDOR TOTALS ===	267.69			
=====						
01-05440		LOFFLER COMPANIES, INC				
I-3660239		COPER CHRGW	31.38			
3/15/2021	APBNK	DUE: 3/15/2021 DISC: 3/15/2021		1099: N		
		COPER CHRGW		101 4112-87000-000	REPAIR OFFICE EQUIPMENT	31.38
		=== VENDOR TOTALS ===	31.38			
=====						
01-05665		METROPOLITAN COUNCIL				
I-1121142		MAR SS	48,196.27			
3/15/2021	APBNK	DUE: 3/15/2021 DISC: 3/15/2021		1099: N		
		MAR SS		601 4601-85060-000	METRO SEWER CHARGES	48,196.27
		=== VENDOR TOTALS ===	48,196.27			
=====						
01-05263		MID CITY SERVICES- INDUSTRIAL				
I-1492353		FLOOR MAT SVC	42.15			
3/15/2021	APBNK	DUE: 3/15/2021 DISC: 3/15/2021		1099: N		
		FLOOR MAT SVC		101 4131-87010-000	CITY HALL MAINTENANCE	42.15
		=== VENDOR TOTALS ===	42.15			
=====						
01-05494		MK MECHANICAL INC				
I-11072		RADIANT HEAT REPAIRS	2,709.00			
3/15/2021	APBNK	DUE: 3/15/2021 DISC: 3/15/2021		1099: N		
		RADIANT HEAT REPAIRS		101 4131-87010-000	CITY HALL MAINTENANCE	2,709.00
		=== VENDOR TOTALS ===	2,709.00			



PACKET: 02260 MAR 15 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

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

01-06030 OLSON,ROLAND

I-202103157781		FLEX REIMB	140.32			
3/15/2021	APBNK	DUE: 3/15/2021 DISC: 3/15/2021		1099: N		
		FLEX REIMB		101 21712-000	MEDICAL FLEX SAVINGS PAY	116.47
		FLEX REIMB		601 21712-000	MEDICAL FLEX SAVINGS PAY	21.05
		FLEX REIMB		602 21712-000	MEDICAL FLEX SAVINGS PAY	2.80
=== VENDOR TOTALS ===			140.32			

01-06053 OREILLY AUTO PARTS

I-202103157777		DRIVE BELT AND WIPER BLADE	26.04			
3/15/2021	APBNK	DUE: 3/15/2021 DISC: 3/15/2021		1099: N		
		DRIVE BELT AND WIPER BLADE		101 4112-87000-000	REPAIR OFFICE EQUIPMENT	26.04
=== VENDOR TOTALS ===			26.04			

01-06112 PIONEER PRESS

I-221572540		LEGALS	283.50			
3/15/2021	APBNK	DUE: 3/15/2021 DISC: 3/15/2021		1099: N		
		LEGALS		101 4111-70410-000	LEGAL NOTICES	283.50
=== VENDOR TOTALS ===			283.50			

01-06185 RAMSEY COUNTY

I-RISK 002096		DENTAL/ DISABILITY/LIFE INS M	1,120.69			
3/15/2021	APBNK	DUE: 3/15/2021 DISC: 3/15/2021		1099: N		
		DENTAL/ DISABILITY/LIFE INS MA		101 4112-89000-000	MISCELLANEOUS	1,120.69
=== VENDOR TOTALS ===			1,120.69			

01-06184 RAMSEY COUNTY - POLICE AND 911

I-SHRFL 001958		POLICE SVC MARCH	99,629.67			
3/15/2021	APBNK	DUE: 3/15/2021 DISC: 3/15/2021		1099: N		
		POLICE SVC MARCH		101 4122-81000-000	POLICE SERVICES	99,629.67
=== VENDOR TOTALS ===			99,629.67			

01-06301 SAMS CLUB MC/SYNCE

I-202103157780		ZOOM/ MONITOR/ SUPPLIES/DESK	1,773.33			
3/15/2021	APBNK	DUE: 3/15/2021 DISC: 3/15/2021		1099: N		
		PIONEER PRESS		101 4131-70110-000	SUPPLIES	32.00
		ZOOM VIRTUAL		101 4116-85040-000	VIRTUAL COMMUNICATIONS	220.22
		ANNUAL FEE		101 4112-70100-000	SUPPLIES	140.00
		BOTTLE JACK/SCRAPER		101 4132-70120-000	SUPPLIES	83.54
		3 HEATER		101 4131-70110-000	SUPPLIES	257.67
		KLEENEX/ SUPPLIES		101 4112-70100-000	SUPPLIES	88.53

PACKET: 02260 MAR 15 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
=====					
01-06301	SAMS CLUB MC/SYNCB	( ** CONTINUED ** )			
		CPR TRAINING		201 4201-86100-000	CONFERENCES/EDUCATION 75.00
		POLLUTION CONTROL CLASWS		602 4602-86110-000	MEMBERSHIPS 204.98
		MONITOR		401 4401-91000-000	MACHINERY & EQUIPMENT 297.42
		NEWSLETTER PROGRAM SUBSCRIPTIO		101 4116-70420-000	NEWSLETTERS/INFORMATION 119.40
		2 DESK LAMPS		101 4112-70100-000	SUPPLIES 97.09
		SAFETY EYE WEAR		101 4132-70120-000	SUPPLIES 157.48
		=== VENDOR TOTALS ===		1,773.33	
		=== PACKET TOTALS ===		157,656.00	

PACKET: 02262 MAR 17 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
=====						
01-01023	BUHL	GTA LP				
-----						
I-202103177782		DEPOSIT REFUND BOND ALLOCATIO	72,447.54			
3/17/2021	APBNK	DUE: 3/17/2021 DISC: 3/17/2021		1099: N		
		DEPOSIT REFUND BOND ALLOCATION		419 20400-000	DEPOSIT PAYABALE HELD BY	72,447.54
		=== VENDOR TOTALS ===	72,447.54			
=====						
01-05273	MN	PUBLIC EMPLOYEES INSURANCE				
-----						
I-1066249		HEALTH INS APRIL	11,497.30			
3/17/2021	APBNK	DUE: 3/17/2021 DISC: 3/17/2021		1099: N		
		HEALTH INS APRIL		101 4112-89000-000	MISCELLANEOUS	11,497.30
		=== VENDOR TOTALS ===	11,497.30			
=====						
01-05737	VERIZON	WIRELESS				
-----						
I-9874242119		CELL PHONE SVC	80.04			
3/17/2021	APBNK	DUE: 3/17/2021 DISC: 3/17/2021		1099: N		
		CELL PHONE SVC		101 4124-85015-000	CELL PHONE	80.04
		=== VENDOR TOTALS ===	80.04			
		=== PACKET TOTALS ===	84,024.88			

EMP #	NAME	AMOUNT
	SACK THONGVANH	3,911.96
	ASHLEIGH WALTER	1,451.10
	VANDARA THAMMAVONGSA	1,544.21
	ROLAND O OLSON	3,237.59
	TIMOTHY J PITTMAN	2,259.27
	DAVE TRETSVEN	1,813.02
	COLIN B CALLAHAN	1,693.22

