

**CITY OF FALCON HEIGHTS**  
Regular Meeting of the City Council  
City Hall  
2077 West Larpenteur Avenue  
**AGENDA**  
July 27, 2022 at 7:00 P.M.

A. CALL TO ORDER:

B. ROLL CALL: ANDREWS <sup>Ex Absence</sup> GUSTAFSON ✓ LEEHY ✓

MEYER <sup>Ex Absence</sup> WEHYEE <sup>Ex Absence</sup> ✓ 7:03 PM

STAFF PRESENT: LINEHAN ✓

C. APPROVAL OF AGENDA 3-0

D. PRESENTATION

E. APPROVAL OF MINUTES:

1. July 6, 2022 City Council Workshop Meeting Minutes

Lehje 3-0

F. PUBLIC HEARINGS:

G. CONSENT AGENDA:

1. General Disbursements through: 7/19/22 \$158,179.83  
Payroll through: 7/15/22 \$21,372.93  
Wire Payments through: 7/15/22 \$14,765.65
2. Six Month Employee Step Adjustment - Assistant to the City Administrator Megan Pavek
3. 18 Month Employee Step Adjustment – Community Development Coordinator Paul Moretto
4. Night to Unite Proclamation

Wehjea 3-0

H. POLICY ITEMS: ✓

I. INFORMATION/ANNOUNCEMENTS:

J. 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.*

No public present

K. ADJOURNMENT:

Lehje 3-0

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

**MINUTES**

July 6, 2022  
6:30 P.M.

- A. CALL TO ORDER: 6:42 p.m.
- B. ROLL CALL: ANDREWS X (Attended Remotely pursuant to 13D.02- Limited Exception) GUSTAFSON X LEEHY X  
MEYER    WEHYEE X

STAFF PRESENT: LINEHAN X SORENSEN X

- C. PRESENTATIONS:
- D. POLICY ITEMS:

1. Just Deeds Resolution and Presentation

Jack Linehan, the City Administrator, stated that Mapping Prejudice recently published its findings on racial covenants in Ramsey County. A total of 2,400 property deeds were found to have a racial covenant, of which over 100 properties in Falcon Heights have a covenant, with most located in the Northome/Northeast Quadrant areas.

Just Deeds was a presenter at the 2021 Human Rights Day. Just Deeds is a group of attorneys working with the City of Golden Valley, Mapping Prejudice, and local realtors to help homeowners discharge the racial covenants on their deeds.

The Community Engagement Commission approved the attached resolution to have the City of Falcon Heights join as a Participating City. By becoming a participating City, Falcon Heights would work with Just Deeds to create a registration form on our website that would put homeowners with a racial covenant in touch with Just Deeds. The City would also work to promote the project and notify homeowners listed on the Ramsey County Mapping Prejudice map of the status of their deed.

Attorney Jared Shepherd of Campbell Knutson is one of the attorneys working with Just Deeds and will be present at the meeting to introduce the topic.

Jared Shepard, Just Deeds Attorney, explains what Just Deeds is. Coalition members provide free legal and title services to help property owners find discriminatory covenants and discharge them from their property titles. The Coalition also provides education opportunities to help communities acknowledge this racist history and pursue reconciliation and anti-racist solutions. Our member organizations share responsibility for creating and correcting systemic racism in housing. We acknowledge the racist systems in our communities and are working together to

dismantle them. Then Shepard explains what it looks like for a City to be involved with the process. No formal action is required to join the Just Deeds project, but most cities join by passing a resolution of support. All cities wishing to participate in Just Deeds must:

- Commit to the Just Deeds mission statement in word and action.
- Dedicate resources to support the Just Deeds mission. Some examples of how other cities are participating include:
  - Devoting staff or volunteer time to connecting residents with free help from legal and title professionals to discharge discriminatory covenants (required).
  - Discharging covenants on city-owned property.
  - Engaging in community conversations on race and housing.
  - Identify anti-racist action your City and community can take to address housing barriers.
  - Engaging your City's Human Rights Commission and City Council.
  - Joining with other Just Deeds cities to create new equity tools tailored to city government.

Shepard also states that the City will need to create a web page with information and resources for residents. In addition, Just Deeds is still exploring how to discharge covenants from residents with Ramsey County.

Mayor Gustafson asks, does discharge a covenant eliminate the covenant from the deed?

