

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

**AGENDA**

July 24, 2024 at 7:00 P.M.

- A. CALL TO ORDER:
- B. ROLL CALL: GUSTAFSON\_\_\_\_ LEEHY\_\_ MEYER \_\_\_\_  
WASSENBERG \_\_\_\_ MIELKE\_\_\_\_  
STAFF PRESENT: LINEHAN\_\_\_\_
- C. APPROVAL OF AGENDA
- D. PRESENTATION
- E. APPROVAL OF MINUTES:
  - 1. July 3, 2024 City Council Workshop Meeting Minutes
  - 2. July 10, 2024 City Council Regular Meeting Minutes
- F. PUBLIC HEARINGS:
- G. CONSENT AGENDA:
  - 1. General Disbursements through 07/18/24: \$75,312.80
    - a. Payroll through 07/15/24: \$25,509.72
    - b. Wire Payments through 07/15/24: \$16,001.35
  - 2. City Administrator Jack Linehan Contract Addendum #2
  - 3. Resignation of Jeff Yager from the Parks and Recreation Commission
- H. POLICY ITEMS:
  - 1. Concurrence of Watershed Boundary Changes
- 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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**CITY OF FALCON HEIGHTS**  
City Council Workshop  
City Hall  
2077 West Larpenteur Avenue

**MINUTES**  
Wednesday, July 3, 2024  
6:30 P.M.

A. CALL TO ORDER: 6:32 PM

B. ROLL CALL: GUSTAFSON\_X\*\_ LEEHY\_X\_  
MEYER\_X\_\_ MIELKE\_X\_\_ WASSENBERG\_X\_\_

\*Gustafson arrived after roll call at 6:39 PM

STAFF PRESENT: LINEHAN\_X\_\_ NELSON\_X\_\_

C. POLICY ITEMS:  
1. Pedicab Ordinance

Linehan explains that the State Fair Task Force recommended establishing a Pedicab Ordinance for 2024. Staff worked with the city attorney to ultimately come up with this draft. Linehan wonders if this is put on the agenda for next week, if Council generally supports the idea. And, this is the time to make changes to it.

Linehan says that if the Council approves the ordinance, then Staff would work to get ready to license pedicabs prior to this year's fair.

Mielke says that she talked to a pedicab operator last year and was given a business card.

Linehan says that particular business owner served as one resource when drafting the ordinance.

Mielke understands pedicabs can be noisy and not all residents like them. But, at least they are a green option.

Leehy says it's beneficial but doesn't really like how they flag people down to get their attention and business.

Meyer comments that it's important to negotiate your fare before you get in because they don't have a meter.

Leehy feels like disclosing their rates is important.

Mielke requests that Linehan ask the particular pedicab company how they establish rates and if they disclose them.

Meyer asks if lights are required.

Linehan says that is spelled out on page 9, item 4 in the packet.

Mielke asks Linehan to share this ordinance with RCSO.

Gustafson asks about violations and Linehan explains it would be a petty misdemeanor (\$300 fine).

Gustafson asks if violations have to be expressed in this ordinance and if each vehicle and each driver will need licensure.

Linehan says they are mulling the fees over after looking at how Minneapolis and Saint Paul do it. But, while their licenses may provide more usage throughout the year, it will most definitely be seasonal in Falcon Heights.

Gustafson says that the license would still be valid for the calendar year.

Mielke says that in that case, they'd be smart to apply early in the year.

Gustafson asks if there is a cutoff date that they must apply by.

Linehan says that they initially thought they might have a cutoff date but determined that may not work well if a pedicab driver quit during the fair and another driver needed to become licensed.

Mielke points out that a lot of people don't know where the boundary is between Falcon Heights and St. Paul. She feels it would be a good proactive approach to provide the pedicab drivers a map, showing the boundary between the two cities.

Wassenberg says we could include a map showing the boundaries between the cities with their license application.

Mielke asks if the City has reached out to Roseville to see if they have interest in drafting an ordinance too, as many fairgoers park in Roseville as well.

Wassenberg says there is a provision in the ordinance that says that an inspection is not required if they have had one in either Minneapolis or St. Paul.

Linehan says that we fall under the Noise Pollution Control where loud noises are enforceable before 7:00 AM or after 10:00 PM, although it's hard to enforce.

Meyer says there is a guideline saying pedicabs cannot operate after 11:00 PM. He asks if that should be extended a bit in case a concert runs a bit late.

Wassenberg says "darkness" is defined but does not know that "darkness" is actually used in the ordinance. He says that pedicabs shall not exceed a particular length. Is it defined as a pedicab then if it is over 120" in length? And, does that length include the trailer?

Leehy says that people may construe that as whatever they wish and think they would not need to be licensed then if over 120”.

Wassenberg points out page 5, where it seems that the wording seems to imply that if you own a pedicab but do not operate a pedicab business, then you don’t need a license. On page 6, section 6, it says that a pedicab license in either Minneapolis or St. Paul is acceptable for us to then grant a license in Falcon Heights. Does this cover both the vehicle and the driver?

Linehan says that it does.

Wassenberg says a pedicab number is mentioned. But, it says where the number shall be displayed is not consistent in two parts of the ordinance and should be updated to be consistent.

Linehan says he will update it to reflect that they need a number, but not necessarily a number assigned by us.

Wassenberg wonders if we are prohibiting them from having products containing THC. Right now, it just says “alcoholic beverages.”

Councilmembers feel “intoxicating beverage” might be more appropriate to state.

Wassenberg questions whether we need to license the company as well.

Leehy thinks having the company name on the license application is helpful, but licensing companies may not be necessary.

Wassenberg wonders if the insurance is tied to the driver or to the pedicab.

Leehy wants to make certain there is language in the ordinance that states pedicab drivers need to follow traffic laws.

Wassenberg helps point out where this language is stated in the ordinance.

Certain fee schedule changes require a public hearing, but this particular one does not.

Meyer wonders if the maximum passenger number stated is too restrictive. Or, how that number was determined?

## 2. Streetlight Banner Contest

Linehan says that Staff is looking for direction on the next steps. The City held a contest but only received one submission and it wasn't submitted in digital form. One thing they would have to do is reach out to the banner company and ask if the art could be digitalized. Two banner brackets have already been hit by trucks and damaged. In part, probably because they are less noticeable without banners on them.

Leehy asks if the brackets could be spun to face the sidewalk.

Linehan says that would come at a significant cost. He adds that one option is to order a shorter banner bracket or have Public Works trim them. That would result in a skinnier, custom-sized banner.

Linehan asks if Council wants to relaunch the contest or what the next step is.

Leehy says that maybe people can submit a concept rather than actual artwork.

Gustafson says that the City could sprinkle in four of the custom art designs so they can be viewed when traveling in each direction.

Wassenberg says that the contest submission has a lot of symbolism and residents will probably enjoy trying to interpret it as they walk by.

Linehan will get an estimate on converting the artwork into a digital format.

Leehy asks if we'd want to reach out to Gibbs Farm, for example, and ask if they'd like to sponsor any banners.

Linehan says that Public Works will remove the banner brackets until banners are installed to help protect them. Then, Council can determine if the brackets still should be trimmed down.

## 3. State Fair Task Force Liaison

Linehan says that the task force met in June and are overall in favor of adding a council liaison.

Mielke expresses a willingness to be the council liaison.

Councilmembers agree to add it to the agenda next week.

4. Staff Updates:

a. Community Park

Linehan shares with councilmembers that the City was noticed that we did not receive the DNR Outdoor Grant. Staff has reached out to obtain feedback from the DNR to strengthen a future application. Without the \$350,000 in grant funds, the City could still do a new playground but it would be without the rubberized surfacing. Or, we could wait.

Linehan received a plumbing and mechanical report today and is awaiting additional reports along with the packaged estimate that it would cost to rehab the current building.

b. Law Enforcement Services

Linehan shared the latest information on contract discussions with St. Anthony Village, as well as finding interim coverage if SAPD can't start a contract until 2026.

Linehan says that St. Anthony Village and Falcon Heights will plan to hold separate workshops to review a draft of the contract later this month.

5. Future Agenda Items

Linehan says that we're about to launch into budget season and that August will be filled with a lot of budget workshops. He will try to do budget workshops after Council meetings as much as possible.

Staff is working on a renter's ordinance.

In the fall, we will begin the 2025 PMP public hearing process.

Linehan is having engineering look at alleyways in Northome.

D. ADJOURNMENT: 8:25 PM

The Mayor motions to adjourn;  
Approved 5-0.

*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 24<sup>th</sup> day of July, 2024

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Randall C. Gustafson, Mayor

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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**

July 10, 2024 at 7:00 P.M.

- A. CALL TO ORDER: 7:00 PM
- B. ROLL CALL: GUSTAFSON\_X\_\_\_ LEEHY\_\_\_ MEYER \_\_\_

WASSENBERG\_X\_\_\_ MIELKE\_X\_\_\_

STAFF PRESENT: LINEHAN\_X\_\_ FARLEY\_X\_

- C. APPROVAL OF AGENDA

Mayor Gustafson motions to approve the agenda;  
Approved 3-0

- D. PRESENTATION

- E. APPROVAL OF MINUTES:

- 1. June 12, 2024 City Council Special Workshop Meeting Minutes
- 2. June 26, 2024 City Council Regular Meeting Minutes

Councilmember Mielke motions to approve the meeting minutes;  
Approved 3-0

- F. PUBLIC HEARINGS:

- G. CONSENT AGENDA:

- 1. General Disbursements through 07/3/24: \$182,591.73
  - a. Payroll through 06/30/24: \$26,933.25
  - b. Wire Payments through 06/30/24: \$16,567.92
- 2. Approval of City License(s)
- 3. Night to Unite Proclamation
- 4. Administrative Services Director Kelly Nelson – Six-Month Step Adjustment
- 5. 2023 Pavement Management Program – Northwest Asphalt Change Order #5 and Final Pay Estimate
- 6. Council Liaison to State Fair Task Force Appointment
- 7. **Approve Purchase of Public Works Sidewalk Shaving Equipment**

Mayor Gustafson motions to approve the consent agenda;  
Approved 3-0

Administrator Linehan explains the hold back partial payment on road projects to ensure any issues get repaired. The contractor completed some minor repairs, and the 2023 PMP can be closed out, with the final payment. Also, Public Works wanted to purchase sidewalk shaving equipment as they felt they could do this in-house, rather than hiring a contractor.

Councilmember Wassenberg encourages residents to participate in Night to Unite. He also thanks Administrative Services Director Kelly Nelson for her hard work.

H. POLICY ITEMS:

1. Pedicab Ordinance

Linehan explains the background of the pedicab ordinance. The idea of regulating pedicabs was brought up originally by traffic enforcement. The State Fair Task Force along with the City Council and City Staff has been working on creating the ordinance and after some changes recommends approval of the ordinance.

Wassenberg wonders about informing law enforcement agencies.

Linehan answers yes, this will be shared as well as with the City Prosecutor, who will add it to the State's database.

Mayor Gustafson reiterates the ordinance. The pedicab will need to showcase the City License and both the vehicle and the driver need to be licensed in order to operate in Falcon Heights. Some other items involved are noise, and lighting factors as well as operating hours.

Linehan agrees and adds some of the licensing requirements for the pedicab are proper insurance, vehicle safety, etc. and the driver needs to go through a licensing process as well. If the pedicab has current inspection paperwork from St. Paul or Minneapolis, they do not need an inspection in Falcon Heights, but if they do not, an inspection in Falcon Heights is required.

Wassenberg comments it is good to have the ordinance in place so law enforcement can act on unlawful behavior by pedicabs.

Councilmember Mielke appreciates letters being sent out to pedicab companies to make them aware of the new ordinance.

The City Council thanks Intern Farley for his work on the ordinance.

Councilmember Mielke motions to approve Ordinance 24-02 Amending Title 14 Of The Falcon Heights City Code Concerning Pedicab Licenses, and Summary Ordinance 24-02;  
Approved 3-0

3. Fee Schedule Ordinance Amendment for Pedicab Licensure

Linehan explains, per the City Attorney, this change in the City Fee Schedule does not require a public hearing and can be approved administratively. Staff looked at fee schedules in St. Paul and Minneapolis. Given that there is only a small seasonal market for pedicabs in Falcon Heights, staff is proposing an annual registration fee for each pedicab of \$25 and a rider registration fee of \$25.

Mayor Gustafson feels a \$50 registration fee for each pedicab and a rider registration fee of \$25 would be more in line with the work involved for staff. He suggests reviewing after the 2024 State Fair to see if a processing fee for inspections should be added during the annual review of the City Fee schedule.

Mielke and Wassenberg are in favor of that increase.

