

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

AGENDA

Wednesday, October 25, 2023

7:00 p.m.

- A. CALL TO ORDER:
- B. ROLL CALL: GUSTAFSON___ LEEHY___ MEYER ___
WASSENBERG ___ WEHYEE ___
STAFF PRESENT: LINEHAN___
- C. APPROVAL OF AGENDA
- D. PRESENTATION
1. Charitable Gambling Proceeds Donation to the Friends of the Philando Castile Peace Garden
- E. APPROVAL OF MINUTES:
1. October 11, 2023 City Council Regular Meeting Minutes
- F. PUBLIC HEARINGS:
- G. CONSENT AGENDA:
1. General Disbursements through 10/20/23: \$154,383.15
Payroll through 10/15/23: \$19,395.00
Wire Payments through 10/15/23: \$12,681.96
2. City Licenses
3. 6-Month Performance Evaluation - Administrative and Communications Coordinator
Elke van der Werff
~~4. Appointment of Wesley Goldberg to the Parks and Recreation Commission~~
5. Resolution in Support of Buhl Investors' Application for Emerging and Diverse Developers Grant Funds
- 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.
- K. ADJOURNMENT:

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Meeting Date	October 25, 2023
Agenda Item	D1
Attachment	Resolution 23-69
Submitted By	Roland Olson, Finance Director Jack Linehan, City Administrator

Item	Donation off Charitable Gambling Tax Funds to the “Friends of the Philando Castile Peace Garden” and closure of Special Revenue Fund 203
Description	<p>The City of Falcon Heights maintains a Charitable Gambling fund that is financed by a tax on charitable gambling activity within Falcon Heights. These funds can be used for a variety of Statute specific purposes. One of these purposes is that a contribution to a 501(c)(3) is allowable. The City Council has discussed where the City would want to contribute these funds. Unanimous support was to help fund the 501(c)(3) “Friends of the Philando Castile Peace Garden” to assist in getting a water hookup to the site.</p> <p>Minnesota Statutes, Section 349.213, Subdivision 1, Paragraph (f)(2), allows a city or county to require (by ordinance) an organization to contribute up to 10% per year of net profits to a fund that the city administers.</p> <p>Minnesota Brass (License # 00444) conducted Lawful gambling at Stouts Pub & Grill in Falcon Heights located on Larpenteur Avenue during the period of November 2017 to April 2020.</p> <p>The 10% funds collected in the Charitable Gambling Special Revenue Fund within the City total \$1720.00, and can be contributed to a lawful purpose expenditure such as the 501C(3) “Friends of the Philando Castile Peace Garden”. Staff recommends this contribution be formally approved and the Special Revenue Fund 203 closed out until another organization seeks to establish lawful purpose gambling within Falcon Heights.</p>
Budget Impact	The charitable gambling fund has a current fund balance of \$1,720.00. Following the donation, the fund would then be closed out until another organization seeks to establish lawful purpose gambling within the City.
Attachment(s)	Resolution 23-69
Action(s) Requested	Formal approval is recommended for the contribution of these 10% gambling funds to the 501(c)(3) “Friends of the Philando Castile Peace Garden” and closure of Special Revenue Fund 203.

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

October 25, 2023

No. 23-69

**RESOLUTION FOR CONTRIBUTION TO THE FRIENDS OF THE
PHILANDO CASTILE PEACE GARDEN**

WHEREAS, Minnesota Statutes, Section 349.213, Subdivision 1, Paragraph (f)(2), allows a city or county to require (by ordinance) an organization to contribute up to 10% per year of net profits to a fund that the city administers.

WHEREAS, Minnesota Brass conducted Lawful Gambling at Stouts Pub & Grill in Falcon Heights located on Larpenteur Avenue during the period of November 2017 to April 2020.

WHEREAS, the special revenue fund established by the City for these proceeds has seen little activity since lawful gambling closed at Stouts Pub & Grill and can be closed out until another organization seeks to conduct lawful gambling within the City of Falcon Heights.

WHEREAS, the city council has discussed various options to contribute these funds according to the requirements of it being a lawful purpose expenditure.

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

1. A contribution to a 501(c)(3) organization meets the requirements of a Lawful Purpose Expenditure of these funds.
2. The City Council choses to contribute the special revenue fund total of \$1720 to the 501(c)(3) Friends of the Philando Castile Peace Garden to help with improvements and expenses.

Moved by:

Approved by: _____
Randall C. Gustafson
Mayor

GUSTAFSON _____ In Favor
LEEY _____
MEYER _____ Against
WEHYEE
WASSENBERG

Attested by: _____
Jack Linehan
City Administrator

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

MINUTES
Wednesday, October 11, 2023
7:00 p.m.

A. CALL TO ORDER: 7:01 PM

B. ROLL CALL: GUSTAFSON_X_ LEEHY_X_ MEYER_X_

WASSENBERG_X_ WEHYEE_X_

STAFF PRESENT: LINEHAN_X_ SMITH_X_

C. APPROVAL OF AGENDA

Mayor Gustafson notes an amendment to the agenda.

Councilmember Wehyee requests Consent Agenda Item 7. Summary Ordinance Smoking in Parks, to be moved to Policy Items.