Shepard says no, it does not get rid of the covenant. This process is all about acknowledging the past, so no, it does not get rid of the covenant.

Council Member Wehyee asks are there any hidden costs?

Shepard states no, as far as we know Ramsey County is waiving the recorder fees, title companies usually waive this fee, and the lawyers are pro bono.

The Mayor asks what the length of the process is for residents and will more covenants be discovered in Ramsey County?

Shepard states it takes roughly 3 to 6 months per resident, and yes, mapping prejudice believes there will be more uncovered in Ramsey County.

Council Member Andrews asks, what if people don't have access to technology?

Linehan states that City staff can help with any questions and the City's commitment to this initiative.

## 2. Climate Emergency Resolution

Linehan explains the Climate Emergency Resolution. Many cities around the state have adopted Climate Action Plans addressing the pressing climate change issues.

City Council had requested the Environment Commission study the issues and actions the City has taken so far and identify future action through a Climate Action Plan.

On March 14, 2022, staff, directed by Council, presented a framework resolution for a Climate Action Plan Statement to the Environment Commission. At that meeting, the Commission proposed forming a small committee to further develop and fine-tune this resolution. The committee met several times to finalize a version for the Commission.

At the May 9, 2022, Environment Commission meeting, the EC approved the resolution with the idea that Chair Mathwig would incorporate recommendations from the meeting into a final plan to present to Council. The draft recommendations were submitted to staff in early June, with July 6 being the next workshop.

Mayor Gustafson asked what the implications of the Climate Action Plan are, such as cost.

Council Member Wehyee stated the goal of this plan is to acknowledge that climate change is an emergency. He added that the resolution establishes that the City would create a Climate Action Plan but does not specify what that looks like. It would be on the Environment Commission to assemble another resolution that would be much more detailed and come to the Council again for approval. Wehyee emphasized that would be a different step and was different than what was before the Council now.

Council Member Leehy stated that the City already has a climate action plan through the GreenStep Cities and does not want to mandate residents to do things.

Council Member Wehyee explained that the resolution would not obligate residents or businesses to take any certain action because it's not an ordinance and there are no specific criteria or bearing on the community. It was not written as a mandate.

Mayor Gustafson says the resolution should show what the City has already done for the environment. In addition, it provides opportunities for residents and businesses to address climate change on a local level.

### 3. Police Contract Consultant

Linehan stated that At the June 11th City Council Retreat, the idea of hiring a consultant to review the City's contract for police services was discussed.

Staff is seeking direction on the next steps to engage with a qualified consultant. The consultant will analyze our current services, conduct a series of community focus groups, and provide recommendations on the City's options for police services beyond 2023.

The City Council directed Linehan to move forward with releasing the RFQ.

### 4. Community Park Appraisal

Linehan says at the June 8th City Council meeting. A contract was approved with Diversified Real Estate Services, Inc. (DRESI) was approved for an amount of \$6,000. The contract was to provide a qualified appraisal of the Community Parkland. It was estimated that it would be a five-week turnaround before the City received the report.

The City received the appraisal this week. The appraisal results can be used in the City's negotiations with the University of Minnesota to purchase the park.

The City Council reviewed the appraisal results, and directed Linehan to engage in next step discussions with the University of Minnesota.

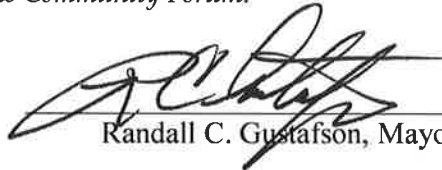
E. INFORMATION/ANNOUNCEMENTS:

F. ADJOURNMENT: 8:36 p.m.

*DISCLAIMER: City Council Workshops are held monthly as an opportunity for Council Members to discuss policy topics in greater detail prior to a formal meeting where a public hearing may be held and/or action may be taken. Members of the public that would like to make a comment or ask questions about an item on the agenda for an upcoming workshop should send them to [mail@falconheights.org](mailto:mail@falconheights.org) prior to the meeting. Alternatively, time is regularly allotted for public comment during Regular City Council Meetings (typically 2nd and 4th Wednesdays) during the Community Forum.*

Dated this 12<sup>th</sup> day of July, 2022

  
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Jack Linehan, City Administrator