Councilmember Wassenberg motions to approve Ordinance 24-03 Amending The Fee/Rate Schedule For The City Of Falcon Heights Relative To Pedicab Licensing And Registration, and Summary Ordinance 24-03;

I. INFORMATION/ANNOUNCEMENTS:

Councilmember Wassenberg informs the Council that the Parks and Rec Commission is performing an annual parks audit. He has also been accepted as a board member to represent Falcon Heights for the Northeast Youth and Family Services.

Councilmember Mielke attended the Parking Lot Concert at the Falcon Heights Church. She also attended the Council meeting at Mounds View, where they passed an ordinance to have a racial covenant discharged before the house could be sold. She would like to discuss this at a future workshop meeting, as Falcon Heights has the most racial covenants per capita in Ramsey County.

Mayor Gustafson notes Ice Cream Social is July 18 from 5:00 – 7:00 PM at Community Park. He also encourages residents to register their block party for Night to Unite before July 12 with the Ramsey County Sheriff’s Office.

Administrator Linehan adds that this year at Ice Cream Social there will be a bouncy house and inflatable axe throwing, and the Resource Fair is also expanding. This past Sunday, City Hall hosted the 8<sup>th</sup> annual Unity Day BBQ with the Castile Family. The State Fair Task Force will meet on July 17 to discuss final items before the Fair. The Community Engagement Commission will meet on July 15. The Planning Commission has its next meeting on July 23<sup>rd</sup>, they would like to have a joint workshop with the City Council in August. Public Works has been working on pouring concrete pads for new benches at both parks and they continue to mow city-maintained grass.

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. CLOSED SESSION:

1. Annual Performance Evaluation for City Administrator Jack Linehan - Pursuant to Minn. Stat. 13D.05, subd. 3(a).

Councilmember Wassenberg motions to enter closed session;  
Approved 3-0

L. ADJOURNMENT: 8:57 PM

Councilmember Mielke motions to adjourn;  
Approved 3-0

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Randall C. Gustafson, Mayor

Dated this 24<sup>th</sup> day of July, 2024

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Jack Linehan, City Administrator

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PACKET: 03155 JULY 18 P[AYABLES

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 |
| =====          |                                |                                |          |                    |                          |              |
| 01-03111       | CENTER FOR ENERGY AND ENVIRONM |                                |          |                    |                          |              |
| I-24899        |                                | HOME ENERGY SQUAD VISITS       | 420.00   |                    |                          |              |
| 7/18/2024      | APBNK                          | DUE: 7/18/2024 DISC: 7/18/2024 |          | 1099: N            |                          |              |
|                |                                | HOME ENERGY SQUAD VISITS       |          | 101 4117-89070-000 | ENERGY AUDIT INCENTIVE   | 420.00       |
|                |                                | === VENDOR TOTALS ===          | 420.00   |                    |                          |              |
| =====          |                                |                                |          |                    |                          |              |
| 01-03122       | CITY OF ST PAUL                |                                |          |                    |                          |              |
| I-IN58949      |                                | ASPHALT MIX II                 | 154.25   |                    |                          |              |
| 7/18/2024      | APBNK                          | DUE: 7/18/2024 DISC: 7/18/2024 |          | 1099: N            |                          |              |
|                |                                | ASPHALT MIX II                 |          | 101 4132-75000-000 | BITUMINOUS PATCHING      | 154.25       |
|                |                                | === VENDOR TOTALS ===          | 154.25   |                    |                          |              |
| =====          |                                |                                |          |                    |                          |              |
| 01-07299       | NELSON, KELLY                  |                                |          |                    |                          |              |
| I-202407188890 |                                | REIMB ICE CREAM SOCIAL EXPS    | 612.57   |                    |                          |              |
| 7/18/2024      | APBNK                          | DUE: 7/18/2024 DISC: 7/18/2024 |          | 1099: N            |                          |              |
|                |                                | REIMB ICE CREAM SOCIAL EXPS    |          | 101 4116-70100-000 | SUPPLIES                 | 612.57       |
|                |                                | === VENDOR TOTALS ===          | 612.57   |                    |                          |              |
| =====          |                                |                                |          |                    |                          |              |
| 01-06030       | OLSON, ROLAND                  |                                |          |                    |                          |              |
| I-202407188891 |                                | FLEX REIMB                     | 108.00   |                    |                          |              |
| 7/18/2024      | APBNK                          | DUE: 7/18/2024 DISC: 7/18/2024 |          | 1099: N            |                          |              |
|                |                                | FLEX REIMB                     |          | 101 21712-000      | MEDICAL FLEX SAVINGS PAY | 89.64        |
|                |                                | FLEX REIMB                     |          | 601 21712-000      | MEDICAL FLEX SAVINGS PAY | 16.20        |
|                |                                | FLEX REIMB                     |          | 602 21712-000      | MEDICAL FLEX SAVINGS PAY | 2.16         |
|                |                                | === VENDOR TOTALS ===          | 108.00   |                    |                          |              |
| =====          |                                |                                |          |                    |                          |              |
| 01-05925       | SECURIAN LIFE INSURANCE COMPAN |                                |          |                    |                          |              |
| I-27283651-00  |                                | AUG LIFE INS                   | 313.24   |                    |                          |              |
| 7/18/2024      | APBNK                          | DUE: 7/18/2024 DISC: 7/18/2024 |          | 1099: N            |                          |              |
|                |                                | AUG LIFE INS                   |          | 101 4112-89000-000 | MISCELLANEOUS            | 313.24       |
|                |                                | === VENDOR TOTALS ===          | 313.24   |                    |                          |              |
| =====          |                                |                                |          |                    |                          |              |
| 01-05784       | UPPER CUT TREE SERVICES        |                                |          |                    |                          |              |
| I-5994         |                                | STORM DAMAGE TREE REMOVALS     | 4,700.00 |                    |                          |              |
| 7/18/2024      | APBNK                          | DUE: 7/18/2024 DISC: 7/18/2024 |          | 1099: N            |                          |              |
|                |                                | STORM DAMAGE TREE REMOVALS     |          | 101 4134-84040-000 | STORM DAMAGE             | 4,700.00     |
|                |                                | === VENDOR TOTALS ===          | 4,700.00 |                    |                          |              |
|                |                                | === PACKET TOTALS ===          | 6,308.06 |                    |                          |              |

PACKET: 03153 JULY 17 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 |
| =====          |                           |                                |             |                        |                          |              |
| 01-06584       | BRAD FINN - THE FINN BAND |                                |             |                        |                          |              |
| I-202407178888 |                           | FINN BAND-ICE CREAM SOCIAL     | 500.00      |                        |                          |              |
| 7/17/2024      | APBNK                     | DUE: 7/17/2024 DISC: 7/17/2024 |             | 1099: N                |                          |              |
|                |                           | FINN BAND-ICE CREAM SOCIAL     |             | 101 4116-89010-000     | SPECIAL EVENTS           | 500.00       |
|                |                           | === VENDOR TOTALS ===          | 500.00      |                        |                          |              |
| =====          |                           |                                |             |                        |                          |              |
| 01-03089       | CASH                      |                                |             |                        |                          |              |
| I-202407178887 |                           | MATERIAL DISPOSAL COMM PK BEN  | 40.00       |                        |                          |              |
| 7/17/2024      | APBNK                     | DUE: 7/17/2024 DISC: 7/17/2024 |             | 1099: N                |                          |              |
|                |                           | MATERIAL DISPOSAL COMM PK BENC |             | 101 4141-87120-000     | FACILITIES & GROUND MAIN | 40.00        |
|                |                           | === VENDOR TOTALS ===          | 40.00       |                        |                          |              |
| =====          |                           |                                |             |                        |                          |              |
| 01-06301       | SAMS CLUB MC/SYNCB        |                                |             |                        |                          |              |
| I-202407178889 |                           | PLANTS/SPECIAL EVENT/SPRTEQUI  | 9,681.02    |                        |                          |              |
| 7/17/2024      | APBNK                     | DUE: 7/17/2024 DISC: 7/17/2024 |             | 1099: N                |                          |              |
|                |                           | FILES/SIGN PARTS/EARBUD/KEYBOA |             | 101 4112-70100-000     | SUPPLIES                 | 289.22       |
|                |                           | ULMUS AME PRINCETON ELM TREE`  |             | 101 4134-84030-000     | TREE PLANTING            | 110.00       |
|                |                           | HOSTA PLANTS FOR CITY HALL     |             | 101 4131-87010-000     | CITY HALL MAINTENANCE    | 152.00       |
|                |                           | ICE CREAM-SPRING TOGETHER EVT  |             | 101 4116-89010-000     | SPECIAL EVENTS           | 1,245.60     |
|                |                           | CHAT GPT                       |             | 101 4116-70100-000     | SUPPLIES                 | 20.00        |
|                |                           | REC EQUIPMENT GOOD NEIGHBOR GR |             | 201 4201-88800-000     | UMN GOOD NEIGHBOR GRANT  | 7,303.08     |
|                |                           | SURVEY MONKEY                  |             | 101 4131-70110-000     | SUPPLIES                 | 468.00       |
|                |                           | GLASS PANEL- MONUMENT          |             | 419 4419-92008-000     | CITY MONUMENT SIGNS      | 18.12        |
|                |                           | ICE CREAM SOCIAL SIGN CHANGES  |             | 101 4116-89010-000     | SPECIAL EVENTS           | 75.00        |
|                |                           | === VENDOR TOTALS ===          | 9,681.02    |                        |                          |              |
|                |                           | === PACKET TOTALS ===          | 10,221.02   |                        |                          |              |

PACKET: 03151 JULY 16TH PAYABAES  
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 |
| =====        |                       |          |             |                        |              |
| 01-05915     | ANIMAL HUMANE SOCIETY |          |             |                        |              |

|           |       |                                |        |                    |                       |
|-----------|-------|--------------------------------|--------|--------------------|-----------------------|
| I-40414   |       | APR TO JUNE ANIMAL BOARDING    | 225.00 |                    |                       |
| 7/16/2024 | APBNK | DUE: 7/16/2024 DISC: 7/16/2024 |        | 1099: N            |                       |
|           |       | APR TO JUNE ANIMAL BOARDING    |        | 101 4122-81300-000 | ANIMAL CONTROL 225.00 |
|           |       | === VENDOR TOTALS ===          | 225.00 |                    |                       |

|                |       |                                |        |                    |                               |
|----------------|-------|--------------------------------|--------|--------------------|-------------------------------|
| =====          |       |                                |        |                    |                               |
| 01-03089       | CASH  |                                |        |                    |                               |
| =====          |       |                                |        |                    |                               |
| I-202407168884 |       | TREE STORM DAMAGE DISPOSAL     | 103.95 |                    |                               |
| 7/16/2024      | APBNK | DUE: 7/16/2024 DISC: 7/16/2024 |        | 1099: N            |                               |
|                |       | TREE STORM DAMAGE DISPOSAL     |        | 419 4419-92500-000 | LARPENTEUR STREET LIGHTS 8.73 |
|                |       | CERTIFIED MAIL;BOND INT PYMT   |        | 429 4429-89000-000 | MISCELLANEOUS 8.73            |
|                |       | SYMPATHY CARD                  |        | 101 4112-89000-000 | MISCELLANEOUS 6.49            |
|                |       | SYMPATHY CARD                  |        | 101 4134-84040-000 | STORM DAMAGE 80.00            |
|                |       | === VENDOR TOTALS ===          | 103.95 |                    |                               |

|              |                    |                                |       |                    |                             |
|--------------|--------------------|--------------------------------|-------|--------------------|-----------------------------|
| =====        |                    |                                |       |                    |                             |
| 01-03123     | CINTAS CORPORATION |                                |       |                    |                             |
| =====        |                    |                                |       |                    |                             |
| I-4196402448 |                    | FLOOR MATTS SVC JUNE 30        | 82.28 |                    |                             |
| 16/2024      | APBNK              | DUE: 7/16/2024 DISC: 7/16/2024 |       | 1099: N            |                             |
|              |                    | FLOOR MATTS SVC JUNE 30        |       | 101 4131-87010-000 | CITY HALL MAINTENANCE 82.28 |
|              |                    | === VENDOR TOTALS ===          | 82.28 |                    |                             |

|                |                     |                                |       |                    |                          |
|----------------|---------------------|--------------------------------|-------|--------------------|--------------------------|
| =====          |                     |                                |       |                    |                          |
| 01-05017       | LADOUCEUR, HADLEY J |                                |       |                    |                          |
| =====          |                     |                                |       |                    |                          |
| I-202407168886 |                     | REISSUE CK 93294, PSTV PAY ER  | 69.26 |                    |                          |
| 7/16/2024      | APBNK               | DUE: 7/16/2024 DISC: 7/16/2024 |       | 1099: N            |                          |
|                |                     | REISSUE CK 93294, PSTV PAY ERR |       | 201 4201-60530-000 | SEASONAL EMPLOYEES 69.26 |
|                |                     | === VENDOR TOTALS ===          | 69.26 |                    |                          |

|                |               |                                |       |                    |                  |
|----------------|---------------|--------------------------------|-------|--------------------|------------------|
| =====          |               |                                |       |                    |                  |
| 01-05856       | LINEHAN, JACK |                                |       |                    |                  |
| =====          |               |                                |       |                    |                  |
| I-202407168883 |               | TELEPHONE JULY REIMB           | 60.00 |                    |                  |
| 7/16/2024      | APBNK         | DUE: 7/16/2024 DISC: 7/16/2024 |       | 1099: N            |                  |
|                |               | TELEPHONE JULY REIMB           |       | 601 4601-85015-000 | CELL PHONE 60.00 |
|                |               | === VENDOR TOTALS ===          | 60.00 |                    |                  |