Councilmember Leehy motions to approve the amended agenda; approved 5-0

D. PRESENTATION

1. Falcon Heights Elementary – Principal Beth Behnke

Principal Behnke extends appreciation from the school community and neighborhood to the City for ensuring safety by providing a sidewalk and improving the roads in the neighborhood. Principal Behnke presents an art work made by the Art teacher and students.

E. APPROVAL OF MINUTES:

1. September 27, 2023 City Council Regular Meeting Minutes
2. October 4, 2023 City Council Workshop Meeting Minutes

Councilmember Wassenberg motions to approve the minutes; approved 5-0

F. PUBLIC HEARINGS:

1. 2023 Pavement Management Project (PMP) – Assessment Hearing

City Engineer Smith summarizes the project areas. Garden Ave was reconstructed from Snelling Ave to Hamline Ave. Garden Ave. received major curb replacement, minor sanitary and stormwater improvements and a sidewalk was added. These last two items are not assessed. Several streets received a mill & overlay, where the existing pavement is removed and replaced with new asphalt as well as utility improvements. Those streets include Holton St., Albert St., Sheldon St., Ruggles Ave. and similar work was done for the Idaho/Iowa Alleyway. Additionally, a pathway with ADA walkable surface was installed at Ruggles Pathway. Utility improvements and the Ruggles Pathway are not being assessed. Funding sources for the project include tonight's proposed assessment, as well as several City funds such as, the street fund, sanitary funds, storm and sewer funds, Municipal State Aid (MSA)

and CRRSAA. Per the City's Assessment Policy, properties are assessed per the front footage of the lots. Long sides were capped at 176 feet (2 Garden Avenue parcels) and corner lots are assessed 100% on the long side of the lot and 0% on the short side of the lot. The proposed assessment rates are:

Per-Foot Assessment Rate	Feasibility Report	Final Proposed
Garden Avenue		
Non-Profit	\$ 160.34/ft	\$ 112.56/ft
Residential	\$ 64.14/ft	\$ 45.03/ft
Holton, Ruggles, Albert, Sheldon		
Non-Profit	\$ 49.05/ft	\$ 32.18/ft
Residential	\$ 19.62/ft	\$ 12.87/ft
Idaho-Iowa Alleyway		
Residential	\$ 32.03/ft	\$ 20.93/ft

The City ordered a benefit appraisal to verify the proposed assessment amount were within the bounds of State Statute 429 requirements that special assessment not exceed the cost-benefit of the assessed properties. Comparison of the proposed assessment roll with the appraisal report confirmed the proposed assessments are within the range of cost-benefits on all properties excepting one parcel; 1795 Holton St. Staff recommends modifying the assessment roll to include:

PID	Address	Assessment Based on Assessment Policy	Modified Assessment Based on Benefit Appraisal
152923340082	1795 Holton St	\$30,271.89	\$15,289.65

City Engineer Smith continues to explain the payment options. After the hearing and certification of the assessment roll, the assessment can be paid partially or all up-front interest free in the first 30 days. After it will be filed with Ramsey County and added to the property taxes. Length of payment period and interest rate set by City Council. There is an opportunity for hardship deferral. Appeals can be made to District Court.

Todd Thun 1800 - Albert St. N.

Todd filed an objection with the City on October 9th, 2023. He explains he lives on a corner lot that is short and skinny. Todd's property was assessed according to Garden Ave. residential rate. It is 100% assessed on the long side of the lot and 0% on the short side of the lot. He notes a number of properties are assessed on the short side of the lot and a few properties are assessed on the long side of the lot and believes this is unequal treatment and he will be making an appeal to the District Court.

Jennifer Stokes - 1810 Holton St.

Jennifer states she was thrilled to move to Falcon Heights and to have a long backyard. She feels it is unfair to pay the Garden Ave. residential rate that is three times higher, as her house faces Holton St. and not Garden Ave. Jennifer filed an objection with the City as well.

Cheryl Lamb - 1811 Simpson St.

Cheryl asks what the justification for the assessments of the Garden Ave. project is.

Jim Utne - 1806 Pascal St.

Jim feels homeowners along Garden Ave. are paying more per linear foot because the Garden Ave. project was tabled years ago and now the project included sidewalks. He adds that he is aware the City will be responsible for maintaining the sidewalk and wants to make sure this is in perpetuity.

Bonny Pothen - 1807 Hamline Ave.

Bonny explains she knows everyone is thrilled about the sidewalk, but she is worried about snow removal as often times snow gets deposited in their driveway. With the addition of the sidewalk she now wonders where this additional snow will be deposited.

Nina Samuels & Earl Schwartz - 1801 Albert St.

Nina and her husband filed an objection with the City. She adds that she understands from the League of Minnesota Cities, that Council may levy assessment against non-abutting properties that benefit from the improvements. Nina believes the improvements of Garden Ave. is a benefit to the entire neighborhood.

MaryAnna Schaefer - 1788 Albert St.

Mary-Anna echoes Nina's comments and wonders why the abutting properties are assessed for the Garden Ave. project when it benefits the entire City.

Adine Stokes - 1800 Holton St.

Echoes comments made by other residents.