  
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Randall C. Gustafson, Mayor

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## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	July 27, 2022
<b>Agenda Item</b>	Consent G1
<b>Attachment</b>	General Disbursements, Payroll, and Wire Payments
<b>Submitted By</b>	Roland Olson, Finance Director

<b>Item</b>	General Disbursements, Payroll and Wire Payments
<b>Description</b>	General Disbursements through: 7/19/22 \$158,179.83 Payroll through: 7/15/22 \$21,372.93 Wire Payments through: 7/15/22 \$14,765.65
<b>Budget Impact</b>	The general disbursements, payroll and wire payments are consistent with the budget.
<b>Attachment(s)</b>	<ul style="list-style-type: none"> <li>• General Disbursements, Payroll and Wire Payments</li> </ul>
<b>Action(s) Requested</b>	Staff recommends that the Falcon Heights City Council approve general disbursements, payroll and wire payments.



7/12/2022 10:42 AM  
 PACKET: 02560 July 12 Payables  
 VENDOR SET: 01 City of Falcon Heights  
 SEQUENCE : ALPHABETIC  
 DUE TO/FROM ACCOUNTS SUPPRESSED

A/P Regular Open Item Register

PAGE: 1

POST DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
-----ID-----						
01 07		BRUCE'S FOODS				
I-202207128204		BRUCE'S FOODS	138.71			
7/12/2022	APBNK	DUE: 7/12/2022 DISC: 7/12/2022 Ice Cream for Ice Cream Social		1099: N 101 4116-89010-000	SPECIAL EVENTS	138.71
=== VENDOR TOTALS ===			138.71			
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01-05171		FRA DOR INC				
I-2206190		FRA DOR INC	342.00			
7/12/2022	APBNK	DUE: 7/12/2022 DISC: 7/12/2022 Black Dirt/City Hall Sidewalk		1099: N 419 4419-92000-000	OTHER IMPROVEMENTS	342.00
=== VENDOR TOTALS ===			342.00			
-----						
01-05058		JOSH JORDAN				
I-202207128205		JOSH JORDAN	446.40			
7/12/2022	APBNK	DUE: 7/12/2022 DISC: 7/12/2022 Tae Kwon Do 5/17 - 6/23		1099: Y 201 4201-87700-000	INSTRUCTOR-SPECIALTY CLA	446.40
=== VENDOR TOTALS ===			446.40			
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01-05273		MN PUBLIC EMPLOYEES INSURANCE				
I-1209182		MN PUBLIC EMPLOYEES INSURANCE	9,098.54			
7/12/2022	APBNK	DUE: 7/12/2022 DISC: 7/12/2022 Health Insurance August		1099: N 101 4112-89000-000	MISCELLANEOUS	9,098.54
=== VENDOR TOTALS ===			9,098.54			
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01 002		NINENORTH				
I-2022-115		NINENORTH	737.66			
7/12/2022	APBNK	DUE: 7/12/2022 DISC: 7/12/2022 3 Municipal Meetings		1099: N 101 4116-85050-000	CABLE TV	737.66
=== VENDOR TOTALS ===			737.66			
-----						
01-06314		REHDER FORESTRY CONSULTING				
I-273		REHDER FORESTRY CONSULTING	467.68			
7/12/2022	APBNK	DUE: 7/12/2022 DISC: 7/12/2022 Forestry Consulting June		1099: N 101 4134-80330-000	FORESTRY CONSULTANT	467.68
=== VENDOR TOTALS ===			467.68			

PACKET: 02560 July 12 Payables  
VENDOR SET: 01 City of Falcon Heights  
SEQUENCE : ALPHABETIC  
DUE TO/FROM ACCOUNTS SUPPRESSED

POST DATE	BANK CODE	-----ID----- DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
0.	19	SIGNARAMA				
I-39400		SIGNARAMA	175.97			
7/12/2022	APBNK	DUE: 7/12/2022 DISC: 7/12/2022 Banner		1099: N 101 4116-89010-000	SPECIAL EVENTS	175.97
		=== VENDOR TOTALS ===	175.97			
		=== PACKET TOTALS ===	11,406.96			

PACKET: 02562 July 12 Payables  
 VENDOR SET: 01 City of Falcon Heights  
 SEQUENCE : ALPHABETIC  
 DUE TO/FROM ACCOUNTS SUPPRESSED