TOTAL PRINTED: 7 15,910.37

3-10-2021 6:34 AM PAYROLL CHECK REGISTER  
PAYROLL NO: 01 City of Falcon Heights

PAGE: 1  
PAYROLL DATE: 3/10/2021

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
	MORETTO, PAUL A	R	3/10/2021	2,049.35	090327

3-10-2021 6:34 AM PAYROLL CHECK REGISTER  
PAYROLL NO: 01 City of Falcon Heights

PAGE: 2  
PAYROLL DATE: 3/10/2021

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

REGULAR CHECKS:	1	2,049.35
DIRECT DEPOSIT REGULAR CHECKS:	7	15,910.37
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	8	17,959.72

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

\*\* END OF REPORT \*\*



## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	March 24, 2021
<b>Agenda Item</b>	Consent F2
<b>Attachment</b>	N/A
<b>Submitted By</b>	Vandara Thammavongsa Assistant to the City Administrator

<b>Item</b>	Approval of City License(s)
<b>Description</b>	The following individual/entities have applied for a <u>Charitable Gambling License</u> for 2021. Staff have received the necessary document for licensure. 1. Falcon Heights PTA
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	N/A
<b>Action(s) Requested</b>	Staff recommends approval of the City license application

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## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	March 24, 2021
<b>Agenda Item</b>	Gx
<b>Attachment</b>	Grant Agreement from the Metropolitan Council
<b>Submitted By</b>	Sack Thongvanh, City Administrator

<b>Item</b>	Motion to accept the award from the Metropolitan Council’s Tax Base Revitalization Account for Affordable Housing and grant authority to the City Administrator to sign all documents related to accepting the grant.
<b>Description</b>	<p>The City of Falcon Heights and Buhl GTA, LLC have received a grant from the Metropolitan Council’s Tax Base Revitalization Account for the Amber Union project at 1667 Snelling Avenue.</p> <p>City Council approved Resolution 20-45 on October 14, 2020 which allowed staff to apply for the grant. The City of Falcon Heights applied for the application in shortly thereafter.</p> <p>The City and Buhl GTA, LLC (the developer of the Amber Union project) prepared a grant application for environmental cleanup at the Amber Union property (1667 Snelling Ave). These grant funds are meant to remediate asbestos and other contamination associated with seventy-plus years of use at the site.</p> <p>The City received notice of approval of the grant award in February of 2021 after approval by the Metropolitan Council at their January 13, 2020 meeting.</p>
<b>Budget Impact</b>	The grant is in the amount of \$962,200. This grant and related activity is not forecasted to have direct impact on the budget.
<b>Attachment(s)</b>	<ul style="list-style-type: none"> <li>• Amber Union Agreement for Tax Base Revitalization Account Grant</li> </ul>
<b>Action(s) Requested</b>	Staff recommends a motion to accept the award from the Metropolitan Council’s Tax Base Revitalization Account for Affordable Housing and grant authority to the City Administrator to sign all documents related to accepting the grant.

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**TAX BASE REVITALIZATION ACCOUNT  
CONTAMINATION CLEANUP GRANT PROGRAM**

<b>GRANTEE:</b> City of Falcon Heights	<b>GRANT NO.</b> SG-14966
<b>PROJECT:</b> Amber Union	
<b>GRANT AMOUNT:</b> \$962,200	<b>FUNDING CYCLE:</b> Fall 2020
<b>COUNCIL ACTION:</b> January 13, 2020	<b>EXPIRATION DATE:</b> December 31, 2023
<b>COUNCIL AUTHORIZED AGENT:</b> Josiah Waderich   <a href="mailto:josiah.waderich@metc.state.mn.us">josiah.waderich@metc.state.mn.us</a>	

**METROPOLITAN LIVABLE COMMUNITIES ACT  
GRANT AGREEMENT**

**THIS GRANT AGREEMENT** (“Agreement”) is made and entered into by the Metropolitan Council (“Council”) and the Municipality or Development Authority identified above as “Grantee.”

**WHEREAS**, Minnesota Statutes section 473.251 creates the Metropolitan Livable Communities Fund, the uses of which fund must be consistent with and promote the purposes of the Metropolitan Livable Communities Act (“LCA”) and the policies of the Council’s Metropolitan Development Guide; and

**WHEREAS**, Minnesota Statutes sections 473.251 and 473.252 establish within the Metropolitan Livable Communities Fund a Tax Base Revitalization Account and require the Council to use the funds in the account to make grants to Municipalities or Development Authorities for the cleanup of polluted land in the seven-county metropolitan area; and

**WHEREAS**, the Grantee is a Municipality or a Development Authority as defined in Minnesota Statutes section 473.252, subdivisions 1 and 1a; and

**WHEREAS**, the Grantee seeks funding in connection with an application for Tax Base Revitalization Account funds submitted in response to the Council’s notice of availability of grant funds for the “Funding Cycle” identified above and will use the grant funds made available under this Agreement to help fund the “Project” identified in the application; and

**WHEREAS**, the Council awarded Tax Base Revitalization Account grant funds to the Grantee subject to any terms, conditions or clarifications stated in its Council Action, and with the understanding that the Project identified in the application will proceed to completion in a timely manner, all grant funds will be expended prior to the “Expiration Date” identified above, and Project development or redevelopment construction will have “commenced” before the Expiration Date.

**NOW THEREFORE**, in reliance on the above statements and in consideration of the mutual promises and covenants contained in this Agreement, the Grantee and the Council agree as follows:

# TAX BASE REVITALIZATION ACCOUNT CONTAMINATION CLEANUP GRANT PROGRAM

## I. DEFINITIONS

**1.01. Definition of Terms.** The terms defined in this section have the meanings given them in this section unless otherwise provided or indicated by the context.