Written Objections:

- *Terry & Katy Boyle - 1810 Simpson St.*
 1. The property is not receiving special benefit from the improvements
 2. The amount of the assessment exceeds any special benefit to the property
 3. The assessment is not uniform upon the same class of property
- *John & Olga Dale - 1803 Hamline Ave.*
 1. The property is not receiving special benefit from the improvements
 2. The amount of the assessment exceeds any special benefit to the property
 3. The assessment is not uniform upon the same class of property
- *Todd Thun 1800 - Albert St. N.*
 1. The property is not receiving special benefit from the improvements
 2. The amount of the assessment exceeds any special benefit to the property
 3. The assessment is not uniform upon the same class of property
- *Jennifer Stokes - 1810 Holton St.*
 1. The property is not receiving special benefit from the improvements
 2. The amount of the assessment exceeds any special benefit to the property
 3. The assessment is not uniform upon the same class of property
- *Nina Samuels & Earl Schwartz - 1801 Albert St.*
 1. The property is not receiving special benefit from the improvements
 2. The amount of the assessment exceeds any special benefit to the property
 3. The assessment is not uniform upon the same class of property

Councilmember Wehyee motions to close the hearing by consent.

Mayor Gustafson comments that the new sidewalk on Garden Ave. is being paid for by the City and is not being paid for by assessments. The sidewalk will be maintained and cleared from snow by the City and this is being included in the Administrative Manual - Guidelines

for Snow and Ice Control. This updated manual will be adopted by Council at a future meeting. He adds there is a difference in assessments as the cost of a mill & overlay project are less than a total reclaim and rebuild project that was needed for Garden Ave. Council clarifies that the Garden Ave. project was not postponed to include sidewalks, it was postponed for financial balance and to have more consistency in property taxes across the whole City.

Administrator Linehan clarifies that the assessment policy adopted in 2007, has been the uniform policy for all assessments. Without this policy, the City would not be able carry out road construction projects or there would be a higher tax rate for all tax payers in the City. This is the first reclaim and rebuild project under this policy. The proposed assessment was reviewed by the City Attorney and it was recommended to get an appraisal done by an outside party. A third-party appraiser, Nagell Appraisers completed an independent benefit - evaluation assessment. The appraisal report confirmed the proposed assessments are within the range of cost-benefits.

City Attorney McDowell Poehler adds that the method of using a per linear foot assessment rate is uniform.

Council conversed the use of the cost-benefit assessment, which would have resulted in a higher assessment amount. They discussed what assessment policies other cities follow and concluded there is a wide range of assessment policies and tax structures in other cities.

Council then discussed communication of the pre-assessment hearings. Administrator Linehan comments that Council can have a separate meeting to vote on certifying the assessment roll. Originally, it was planned to have the vote later in the month, but Ramsey County moved their deadline up to prepay assessments. The Falcon Heights assessment policy requires a prepay period of 30 days, therefore the public hearing and vote were moved up as well.

Residents continue to voice their concerns regarding significant differences in assessments between properties. Council understands the frustration and agrees this project benefits the whole City and is taking these concerns into consideration to discuss other assessment options for future projects as there is currently a tight deadline. Administrator Linehan adds, that there are only two road projects left that would follow this same assessment policy.

Councilmember Wehyee asks what the process is of obtaining a hardship deferral.

Administrator Linehan explains that to obtain a hardship deferral, there are limitations to income. It has pros and cons. The homeowner will not pay for the assessment until they sell their home, but it continues to gain interest.

Councilmember Wehyee brings up the question of lowering the interest rate or making it interest free. Administrator Linehan answers Council would have to amend the assessment policy. Additionally, the City has a bond to pay for a portion of the project, which has an interest rate of 4.4%. Modification of the City's debt service would be challenging.

A resident states, the public hearing could have been held earlier to allow more time to make changes.

Mayor Gustafson apologizes and adds that a public hearing cannot be scheduled until the project is completed and costs are finalized.

Council discusses what reasons there are to postpone the vote to Monday to approve the assessment roll. It would allow staff more time to find solutions, but the levy cannot be

increased, only decreased. There is no more room for the City to spend more money on this project.

Resident MaryAnna Schaefer comments that she feels the whole City benefits from road improvements and therefore the assessment should be spread out more amongst all tax payers, rather than just the property abutting the road.

Council discusses the payment plans of the assessment. The assessment can be prepaid interest fee. 30 days after the assessment roll is approved by Council, it will be turned over to Ramsey County and it will be added to their property tax statements.

Councilmember Wassenberg motions to approve Resolutions 23-65, 23-66, 23-67, Resolution Adopting and Confirming Assessments for 2023 Pavement Management Project – Garden Avenue, Holton, Albert, Sheldon, And Ruggles, Alleyway between Iowa Avenue and Idaho Avenue from Pascal St. to Arona St.; Approved 5-0

G. CONSENT AGENDA:

1. General Disbursements through 10/5/23: \$357,332.62
Payroll through 9/30/23: \$21,729.60
Wire Payments through 9/30/23: \$13,952.01
2. City Licenses
3. Appointment of Rick Siefert to the Planning Commission
4. Agreement for Suburban Representation Selection Process to the St. Paul Board of Water Commissioners
5. Amber Union Fund Transfer
6. Lindig Circle Basin Corrective Work
- ~~7. Summary Ordinance Smoking in Parks~~
7. Public Works F-450 Super Duty Truck Purchase

Councilmember Leehy motions to approve the Consent Agenda; approved 5-0

Councilmember Wassenberg comments on the appointment of Rick Seifert to the Planning Commission and states he believes Rick will make an excellent addition to the commission.