POST DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
-----ID-----						
01 054	BRAUN	INTERTEC				
I-B298708		BRAUN INTERTEC	10,350.00			
7/12/2022	APBNK	DUE: 7/12/2022 DISC: 7/12/2022 2023 Pavement Management		1099: N 419 4419-83010-000	PAVEMENT MANAGEMENT	10,350.00
=== VENDOR TOTALS ===			10,350.00			
-----ID-----						
01-03001	CAMPBELL	KNUTSON				
I-296		CAMPBELL KNUTSON	1,753.49			
7/12/2022	APBNK	DUE: 7/12/2022 DISC: 7/12/2022 General Matters Legal		1099: Y 101 4114-80200-000	LEGAL FEES	1,753.49
=== VENDOR TOTALS ===			1,753.49			
-----ID-----						
01-03110	CENTURY	LINK				
I-202207120206		CENTURY LINK	73.49			
7/12/2022	APBNK	DUE: 7/12/2022 DISC: 7/12/2022 Landlines SS		1099: N 601 4601-85011-000	TELEPHONE - LANDLINE	73.49
=== VENDOR TOTALS ===			73.49			
-----ID-----						
01-05440	LOFFLER	COMPANIES, INC				
I-4077523		LOFFLER COMPANIES, INC	41.90			
7/12/2022	APBNK	DUE: 7/12/2022 DISC: 7/12/2022 Copier		1099: N 101 4112-87000-000	REPAIR OFFICE EQUIPMENT	41.90
=== VENDOR TOTALS ===			41.90			
-----ID-----						
01 012	PIONEER	PRESS				
I-22572540		PIONEER PRESS	45.12			
7/12/2022	APBNK	DUE: 7/12/2022 DISC: 7/12/2022 Legals		1099: N 101 4111-70410-000	LEGAL NOTICES	45.12
=== VENDOR TOTALS ===			45.12			
-----ID-----						
01-05870	XCEL	ENERGY				
I-202207128207		XCEL ENERGY	34.52			
7/12/2022	APBNK	DUE: 7/12/2022 DISC: 7/12/2022 Elect		1099: N 101 4141-85020-000	ELECTRIC/GAS	34.52
=== VENDOR TOTALS ===			34.52			
=== PACKET TOTALS ===			12,298.52			

PACKET: 02565 July 19 Payables  
 VENDOR SMT: 01 City of Falcon Heights  
 SEQUENCE : ALPHABETIC  
 DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	POST DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
<b>01-0313 CANON FINANCIAL SERVICES</b>							
I-28876424	7/19/2022	APBNK	CANON FINANCIAL SERVICES DUE: 7/19/2022 DISC: 7/19/2022 Copier Contract Charge July	122.39	1099: N 101 4131-87010-000	CITY HALL MAINTENANCE	122.39
=== VENDOR TOTALS ===				122.39			
<b>01-03110 CENTURY LINK</b>							
I-202207198208	7/19/2022	APBNK	CENTURY LINK DUE: 7/19/2022 DISC: 7/19/2022 Landline Svc	64.45	1099: N 101 4141-85011-000	TELEPHONE - LANDLINE	64.45
=== VENDOR TOTALS ===				64.45			
<b>01-05718 GOODPOINT TECHNOLOGY, INC</b>							
I-4294	7/19/2022	APBNK	GOODPOINT TECHNOLOGY, INC DUE: 7/19/2022 DISC: 7/19/2022 Pavement Condition Survey	5,250.00	1099: N 419 4419-83010-000	PAVEMENT MANAGEMENT	5,250.00
=== VENDOR TOTALS ===				5,250.00			
<b>01-05263 MID CITY SERVICES- INDUSTRIAL</b>							
I-189838	7/19/2022	APBNK	MID CITY SERVICES- INDUSTRIAL DUE: 7/19/2022 DISC: 7/19/2022 Floor Mats Svc	61.69	1099: N 101 4131-87010-000	CITY HALL MAINTENANCE	61.69
=== VENDOR TOTALS ===				61.69			
<b>01-0624 OCCUPATIONAL HEALTH CENTERS OF</b>							
I-3601779	7/19/2022	APBNK	OCCUPATIONAL HEALTH CENTERS O DUE: 7/19/2022 DISC: 7/19/2022 Random Drug Testing	76.00	1099: N 101 4132-89000-000	MISCELLANEOUS	76.00
=== VENDOR TOTALS ===				76.00			
<b>01-06024 ON SITE SANITATION</b>							
I-1361349	7/19/2022	APBNK	ON SITE SANITATION DUE: 7/19/2022 DISC: 7/19/2022 Event Portable Toilet/Sanitize	406.00	1099: N 601 4601-85080-000	PORTABLE TOILET PARKS	406.00
I-1361906	7/19/2022	APBNK	ON SITE SANITATION DUE: 7/19/2022 DISC: 7/19/2022 Portable Toilets/Sanitizers	164.00	1099: N 601 4601-85080-000	PORTABLE TOILET PARKS	164.00