- (a) **Cleanup Costs or Costs.** “Cleanup Costs” or “Costs” means:
- (1) For hazardous waste or substance contamination, the cost of implementing a voluntary response action plan approved by the Minnesota Pollution Control Agency under Minnesota Statutes section 115B.175, subdivision 3.
  - (2) For asbestos contamination, the cost of implementing a project-specific asbestos project plan for the Site and performing asbestos-related work which is carried out by contractors or subcontractors licensed or certified by the Commissioner of Health under the Minnesota Asbestos Abatement Act, Minnesota Statutes sections 326.70 to 326.81, in accordance with rules prescribed by the Commissioner of Health related to asbestos abatement and asbestos management activity, and meeting the federal Asbestos Hazard Emergency Response Act (“AHERA”) standards for asbestos.
  - (3) For petroleum contamination, the cost of implementing a corrective action plan for the Site approved by the Minnesota Pollution Control Agency under Minnesota Statutes chapter 115C.
  - (4) For lead abatement, the cost of lead abatement work performed by certified contractors consistent with all applicable federal and state laws, rules and standards governing lead abatement or regulated lead work on residential or commercial properties.
- (b) **Commenced.** For the purposes of Sections 2.08 and 5.03, “commenced” means significant physical improvements have occurred in furtherance of the Project (*e.g.*, a foundation is being constructed or other tangible work on a structure has been initiated). In the absence of significant physical improvements, visible staking, engineering, land surveying, soil testing, cleanup site investigation, or pollution cleanup activities are not evidence of Project commencement for the purposes of this Agreement.
- (c) **Council Action.** “Council Action” means the action or decision of the governing body of the Metropolitan Council, on the meeting date identified at Page 1 of this Agreement, by which the Grantee was awarded Tax Base Revitalization Account grant funds.
- (d) **Development Authority.** “Development Authority” means a statutory or home rule charter city, housing and redevelopment authority, an economic development authority, or a port authority in the “metropolitan area” as defined by Minnesota Statutes section 473.121, subdivision 2.
- (e) **Municipality.** “Municipality” means a statutory or home rule charter city or town participating in the Local Housing Incentives Program under Minnesota Statutes section 473.254, or a county in the metropolitan area as defined by Minnesota Statutes section 473.121, subdivision 2.
- (f) **Participating Municipality.** “Participating Municipality” means a statutory or home rule charter city or town that has elected to participate in the Local Housing Incentive Account program and

## TAX BASE REVITALIZATION ACCOUNT CONTAMINATION CLEANUP GRANT PROGRAM

negotiated affordable and life-cycle housing goals for the Municipality pursuant to Minnesota Statutes section 473.254.

- (g) **Project.** Unless clearly indicated otherwise by the context of a specific provision of this Agreement, “Project” means the development or redevelopment project identified in the application for Tax Base Revitalization Account funds for which grant funds were requested. Grant-funded activities typically are components of the Project.
- (h) **Project Costs.** “Project Costs” means all costs as defined in Minnesota Statutes section 116J.552, subdivision 7.
- (i) **Site.** “Site” means the polluted land proposed by the Grantee to be cleaned up and located both within the metropolitan area and within a Participating Municipality.

### II. GRANT FUNDS

**2.01. Source of Funds.** The grant funds made available to the Grantee under this Agreement are from the Tax Base Revitalization Account of the Metropolitan Livable Communities Fund. The grant funds are derived from the area-wide tax imposed under Minnesota Statutes chapter 473F and are not from federal sources.

**2.02. Grant Amount.** The Council will grant to the Grantee the “Grant Amount” identified at Page 1 of this Agreement. The Council’s obligation to reimburse the Grantee for eligible grant-funded expenditures shall not exceed the Grant Amount. Notwithstanding any other provision of this Agreement, the Grantee understands and agrees that any reduction or termination of Tax Base Revitalization Account funds made available to the Council may result in a like reduction in the Grant Amount made available to the Grantee.

**2.03. Authorized Use of Grant Funds.** The Grant Amount made available to the Grantee under this Agreement shall be used only for Cleanup Costs for the cleanup of the Site described in the application for Tax Base Revitalization Account funds. A Project Summary that identifies eligible uses of the grant funds as approved by the Council is attached to and incorporated into this Agreement as Attachment A. Aerial photography or drawings that identify the specific location(s) within the Project boundaries or the Site(s) for which cleanup grant funds must be used is attached to and incorporated into this Agreement as Attachment B. Grant funds must be used for cleanup of the Site which must be located in a Participating Municipality. If consistent with the application and subject to the limitations in Minnesota Statutes section 116J.556, the Grantee may use the grant funds to provide a portion of the local match requirement for Project Costs that qualify for a grant under Minnesota Statutes sections 116J.551 to 116J.557.

**2.04. Ineligible Uses.** Grant funds must be used for costs directly associated with the specific proposed Project activities for which the grant funds were awarded and shall not be used for “soft costs” such as: administrative overhead; travel expenses; legal fees; insurance; bonds; permits, licenses or authorization fees; costs associated with preparing grant proposals or applications; operating expenses; planning costs, including comprehensive planning costs; and prorated lease and salary costs. Grant funds may not be used for costs of Project activities that occurred prior to the Council Action, unless the pre-award costs were for:

## TAX BASE REVITALIZATION ACCOUNT CONTAMINATION CLEANUP GRANT PROGRAM

- (a) Site investigation work that occurred within 180 days of the Funding Cycle application due date and is identified as a grant-funded activity in Attachment A; or
- (b) Project cleanup activities that occurred within 180 days of the Funding Cycle application due date that were expressly approved by the Council Action and are described or identified in Attachments A and B.

A detailed list of ineligible and eligible costs is available from the Council's Livable Communities program office. Grant funds also shall not be used by the Grantee or others to supplant or replace: (a) grant or loan funds obtained for the Project from other sources; or (b) Grantee contributions to the Project, including financial assistance, real property or other resources of the Grantee; or (c) funding or budgetary commitments made by the Grantee or others prior to the Council Action, unless specifically authorized in Attachment A. The Council shall bear no responsibility for cost overruns which may be incurred by the Grantee or others in the implementation or performance of the Project activities. The Grantee agrees to comply with any "business subsidy" requirements of Minnesota Statutes sections 116J.993 to 116J.995 that apply to the Grantee's expenditures or uses of the grant funds.

**2.05. Loans for Low-Income Housing Tax Credit Projects.** If consistent with the application and the Project activities described in Attachment A or if requested in writing by the Grantee, the Grantee may structure the grant assistance to the Project as a loan so the Project Owner can take advantage of federal and state low-income housing tax credit programs. The Grantee may use the grant funds as a loan for a low-income housing tax credit Project, subject to the terms and conditions stated in Sections 2.03 and 2.04 and the following additional terms and conditions:

- (a) The Grantee covenants and represents to the Council that the Project is a rental housing project that received or will receive an award of low-income housing tax credits under section 42 of the Internal Revenue Code of 1986, as amended, and the low-income housing tax credit program administered by the Minnesota Housing Finance Agency or a program administered by the Minneapolis/Saint Paul Housing Finance Board or another designated housing credit agency that sub-allocates low-income housing tax credits in the metropolitan area.
- (b) The Grantee will execute a loan agreement with the Project Owner. Prior to disbursing any grant funds for the Project, the Grantee will provide to the Council a copy of the loan agreement between the Grantee and the Project Owner.
- (c) The Grantee will submit annual written reports to the Council that certify: (1) the grant funds continue to be used for the Project for which the grant funds were awarded; and (2) the Project is a "qualified low-income housing project" under section 42 of the Internal Revenue Code of 1986, as amended. This annual reporting requirement is in addition to the reporting requirements stated in Section 3.03. Notwithstanding the Expiration Date identified at Page 1 of this Agreement and referenced in Section 5.01, the Grantee will submit the annual certification reports during the initial "compliance period" and any "extended use period," or until such time as the Council terminates this annual reporting requirement by written notice to the Grantee.
- (d) The grant funds made available to the Grantee and disbursed to the Project Owner by the Grantee in the form of a loan may be used only for the grant-eligible activities and Project

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components for which the Grantee was awarded the grant funds. For the purposes of this Agreement, the term "Project Owner" means the current Project Owner and any Project Owner successor(s).