Administrator Linehan comments on Consent Agenda 4. Agreement for Suburban Representation Selection Process to the St. Paul Board of Water Commissioners. Falcon Heights is a retail customer of SPRWS, for this reason the City has a seat on the board. It was recommended by SPRWS to reappoint the current representative, John Larkin, as they have been extremely satisfied with John's service.

H. POLICY ITEMS:

1. **Summary Ordinance Smoking in Parks**

Mayor Gustafson explains that Council motioned to approve Ordinance 23-07 at the City Council meeting on September 27, 2023 to expand the definitions of prohibited products in city parks within City Code. A Summary Ordinance was not included and City Council must approve all Summary Ordinances, which allows for condensed versions of passed ordinances to be published in the Pioneer Press rather than printing the full ordinance at a far greater expense.

Councilmember Meyer motions to Summary Ordinance 23-07 Smoking in Parks; approved 5-0

I. INFORMATION/ANNOUNCEMENTS:

Councilmember Wassenberg thanks all residents for attending the 2023 Pavement Management Project (PMP) – Assessment Hearing. Receiving direct input allows Council to be more effective. The Parks and Recreation met on October 2nd and discussed organizing a fall event for 2024.

Councilmember Leehy echoes Councilmember Wassenberg’s comments regarding the Assessment Hearing.

Councilmember Wehyee has no announcements.

Councilmember Meyer comments the Environment Commission met on October 9th and they discussed a proposal to add 3 or 4 air quality monitors. They continue to partner with Xcel Partners in Energy.

Mayor Gustafson informs Council that the Planning Commission will meet Tuesday, October 24th During which they will discuss the Snelling & Larpenteur Corridor Study. League of Women Voters Roseville Area will have Conversations with Constituents on October 26, 6:30 p.m., which will be held in the Roseville City Hall.

Administrator Linehan announces the Planning Commission has two upcoming meetings:

- Wednesday, October 18th – Snelling / Larpenteur Corridor Study Open House
- Tuesday, October 24th – Public Hearing, PUD for a 100-unit apartment building in the west parking lot of Amber Union.

The Parks Commission will have an open house meeting on the preliminary Community Park redesign on Monday, November 6th at 6:30PM here in the Council Chambers. Public Works received the new StreetScout Speed Trailer it was deployed on Garden Avenue. It was financed using fund balance from the sale of former fire department equipment. The trailer is reporting speed data and will provide useful information for engineers, law enforcement, and policy makers. It also serves as public information reminders of our 20 mph speed limit launched in 2021. Public Works is also pouring sidewalks on Hoyt Ave. They are working on learning how to saw grind trip hazards on sidewalk panels. Street sweeping has begun unofficially and will continue multiple times this fall as leaves drop.

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.

K. ADJOURNMENT: 9:35 PM

Councilmember Wehyee motions to adjourn the meeting; approved 5-0

Randall C. Gustafson, Mayor

Dated this 25th day of October, 2023

Jack Linehan, City Administrator

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PACKET: 02916 OCT 20 PAYABLE CK

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----		GROSS	P.O. #		
POST DATE	BANK CODE	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====					
01-04400	FRIENDS OF THE PHILANDO CASTIL				
I-202310208656		1,720.00			
10/20/2023	APBNK		1099: N		
			202 4202-89200-000	MISC - 10% EXPENSES	1,720.00
	=== VENDOR TOTALS ===	1,720.00			
	=== PACKET TOTALS ===	1,720.00			