PACKET: 03151 JULY 16TH PAYABAES

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 |
| =====          |                               |                                |          |                    |                         |              |
| 01-05927       | POPE, DEAN                    |                                |          |                    |                         |              |
| I-202407168882 |                               | REIMB: SAFETY BOOT REPAIRS     | 41.16    |                    |                         |              |
| 7/16/2024      | APBNK                         | DUE: 7/16/2024 DISC: 7/16/2024 |          | 1099: N            |                         |              |
|                |                               | REIMB: SAFETY BOOT REPAIRS     |          | 101 4132-77000-000 | CLOTHING                | 41.16        |
|                |                               | === VENDOR TOTALS ===          | 41.16    |                    |                         |              |
| =====          |                               |                                |          |                    |                         |              |
| 01-06254       | RICE CREEK WATERSHED DISTRICT |                                |          |                    |                         |              |
| I-2024-12      |                               | WATER MGMT DISTRICT CHRG       | 180.20   |                    |                         |              |
| 7/16/2024      | APBNK                         | DUE: 7/16/2024 DISC: 7/16/2024 |          | 1099: N            |                         |              |
|                |                               | WATER MGMT DISTRICT CHRG       |          | 602 4602-89000-000 | ROW WATER MGMT DISTRICT | 180.20       |
|                |                               | === VENDOR TOTALS ===          | 180.20   |                    |                         |              |
| =====          |                               |                                |          |                    |                         |              |
| 01-05870       | XCEL ENERGY                   |                                |          |                    |                         |              |
| I-202407168885 |                               | ELECT AND GAS                  | 2,634.83 |                    |                         |              |
| 7/16/2024      | APBNK                         | DUE: 7/16/2024 DISC: 7/16/2024 |          | 1099: N            |                         |              |
|                |                               | ELECT                          |          | 209 4209-85020-000 | STREET LIGHTING POWER   | 11.01        |
|                |                               | ELECT                          |          | 209 4209-85020-000 | STREET LIGHTING POWER   | 54.87        |
|                |                               | ELECT                          |          | 209 4209-85020-000 | STREET LIGHTING POWER   | 11.68        |
|                |                               | ELECT                          |          | 209 4209-85020-000 | STREET LIGHTING POWER   | 15.07        |
|                |                               | ELECT                          |          | 209 4209-85020-000 | STREET LIGHTING POWER   | 2,206.60     |
|                |                               | GAS                            |          | 101 4131-85030-000 | NATURAL GAS             | 74.48        |
|                |                               | ELECT                          |          | 209 4209-85020-000 | STREET LIGHTING POWER   | 57.56        |
|                |                               | ELECT                          |          | 209 4209-85020-000 | STREET LIGHTING POWER   | 25.84        |
|                |                               | ELECT                          |          | 209 4209-85020-000 | STREET LIGHTING POWER   | 54.41        |
|                |                               | ELECT                          |          | 209 4209-85020-000 | STREET LIGHTING POWER   | 36.80        |
|                |                               | ELECT                          |          | 209 4209-85020-000 | STREET LIGHTING POWER   | 29.11        |
|                |                               | ELECT                          |          | 209 4209-85020-000 | STREET LIGHTING POWER   | 57.40        |
|                |                               | === VENDOR TOTALS ===          | 2,634.83 |                    |                         |              |
|                |                               | === PACKET TOTALS ===          | 3,396.68 |                    |                         |              |

PACKET: 03149 JULY 12 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

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

---

01-03001 CAMPBELL KNUTSON

I-320 LEGALS JUNE 1,904.60  
 7/12/2024 APBNK DUE: 7/12/2024 DISC: 7/12/2024 1099: Y  
 LEGALS JUNE 101 4114-80200-000 LEGAL FEES 1,904.60  
 === VENDOR TOTALS === 1,904.60

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01-05171 FRA DOR INC

I-2406167 BLACK DIRT 69.00  
 7/12/2024 APBNK DUE: 7/12/2024 DISC: 7/12/2024 1099: N  
 BLACK DIRT 419 4419-92005-000 SIDEWALK IMPROVEMENTS 69.00  
 === VENDOR TOTALS === 69.00

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01-05856 LINEHAN, JACK

I-202407128881 FLEX REIMB 677.24  
 7/12/2024 APBNK DUE: 7/12/2024 DISC: 7/12/2024 1099: N  
 FLEX REIMB 101 21712-000 MEDICAL FLEX SAVINGS PAY 595.97  
 FLEX REIMB 206 21712-000 MEDICAL FLEX SAVINGS PAY 33.86  
 FLEX REIMB 601 21712-000 MEDICAL FLEX SAVINGS PAY 27.09  
 FLEX REIMB 602 21712-000 MEDICAL FLEX SAVINGS PAY 20.32  
 === VENDOR TOTALS === 677.24

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01-05796 MINNEAPOLIS GLASS

I-154025 GLASS PANELS FOR MONUMENT SIG 3,261.20  
 7/12/2024 APBNK DUE: 7/12/2024 DISC: 7/12/2024 1099: N  
 GLASS PANELS FOR MONUMENT SIGN 419 4419-92008-000 CITY MONUMENT SIGNS 3,261.20  
 === VENDOR TOTALS === 3,261.20

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01-05273 MN PUBLIC EMPLOYEES INSURANCE

I-1412896 AUG HEALTH INS 12,205.33  
 7/12/2024 APBNK DUE: 7/12/2024 DISC: 7/12/2024 1099: N  
 AUG HEALTH INS 101 4112-89000-000 MISCELLANEOUS 12,205.33  
 === VENDOR TOTALS === 12,205.33

PACKET: 03149 JULY 12 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

| -----ID-----          |           |                                | GROSS     | P.O. #             |                        |              |
|-----------------------|-----------|--------------------------------|-----------|--------------------|------------------------|--------------|
| POST DATE             | BANK CODE | -----DESCRIPTION-----          | DISCOUNT  | G/L ACCOUNT        | -----ACCOUNT NAME----- | DISTRIBUTION |
| =====                 |           |                                |           |                    |                        |              |
| 01-06053              |           | OREILLY AUTO PARTS             |           |                    |                        |              |
| I-3243-432869         |           | BATTERIES FOR DUMP TRUCK       | 287.26    |                    |                        |              |
| 7/12/2024             | APBNK     | DUE: 7/12/2024 DISC: 7/12/2024 |           | 1099: N            |                        |              |
|                       |           | BATTERIES FOR DUMP TRUCK       |           | 101 4132-70120-000 | SUPPLIES               | 287.26       |
| =====                 |           |                                |           |                    |                        |              |
| I-3243-435791         |           | MOTOR OIL                      | 11.98     |                    |                        |              |
| 7/12/2024             | APBNK     | DUE: 7/12/2024 DISC: 7/12/2024 |           | 1099: N            |                        |              |
|                       |           | MOTOR OIL                      |           | 101 4132-70120-000 | SUPPLIES               | 11.98        |
| === VENDOR TOTALS === |           |                                | 299.24    |                    |                        |              |
| =====                 |           |                                |           |                    |                        |              |
| 01-05914              |           | SIMONS, DAVID                  |           |                    |                        |              |
| I-202407128880        |           | CLOTHING REIMB                 | 57.96     |                    |                        |              |
| 7/12/2024             | APBNK     | DUE: 7/12/2024 DISC: 7/12/2024 |           | 1099: N            |                        |              |
|                       |           | CLOTHING REIMB                 |           | 101 4132-77000-000 | CLOTHING               | 57.96        |
| === VENDOR TOTALS === |           |                                | 57.96     |                    |                        |              |
| === PACKET TOTALS === |           |                                | 18,474.57 |                    |                        |              |

PACKET: 03146 JULY 10 2ND 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 |
| =====                 |                                |                                |          |                    |                          |              |
| 01-04066              | GUSTAFSON, RANDALL C           |                                |          |                    |                          |              |
| I-202407108877        |                                | LMC CONF MILEAGE/PARKNG REIMB  | 139.25   |                    |                          |              |
| 7/10/2024             | APBNK                          | DUE: 7/10/2024 DISC: 7/10/2024 |          | 1099: N            |                          |              |
|                       |                                | LMC CONF MILEAGE/PARKING REIMB |          | 101 4111-86100-000 | CONFERENCES/EDUCATION/TR | 139.25       |
| === VENDOR TOTALS === |                                |                                | 139.25   |                    |                          |              |
| =====                 |                                |                                |          |                    |                          |              |
| 01-05134              | HEJNY RENTAL, INC.             |                                |          |                    |                          |              |
| I-377359              |                                | RENTED BOOM LIFT JUNE 3RD      | 381.46   |                    |                          |              |
| 7/10/2024             | APBNK                          | DUE: 7/10/2024 DISC: 7/10/2024 |          | 1099: N            |                          |              |
|                       |                                | RENTED BOOM LIFT JUNE 3RD      |          | 419 4419-92056-000 | LARPENTEUR MEDIAN 2020   | 381.46       |
| === VENDOR TOTALS === |                                |                                | 381.46   |                    |                          |              |
| =====                 |                                |                                |          |                    |                          |              |
| 01-05747              | MIELKE, PAULA                  |                                |          |                    |                          |              |
| I-202407108878        |                                | LMC CONF MILEAGE/PARKING REIM  | 134.55   |                    |                          |              |
| 7/10/2024             | APBNK                          | DUE: 7/10/2024 DISC: 7/10/2024 |          | 1099: N            |                          |              |
|                       |                                | LMC CONF MILEAGE/PARKING REIMB |          | 101 4111-86100-000 | CONFERENCES/EDUCATION/TR | 134.55       |
| === VENDOR TOTALS === |                                |                                | 134.55   |                    |                          |              |
| =====                 |                                |                                |          |                    |                          |              |
| 01-06185              | RAMSEY COUNTY                  |                                |          |                    |                          |              |
| I-PRRRV -002762       |                                | 3RD QTR ELECTION SVCS          | 5,450.00 |                    |                          |              |
| 7/10/2024             | APBNK                          | DUE: 7/10/2024 DISC: 7/10/2024 |          | 1099: N            |                          |              |
|                       |                                | 3RD QTR ELECTION SVCS          |          | 101 4115-80350-000 | ACCUVOTE VOTING SERVICE  | 5,450.00     |
| === VENDOR TOTALS === |                                |                                | 5,450.00 |                    |                          |              |
| =====                 |                                |                                |          |                    |                          |              |
| 01-06184              | RAMSEY COUNTY - POLICE AND 911 |                                |          |                    |                          |              |
| I-EMCOM 011785        |                                | CAD SVC JUNE                   | 379.58   |                    |                          |              |
| 7/10/2024             | APBNK                          | DUE: 7/10/2024 DISC: 7/10/2024 |          | 1099: N            |                          |              |
|                       |                                | CAD SVC JUNE                   |          | 101 4122-81200-000 | 911 DISPATCH FEES        | 379.58       |
| I-EMCOM 011801        |                                | 911 DISPATCH JUNE              | 2,468.67 |                    |                          |              |
| 7/10/2024             | APBNK                          | DUE: 7/10/2024 DISC: 7/10/2024 |          | 1099: N            |                          |              |
|                       |                                | 911 DISPATCH JUNE              |          | 101 4122-81200-000 | 911 DISPATCH FEES        | 2,468.67     |
| === VENDOR TOTALS === |                                |                                | 2,848.25 |                    |                          |              |