- (e) Pursuant to Section 2.04, the grant funds made available to the Grantee and disbursed to the Project Owner in the form of a loan shall not be used by the Grantee, the Project Owner or others to supplant or replace: (1) grant or loan funds obtained for the Project from other sources; or (2) Grantee contributions to the Project, including financial assistance, real property or other resources of the Grantee; or (3) funding or budgetary commitments made by the Grantee or others prior to the Council Action, unless specifically authorized in Attachment A. The Council will not make the grant funds available to the Grantee in a lump sum payment, but will disburse the grant funds to the Grantee on a reimbursement basis pursuant to Section 2.10.
- (f) By executing this Agreement, the Grantee: (1) acknowledges that the Council expects the loan will be repaid so the grant funds may be used to help fund other activities consistent with the requirements of the Metropolitan Livable Communities Act; (2) covenants, represents and warrants to the Council that the Grantee's loan to the Project Owner will meet all applicable low-income housing tax credit program requirements under section 42 of the Internal Revenue Code of 1986, as amended (the "Code"), and the low-income housing tax credit program administered by the Minnesota Housing Finance Agency or a program administered by the Minneapolis/Saint Paul Housing Finance Board or another designated housing credit agency that sub-allocates low-income housing tax credits in the metropolitan area; and (3) agrees to administer its loan to the Project Owner consistent with federal and state low-income housing tax credit program requirements.
- (g) The Grantee will, at its own expense, use diligent efforts to recover loan proceeds: (1) when the Project Owner becomes obligated to repay the Grantee's loan or defaults on the Grantee's loan; (2) when the initial thirty-year "compliance period" expires, unless the Council agrees in writing that the Grantee may make the grant funds available as a loan to the Project Owner for an "extended use period"; and (3) if noncompliance with low-income housing tax credit program requirements or some other event triggers the Project Owner's repayment obligations under its loan agreement with the Grantee. The Grantee must repay to the Council all loan repayment amounts the Grantee receives from the Project Owner. The Grantee shall not be obligated to repay the grant funds to the Council except to the extent the Project Owner repays its loan to the Grantee, provided the Grantee has exercised the reasonable degree of diligence and used administrative and legal remedies a reasonable and prudent housing finance agency would use to obtain payment on a loan, taking into consideration (if applicable) the subordinated nature of the loan. At its discretion, the Council may: (1) permit the Grantee to use the loan repayment from the Project Owner to continue supporting affordable housing components of the Project; or (2) require the Grantee to remit the grant funds to the Council.
- (h) If the Grantee earns any interest or other income from its loan agreement with the Project Owner, the Grantee will: (1) use the interest earnings or income only for the purposes of implementing the Project activities for which the grant was awarded; or (2) remit the interest earnings or income to the Council. The Grantee is not obligated to earn any interest or other income from its loan agreement with the Project Owner, except to the extent required by any applicable law.

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**2.06. Deferred Loans.** If consistent with the application and the Project Summary, the Grantee may use the grant funds to make deferred loans (loans made without interest or periodic payments) for the purposes of implementing the Project activities described or identified in Attachments A and B. The Grantee will submit annual written reports to the Council that report on the uses of the grant funds. The form and content of the report will be determined by the Council. This annual reporting requirement is in addition to the reporting requirements stated in Section 3.03. Notwithstanding the Expiration Date identified at Page 1 of this Agreement and referenced in Section 5.01, the Grantee will submit the annual reports until the deferred loan is repaid, or until such time as the Council terminates this annual reporting requirement by written notice from the Council. At its discretion, the Council may: (a) permit the Grantee to use loan repayments to continue supporting affordable housing components of the Project; or (b) require the Grantee to remit the grant funds to the Council.

**2.07. Restrictions on Loans or Grants by Subgrantees.** The Grantee shall not permit any subgrantee or subrecipient to use the grant funds for loans or grants to any subrecipient at any tier unless the Grantee obtains the prior written consent of the Council. The requirements of this Section 2.07 shall be included in all subgrants.

**2.08. Project Commencement and Changes.** The Project for which grant funds were requested must be “commenced” prior to the Expiration Date. The Grantee must promptly inform the Council in writing of any significant changes to the Project for which the grant funds were awarded, as well as any potential changes to grant-funded activities described or identified in Attachments A and B. Failure to inform the Council of any significant changes to the Project or significant changes to grant-funded components of the Project, and use of grant funds for ineligible or unauthorized purposes, will jeopardize the Grantee’s eligibility for future LCA awards. Grant funds will not be disbursed prior to Council approval of significant changes to either the Project or grant-funded activities described or identified in Attachments A and B.

**2.09. Loss of Grant Funds.** The Grantee agrees to remit to the Council in a prompt manner: any unspent grant funds, including any grant funds that are not expended prior to the Expiration Date identified at Page 1 of this Agreement; any grant funds that are not used for the authorized purposes; and any interest earnings described in Section 2.11 that are not used for the purposes of implementing the grant-funded Project activities described or identified in Attachments A and B. For the purposes of this Agreement, grant funds are “expended” prior to the Expiration Date if the Grantee pays or is obligated to pay for expenses of eligible grant-funded Project activities that occurred prior to the Expiration Date and the eligible expenses were incurred prior to the Expiration Date. Unspent or unused grant funds and other funds remitted to the Council shall revert to the Council’s Tax Base Revitalization Account for distribution through application processes in future Funding Cycles or as otherwise permitted by law.

**2.10. Payment Request Forms, Documentation, and Disbursements.** The Council will disburse grant funds in response to payment requests submitted by the Grantee through the Council’s online grant management system and reviewed and approved by the Council’s authorized agent. Payment requests shall be made using payment request forms, the form and content of which will be determined by the Council. Payment request and other reporting forms will be provided to the Grantee by the Council. The Council will disburse grant funds on a reimbursement basis or a “cost incurred” basis. To obtain reimbursement under this Agreement, the Grantee shall provide the Council with evidence

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that eligible grant-funded activities, (or a portion thereof) for which reimbursement is requested, have been satisfactorily completed. The Grantee shall describe the grant-eligible activities for which reimbursement is requested and shall provide sufficient documentation of grant-eligible expenditures, invoices and payment documents, and such other information as the Council reasonably requests. The Council will make the final determination whether the expenditures are eligible for reimbursement under this Agreement, and verify the total amount requested from the Council. Reimbursement of any cost does not constitute a waiver by the Council of any Grantee noncompliance with this Agreement. Payment requests must also include the following documentation:

- (a) Contaminated fill disposal documentation (showing unit rates, one manifest per truck per load, and weight/load tickets); and
- (b) A spreadsheet matching manifest, load tickets and final weights.
- (c) Consultant/contractor invoices showing the time period covered by the invoice; the specific grant-funded Project activities conducted or completed during the authorized time period within which eligible costs may be incurred; and documentation supporting expenses including subcontractor and consultant invoices showing unit rates and quantities. Subcontractor markups shall not exceed ten percent (10%).