PACKET: 02914 OCT 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
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01-00161	ANCHOR PAPER COMPANY					
I-10729655-00		BATH TISSUE AND TOWELS	257.35			
10/19/2023	APBNK	DUE: 10/19/2023 DISC: 10/19/2023		1099: N		
		BATH TISSUE AND TOWELS		101 4131-70110-000	SUPPLIES	257.35
		=== VENDOR TOTALS ===	257.35			
=====						
01-05024	ESRI INC					
I-94578179		ArcGIS single user	445.00			
10/19/2023	APBNK	DUE: 10/19/2023 DISC: 10/19/2023		1099: N		
		ArcGIS single user		101 4117-80500-000	GIS SUPPORT	445.00
		=== VENDOR TOTALS ===	445.00			
=====						
01-05166	GRAINGER, W. W., INC.					
I-9867938749		Key tags and hitch pin	68.86			
10/19/2023	APBNK	DUE: 10/19/2023 DISC: 10/19/2023		1099: N		
		Key tags and hitch pin		101 4132-70120-000	SUPPLIES	68.86
I-867938756		key box for public works	168.44			
10/19/2023	APBNK	DUE: 10/19/2023 DISC: 10/19/2023		1099: N		
		key box for public works		101 4132-70120-000	SUPPLIES	168.44
		=== VENDOR TOTALS ===	237.30			
=====						
01-06030	OLSON,ROLAND					
I-202310198654		FLEX PAYMENT	26.00			
10/19/2023	APBNK	DUE: 10/19/2023 DISC: 10/19/2023		1099: N		
		FLEX PAYMENT		101 21712-000	MEDICAL FLEX SAVINGS PAY	21.58
		FLEX PAYMENT		601 21712-000	MEDICAL FLEX SAVINGS PAY	3.90
		FLEX PAYMENT		602 21712-000	MEDICAL FLEX SAVINGS PAY	0.52
		=== VENDOR TOTALS ===	26.00			
=====						
01-05752	UNIVERSAL TRUCK SERVICE LLC					
I-86679		DOT INSPECTION AND REPAIRS 16	965.01			
10/19/2023	APBNK	DUE: 10/19/2023 DISC: 10/19/2023		1099: N		
		DOT INSPECTION AND REPAIRS 16		101 4132-87000-000	REPAIR EQUIPMENT	965.01
I-8668D5		DOT INSPECTION AND REPAIRS 12	162.92			
10/19/2023	APBNK	DUE: 10/19/2023 DISC: 10/19/2023		1099: N		
		DOT INSPECTION AND REPAIRS 12		101 4132-87000-000	REPAIR EQUIPMENT	162.92
		=== VENDOR TOTALS ===	1,127.93			

PACKET: 02914 OCT 19 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
01-05870	XCEL ENERGY					
I-202310198655		ELECT AND GAS	456.41			
10/19/2023	APBNK	DUE: 10/19/2023 DISC: 10/19/2023		1099: N		
		ELECT		101 4131-85020-000	ELECTRIC	142.51
		GAS		101 4131-85020-000	ELECTRIC	66.84
		ELECT		101 4141-85020-000	ELECTRIC/GAS	33.76
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	78.98
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	79.69
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	16.74
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	16.73
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	21.16
		=== VENDOR TOTALS ===	456.41			
		=== PACKET TOTALS ===	2,549.99			

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-109		ADVANTAGE SIGNS AND GRAPHICS				
I-59739		Speed Limit Signs	217.35			
10/13/2023	APBNK	DUE: 10/13/2023 DISC: 10/13/2023		1099: N		
		Speed Limit Signs		101 4132-75100-000	STREET SIGNS	217.35
=== VENDOR TOTALS ===			217.35			
01-03001		CAMPBELL KNUTSON				
I-311		Sept Legal Matters	1,472.10			
10/13/2023	APBNK	DUE: 10/13/2023 DISC: 10/13/2023		1099: Y		
		Sept General Legal Matters		101 4114-80200-000	LEGAL FEES	1,231.20
		Sept Molnau Legal Matters		426 4426-81900-000	PROFESSIONAL/ATTORNEY SV	155.40
		Sept Legal Matters		429 4429-81900-000	OTHER PROFESSIONAL SERVI	85.50
=== VENDOR TOTALS ===			1,472.10			
01-05853		LANDBERG, ALYSSA				
I-202310138651		Mileage Reimbursement	9.56			
10/13/2023	APBNK	DUE: 10/13/2023 DISC: 10/13/2023		1099: N		
		Mileage Reimbursement		101 4113-86010-000	MILEAGE	9.56
=== VENDOR TOTALS ===			9.56			
01-05884		LYNCH, HANNAH				
I-202310138652		Reimbursement	561.41			
10/13/2023	APBNK	DUE: 10/13/2023 DISC: 10/13/2023		1099: N		
		Mileage Reimbursement		101 4117-86010-000	MILEAGE	112.68
		APA Conference		101 4117-86100-000	CONFERENCES/EDUCATION/AS	448.73
=== VENDOR TOTALS ===			561.41			
01-05739		MN DEPT EMPLOYMENT AND ECONOMI				
I-16529531		Unemployment	1,285.12			
10/13/2023	APBNK	DUE: 10/13/2023 DISC: 10/13/2023		1099: N		
		Unemployment		101 4192-89000-000	MISCELLANEOUS	1,285.12
=== VENDOR TOTALS ===			1,285.12			

PACKET: 02912 October 13 Payables
 VENDOR SET: 01 City of Falcon Heights
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----		GROSS	P.O. #		
POST DATE	BANK CODE	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01	01			SAMS CLUB MC/SYNCB	
I-202310138653				SAMS CLUB MC/SYNCB	4,137.06
10/13/2023	APBNK			DUE: 10/13/2023 DISC: 10/13/2023	
			1099: N		
			101 4112-86110-000	MEMBERSHIPS	655.20
			602 4602-83050-000	RAIN GARDEN	540.00
			101 4131-70110-000	SUPPLIES	81.44
			101 4131-70110-000	SUPPLIES	20.90
			101 4116-85040-000	VIRTUAL COMMUNICATIONS	218.24
			101 4132-70120-000	SUPPLIES	119.35
			201 4201-70300-000	RECREATION SUPPLIES	373.99
			101 4116-70500-000	POSTAGE	1,276.09
			101 4116-70100-000	SUPPLIES	20.00
			101 4112-86100-000	CONFERENCES/EDUCATION/AS	200.00
			101 4132-77000-000	CLOTHING	450.11
			101 4132-77000-000	CLOTHING	152.74
			101 4112-86100-000	CONFERENCES/EDUCATION/AS	29.00
				==== VENDOR TOTALS ====	4,137.06
				==== PACKET TOTALS ====	7,682.60