PACKET: 03146 JULY 10 2ND 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 |
| =====        |           |                                |          |                    |                        |              |
| 01-06314     |           | REHDER FORESTRY CONSULTING     |          |                    |                        |              |
| I-413        |           | FORESTRY CONSULTING APR-JUN    | 259.04   |                    |                        |              |
| 7/10/2024    | APBNK     | DUE: 7/10/2024 DISC: 7/10/2024 |          | 1099: N            |                        |              |
|              |           | FORESTRY CONSULTING APR-JUN    |          | 101 4134-80330-000 | FORESTRY CONSULTANT    | 259.04       |
|              |           | === VENDOR TOTALS ===          | 259.04   |                    |                        |              |
| =====        |           |                                |          |                    |                        |              |
| 01-07432     |           | TOFT'S OUTDOOR SUPPLY          |          |                    |                        |              |
| I-3754       |           | TREE BRUSH TRIMMINGS           | 185.00   |                    |                        |              |
| 7/10/2024    | APBNK     | DUE: 7/10/2024 DISC: 7/10/2024 |          | 1099: N            |                        |              |
|              |           | TREE BRUSH TRIMMINGS           |          | 101 4134-84010-000 | TREE TRIMMING          | 185.00       |
| I-3815       |           | BRUSH AND LOG DISPOSAL         | 150.00   |                    |                        |              |
| 7/10/2024    | APBNK     | DUE: 7/10/2024 DISC: 7/10/2024 |          | 1099: N            |                        |              |
|              |           | BRUSH AND LOG DISPOSAL         |          | 101 4134-84010-000 | TREE TRIMMING          | 150.00       |
|              |           | === VENDOR TOTALS ===          | 335.00   |                    |                        |              |
|              |           | === PACKET TOTALS ===          | 9,547.55 |                    |                        |              |

PACKET: 03144 JULY 10 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 |
| =====          |                           |                                |           |                    |                        |              |
| 01-03110       | CENTURY LINK              |                                |           |                    |                        |              |
| I-202407108875 |                           | JUNE LANDLINE SS               | 74.70     |                    |                        |              |
| 7/10/2024      | APBNK                     | DUE: 7/10/2024 DISC: 7/10/2024 |           | 1099: N            |                        |              |
|                |                           | JUNE LANDLINE SS               |           | 601 4601-85011-000 | TELEPHONE - LANDLINE   | 74.70        |
|                |                           | === VENDOR TOTALS ===          | 74.70     |                    |                        |              |
| =====          |                           |                                |           |                    |                        |              |
| 01-05450       | LEAGUE MN CITIES INS TRST |                                |           |                    |                        |              |
| I-23898        |                           | WORKERS COMP CLAIM DEAN        | 204.18    |                    |                        |              |
| 7/10/2024      | APBNK                     | DUE: 7/10/2024 DISC: 7/10/2024 |           | 1099: N            |                        |              |
|                |                           | WORKERS COMP CLAIM DEAN        |           | 101 4192-89000-000 | MISCELLANEOUS          | 204.18       |
|                |                           | === VENDOR TOTALS ===          | 204.18    |                    |                        |              |
| =====          |                           |                                |           |                    |                        |              |
| 01-05908       | METRO-INET                |                                |           |                    |                        |              |
| I-2049         |                           | JULY IT                        | 4,132.00  |                    |                        |              |
| 7/10/2024      | APBNK                     | DUE: 7/10/2024 DISC: 7/10/2024 |           | 1099: N            |                        |              |
|                |                           | JULY IT                        |           | 101 4116-85070-000 | TECHNICAL SUPPORT      | 4,132.00     |
|                |                           | === VENDOR TOTALS ===          | 4,132.00  |                    |                        |              |
| =====          |                           |                                |           |                    |                        |              |
| 01-06002       | NINENORTH                 |                                |           |                    |                        |              |
| I-2024-093     |                           | JUNE WEBSTREAMING/CABLECAST    | 713.24    |                    |                        |              |
| 7/10/2024      | APBNK                     | DUE: 7/10/2024 DISC: 7/10/2024 |           | 1099: N            |                        |              |
|                |                           | JUNE WEBSTREAMING/CABLECAST    |           | 101 4116-85050-000 | CABLE TV               | 713.24       |
|                |                           | === VENDOR TOTALS ===          | 713.24    |                    |                        |              |
| =====          |                           |                                |           |                    |                        |              |
| 01-06024       | ON SITE SANITATION        |                                |           |                    |                        |              |
| I-1740232      |                           | ICE CREAM SOCIAL COMM PK       | 328.00    |                    |                        |              |
| 7/10/2024      | APBNK                     | DUE: 7/10/2024 DISC: 7/10/2024 |           | 1099: N            |                        |              |
|                |                           | ICE CREAM SOCIAL COMM PK       |           | 601 4601-85080-000 | PORTABLE TOILET PARKS  | 328.00       |
|                |                           | === VENDOR TOTALS ===          | 328.00    |                    |                        |              |
| =====          |                           |                                |           |                    |                        |              |
| 01-07878       | ZIONS BANK                |                                |           |                    |                        |              |
| I-202407108876 |                           | INTEREST PYMTS 2023 STREET BO  | 21,912.80 |                    |                        |              |
| 7/10/2024      | APBNK                     | DUE: 7/10/2024 DISC: 7/10/2024 |           | 1099: N            |                        |              |
|                |                           | INTEREST PYMTS 2023 STREET BON |           | 306 4306-94500-000 | BOND INTEREST          | 21,912.80    |
|                |                           | === VENDOR TOTALS ===          | 21,912.80 |                    |                        |              |
|                |                           | === PACKET TOTALS ===          | 27,364.92 |                    |                        |              |

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

PAY PERIOD ENDING 7/15/2024  
DIRECT DEPOSIT EFFECTIVE DATE 7/11/2024

| MP #   | NAME               | AMOUNT   |
|--------|--------------------|----------|
| 1006   | JACK LINEHAN       | 3,057.73 |
| 1-1027 | KELLY A NELSON     | 2,666.92 |
| 1-1029 | ELKE VAN DER WERFF | 1,779.05 |
| 1-1043 | WILLIAM D FARLEY   | 1,107.98 |
| 1-1136 | ROLAND O OLSON     | 3,282.06 |
| 1-1162 | ALYSSA LANDBERG    | 1,258.99 |
| 1-1028 | HANNAH B LYNCH     | 3,087.01 |
| 1-1167 | DAVID S SIMONS     | 1,919.57 |
| 1-1168 | DEAN T POPE        | 1,725.88 |
| 1-1033 | DAVE TRETSEVEN     | 2,065.72 |
| 1-1143 | COLIN B CALLAHAN   | 2,939.16 |
| 1-2278 | KENDALL J MOORE    | 619.65   |

TOTAL PRINTED: 12 25,509.72

7-11-2024 11:42 AM

PAYROLL CHECK REGISTER

PAGE: 1

PAYROLL NO: 01 City of Falcon Heights

PAYROLL DATE: 7/11/2024

| EMP NO | EMPLOYEE NAME       | TYPE | CHECK DATE | CHECK AMOUNT | CHECK NO. |
|--------|---------------------|------|------------|--------------|-----------|
| 2279   | LADOUCEUR, HADLEY J | R    | 7/11/2024  | 69.26        | 093294    |
| 2280   | LEE, RACHEL H       | R    | 7/11/2024  | 69.26        | 093295    |

7-11-2024 11:42 AM

PAYROLL CHECK REGISTER

PAGE: 2

PAYROLL NO: 01 City of Falcon Heights

PAYROLL DATE: 7/11/2024

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

|                                |    |           |
|--------------------------------|----|-----------|
| REGULAR CHECKS:                | 2  | 138.52    |
| DIRECT DEPOSIT REGULAR CHECKS: | 12 | 25,509.72 |
| MANUAL CHECKS:                 |    |           |
| PRINTED MANUAL CHECKS:         |    |           |
| DIRECT DEPOSIT MANUAL CHECKS:  |    |           |
| VOIDED CHECKS:                 |    |           |
| NON CHECKS:                    |    |           |
| TOTAL CHECKS:                  | 14 | 25,648.24 |

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

\*\* END OF REPORT \*\*

## WIRE PAYMENTS

|          | July 15 payroll |
|----------|-----------------|
| Fed With | 9,083.49        |
| St With  | 1,615.68        |
| Pera     | 5,102.18        |
| ICMA     | 200.00          |
|          | <hr/>           |
|          | 16,001.35       |



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## REQUEST FOR COUNCIL ACTION

|                     |                        |
|---------------------|------------------------|
| <b>Meeting Date</b> | July 24, 2024          |
| <b>Agenda Item</b>  | Consent G2             |
| <b>Attachment</b>   | Contract, Addendum     |
| <b>Submitted By</b> | Randy Gustafson, Mayor |

|                    |  |
|--------------------|--|
| <b>Item</b>        | City Administrator Jack Linehan Performance Evaluation   |
| <b>Description</b> | <p>Jack Linehan, City Administrator was hired May 2, 2022. In accordance with the employment agreement with Administrator Linehan, the City Council members are to annually review the job performance and compensation. The City Council completed the 2023-2024 performance review and submitted the forms to the Mayor. The City Council then met in closed session on July 10 pursuant to Minn. Stat. 13D.05, subd. 3a to discuss the evaluation.</p> <p>The City Administrator's Performance Evaluation covers 50 scored questions and four narrative evaluation questions. Each of the ten categories of evaluation criteria contains five statements to rate performance on this scale:</p> <p>5 = Excellent (almost always exceeds the performance standard)<br/>         4 = Above average (generally exceeds the performance standard)<br/>         3 = Average (generally meets the performance standard)<br/>         2 = Below average (usually does not meet the performance standard)<br/>         1 = Poor (rarely meets the performance standard)</p> <p>The Council expressed satisfaction with Mr. Linehan's service to the City of Falcon Heights. The cumulative Administrator Performance score was 4.812.</p> <p>Administrator Linehan has done an excellent job during his second year in this important role for our city. He has consistently demonstrated an ability to understand community needs, issues and expectations based upon research, empathy, professional experience, and clear communication. Mr. Linehan has provided guidance and service that has kept our community moving forward at a pace to keep Falcon Heights a positive place to live, work, and raise a family.</p> <p>Challenges faced and met by Administrator Linehan and his team of dedicated, hardworking staff to deliver on the goals set and overseen by the City Council during this review period include:</p> <ul style="list-style-type: none"> <li>• <b>Largest capital program in city history - on time and under budget.</b><br/>             The 2023 PMP was the city's largest in our history, navigating 10-years</li> </ul> |

of gridlock to get Garden Avenue rebuilt and new sidewalk installed. Brought in significantly under budget.

- **Ruggles Pathway.** This trail reflects the character of the neighborhood while minimizing disturbance to immediate neighbors.
- **Larpenteur Street Lights.** Where lights installed decades past were not working or downed, 34 replacement streetlights now improve walkability, safety, and welcoming on Larpenteur from Fry to Arona.
- **Community Park Redesign Planning.** Organized the Parks Commission and City Council to a shared and unified goal for the redevelopment of Community Park. When budget realities in inflationary times caused the Council to halt the plans and instructed Administrator Linehan and team to pivot and explore out-of-the-box alternatives the challenges were met professionally.
- **Personnel.** This review period includes the successful transitions in the Public Works Department. Administrator Linehan oversaw the retirement of long-term Director Tim Pittman and the development of in-house replacement Colin Callahan. The city also hired two Senior Maintenance Workers.
- **Staff Stability.** Administrator Linehan has been able to keep the current team together and motivated to meet City goals.
- **Budget and Fiscal Responsibility.** When the 2024 Budget had a 30% increase in one line-item that is 55% of the total budget (policing/Sheriff) we navigated this storm with a single digit levy increase without cutting staff or services.
- **Grants.** Successful grant applications brought over three-quarters of a million dollars into our community to help with development, technical, and staffing assistance.
- **Policing.** Administrator Linehan helped the city navigate extremely complex, and sensitive, discussions and community engagement to solve our long-term policing needs. As we move into a new partnership with the City of Saint Anthony Village for policing services this work will establish a successful part of future annual reviews.
- **State Fair.** Voluntarily stepping forward to serve as staff liaison to the first State Fair Taskforce, Administrator Linehan helped ensure it met the needs of the community. Survey results found 60% of residents satisfied that new parking measures helped increase their experience with the 2023 State Fair.
- **Sidewalk Plowing.** The city is again plowing the sidewalks of residents and businesses on Larpenteur as a value-added service to our businesses while advancing our transportation and walkability goals.
- **Online Business License Renewals / Improved Inspections.** Staff revamped our business licensing process, reducing the list of

|                            |  |
|----------------------------|--|
|                            | <p>businesses not getting licensed on time significantly. Inspections improve safety.</p> <ul style="list-style-type: none"> <li>• <b>Sidewalk Shaving.</b> Bringing this ability in-house to reduce trip hazards both saves considerable expense and improves walkability.</li> <li>• <b>Diversity, Equity, Inclusion and Belonging.</b> Efforts to Cultivate a Caring Community included revitalizing our goals of annual DEI&amp;B training for staff and council with trainings by ThirdSphere, including a community event to increase neighborhood engagement.</li> <li>• <b>Administrative / Inclusion Interns.</b> Falcon Heights provided real-life experiences to future leaders attending college, at minimal cost to the city, to help us advance our DEI&amp;B goals and administrative projects.</li> </ul> <p>Following this review, it is the practice of the City for the Mayor to discuss the performance review results with the City Administrator, and address base salary and other compensation issues.</p> |
| <b>Budget Impact</b>       | Funds have been allocated in the 2024 Budget, and will be allocated for the 2025 Budget.   |
| <b>Attachment(s)</b>       | <ul style="list-style-type: none"> <li>• Addendum #2 to 2022 Employment Agreement</li> </ul>   |
| <b>Action(s) Requested</b> | <p>I recommend that the Falcon Heights City Council make no changes to the base salary at this time while continuing to include the Administrator position in Cost-of-Living Adjustments (COLA) for all city staff, and amend the 2022 Employment Agreement as follows:</p> <ul style="list-style-type: none"> <li>• Provision 5: Vacation accrual changed to reflect 12 years of service credit.</li> <li>• Provision 10: Inclusion of language to cover attendance at the ICMA national conference.</li> </ul> <p>These changes are made in Addendum #2 to the 2022 Employment Agreement and are effective May 2, 2024.</p>  |

# EMPLOYMENT AGREEMENT

**AGREEMENT** made this \_\_\_\_ day of \_\_\_\_\_, 2022, by and between the **CITY OF FALCON HEIGHTS**, a Minnesota municipal corporation ("Employer"), and **JACK LINEHAN** ("Employee").