The Council shall disburse grant funds for all grant-eligible expenditures within thirty-five (35) days of the receipt of satisfactory documentation from the Grantee. **NOTWITHSTANDING THE PROVISIONS OF THIS SECTION 2.10, THE COUNCIL WILL NOT DISBURSE ANY GRANT FUNDS TO THE GRANTEE UNLESS THE GRANTEE HAS ADOPTED A FAIR HOUSING POLICY AS REQUIRED BY SECTION 6.04.**

**2.11. Interest Earnings.** If the Grantee earns any interest or other income from the grant funds received from the Council under this Agreement, the Grantee will use the interest earnings or income only for the purposes of implementing the Project activities described or identified in Attachments A and B.

**2.12. Effect of Grant.** Issuance of this grant neither implies any Council responsibility for the contamination at the Site nor imposes any obligation on the Council to participate in the cleanup of the Site contamination or in the Cleanup Costs beyond the Grant Amount of this Agreement. By awarding grant funds to the Grantee for the Project and executing this Agreement, the Council assumes no responsibility for: (a) any damage to persons, property, or the environment caused by Site cleanup activities or implementation of the Project; or (b) determining whether intended uses of the Site identified in the grant application or potential future uses of the Site, including any residential uses, are suitable for the Site.

### III. ACCOUNTING, AUDIT AND REPORT REQUIREMENTS

**3.01. Accounting and Records.** The Grantee agrees to establish and maintain accurate and complete accounts and records relating to the receipt and expenditure of all grant funds received from the Council. Notwithstanding the expiration and termination provisions of Sections 5.01 and 5.02, such accounts and records shall be kept and maintained by the Grantee for a period of six (6) years following the completion of the Project activities described or identified in Attachments A and B or

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six (6) years following the expenditure of the grant funds, whichever occurs earlier. Accounting methods shall be in accordance with generally accepted accounting principles.

**3.02. Audits.** The above accounts and records of the Grantee shall be audited in the same manner as all other accounts and records of the Grantee are audited and may be audited or inspected on the Grantee's premises or otherwise by individuals or organizations designated and authorized by the Council at any time, following reasonable notification to the Grantee, for a period of six (6) years following the completion of the Project activities or six (6) years following the expenditure of the grant funds, whichever occurs earlier. Pursuant to Minnesota Statutes section 16C.05, subdivision 5, the books, records, documents and accounting procedures and practices of the Grantee that are relevant to this Agreement are subject to examination by the Council and either the Legislative Auditor or the State Auditor, as appropriate, for a minimum of six (6) years.

**3.03. Report Requirements.** The Grantee will report to the Council written progress reports on a semi-annual basis by January 31 (for the period July 1 through December 31) and July 31 (for the period January 1 through June 30) of each calendar year during the term of this Agreement. The Grantee reports shall describe the status of the Project activities described or identified in Attachments A and B. The report shall also describe the project spending for the current reporting period and projected spending for future reporting periods. The Grantee must complete and submit to the Council a Final Report before the final disbursement of grant funds will be approved. The form and content of the progress reports and the Final Report will be determined by the Council. In addition to the required status reports and the Final Report, the Grantee must submit to the Council by April 15 of the year following the expiration of this Agreement and by April 15 of each of the succeeding three (3) years, an annual written report that includes information about redevelopment activities, net tax capacity of the Site, and jobs resulting from Site cleanup. The form and content of the annual written report will be determined by the Council. The reporting requirements of Sections 3.03 and 3.04 shall survive the expiration or termination of this Agreement.

**3.04. Certificate of Completion.** Upon completion of the Site cleanup, the Grantee will provide to the Council:

- (a) For hazardous waste or substance contamination, a copy of a certificate of completion for the Site issued by the Minnesota Pollution Control Agency pursuant to Minnesota Statutes section 115B.175, or a letter from the Agency indicating that the approved voluntary response action plan for the Site has been implemented to the satisfaction of the Agency and that the Agency is issuing a determination that no further action is required under Minnesota Statutes sections 115B.01 to 115B.08 to address the identified release; or
- (b) For asbestos contamination, either: (1) a copy of a statement from the Grantee's licensed asbestos abatement contractor that the project-specific asbestos project plan and asbestos-related work for the Site have been completed in accordance with the rules of the Minnesota Department of Health; or (2) a final asbestos abatement implementation report that shows the project-specific asbestos project plan and asbestos-related work for the Site have been completed in accordance with the rules of the Minnesota Department of Health; or
- (c) For petroleum contamination, a copy of a site closure letter issued by the Minnesota Pollution Control Agency pursuant to Minnesota Statutes chapter 115C; or



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- (d) For lead abatement or regulated lead work: (1) a copy of the contractor firm certification to conduct lead-based paint activities in residential or child-occupied facilities per Code of Federal Regulations, Title 40, section 745.89 and Minnesota Statutes section 144.9505; and (2) a statement or other documentation from the certified contractor that the lead abatement or regulated work at the Site has been completed in accordance with applicable provisions of Code of Federal Regulations, Title 40, part 745 and state laws, rules and standards governing lead abatement according to the Lead Poisoning Prevention Act, Minnesota Statutes sections 144.9501 to 144.9512 and Minnesota Rules parts 4761.2000 to 4761.2700.

**IV. RECOVERY AND REPAYMENT**

**4.01. Recovery of Funds.** If the Grantee recovers funds pursuant to an action under Minnesota Statutes section 115B.04, or other law, to recover the reasonable and necessary Project Costs incurred to clean up the Site, the Grantee shall repay to the Council that portion of the grant as provided in Section 4.04.

**4.02. Assignment of Rights.** Upon request of the Council, the Grantee shall assign to the Council the Grantee's right to recover the funds described in Section 4.01, shall prepare and submit a certification of the Project Costs incurred, and shall cooperate in any cost recovery action brought by the Council.

**4.03. Expenses of Recovery.** The reasonable litigation expenses or other costs of legal or technical assistance incurred by the Grantee, the Council, or both, may be deducted from recovery obtained in accordance with Sections 4.01 or 4.02 and reimbursed to the entity incurring such costs before proceeds of the recovery are distributed in accordance with Section 4.04.

**4.04. Reimbursement.** Subject to the deduction provided in Section 4.03, amounts recovered either by the Grantee or the Council from responsible persons and all other amounts otherwise received by the Grantee or the Council for cleanup of the Site shall be used to reimburse the Grantee, the Council, or any other nonresponsible party who contributed funds for cleanup of the Site in proportion to their respective payments for response costs.

**4.05. Survival of Recovery and Repayment Provisions.** The provisions of Sections 4.01 through 4.04 shall survive the expiration or termination of this Agreement.