PACKET: 02910 October 11 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
<hr/>						
01-0110	CENTURY LINK					
I-202310118649		Oct Landlines Sanitary Sewer	71.64			
10/11/2023	APBNK	DUE: 10/11/2023 DISC: 10/11/2023		1099: N		
		Oct Landlines Sanitary Sewer		601 4601-85011-000	TELEPHONE - LANDLINE	71.64
=== VENDOR TOTALS ===			71.64			
<hr/>						
01-03123	CINTAS CORPORATION					
I-4167267993		Floor Mats Svc 9/7	57.45			
10/11/2023	APBNK	DUE: 10/11/2023 DISC: 10/11/2023		1099: N		
		Floor Mats Svc 9/7		101 4131-87010-000	CITY HALL MAINTENANCE	57.45
=== VENDOR TOTALS ===			57.45			
<hr/>						
01-03530	CRAMER MARKETING					
I-42779		Tax Forms - W2 and 1099	113.74			
10/11/2023	APBNK	DUE: 10/11/2023 DISC: 10/11/2023		1099: N		
		Tax Forms - W2 and 1099		101 4113-70100-000	SUPPLIES	113.74
=== VENDOR TOTALS ===			113.74			
<hr/>						
01-05357	MINNESOTA POLLUTION CONTROL AG					
I-202310118648		Wastewater Op Cert Renewal	40.00			
10/11/2023	APBNK	DUE: 10/11/2023 DISC: 10/11/2023		1099: N		
		Wastewater Op Cert Renewal		602 4602-86110-000	MEMBERSHIPS	40.00
=== VENDOR TOTALS ===			40.00			
<hr/>						
01-05273	MN PUBLIC EMPLOYEES INSURANCE					
I-2319417		Nov Health Insurance	10,903.87			
10/11/2023	APBNK	DUE: 10/11/2023 DISC: 10/11/2023		1099: N		
		Nov Health Insurance		101 4112-89000-000	MISCELLANEOUS	10,903.87
=== VENDOR TOTALS ===			10,903.87			
<hr/>						
01-05974	NORTH SUBURBAN ACCESS CORPORAT					
I-2023-174		3 Municipal Meetings Sept	737.66			
10/11/2023	APBNK	DUE: 10/11/2023 DISC: 10/11/2023		1099: N		
		3 Municipal Meetings Sept		101 4116-85050-000	CABLE TV	737.66
=== VENDOR TOTALS ===			737.66			

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
0.	12	PIONEER PRESS				
I-923572540		Legals	182.28			
10/11/2023	APBNK	DUE: 10/11/2023 DISC: 10/11/2023		1099: N		
		Legals		101 4111-70410-000	LEGAL NOTICES	182.28
=== VENDOR TOTALS ===			182.28			
01-07898	WSB					
I-R-023472-000-1		Snelling Larp Corridor Study	5,141.25			
10/11/2023	APBNK	DUE: 10/11/2023 DISC: 10/11/2023		1099: N		
		Snelling Larp Corridor Study		101 4117-80450-000	SNELLING/LARP CORRIDOR S	5,141.25
=== VENDOR TOTALS ===			5,141.25			
01-05870	XCEL ENERGY					
I-202310118650		Elect	125.69			
10/11/2023	APBNK	DUE: 10/11/2023 DISC: 10/11/2023		1099: N		
		Elect		101 4121-85020-000	ELECTRIC	34.50
		Elect		101 4141-85020-000	ELECTRIC/GAS	33.95
		Elect		209 4209-85020-000	STREET LIGHTING POWER	33.13
		Elect		209 4209-85020-000	STREET LIGHTING POWER	7.38
		Elect		209 4209-85020-000	STREET LIGHTING POWER	16.73
=== VENDOR TOTALS ===			125.69			
=== PACKET TOTALS ===			17,373.58			

PACKET: 02907 OCT 9 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
=====						
01-00875	BHE	COMMUNITY SOLAR, LLC				

I-11904638		SOLAR GARDEN AUG	1,549.20			
10/09/2023	APBNK	DUE: 10/09/2023 DISC: 10/09/2023		1099: N		
		SOLAR GARDEN AUG		101 4137-85025-000	SOLAR ELECTRIC	1,549.20
=== VENDOR TOTALS ===			1,549.20			

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01-03123	CINTAS	CORPORATION				
I-4170081690		FLOOR MAT SVC 10/6	66.45			
10/09/2023	APBNK	DUE: 10/09/2023 DISC: 10/09/2023		1099: N		
		FLOOR MAT SVC 10/6		101 4131-87010-000	CITY HALL MAINTENANCE	66.45
=== VENDOR TOTALS ===			66.45			

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01-05166	GRAINGER,	W. W., INC.				
I-9854388411		GREASE FOR STREET SWEEPER	50.91			
10/09/2023	APBNK	DUE: 10/09/2023 DISC: 10/09/2023		1099: N		
		GREASE FOR STREET SWEEPER		602 4602-70200-000	SUPPLIES	50.91