The parties agree as follows:

**1. POSITION.** Employer agrees to employ Employee as its City Administrator. Employee agrees to serve as City Administrator in accordance with state statutes and City ordinances and to perform such other legally permissible and proper duties and functions as the City Council shall from time to time assign.

**2. PENSION PLAN.** Employer shall contribute to PERA as required by State law for Employee or an alternate pension plan, if selected by Employee, authorized by State law.

**3. SALARY.** Employer shall pay Employee a salary of \$110,000.00 per year commencing May 2, 2022. Employee's salary may be adjusted thereafter from time to time by the City Council without amending this Agreement. The City will provide Employee an annual performance review.

**4. SICK LEAVE.** Employee shall accrue sick leave in accordance with the City's personnel policies.

**5. VACATIONS.** ~~Effective upon Employee's first day of employment, Employee shall be credited with twelve (12) days of accrued vacation leave. Thereafter, Employee shall accrue vacation leave in accordance with the City's personnel policies. Effective May 2, 2024, the Employee shall accrue vacation leave at the same rate as an employee with twelve (12) years of service in accordance with the City's personnel policies.~~

6. **HOLIDAYS.** Employer shall provide Employee the same holidays as enjoyed by other non-union employees.

7. **GENERAL INSURANCE.** Employer shall provide Employee the same group insurance benefits as provided to all other non-union employees.

8. **CELL PHONE.** The city shall reimburse Employee per Non-Union City Employee per City Policy.

9. **DUES AND SUBSCRIPTIONS.** Employer shall budget and pay the professional dues and subscriptions for Employee which are deemed reasonable and necessary for Employee's continued participation in national, regional, state and local associations necessary and desirable for Employee's continued professional participation, growth and advancement, e.g. International City/County Management Association, Minnesota City/County Management Association, League of Minnesota Cities.

10. **PROFESSIONAL DEVELOPMENT.** Employer shall budget and pay necessary and reasonable registration, travel and subsistence expenses of Employee for professional and official travel, meetings and occasions adequate to continue the professional development of Employee and to adequately pursue necessary official and other committees thereof which Employee serves as a member, including all necessary funds associated with the employee's actual and necessary expenses in attending the ICMA Annual Conference in accordance to the City's Travel Policy. Employee shall use good judgment in Employee's outside activities so Employee will not neglect the primary duties to the Employer.

11. **CIVIC CLUB MEMBERSHIP.** Employer recognizes the desirability of representation in and before local civic and other organizations. Employee is authorized to become

a member of such civic clubs or organizations as deemed appropriate by Employee and Employer; and at Employer's expense.

**12. AUTOMOBILE.** Employee shall be paid on a reimbursement basis for the use of Employee's personal automobile for Employer business. Mileage shall be submitted on a quarterly basis. Reimbursement shall be based on the current IRS mileage reimbursement rate.

**13. GENERAL EXPENSES.** Employer shall reimburse Employee reasonable miscellaneous job related expenses which it is anticipated Employee will incur from time to time when provided appropriate documentation.

**14. HOURS OF WORK.** It is understood that the position of City Administrator requires attendance at evening meetings and occasionally at weekend meetings. It is understood by Employee that additional compensation and compensatory time shall not be allowed for such additional expenditures of time. It is further understood that Employee may absent himself/herself from the office to a reasonable extent in consideration of extraordinary time expenditures for evening and weekend meetings at other than normal working hours.

**15. OTHER CONDITIONS OF EMPLOYMENT.** The City's ordinances, City Employee policies, and City Employee Handbook, as may be amended from time to time, are all incorporated herein except to the extent that they conflict with this Employment Agreement.

**16. TERMINATION BENEFITS.** In the event that Employee is terminated by the Employer during such time that Employee is willing and able to perform the duties of City Administrator, then in that event, Employer agrees to pay Employee four (4) months salary, payable on a bi-weekly basis, and to continue to provide and pay for the benefits set forth in paragraph 8 for a period of four (4) months following termination. However, in the event Employee is terminated because of his/her malfeasance in office, gross misconduct, conviction for a felony,

or conviction for an illegal act involving personal gain to Employee, then Employer shall have no obligation to pay the termination benefits.

If Employer at any time during the employment term reduces the salary or other financial benefits of Employee in a greater percentage than across-the-board reduction for all non-union employees, or if Employer refuses, following written notice, to comply with any other provisions of this Agreement benefiting Employee or Employee resigns following a formal suggestion by Employer that he/she resign, then Employee may, at his/her option, be deemed to be "terminated" on the effective date of Employee's resignation and the Employee shall also be entitled to receive the termination benefits set forth above.

If Employee voluntarily resigns his position with Employer, Employee agrees to give the Employer forty-five (45) days advance notice. If Employee voluntarily resigns his/her position with Employer, no termination benefits shall be paid to Employee. If Employee does not give Employer at least forty-five (45) days advance notice of Employee's resignation, Employee will not be paid any accrued and unused sick and vacation leave pay otherwise payable to Employee.

**17. GENERAL CONDITIONS OF EMPLOYMENT.** Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Employer to terminate the services of Employee at any time, for any reason, subject only to the provisions of this Agreement and statutory requirements. Furthermore, nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Employee to resign at any time from his/her position with Employer, subject only to the provisions of this Agreement.



**IN WITNESS WHEREOF**, Employer has caused this Agreement to be signed and executed on its behalf by its Mayor and City Clerk, and Employee has signed this Agreement, in duplicate, the day and year first written above.

CITY OF FALCON HEIGHTS

EMPLOYEE

BY: \_\_\_\_\_  
Randall C. Gustafson, Mayor

\_\_\_\_\_  
Jack D. Linehan

AND

\_\_\_\_\_  
Interim City Administrator/City Clerk

**SECOND AMENDMENT  
TO EMPLOYMENT AGREEMENT**

**THIS SECOND AMENDMENT TO EMPLOYMENT AGREEMENT** (“Amendment”), entered into this 24th day of July, 2024, by and between the **CITY OF FALCON HEIGHTS**, a Minnesota municipal corporation (“City”) and **JACK LINEHAN** (“Employee”).

**RECITALS**

**WHEREAS**, the City of Falcon Heights entered into an Employment Agreement with the Employee dated March 15, 2022 (“Agreement”);

**WHEREAS**, the City and Employee amended the terms of the Agreement in a First Amendment to Employment Agreement on June 14, 2023; and

**WHEREAS**, the City and Employee desire to amend the terms of the Agreement.

**NOW, THEREFORE**, for good and valuable mutual consideration, and with the intent of being legally bound, City and Employee agree as follows:

1. Paragraph 5 of the Agreement is amended to read as follows:

**5. VACATIONS.** Effective May 2, 2024, the Employee shall accrue vacation leave at the same rate as an employee with twelve (12) years of service in accordance with the City’s personnel policies.

2. Paragraph 10 of the Agreement is amended to read as follows:

**10. PROFESSIONAL DEVELOPMENT.** Employer shall budget and pay necessary and reasonable registration, travel and subsistence expenses of Employee for professional and official travel, meetings and occasions adequate to continue the professional development of Employee and to adequately pursue necessary official and other committees thereof which Employee serves as a member, including all necessary funds associated with the employee’s actual and necessary expenses in attending the ICMA Annual Conference in accordance to the City’s Travel Policy. Employee shall use good judgment in Employee’s outside activities so Employee will not neglect the primary duties to the Employer.

3. The terms of the Agreement shall remain in full force and effect except as specifically amended herein.

*[Signature page follows]*

**IN WITNESS WHEREOF**, the parties hereto have caused this Amendment to be executed the day and year first above written.

**CITY OF FALCON HEIGHTS**

By: \_\_\_\_\_  
Randall C. Gustafson, Mayor

AND: \_\_\_\_\_  
Jack D. Linehan, City Administrator/City Clerk

**EMPLOYEE:**

\_\_\_\_\_  
Jack D. Linehan

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## REQUEST FOR COUNCIL ACTION

|                     |  |
|---------------------|--|
| <b>Meeting Date</b> | July 24, 2024  |
| <b>Agenda Item</b>  | Consent G3   |
| <b>Attachment</b>   | Resignation Letter; Resolution 24-40                           |
| <b>Submitted By</b> | Kelly Nelson, Administrative Services<br>Director/Deputy Clerk |

|                            |   |
|----------------------------|---|
| <b>Item</b>                | Resignation of Jeff Yager from the Parks and Recreation Commission  |
| <b>Description</b>         | Jeff Yager was appointed to the Parks and Recreation Commission in January 2020 and has served as Vice Chair. He has been a great addition and Staff would like to thank Jeff for his years spent on the Parks and Recreation Commission! |
| <b>Budget Impact</b>       | N/A   |
| <b>Attachment(s)</b>       | <ul style="list-style-type: none"> <li>• Resignation letter from Jeff Yager</li> <li>• Resolution 24-40 Resignation of Jeff Yager from Parks and Recreation.</li> </ul>   |
| <b>Action(s) Requested</b> | Staff recommends approval of attached resolution, accepting the resignation of Jeff Yager from the Parks and Recreation Commission.   |

**From:** [Jeff Yager](#)  
**To:** [Kelly Nelson](#)  
**Subject:** Parks commission  
**Date:** Thursday, July 18, 2024 9:47:39 AM

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**Caution:** This email originated outside our organization; please use caution.

Hi Kelly,

After some thought, I have decided I need to resign my position on the Parks and Rec Commission. I recently had to change jobs and I will be travelling a lot for this new role. I will miss many meetings and I have decided that the commission needs someone who can be more active.

I wanted to let you know today so that you could use tonight's Ice Cream Social to recruit a new member.

I enjoyed my time on the commission and perhaps I will consider joining again in the future when my time allows for it.

Thanks,  
Jeff Yager

**CITY OF FALCON HEIGHTS  
COUNCIL RESOLUTION**

July 24, 2024

No. 24-40

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**RESOLUTION ACCEPTING THE RESIGNATION OF JEFF YAGER FROM THE  
FALCON HEIGHTS PARKS AND RECREATION COMMISSION**

**WHEREAS**, the City appointed Jeff Yager as a member of the City of Falcon Heights Parks and Recreation Commission in 2020; and

**WHEREAS**, on July 18, 2024 Jeff Yager communicated his intent to resign his duties from the Parks and Recreation Commission effective immediately;

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

1. That the resignation is accepted by the City Council of the City of Falcon Heights.

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Moved by:

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

GUSTAFSON        \_\_\_\_\_    In Favor  
MEYER  
LEEHY            \_\_\_\_\_    Against  
WASSENBERG  
MIELKE