**V. AGREEMENT TERM**

**5.01. Term.** This Agreement is effective upon execution of this Agreement by the Council. Unless terminated pursuant to Section 5.02, this Agreement expires on the Expiration Date identified at Page 1 of this Agreement. **ALL GRANT FUNDS NOT EXPENDED BY THE GRANTEE PRIOR TO THE EXPIRATION DATE SHALL REVERT TO THE COUNCIL.**

**5.02. Termination.** This Agreement may be terminated by the Council for cause at any time upon fourteen (14) calendar days' written notice to the Grantee. Cause shall mean a material breach of this Agreement and any amendments of this Agreement. If this Agreement is terminated prior to the Expiration Date, the Grantee shall receive payment on a pro rata basis for eligible Project activities described or identified in Attachments A and B that have been completed prior to the termination. Termination of this Agreement does not alter the Council's authority to recover grant funds on the

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basis of a later audit or other review, and does not alter the Grantee's obligation to return any grant funds due to the Council as a result of later audits or corrections. If the Council determines the Grantee has failed to comply with the terms and conditions of this Agreement and the applicable provisions of the Metropolitan Livable Communities Act, the Council may take any action to protect the Council's interests and may refuse to disburse additional grant funds and may require the Grantee to return all or part of the grant funds already disbursed.

**5.03. Amendments and Extension.** The Council and the Grantee may amend this Agreement by mutual agreement. Amendments or an extension of this Agreement shall be effective only on the execution of written amendments signed by authorized representatives of the Council and the Grantee. If the Grantee needs a change to the Project, additional time within which to complete the grant-funded activities and commence the Project, a change in the budget, or a change in grant-funded activities the Grantee must submit to the Council **AT LEAST NINETY (90) CALENDAR DAYS PRIOR TO THE EXPIRATION DATE**, a complete, written amendment request. All requirements must be met for a request to be considered complete. **THE EXPIRATION DATE MAY BE EXTENDED, BUT THE PERIOD OF ANY EXTENSION(S) SHALL NOT EXCEED TWO (2) YEARS BEYOND THE ORIGINAL EXPIRATION DATE IDENTIFIED AT PAGE 1 OF THIS AGREEMENT.**

### VI. AFFORDABILITY; AFFIRMATIVE FAIR HOUSING

**6.01. Affordability Term.** If the Project for which the grant funds were awarded includes affordable housing units, the Grantee shall, through written instruments or otherwise, ensure the affordable units will remain affordable for a minimum period of fifteen (15) years. The Grantee's obligation under this section may be satisfied if other Project funding sources (*e.g.*, the Minnesota Housing Finance Agency or HUD) or state or federal laws (*e.g.*, low-income housing tax credit programs) require an affordability term of at least fifteen (15) years. For the purposes of this section, "affordable housing unit" means a unit that is affordable to households at 80 percent or less of the Area Median Income ("AMI"), as established by HUD, unless the Grantee's application stated an affordability standard lower than 80 percent of AMI, in which case the Grantee's lower affordability standard shall apply. The affordability requirements of this section shall survive the expiration or termination of this Agreement.

**6.02. Affirmative Fair Housing Marketing Plans.** If the Project for which the grant funds were awarded is a housing project, or includes housing units (whether market rate or affordable), the Grantee shall, through written instruments or otherwise, ensure the Project owner (and any subsequent owner(s)) adopts and implements an affirmative fair housing marketing plan for Project housing units. For the purposes of this section, "affirmative fair housing marketing plan" means an affirmative fair housing marketing plan that substantially conforms to affirmative fair housing marketing plans published by the U.S. Department of Housing and Urban Development ("HUD") or sample affirmative fair housing marketing plans published by the Minnesota Housing Finance Agency. The affirmative fair housing marketing plan requirement under this section shall continue for the minimum affordability term specified in Section 6.01 and shall survive the expiration or termination of this Agreement.

**6.03. Section 8 Housing Choice Vouchers.** If the Project is a housing project, or includes housing units (whether market rate or affordable) and the Grantee stated in its application that the Project housing units would be made available to households participating in the federal Housing Choice

## TAX BASE REVITALIZATION ACCOUNT CONTAMINATION CLEANUP GRANT PROGRAM

Voucher program, the Grantee shall, through written instruments or otherwise, ensure the Project owner (and any subsequent owner(s)) adopts and implements a policy under which the Project owner will not refuse to lease Project units to households or individuals participating in the Housing Choice Voucher program because those households or individuals are Housing Choice Voucher program participants. The Housing Choice Voucher requirement under this section shall continue for the minimum affordability term specified in Section 6.01 and shall survive the expiration or termination of this Agreement.

**6.04. Fair Housing Policy.** If the Project will include a housing component, the Grantee must adopt a Fair Housing Policy. For the purposes of this section, the term “Fair Housing Policy” means a written statement regarding the Grantee’s commitment to fair housing that contains at least the following elements: a purpose statement; procedures for complaint identification and referral; a designated fair housing officer; and an outline of the internal and external actions the Grantee will undertake to advance fair housing. A best practices guide, as well as a copy of a model local fair housing policy is available at: <https://metro council.org/Handbook/Files/Resources/Best-Practices/Fair-Housing-Policy-Guide.aspx>

### VII. GENERAL PROVISIONS

**7.01. Equal Opportunity.** The Grantee agrees it will not discriminate against any employee or applicant for employment because of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, membership or activity in a local civil rights commission, disability, sexual orientation or age and will take affirmative action to insure applicants and employees are treated equally with respect to all aspects of employment, rates of pay and other forms of compensation, and selection for training.

**7.02. Conflict of Interest.** The members, officers and employees of the Grantee shall comply with all applicable state statutory and regulatory conflict of interest laws and provisions.

**7.03. Liability.** Subject to the limitations provided in Minnesota Statutes chapter 466, to the fullest extent permitted by law, the Grantee shall defend, indemnify and hold harmless the Council and its members, employees and agents from and against all claims, damages, losses and expenses, including but not limited to attorneys’ fees, arising out of or resulting from the conduct or implementation of the Project activities funded by this grant, except to the extent the claims, damages, losses and expenses arise from the Council’s own negligence. Claims included in this indemnification include, without limitation, any claims asserted pursuant to the Minnesota Environmental Response and Liability Act (MERLA), Minnesota Statutes chapter 115B, the federal Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA) as amended, United States Code, Title 42, sections 9601 *et seq.*, and the federal Resource Conservation and Recovery Act of 1976 (RCRA) as amended, United States Code, Title 42, sections 6901 *et seq.* This obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which otherwise would exist between the Council and the Grantee. The provisions of this section shall survive the expiration or termination of this Agreement. This indemnification shall not be construed as a waiver on the part of either the Grantee or the Council of any immunities or limits on liability provided by Minnesota Statutes chapter 466 or other applicable state or federal law.