PACKET: 02565 July 19 Payables  
 VENDOR SET: 01 City of Falcon Heights  
 SEQUENCE : ALPHABETIC  
 DUE TO/FROM ACCOUNTS SUPPRESSED

POST DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
-----ID-----						
01	24	ON SITE SANITATION				( ** CONTINUED ** )
I-1361907		ON SITE SANITATION	165.00			
7/19/2022	APBNK	DUE: 7/19/2022 DISC: 7/19/2022		1099: N		
		Portable Toilets/Sanitizers		601 4601-85080-000	PORTABLE TOILET PARKS	165.00
=== VENDOR TOTALS ===			735.00			
-----						
01-06185	RAMSEY COUNTY					
I-PRRRV-001890		RAMSEY COUNTY	5,450.00			
7/19/2022	APBNK	DUE: 7/19/2022 DISC: 7/19/2022		1099: N		
		3rd Qtr Election Contract		101 4115-80300-000	ELECTION CONTRACT	5,450.00
I-PRRRV-001915		RAMSEY COUNTY	295.00			
7/19/2022	APBNK	DUE: 7/19/2022 DISC: 7/19/2022		1099: N		
		Financial Reports		101 4113-89000-000	MISCELLANEOUS	295.00
=== VENDOR TOTALS ===			5,745.00			
-----						
01-06184	RAMSEY COUNTY - POLICE AND 911					
I-EMCOM-010179		RAMSEY COUNTY - POLICE AND 91	2,401.44			
7/19/2022	APBNK	DUE: 7/19/2022 DISC: 7/19/2022		1099: N		
		911 Dispatch June		101 4122-81200-000	911 DISPATCH FEES	2,401.44
=== VENDOR TOTALS ===			2,401.44			
-----						
01-06301	SAMS CLUB MC/SYNCE					
I-202207198209		SAMS CLUB MC/SYNCE	1,435.92			
7/19/2022	APBNK	DUE: 7/19/2022 DISC: 7/19/2022		1099: N		
		Return of Apparel		101 4112-70100-000	SUPPLIES	150.75CR
		Food for MS4 Meeting		602 4602-70200-000	SUPPLIES	54.21
		Survey Monkey Subscription		101 4116-70420-000	NEWSLETTERS/INFORMATION	384.00
		Zoom Virtual		101 4116-85040-000	VIRTUAL COMMUNICATIONS	220.11
		Computer Battery Back-up		401 4401-90100-000	FURNITURE & EQUIPMENT	280.64
		Pioneer Press Paper		101 4131-70110-000	SUPPLIES	16.00
		MCFOA Membership- Brennan		101 4112-86110-000	MEMBERSHIPS	51.48
		Computer - Internal SSD		101 4112-70100-000	SUPPLIES	59.99
		Stickers		101 4112-70100-000	SUPPLIES	9.99
		Presentation Cart		401 4401-90100-000	FURNITURE & EQUIPMENT	414.07
		Dog Treats		101 4116-89010-000	SPECIAL EVENTS	12.98
		Wifi Stick		101 4112-70100-000	SUPPLIES	83.20
=== VENDOR TOTALS ===			1,435.92			