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

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## ITEM FOR DISCUSSION

|                     |   |
|---------------------|---|
| <b>Meeting Date</b> | July 24, 2024   |
| <b>Agenda Item</b>  | Policy H1   |
| <b>Attachment</b>   | Boundary Review; Mapbook;<br>Changing Parcel List; Letter of<br>Concurrence; Resolution |
| <b>Submitted By</b> | Jack Linehan, City Administrator  |

|                      |  |
|----------------------|--|
| <b>Item</b>          | Request for Boundary Change: Rice Creek Watershed District / Capitol Region Watershed District   |
| <b>Description</b>   | <p>The City of Falcon Heights is part of two distinct watersheds: Rice Creek primarily to our North / Northwest, and Capitol Region to our South/Southeast.</p> <p>In a multi-year effort, the Rice Creek Watershed has reviewed where their drainage goes to redefine the boundaries between neighboring watersheds. Roseville Engineering’s Environmental Manager Ryan Johnson represented Falcon Heights in this realignment. In total, a few dozen properties in Falcon Heights are recommended to be transferred from Capitol Region to Rice Creek’s watershed. These properties include:</p> <ul style="list-style-type: none"> <li>• Community Park</li> <li>• Portions of Falcon Woods north of Summer St</li> <li>• Certain properties on Roselawn Ave / northern Fairview Ave</li> <li>• Snelling West properties south of Questwood Drive (see boundary map for specific properties.</li> </ul> <p>As part of the transfer, these properties will have permitting requirements through the new watershed. Additionally, these residents will now pay taxes to Rice Creek, which are fairly comparable to Capitol Region.</p> <p>This will impact Community Park’s renovation and stormwater requirements, but the extent to which is not yet known. It will help clarify requirements as the property currently had split requirements with it being in Capitol Region, but draining to Rice Creek.</p> |
| <b>Budget Impact</b> | N/A  |
| <b>Attachment(s)</b> | <ul style="list-style-type: none"> <li>• Boundary Review</li> <li>• Mapbook</li> <li>• Changing Parcel List</li> <li>• Letter of Concurrence</li> <li>• Resolution 24-41</li> </ul>  |

|                                |   |
|--------------------------------|---|
| <b>Action(s)<br/>Requested</b> | Motion to approve the attached resolution and authorize Mayor and City Administrator to sign all necessary documents. |
|--------------------------------|---|

# Technical Memorandum

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**To:** Nick Tomczik, Administrator  
Rice Creek Watershed District

**Cc:** Catherine Nester

**From:** Timothy Erickson PE

**Through:** Chris Otterness PE

**Subject:** RCWD/MWMO/CRWD/RWMWD/VLAMWO  
Recommended Legal Boundary Revisions

**Date:** July 8, 2024

**Project #:** R005555-0344

## INTRODUCTION

The purpose of this memorandum is to recommend modification of the RCWD legal boundary based on the corrected hydrologic boundary within Ramsey and Hennepin Counties and a small portion of Anoka County<sup>1</sup> and to identify parcels that would be impacted by a change in jurisdiction as a result of the legal boundary change. The RCWD or its neighboring watershed management organizations (WMOs) may petition the Minnesota Board of Water and Soil Resources (BWSR) for a change in the legal boundary, as described under Minnesota Statute 103B.215.

The RCWD shares a boundary with four WMOs within Ramsey and Hennepin Counties: Capitol Region Watershed District (CRWD), Ramsey-Washington Metro Watershed District (RWMWD), Vadnais Lake Area Water Management Organization (VLAWMO), and Mississippi Watershed Management Organization (MWMO). Agreement has been reached with all neighboring WMOs/WDs regarding the accurate location of the hydrologic boundary between the WD/WMO's, as described within the memorandum *Hydrologic Boundary Review* dated July 7, 2022, by Houston Engineering, Inc. From the cites and WMOs reviewed process of the proposed legal boundary, small adjustments were made to the hydrologic boundary, beyond the above agreement, and are noted in the comment section of this TM where those changes were warranted. A Mapbook showing the changes to the legal boundary, and the effects on impacted parcels, accompanies this memorandum.

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<sup>1</sup> The portion of RCWD's boundary within Anoka County reviewed in this memorandum is adjoining VLAWMO, within the City of Lino Lakes.

## GUIDING PRINCIPALS

The overarching purpose of any watershed management organization (WMO) boundary change is to facilitate the WMOs' ability to manage water draining to its surface water resources. Generally, this means attempting to match the current hydrologic boundary of the WMO. However, there are a few statutory and practical limitations to matching the hydrologic boundary:

### Statutory Limitations:

1. All land parcels within the metro area must be in one and only one WMO.
2. All land parcels within a watershed district must be contiguous (parcels separated only by a roadway are considered contiguous).

### Practical Limitations

3. Determining the hydrologic boundary is inexact, particularly with respect to small (<1 acre) parcels. Many site-level features (for example, rain gutters) cannot be known, but potentially can affect the direction of flow enough to switch what is the "majority direction."
4. A boundary change should not place an undue burden on a landowner; for example, creating unusual limitations for the development, redevelopment, or sale of parcels.
5. Physical features (e.g., roadways) and political features (city/county boundaries) may provide a more logical WMO boundary location than the approximated hydrologic boundary in isolated locations (see #3 above).
6. Buildings or structures may occupy multiple parcels that may drain to different watersheds. Assigning multiple WMOs to a single building would put an undue burden on the landowners (see #4 above). All parcels of a building or structure should be assigned to a single WMO, based on 50% rule.

## ANALYSIS AND METHODOLOGY

Using the updated hydrologic boundary and the Ramsey, Hennepin and Anoka Counties parcel shapefiles, an analysis of the parcels along the hydrologic boundary was completed, to determine the correct WMO to which a parcel pertains.

The following steps were used to evaluate the legal boundary and parcel WMO assignment:

- (1) Using the updated RCWD hydrologic boundary, parcels were determined to be mostly inside or outside of the RCWD's hydrologic boundary if more than 50 percent of the parcel's areas was inside or outside the hydrologic boundary, respectively.
- (2) Once the parcels were determined to be mostly inside or outside of the RCWD hydrologic boundary, a list of parcels needing additional review were selected. These parcels were selected if more than 50% area was within RCWD but the listed WMO in County's parcel

data was not RCWD; or if less than 50% area was within the RCWD but RCWD was listed as the WMO.

- (3) Parcels were added to the list for review in areas where major discrepancies between boundaries were found.
- (4) The parcels adjoining the boundary were reviewed with respect to the statutory and practical considerations noted above. This review is described in detail in the *Special Considerations* section below.

Through the review process, 1,471 parcels were found to need watershed management organization reassignment. **Tables 1** summarizes the number of parcels that are inappropriately assigned to a WMO. A list of the impacted parcels is provided in accompanying GIS files and shown in the accompanying **Mapbook**.

**Table 1:** Recommended Parcel Reassignments for Reviewed Area.

| Adjoining WMO                     | Parcels to be Reassigned to RCWD | Parcels to be Reassigned From RCWD | County          |
|-----------------------------------|----------------------------------|------------------------------------|-----------------|
| <b>Mississippi WMO</b>            | <b>131</b>                       | <b>176</b>                         |                 |
|                                   | 131                              | 4                                  | <i>Hennepin</i> |
|                                   | 0                                | 172                                | <i>Ramsey</i>   |
| <b>Capitol Region WD</b>          | <b>69</b>                        | <b>190</b>                         | Ramsey          |
| <b>Ramsey-Washington Metro WD</b> | <b>55</b>                        | <b>404</b>                         | Ramsey          |
| <b>Vadnais Lake Area WMO</b>      | <b>177</b>                       | <b>269</b>                         |                 |
|                                   | 151                              | 257                                | <i>Ramsey</i>   |
|                                   | 26                               | 12                                 | <i>Anoka</i>    |
| <b>TOTAL</b>                      | <b>432</b>                       | <b>1,039</b>                       |                 |

## NOTABLE CONSIDERATIONS

Once the proposed legal boundary was created based on the hydrologic boundary and using the methodology above, a review of the parcels that would change from one management organization to another was completed, to check for continuity in the boundary. In a few instances, parcels were orphaned or separated from its neighboring parcels. Since MS 103B.215 requires that a boundary be contiguous, orphaned parcels were reassigned accordingly to ensure a contiguous boundary. Likewise, given that there is a measure of anticipated error in the hydrologic boundary and to attempt consistency of WMO assignment in a given neighborhood, some parcels were assigned to a WMO for which a little less than half of the parcel is in that hydrologic boundary. Parcels that are recommended specifically to be assigned jurisdiction under a WMO that does not correspond to their hydrology are described below:

Area 1 Mapbook Page 11: A large park parcel owned by the University of Minnesota is currently being split, with one of the parcels being transferred to the City of Falcon Heights. The park area drains to the RCWD and the remaining area drains to CRWD. We anticipate that the parcel split will be finalized prior to submittal of a boundary change petition to BWSR. We have indicated a rough approximation of the parcel split location. Mapping will need to be updated to align with the actual parcel boundary when the parcel transfer is complete. In addition, one parcel along Summer St, west of Prior Avenue is >50% area in RCWD but the neighboring 2 parcels are within CRWD. It was determined to the split was close enough to 50% to leave the parcel within CRWD for a clean, less confusing boundary in the immediate area.

Area 2, Mapbook Page 12: One parcel north of Roselawn Ave W, along Simpson St drains >50% of area to RCWD but is close enough to transfer to CRWD because both neighboring parcels are being transferred and will result in a cleaner, less confusing boundary in the immediate area.

Area 3, Mapbook Page 14: One parcel along Sextant Ave W, west of Hamline Ave N drains >50% of area to RWMWD but is close enough to remain in RCWD because both neighboring parcels are remaining in the RCWD and will result in a cleaner, less confusing boundary in the immediate area.

Area 4, Mapbook Page 17: Two parcels along Victoria St N, south of Edgewater Ave drain >50% of area to RWMWD but is close enough to remain in RCWD because neighboring parcels are remaining in the RCWD and will result in a cleaner, less confusing boundary in the immediate area.

Area 5, Mapbook Page 18: Two parcels along the north side of Arbogast St, east of Richmond Ave drain >50% of area to RWMWD but is close enough to remain in RCWD because neighboring parcels are remaining in the RCWD and will result in a cleaner, less confusing boundary in the immediate area.

Area 6, Mapbook Page 20: Multiple parcels along the hydrologic boundary in this area are >50% draining to the RCWD but transferring the parcels would result in buildings being split between WMOs. The boundary was adjusted to account for the buildings and parcel assignment was determined based on the majority of area for all parcels belonging to the buildings.

Area 7, Mapbook Page 24: The parcel south of adjust legal boundary is close to a 50/50 split between RCWD and VLAWMO but is along a lake that drains to RCWD. It was determined that the parcel should remain in RCWD because the lake is within RCWD and since a substantial (but not greater than 50%) portion of these parcels drains to the lake. The parcels north will transfer to VLAWMO because the majority of area drained by each is substantially greater than 50%.

Area 8, Mapbook Page 33: One parcel along Lorane Ave, west of Parker Ave drains >50% of area to VLAWMO but is close enough to remain in RCWD because both neighboring parcels are remaining in the RCWD and will result in a cleaner, less confusing boundary in the immediate area.

Area 9, Mapbook Page 34: One parcel along Le Mire Ln drains >50% of area to RCWD but is close enough to remain in VLAWMO because both neighboring parcels are remaining in the VLAWMO and will result in a cleaner, less confusing boundary in the immediate area.

Area 10, Mapbook Page 37: Multiple parcels along the shoreline drain >50% area to VLAWMO but the lake itself is within the RCWD. It was determined to keep the parcels along the shoreline in the RCWD since a substantial (but not greater than 50%) portion of these parcels drains to the lake.

Area 11, Mapbook Page 39: Multiple parcels along Gisella Blvd E, west of Bellaire Ave drains >50% of area to RWMWD but is close enough to remain in RCWD because both neighboring parcels are remaining in the RCWD and will result in a cleaner, less confusing boundary in the immediate area.

## SPECIAL CONSIDERATIONS

There are two locations in this proposed boundary revision that require special consideration:

- 1) The recommended boundary would result in the RCWD Board of Managers' primary meeting location (Shoreview City Hall) to be reassigned to the Ramsey Washington Metro Watershed District. If this were to occur, RCWD would no longer be able to utilize Shoreview City Hall as a meeting location.
- 2) If the hydrologic boundary were strictly followed in modifying the RCWD boundary, two new cities (Minneapolis and North Oaks) would be added to the RCWD, a new city (Roseville) to MWMO, and a new city (Shoreview) to VLAWMO. This may add additional logistical challenges for the respective Cities/WMOs that are proportionally significant to the relatively small number of parcels added/affected.

Due to the administrative burden of adding a new City to a WMO (and a new WMO to a City), the relatively few parcels that would be engaged, and comments from Cities/WMOs affected, we have removed any boundary changes that would add Minneapolis or North Oaks to RCWD, Roseville to MWMO, or Shoreview to VLAWMO. See *City/WMO Comments* below.

## CITY / WMO COMMENTS

Comments were solicited and received from impacted watershed management organizations and cities on the draft legal boundary modification. Material sent for comment include an initial draft of this legal boundary review technical memorandum (dated January 20, 2023) and the draft legal boundary update mapbook. The following are comments and responses to those comments.

### COMMENTS FROM WATERSHED MANAGEMENT ORGANIZATIONS

#### VLAWMO

Comments were received through a technical memorandum from Phil Belfiori and Brian Corcoran dated March 21, 2023.