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**7.04. Acknowledgments and Signage.** The Grantee will acknowledge the financial assistance provided by the Council in promotional materials, press releases, reports and publications relating to the Project activities described or identified in Attachments A and B which are funded in whole or in part with the grant funds. The acknowledgment will contain the following or comparable language:

*Financing for this project was provided by the Metropolitan Council Metropolitan Livable Communities Fund.*

Until the Project activities funded by this Agreement are completed, the Grantee will ensure the above acknowledgment language, or alternative language approved by the Council's authorized agent, is included on all signs (if any) located at Project or construction sites that identify Project funding partners or entities providing financial support for the Project. The acknowledgments and signage should refer to the "Metropolitan Council" (not "Met Council" or "Metro Council").

**7.05. Permits, Bonds, and Approvals.** The Council assumes no responsibility for obtaining any applicable local, state or federal licenses, permits, bonds, authorizations or approvals necessary to perform or complete the Project activities described or identified in Attachments A and B. The Grantee and its developer(s), if any, must comply with all applicable licensing, permitting, bonding, authorization, and approval requirements of federal, state and local governmental and regulatory agencies, including conservation districts.

**7.06. Subgrantees, Contractors and Subcontractors.** The Grantee shall include in any subgrant, contract or subcontract for Project activities appropriate provisions to ensure subgrantee, contractor, and subcontractor compliance with all applicable state and federal laws and this Agreement. Along with such provisions, the Grantee shall require that contractors and subcontractors performing work covered by this grant obtain all required permits, licenses and certifications, and comply with all applicable state and federal Occupational Safety and Health Act regulations, especially the federal Hazardous Waste Operations and Emergency Response standards under Code of Federal Regulations, Title 29, sections 1910.120 and 1926.65. If the Project for which the grants were awarded includes affordable units, the Grantee's subgrant agreement(s) shall expressly include the applicable affordability and affirmative fair housing requirements of Sections 6.01, 6.02, and 6.03.

**7.07. Stormwater Discharge and Water Management Plan Requirements.** If any grant funds are used for urban site redevelopment, the Grantee shall at such redevelopment site meet or require to be met all applicable requirements of:

- (a) Federal and state laws relating to stormwater discharges including, without limitation, any applicable requirements of Code of Federal Regulations, Title 40, parts 122 and 123; and
- (b) The Council's *2040 Water Resources Policy Plan* and the local water management plan for the jurisdiction within which the redevelopment site is located.

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**7.08. Authorized Agent.** Payment request forms, written reports and correspondence submitted to the Council pursuant to this Agreement shall be directed to:

Metropolitan Council  
Attn: LCA Grants Administration  
390 Robert Street North  
Saint Paul, Minnesota 55101-1805

**7.09. Non-Assignment.** Minnesota Statutes section 473.252, subdivision 3 requires the Council to distribute grant funds to eligible “municipalities,” metropolitan-area counties or “development authorities” for projects in municipalities participating in the Local Housing Incentives Account program. Accordingly, this Agreement is not assignable and shall not be assigned by the Grantee.

**7.10. Authorization to Reproduce Images.** The Grantee certifies that the Grantee: (a) is the owner of any renderings, images, perspectives, sections, diagrams, photographs or other copyrightable materials (collectively, “copyrightable materials”) that are in the Grantee’s application, or are submitted to the Council as part of the grant application renew process or after grand award, or that the Grantee is fully authorized to grant permissions regarding the copyrightable materials; and (b) the copyrightable materials do not infringe upon the copyrights of others. The Grantee agrees the Council has a nonexclusive royalty-free license and all necessary permissions to reproduce and publish the copyrightable materials for noncommercial purposes, including but not limited to press releases, presentations, reports, and on the internet. The Grantee also agrees the Grantee will not hold the Council responsible for the unauthorized use of the copyrightable materials by third parties.

**7.11 Warranty of Legal Capacity.** The individuals signing this Agreement on behalf of the Grantee and on behalf of the Council represent and warrant on the Grantee’s and the Council’s behalf respectively that the individuals are duly authorized to execute this Agreement on the Grantee’s and the Council’s behalf respectively and that this Agreement constitutes the Grantee’s and the Council’s valid, binding and enforceable agreements.

**7.12. Counterparts.** This Agreement may be executed in counterpart, each of which counterpart constitutes an original, but both of which together constitute one instrument.

**7.13. Electronic Signatures.** The electronic signatures of the Council’s and the Grantee’s authorized representatives shall be valid as an original signature of the authorized representatives and shall be effective to bind the Council and the Grantee under this Agreement. This Agreement containing, or to which there is affixed, an electronic signature shall be deemed to: (a) be “written” or “in writing”; (b) have been signed; and (c) constitute a record established and maintained in the ordinary course of business and an original written record when printed from electronic files. “Electronic signature” also means a manually signed original signature that is then transmitted by any electronic means, including without limitation a faxed version of an original signature or an electronically scanned and transmitted version (*e.g.*, via PDF) of an original signature. The Council’s or the Grantee’s failure to produce the original signature of any electronically transmitted signature shall not affect the enforceability of this Agreement.

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**IN WITNESS WHEREOF**, the Grantee and the Council have caused this Agreement to be executed by their duly authorized representatives. This Agreement is effective on the date of final execution by the Council.

**CITY OF FALCON HEIGHTS**

**METROPOLITAN COUNCIL**

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

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

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

LisaBeth Barajas, Director  
Community Development Division

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

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

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

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

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

Approved as to form:

\_\_\_\_\_

**ATTACHMENT A**  
**PROJECT SUMMARY**

This attachment comprises this page and the succeeding page(s) which contain(s) a summary of the Project identified in the application for Tax Base Revitalization Account grant funds submitted in response to the Council's notice of availability of Tax Base Revitalization Account grant funds for the Funding Cycle identified at Page 1 of this Agreement. The summary reflects the proposed Project for which the Grantee was awarded grant funds by the Council Action, and may reflect changes in Project funding sources, changes in funding amounts, or minor changes in the proposed Project that occurred subsequent to application submission. The application is incorporated into this Agreement by reference and is made a part of this Agreement as follows. If the application or any provision in the application conflicts with or is inconsistent with the Council Action, other provisions of this Agreement, or the Project Summary contained in this Attachment A, the terms, descriptions and dollar amounts reflected in the Council Action or contained in this Agreement and the Project Summary shall prevail. For the purposes of resolving conflicts or inconsistencies, the order of precedence is: (1) the Council Action; (2) this Agreement; (3) the Project Summary and Cleanup Site Locations; and (4) the grant application.