PACKET: 02565 July 19 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	30	U.S. POSTMASTER					
I-202207198210		U.S. POSTMASTER	1,600.00				
7/19/2022	APBNK	DUE: 7/19/2022 DISC: 7/19/2022		1099: N			
		Postage - Stamps		101 4112-70500-000	POSTAGE		1,600.00
		=== VENDOR TOTALS ===	1,600.00				
01-05870		XCEL ENERGY					
I-202207198211		XCEL ENERGY	2,801.46				
7/19/2022	APBNK	DUE: 7/19/2022 DISC: 7/19/2022		1099: N			
		Elect		101 4121-85020-000	ELECTRIC		38.17
		Gas		101 4131-85030-000	NATURAL GAS		82.48
		Elect		101 4141-85020-000	ELECTRIC/GAS		34.71
		Elect		209 4209-85020-000	STREET LIGHTING POWER		2,497.50
		Elect		209 4209-85020-000	STREET LIGHTING POWER		17.10
		Elect		209 4209-85020-000	STREET LIGHTING POWER		3.12
		Elect		209 4209-85020-000	STREET LIGHTING POWER		73.03
		Elect		209 4209-85020-000	STREET LIGHTING POWER		8.96
		Elect		209 4209-85020-000	STREET LIGHTING POWER		14.95
		Elect		209 4209-85020-000	STREET LIGHTING POWER		17.10
		Elect		209 4209-85020-000	STREET LIGHTING POWER		14.34
		=== VENDOR TOTALS ===	2,801.46				
		=== PACKET TOTALS ===	20,293.35				

7/22/2022 8:37 AM

A/P Regular Open Item Register

PAGE: 1

PACKET: 02567 JULY 22ND 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
=====							
01-06561		TILDEN FP FALCON HEIGHTS APART					
I-202207228213		PAY AS GO PYMT #1ST HALF	106,602.00				
7/22/2022	APBNK	DUE: 7/22/2022 DISC: 7/22/2022		1099: N			
		PAY AS GO PYMT #1ST HALF		414 4414-93000-000	DEBT PAY AS YOU GO PYMT		106,602.00
		=== VENDOR TOTALS ===	106,602.00				
=====							
01-06560		TILDEN FP FALCON HEIGHTS SENIO					
I-202207228212		PAY AS GO PYMT #1ST HALF	7,579.00				
7/22/2022	APBNK	DUE: 7/22/2022 DISC: 7/22/2022		1099: N			
		PAY AS GO PYMT #1ST HALF		414 4414-93000-000	DEBT PAY AS YOU GO PYMT		7,579.00
		=== VENDOR TOTALS ===	7,579.00				
		=== PACKET TOTALS ===	114,181.00				

\*\*\*\*\* DIRECT DEPOSIT LIST \*\*\*\*\*

PAY PERIOD ENDING 7/15/2022  
DIRECT DEPOSIT EFFECTIVE DATE 7/08/2022

EMP #	NAME	AMOUNT
0006	JACK LINEHAN	3,141.07
01-1026	BRENNAN J SORENSEN	1,466.17
01-1136	ROLAND O OLSON	2,985.13
01-2268	MATTHEW CHERNUGAL	1,041.72
01-1030	TIMOTHY J PITTMAN	2,368.47
01-1033	DAVE TRETSVEN	1,861.53
01-1143	COLIN B CALLAHAN	2,061.30

TOTAL PRINTED: 7 14,925.39

7-08-2022 6:24 AM

PAYROLL CHECK REGISTER

PAGE: 1

PAYROLL NO: 01 City of Falcon Heights

PAYROLL DATE: 7/08/2022

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
021	PAVEK, MEGAN E	R	7/08/2022	1,949.95	091492
039	CHERNE, CHRISTOPHER D	R	7/08/2022	347.74	091493
162	LANDBERG, ALYSSA	R	7/08/2022	631.02	091494
018	MORETTO, PAUL A	R	7/08/2022	2,549.81	091495
184	NEIS, ADRIAN J	R	7/08/2022	236.08	091496
249	WASSON, LUKE D	R	7/08/2022	369.69	091497
272	STONE, MIA D	R	7/08/2022	207.52	091498
273	RILEY, LEILA E	R	7/08/2022	155.73	091499

7-08-2022 6:24 AM

PAYROLL CHECK REGISTER

PAGE: 2

PAYROLL NO: 01 City of Falcon Heights

PAYROLL DATE: 7/08/2022

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

REGULAR CHECKS:	8	6,447.54
DIRECT DEPOSIT REGULAR CHECKS:	7	14,925.39
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	15	21,372.93

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

\*\* END OF REPORT \*\*



**WIRE PAYMENTS**

**July 15 payroll**

Fed With	7,659.40
St With	1,332.25
Pera	4,464.16
ICMA	1,283.34
Child suppor	<u>26.50</u>