I-854388429		TIMER FOR LIGHTS	4.05			
10/09/2023	APBNK	DUE: 10/09/2023 DISC: 10/09/2023		1099: N		
		TIMER FOR LIGHTS		101 4131-70110-000	SUPPLIES	4.05
=== VENDOR TOTALS ===			54.96			

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01-05235	JAN-PRO	CLEANING SYSTEMS				
I-121611		JANITORIAL SVC OCT	485.50			
10/09/2023	APBNK	DUE: 10/09/2023 DISC: 10/09/2023		1099: N		
		JANITORIAL SVC OCT		101 4131-87010-000	CITY HALL MAINTENANCE	485.50
=== VENDOR TOTALS ===			485.50			

=====						
01-05058	JOSH	JORDAN				
I-202310098646		TAE KWON DO INSTRUCTOR 10/26	691.20			
10/09/2023	APBNK	DUE: 10/09/2023 DISC: 10/09/2023		1099: Y		
		TAE KWON DO INSTRUCTOR 10/26		201 4201-87700-000	INSTRUCTOR-SPECIALTY CLA	691.20
=== VENDOR TOTALS ===			691.20			

PACKET: 02907 OCT 9 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
=====						
01-05908	METRO-INET					
I-1512		OCT IT SUPPORT	3,528.00			
10/09/2023	APBNK	DUE: 10/09/2023 DISC: 10/09/2023		1099: N		
		OCT IT SUPPORT		101 4116-85070-000	TECHNICAL SUPPORT	3,528.00
		=== VENDOR TOTALS ===	3,528.00			
=====						
01-06185	RAMSEY COUNTY					
I-PRRV-002240		4TH QTR ELECTION CONTRACT	5,450.00			
10/09/2023	APBNK	DUE: 10/09/2023 DISC: 10/09/2023		1099: N		
		4TH QTR ELECTION CONTRACT		101 4115-80300-000	ELECTION CONTRACT	5,450.00
		=== VENDOR TOTALS ===	5,450.00			
=====						
01-06184	RAMSEY COUNTY - POLICE AND 911					
I-SHRFL - 002182		LAW ENFORCEMENT OCT	109,405.81			
10/09/2023	APBNK	DUE: 10/09/2023 DISC: 10/09/2023		1099: N		
		LAW ENFORCEMENT OCT		101 4122-81000-000	POLICE SERVICES	109,405.81
		=== VENDOR TOTALS ===	109,405.81			
=====						
01-05920	SCHWALBE, ANNE MARIE					
I-202310098645		SPECIALTY INSTRUCTOR	468.00			
10/09/2023	APBNK	DUE: 10/09/2023 DISC: 10/09/2023		1099: Y		
		SPECIALTY INSTRUCTOR		201 4201-87700-000	INSTRUCTOR-SPECIALTY CLA	468.00
		=== VENDOR TOTALS ===	468.00			
		=== PACKET TOTALS ===	121,699.12			

PACKET: 02905 October 6 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
01-05860	AME	RED-E-MIX				
I-147874		Concrete for Sidewalks	750.50			
10/06/2023	APBNK	DUE: 10/06/2023 DISC: 10/06/2023		1099: N		
		Concrete for Sidewalks		419 4419-92005-000	SIDEWALK IMPROVEMENTS	750.50
=== VENDOR TOTALS ===			750.50			
01-05886	KELLY & LEMMONS					
I-61580		Sept Prosecutions	2,500.00			
10/06/2023	APBNK	DUE: 10/06/2023 DISC: 10/06/2023		1099: N		
		Sept Prosecutions		101 4123-80200-000	LEGAL FEES	2,500.00
=== VENDOR TOTALS ===			2,500.00			
01-05856	LINEHAN, JACK					
I-202310068643		Phone Reimbursement Sept	60.00			
10/06/2023	APBNK	DUE: 10/06/2023 DISC: 10/06/2023		1099: N		
		Phone Reimbursement Sept		601 4601-85015-000	CELL PHONE	60.00
=== VENDOR TOTALS ===			60.00			
01-05462	MSP PLUMBING HEATING & AIR					
I-202310068644		Refund for Plumbing Permit	47.36			
10/06/2023	APBNK	DUE: 10/06/2023 DISC: 10/06/2023		1099: N		
		Refund for Plumbing Permit		101 32230-000	PLUMBING PERMITS	47.36
=== VENDOR TOTALS ===			47.36			
=== PACKET TOTALS ===			3,357.86			

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

PAY PERIOD ENDING 10/15/2023
DIRECT DEPOSIT EFFECTIVE DATE 10/10/2023

EMP #	NAME	AMOUNT
C .006	JACK LINEHAN	2,753.54
01-1027	KELLY A NELSON	2,101.40
01-1029	ELKE VAN DER WERFF	1,630.27
01-1136	ROLAND O OLSON	3,060.44
01-1162	ALYSSA LANDBERG	951.87
01-1028	HANNAH B LYNCH	2,692.17
01-1167	DAVID S SIMONS	1,547.35
01-1033	DAVE TRETSVEN	1,946.63
01-1143	COLIN B CALLAHAN	2,711.33