## Project Summary

**Grant #** SG-14966  
**Grant Type** Contamination Cleanup  
**Applicant** City of Falcon Heights  
**Project Name** Amber Union  
**Project Location** 1667 Snelling Avenue North, Falcon Heights  
**Council District** 10 – Peter Lindstrom

### Project Detail

Contaminant history	The 3.7-acre site currently includes two vacant office buildings. Contaminants of concern include asbestos and lead-based paint within the existing buildings. (Petroleum impacts in the fill soil and related impacts to groundwater; and the soil vapor will be addressed by other grantors.)
Redevelopment project to start construction by the end of the grant term	Expected benefits include 125 affordable apartments and 930 square feet of retail space.
Jobs (FTEs)	6 FTE
Net tax capacity increase	\$130,843
Acres cleaned	3.7
Total housing units	125
Affordable units	125 at 51%-60% AMI

### Funding

Requested amount	\$962,200
Funding partner requests	\$200,000 additional funding from Ramsey County (\$65,366 from Ramsey County and \$151,744 from DEED for soil and soil vapor cleanup was awarded in Jan 2020)
Previous LCA funding	\$0

### Use of Funds

Amount	Uses to be completed by the end of the grant term
\$962,200	For asbestos and lead-based paint abatement and related environmental oversight.
Comments	Costs related to soil remediation, soil vapor abatement, radon sampling and/or radon mitigation are not eligible for grant funding.

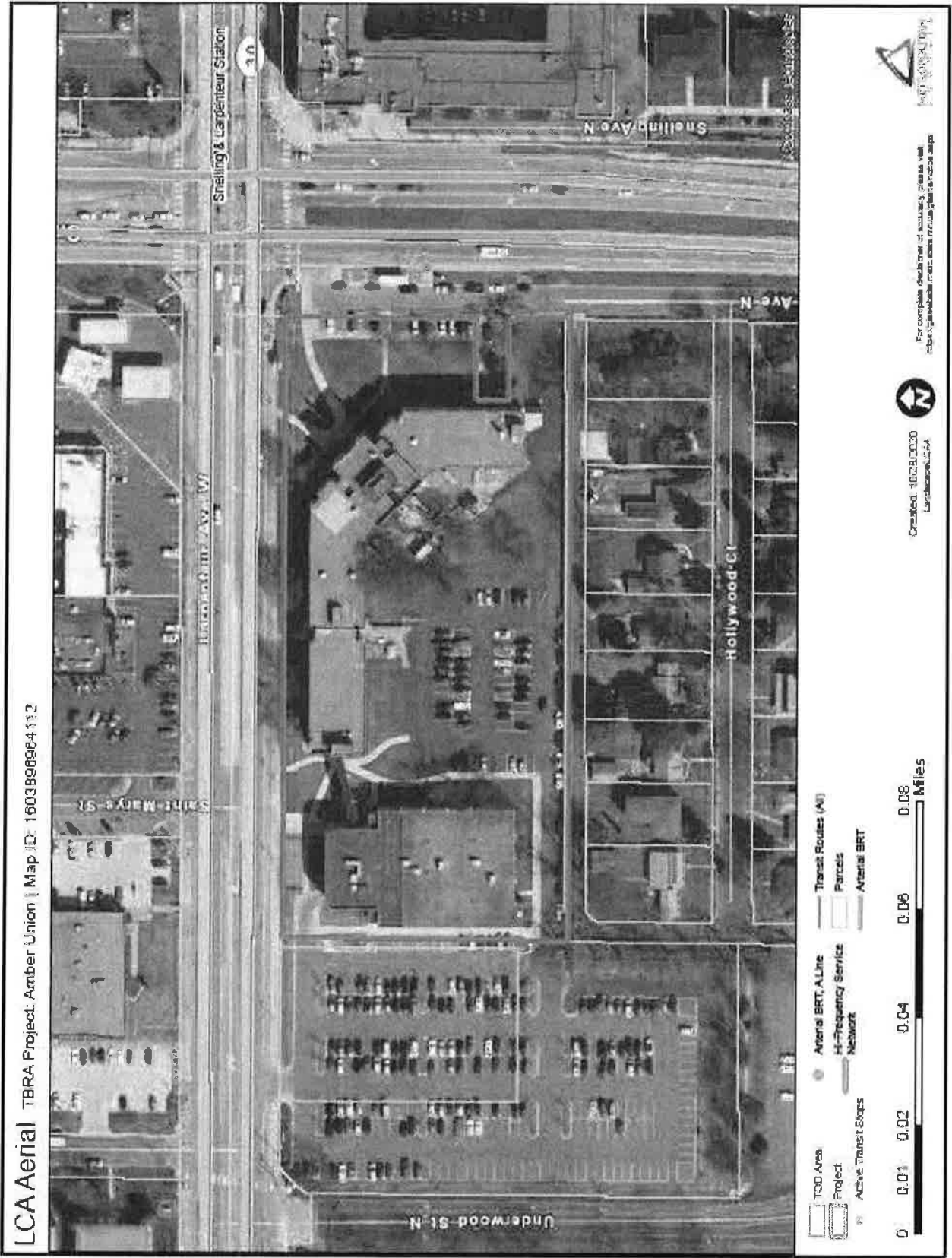


## **ATTACHMENT B**

### **CLEANUP SITE LOCATION(S)**

This attachment comprises this page and the succeeding page(s) which contain aerial photography or drawings that identify the specific location(s) within the Project boundaries or the Site(s) for which the Grantee must use the grant funds. The attached photography or drawings also may identify the types of eligible cleanup activities for which the grant funds must be used at specific locations within the Project boundaries or within the Site(s).

# Cleanup Site Location(s)





## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	March 24, 2021
<b>Agenda Item</b>	Policy G2
<b>Attachment</b>	Request Letter
<b>Submitted By</b>	Sack Thongvanh, City Administrator

<b>Item</b>	Police Services Update
<b>Description</b>	An update will be provided to the Council when we receive a response to our letter of interest for police services from the City of Saint Paul. The Mayor and I have a scheduled meeting with Mayor Carter of Saint Paul next week.
<b>Budget Impact</b>	
<b>Attachment(s)</b>	<ul style="list-style-type: none"> <li>• Request for Police Services</li> </ul>
<b>Action(s) Requested</b>	A formal action will be required by the Council to change or modify the agreement with the Ramsey County Sheriff's Office.

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March 18, 2021

Dear Mayor Carter,

I have been authorized by the Falcon Heights City Council and Mayor to send this formal letter to request police services from the City of Saint Paul, via a professional services contract agreement with police service coverage to the City of Falcon Heights beginning on January 1, 2022.

We recognize that many details will need to be finalized to make this request a reality in a mutually agreeable manner for both of our Cities in the coming months. What the City of Falcon Heights is currently seeking is an acknowledgement from your Office that the City of Saint Paul is willing to provide police services via contract to Falcon Heights and will work to help make it happen.

The Falcon Heights City Council is operating with a very small timing window because we are required to give a nine month notice to our current agency providing police services, of our intent to acquire police services from another agency. We would appreciate if you can provide a response by March 23<sup>rd</sup>.

I look forward to your quick response. If you have any questions or concerns, please feel free to contact me by email at [sack.thongvanh@falconheights.org](mailto:sack.thongvanh@falconheights.org) or by phone at 651-792-7611.

Best Regards,

Sack Thongvanh, City Administrator