**14,765.65**

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## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	July 27, 2022
<b>Agenda Item</b>	Consent G2
<b>Attachment</b>	N/A
<b>Submitted By</b>	Jack Linehan, City Administrator

<b>Item</b>	Assistant to the City Administrator Megan Pavek – Six Month Employee Step Adjustment
<b>Description</b>	<p>Megan Pavek was appointed by the City Council as Administrative and Communications Coordinator and began employment with the City on November 15, 2021. It is the practice of the City after six months of service to reward the employee with an increase in their base salary. With Megan’s promotion to Assistant to the City Administrator occurring within her first six months, this traditional release of probation and service step adjustment did not occur.</p> <p>It is my opinion that the traditional employment probation release evaluation at six months after hire should occur, and that a subsequent six month promotion probation should be reviewed after six months of promotion (August 23, 2022). This follows past practice of the City to reward both employment probation ending as well as promotion probations ending.</p>
<b>Budget Impact</b>	There are available funds for this increase.
<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 Megan Pavek effective May 15, 2022.

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## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	July 27, 2022
<b>Agenda Item</b>	Consent G3
<b>Attachment</b>	N/A
<b>Submitted By</b>	Jack Linehan, City Administrator

<b>Item</b>	Community Development Coordinator / Planner Paul Moretto - 18 Month Employee Step Adjustment
<b>Description</b>	Paul Moretto was appointed by the City Council as the Community Development Coordinator/Planner on January 28, 2021. It is the practice of the City after 18 months of service to reward the employee with an increase in their base salary.
<b>Budget Impact</b>	There are available funds for this increase.
<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 Paul Moretto effective June 28, 2022.

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## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	July 27, 2022
<b>Agenda Item</b>	Consent G4
<b>Attachment</b>	N/A
<b>Submitted By</b>	Jack Linehan, City Administrator

<b>Item</b>	Night to Unite Proclamation
<b>Description</b>	The Ramsey County Sheriff's Office has drafted the attached proclamation for the city council to issue designating Tuesday, August 2, 2022 as Night to Unite in Falcon Heights
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	N/A
<b>Action(s) Requested</b>	I recommend that the Falcon Heights City Council approve the proclamation designating Tuesday, August 2 <sup>nd</sup> , 2022 as Night to Unite.



Night to Unite 2022  
Proclamation

CITY OF FALCON HEIGHTS



WHEREAS, the Minnesota Crime Prevention Association, along with AAA, and local law enforcement agencies are sponsoring a statewide program called Night to Unite on August 2, 2022; and

WHEREAS, Night to Unite is designed to get to know one another in the City of Falcon Heights, build neighborhood involvement by bringing police and communities together; and to bring an awareness to crime prevention and local law enforcement efforts; and

WHEREAS, Night to Unite supports the idea that crime prevention is an inexpensive, effective tool in strengthening police and community partnerships; and

WHEREAS, Night to Unite provides opportunities to celebrate the ongoing work of law enforcement and neighborhoods in Falcon Heights by working together to fight crime and victimization and increase public safety for all citizens; and

WHEREAS, the citizens of Falcon Heights play an important role in assisting the Ramsey County Sheriff's Office through joint crime, drug and violence prevention efforts;

NOW, THEREFORE, I, Mayor Randy Gustafson, and WE, Council Members, Kay Andrews, Melanie Leehy, Eric Meyer, and Yakasah Wehyee, DO HEREBY CALL UPON ALL CITIZENS OF FALCON HEIGHTS, RAMSEY COUNTY, to participate in Night to Unite on Tuesday, August 2, 2022.

FURTHER, LET IT BE RESOLVED THAT I, Mayor Randy Gustafson, and WE, Council Members, Kay Andrews, Melanie Leehy, Eric Meyer, and Yakasah Wehyee, do hereby proclaim Tuesday, August 2, 2022, as Night to Unite in Falcon Heights, Ramsey County, Minnesota.

\_\_\_\_\_  
Mayor, Randy Gustafson

\_\_\_\_\_  
Council Member, Kay Andrews

\_\_\_\_\_  
Council Member, Melanie Leehy

\_\_\_\_\_  
Council Member, Eric Meyer

\_\_\_\_\_  
Council Member, Yakasah Wehyee

\_\_\_\_\_  
Date

Attested by:   
\_\_\_\_\_  
City Administrator, Jack Linehan



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