TOTAL PRINTED: 9 19,395.00

10-10-2023 6:34 AM

PAYROLL CHECK REGISTER

PAGE: 1

PAYROLL NO: 01 City of Falcon Heights

PAYROLL DATE: 10/10/2023

*** REGISTER TOTALS ***

REGULAR CHECKS:		
DIRECT DEPOSIT REGULAR CHECKS:	9	19,395.00
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	9	19,395.00

*** NO ERRORS FOUND ***

** END OF REPORT **

WIRE PAYMENTS

Oct 15 payroll

Fed With	7,211.59
St With	1,218.83
Pera	4,051.54
ICMA	200.00

12,681.96

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Meeting Date	October 25, 2023
Agenda Item	Consent G2
Attachment	N/A
Submitted By	Kelly Nelson Assistant to the City Administrator

Item	Approval of 2024 City License(s)
Description	<p>The following individuals/entities have applied for a <u>Multifamily Rental Dwelling License</u> for 2024. Staff have received the necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. Jian An Liu, 1496 Larpenteur Ave. W. 2. Sagstetter Properties / Mark Burns, 1830 Larpenteur Ave. W. <p>The following individuals/entities have applied for a <u>Bus Bench License</u> for 2024. Staff have received the necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. United States Bench Corporation
Budget Impact	N/A
Attachment(s)	N/A
Action(s) Requested	Staff recommends approval of the City license applications contingent on background checks and fire inspections as required.

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Meeting Date	October 25, 2023
Agenda Item	Consent G3
Attachment	N/A
Submitted By	Jack Linehan, City Administrator

Item	Administrative and Communications Coordinator - Six Month Employee Step Adjustment
Description	Elke van der Werff was appointed by the City Council as Administrative and Communications Coordinator on March 22, 2023 and began employment on April 17, 2023. It is the practice of the City after six months of service to reward the employee with an increase in their base salary.
Budget Impact	There are available funds for this increase.
Attachment(s)	N/A
Action(s) Requested	I recommend that the Falcon Heights City Council approve a 5% step adjustment for Elke van der Werff effective October 17, 2023.

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Meeting Date	October 25, 2023
Agenda Item	Consent G4
Attachment	Resolution 23-70
Submitted By	Hannah Lynch, Community Development Coordinator

Item	Support of Buhl Investors' Application for Emerging and Diverse Developers (EDD) Grant from Ramsey County
Description	<p>The Ramsey County Housing and Redevelopment Authority is currently accepting applications for the 2023 Ramsey County Emerging and Diverse Developers Solicitation for eligible developments located within the boundaries of Ramsey County.</p> <p>The program is available to an individual or entity that has owned and/or developed no more than five housing properties, including mixed-use, in the state of Minnesota in the last 10 years as a sole proprietor or under business entities.</p> <p>Buhl Investors is seeking funding under this solicitation for Amber Flats, a 100-unit affordable apartment building that is proposed to be located directly to the west of the existing Amber Union Apartments.</p> <p>As part of the application, a resolution of support is needed from the local municipality. This resolution would show the City's full support of the application to seek funding by Buhl Investors for the potential Amber Flats project, which would be a required step in the funding of the project.</p>
Budget Impact	N/A
Attachment(s)	<ul style="list-style-type: none"> Resolution 23-70 - Supporting Buhl Investors' Application to Receive Emerging and Diverse Developers (EDD) Program Grant Funds
Action(s) Requested	Staff recommend approval of resolution in support of Buhl Investors' application for funding under the Ramsey County EDD program.

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

October 25, 2023

No. 23-70

**RESOLUTION SUPPORTING BUHL INVESTORS' APPLICATION TO RECEIVE
EMERGING AND DIVERSE DEVELOPERS (EDD) PROGRAM GRANT FUNDS**

WHEREAS, Ramsey County is currently accepting applications for the 2023 Ramsey County Emerging and Diverse Developers Solicitation for eligible developments located within the boundaries of Ramsey County; and

WHEREAS, The program is available to an individual or entity that has owned and/or developed no more than five housing properties, including mixed-use in the state of Minnesota in the last 10 years as a sole proprietor or under other business entities; and

WHEREAS, Buhl Investors is seeking funding for a potential project for an affordable housing apartment building (Amber Flats) consisting of 100-units; and

WHEREAS, This development is to be located directly to the west of 1667 Snelling Avenue, Ramsey County Tax Parcels 212923110029 and 212923110028; and

WHEREAS, the support of the City of Falcon Heights for this funding request by Buhl Investors for the aforementioned development is a required step in the financing of the project.

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

1. That the City fully supports Buhl Investors' application to seek funding from the Ramsey County EDD program for the development of affordable housing at the property west of 1667 Snelling Avenue, Ramsey County Tax Parcels 212923110029 and 212923110028.

Adopted by the Falcon Heights City Council this 25th day of October, 2023.

Moved by:

GUSTAFSON

LEEHY

MEYER

WEHYEE

WASSENBERG

_____ In Favor

_____ Against

Approved by: _____

Randall C. Gustafson

Mayor

Attested by: _____

Jack Linehan

City Administrator