**Comment 1:** Mapbook Page 24: See attached letter dated Jan 27, 2023. *Letter refers to VLAWMO not willing to add the City of Shoreview as a new city within their water management organization.*

**Comment 3:** Page 26: See attached letter dated Jan 27, 2023

**Comment 2:** Page 25: See attached letter dated Jan 27, 2023.

**Response to Comments 1, 2, & 3:** Recommended boundary has been modified to reflect no changes within the City of Shoreview

**Comment 4:** Mapbook Page 27: the “L” shaped parcel is >50% in VLAWMO and also includes regional drainage conveyance to Wilkinson Lake and therefore should remain in VLAWMO. This comment was also discussed with City of Lino Lakes Staff.

**Response 4:** HEI concurs as the parcel includes part of their drainage network. Recommended boundary has been revised to reflect no change with this parcel.

**Comment 5:** Page 28: Long parcel with SW corner touching Amelia Lake is pretty close to 50/50 and given that the lake is in VLAWMO should stay in VLAWMO. This comment was also discussed with City of Lino staff.

**Response 5:** HEI concurs as the parcel touches a lake draining to their watershed. Recommended boundary has been revised to reflect no change with this parcel.



**Comment 6:** Page 30: Per the comment made in SEH's April 12, 2022 memo (identified as VLAWMO Comment 8 in that memo), below is a follow-up comment from SEH:

"it appears that the culvert shown beneath 35E is flowing to the west. The boundary doesn't match this. RCWD's response did not specifically mention this culvert. I am unsure if this was taken into consideration for the boundary revisions or if there is additional information about the culvert that would suggest otherwise."

**Response 6:** HEI double checked hydrologic information (i.e., culvert information) and adjusted the boundary accordingly to match comment's description.

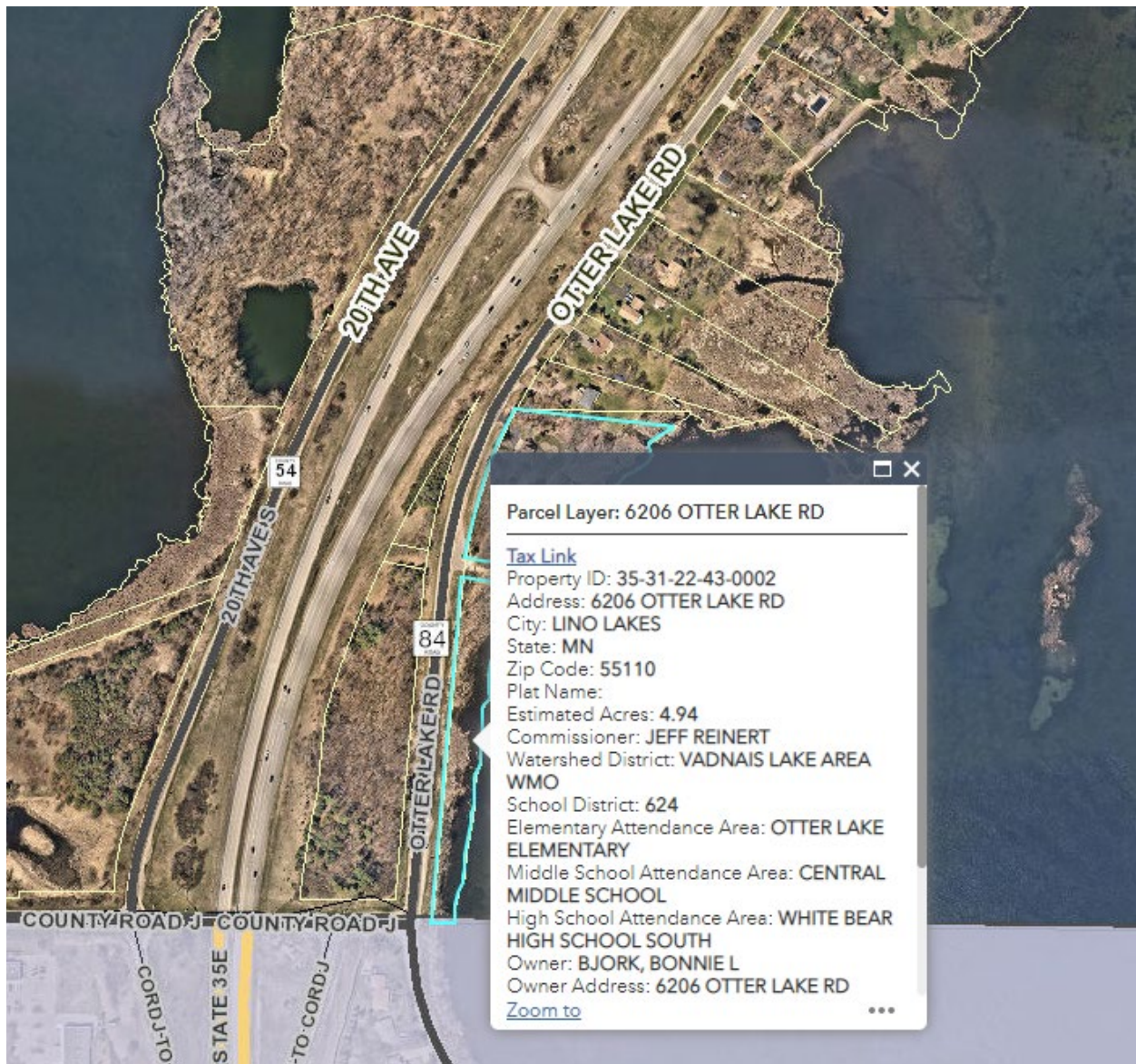
**Comment 7:** Page 32: VLAWMO engineer identified to staff that additional investigation on where the FES's are coming from is warranted in the drainage area of the square shaped MNDOT pond on the east side of the freeway.

**Response 7:** HEI Double checked hydrologic information (i.e., culvert information). Connection of the pond to the west side of the freeway could not be confirmed, so hydrologic boundary adjusted accordingly (removed square-shaped pond area) and the legal boundary adjusted to follow the freeway.

**Comment 8:** Page 37: Properties in circled area should be analyzed closer by RCWD and follow 50% rule.

**Response 8:** HEI double checked percentages and drainage and adjusted the boundary accordingly to match City of White Bear Lake's description (see City of WBL comments). In addition, the Boundary was also adjusted to remove riparian parcel, NW of circle area along WBL, errant parcel that was included but identified as not changing.

**Comment 9:** Comment provided via email from C. Nester (RCWD), dated May 31, 2023, relaying discussions with VLAWMO. Email read "See below from Phil at VLAWMO (image provided below). This comment relates to "Area 10" called out in the hydrologic boundary review memo and shown on page 38 of the hydrologic boundary review mapbook (I think that is what he is referring to as "the 2022 maps you sent out"). The Anoka County Parcel Viewer lists several of the parcels along both sides of Otter Lake Rd north of County Road J as in VLAWMO, but it looks like our legal boundary shows them within RCWD (see screenshot below). Can you investigate this?"

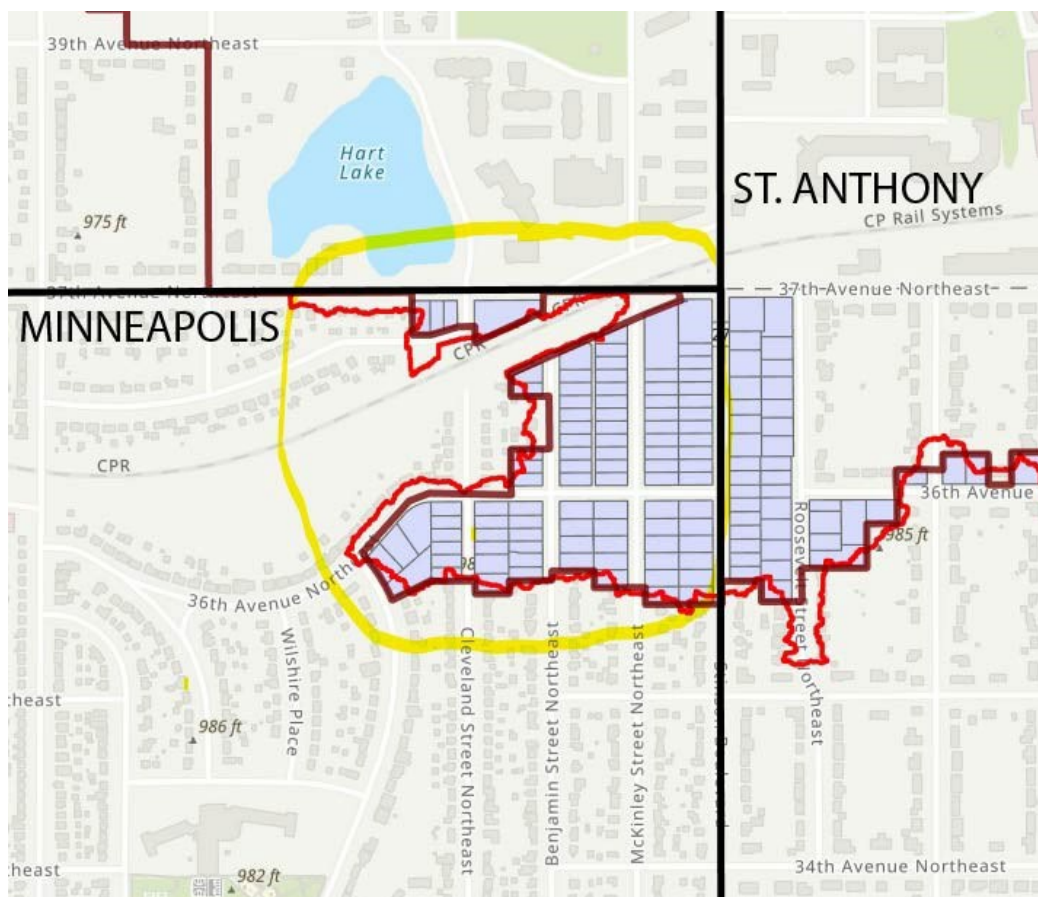


**Response 9:** Review of the area showed a few parcels where the watershed district was errant. The above parcel was added to the changing parcel list to transfer to RCWD, while the parcel just west, between I35 and CR84 was previously identified as a VLAWMO parcel in error but now will be in VLAWMO, so no change to the watershed is needed. The legal boundary was changed in the area to follow CR84 in the area (see page 31 of the mapbook).

## MWMO

Comments received via email from Shawn James (MWMO), dated April 5, 2023.

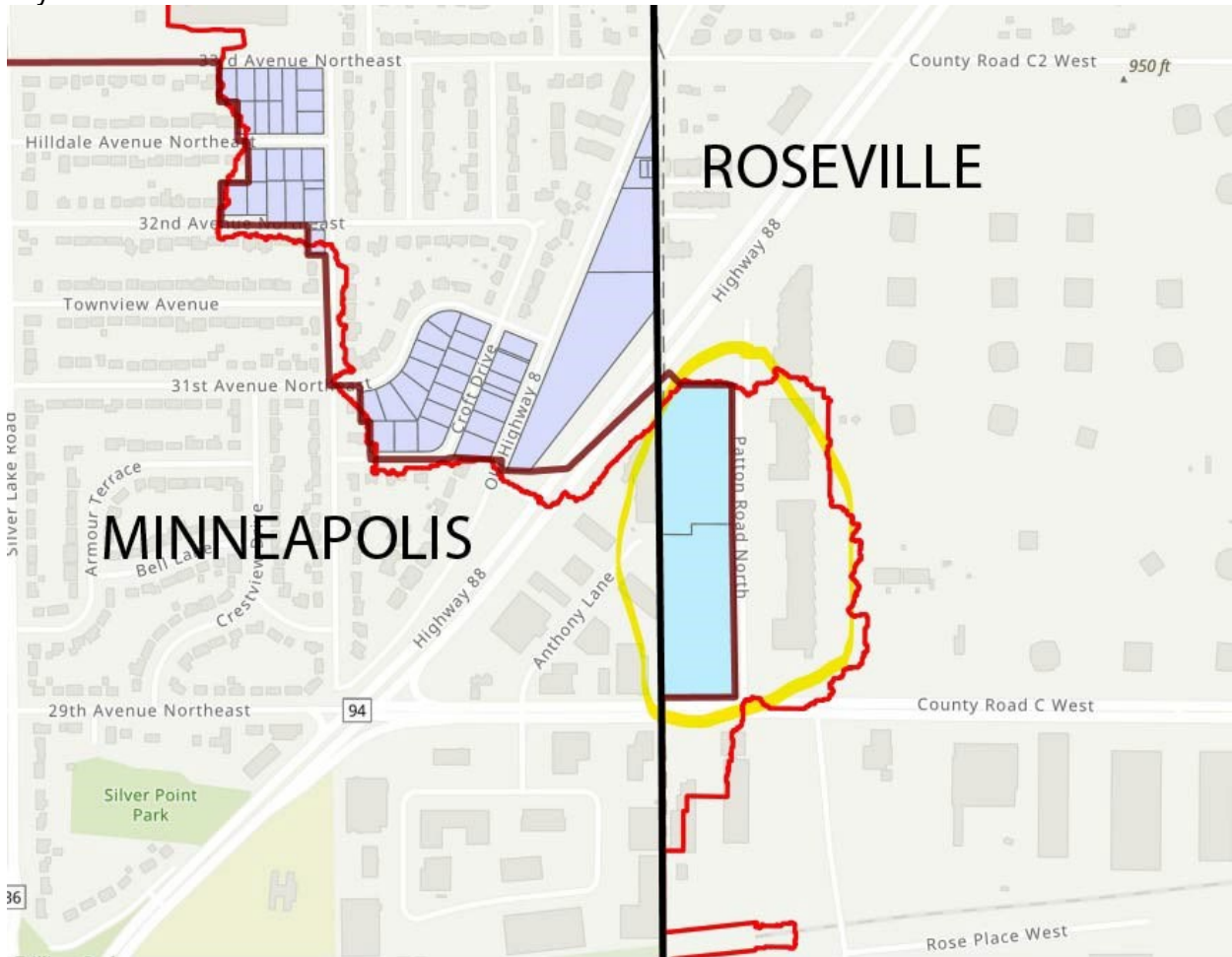
**Comment 1:** In the area shown on Page 5 of the Mapbook, we added city boundaries, as shown with the black line below. For the Minneapolis parcels circled by the highlighter, we agree that these parcels are outside of MWMO's hydrologic boundary. However, we are not opposed to retaining these parcels within the MWMO legal boundary if RCWD does not want to add Minneapolis as a new city within RCWD's boundaries. City of Minneapolis staff also brought this to our attention and expressed their interest in these parcels remaining in the MWMO boundary to prevent needing to dedicate a representative for such a small area. But we can definitely discuss this area further.



**Response 1:** Per City of Minneapolis request, the legal boundary was adjusted such that parcels in the City of Minneapolis remain in the MWMO.

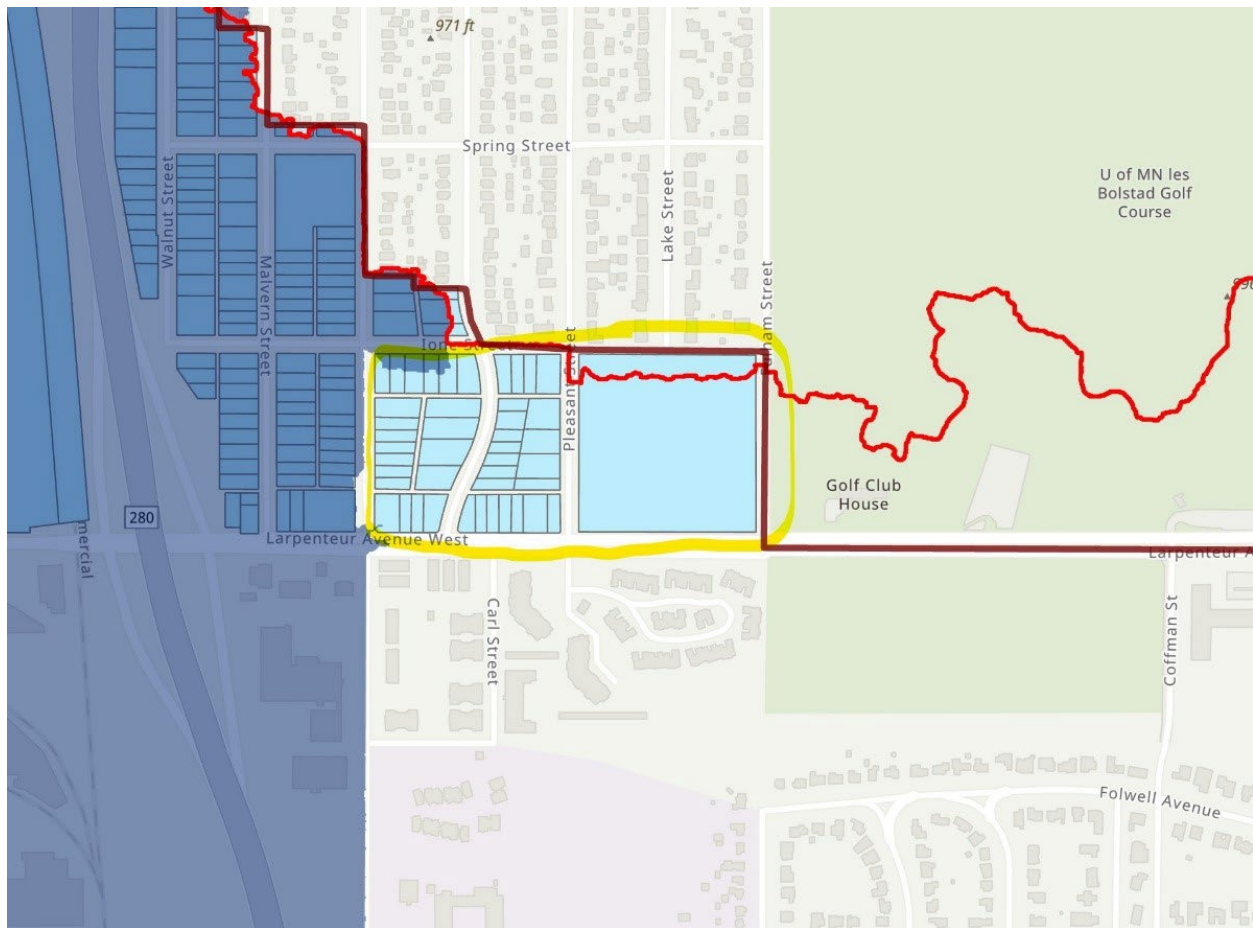
**Comment 2:** In the area shown on Page 7 of the Mapbook, the two Roseville parcels circled by highlighter below are within our hydrologic boundary. However, MWMO would like these to remain in the RCWD legal boundary for now since Roseville is not currently one of our member

cities, and the size of these parcels is not substantial enough to justify adding a new member city.



**Response 2:** The legal boundary has been modified such that parcels in the City of Roseville will remain in the RCWD.

**Comment 3:** In the area shown on Page 10 of the Mapbook, we added our hydrologic boundary shown in the darker transparent blue below. The parcels circled by highlighter are proposed as transferring to MWMO, but we believe they are outside of our hydrologic boundary and perhaps within Capitol Region WD's boundary. Please explain how you determined they should belong within MWMO's legal boundary.

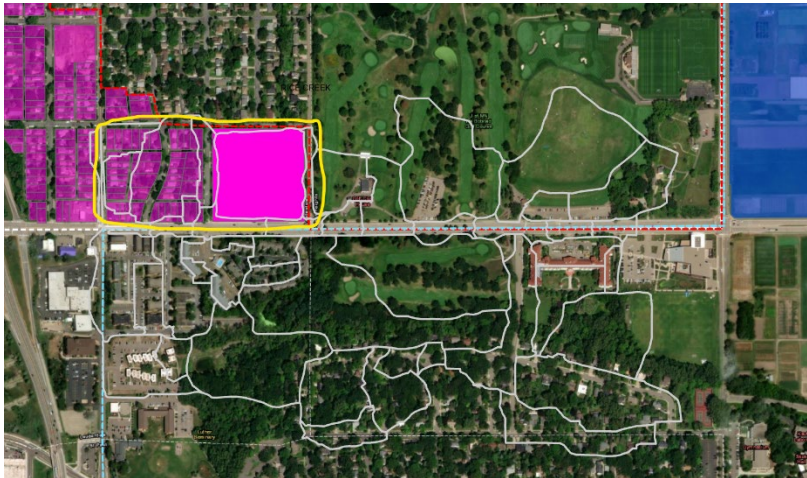


**Response 3:** The relevant watershed organization was previously misidentified as MWMO and has been corrected to indicate CRWD.

### CRWD

Comments received via email from N. Zwonitzer (CRWD), dated April 12, 2023.

**Comment 1:** We had a chance to review the proposed legal boundary changes and would like to call attention to one area on map book page 10. Based on a recent delineation for a project in the area, we think the group of parcels between Larpenteur, Eustis, Ione and Fulham should have CRWD identified as the new watershed (circled in yellow below, white boundaries are noted project catchment delineations). Can you please confirm if you/HEI agrees with this and provide an updated Table 1 from the memo? All other proposed changes to RCWD/CRWD boundary look good.

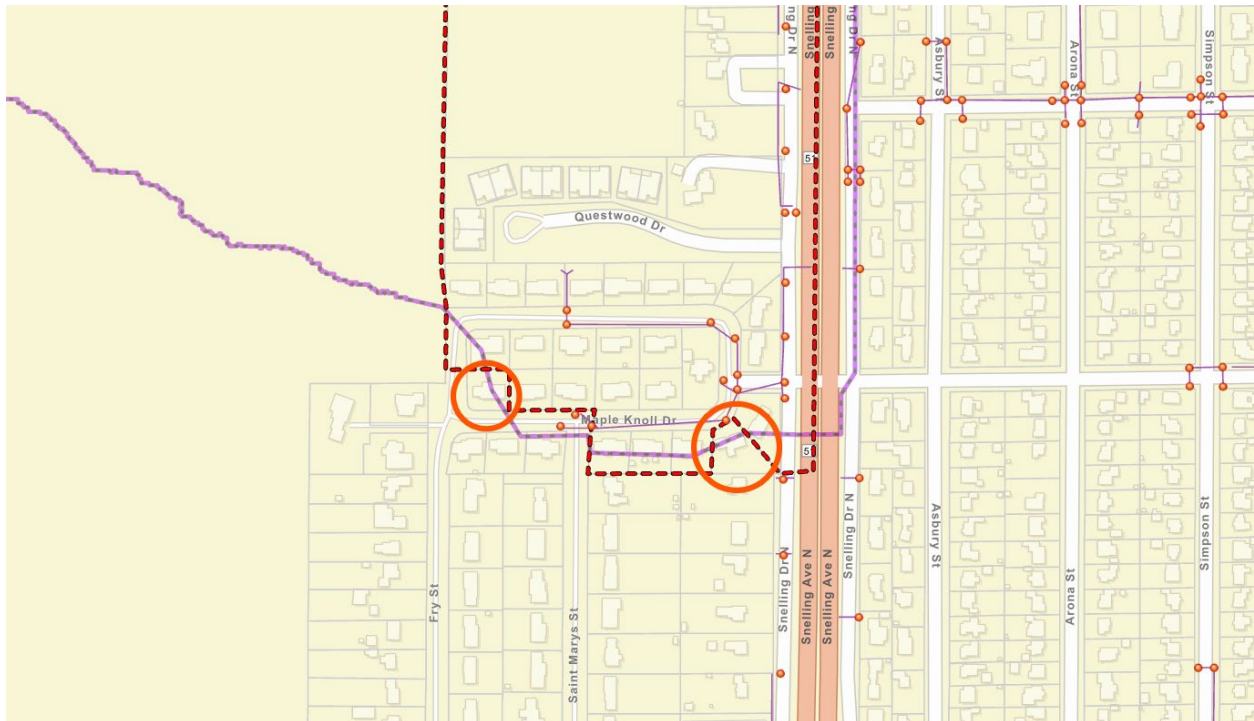


**Response 1:** The relevant watershed organization was previously misidentified as MWMO and has been corrected to indicate CRWD.

Additional comments received via email from N. Zwonitzer (CRWD), dated June 21, 2024

**Comment 2:** While reviewing the proposed boundary with our deputy administrator, we identified a couple of parcels just west of Snelling that we'd like to review with you. We think the first one (the left circle on map), 1659 Maple Knoll Dr., should be included in RCWD – the road is crowned, so all runoff to the southwest ends up in the catch basin east of the parcel and flows north from there – see attached photos.

The second, 1604 Maple Knoll Dr. , falls on the CRWD side based on the >50% methodology described in the technical memo, but we'd like to consider including it on the RCWD side for consistency. Similar to the special consideration made in Area 2 of the memo, the boundary would be cleaner and less confusing if it didn't exclude that one parcel from the rest of its neighbors.



**Response 2:** After reviewing the provided materials and the area in question, we determined the flow from the western parcel does flow around the corner via gutter into RCWD. The eastern parcel in question can also be included for a cleaner boundary in the area. Both parcels were added to the list of proposed changing parcels.

## RCWD

Comments received via email from A. Ricci (RCWD), dated March 16, 2023.

**Comment 1:** In the HEI Tech memo, page 5, Area 10 is described as flowing into RWMWD, but I think that's supposed to be VLAWMO.

**Response 1:** Corrected in this TM.

**Comment 2:** For the proposed changes to remove from RCWD and add to VLAWMO: How is the property adjacent to the lake not draining into the lake? There's no sheet flow connection to the west because there's multiple roads with curb and gutter dividing the two lakes. Is it storm sewer? Does it matter? Idk. Just thought it looked odd.

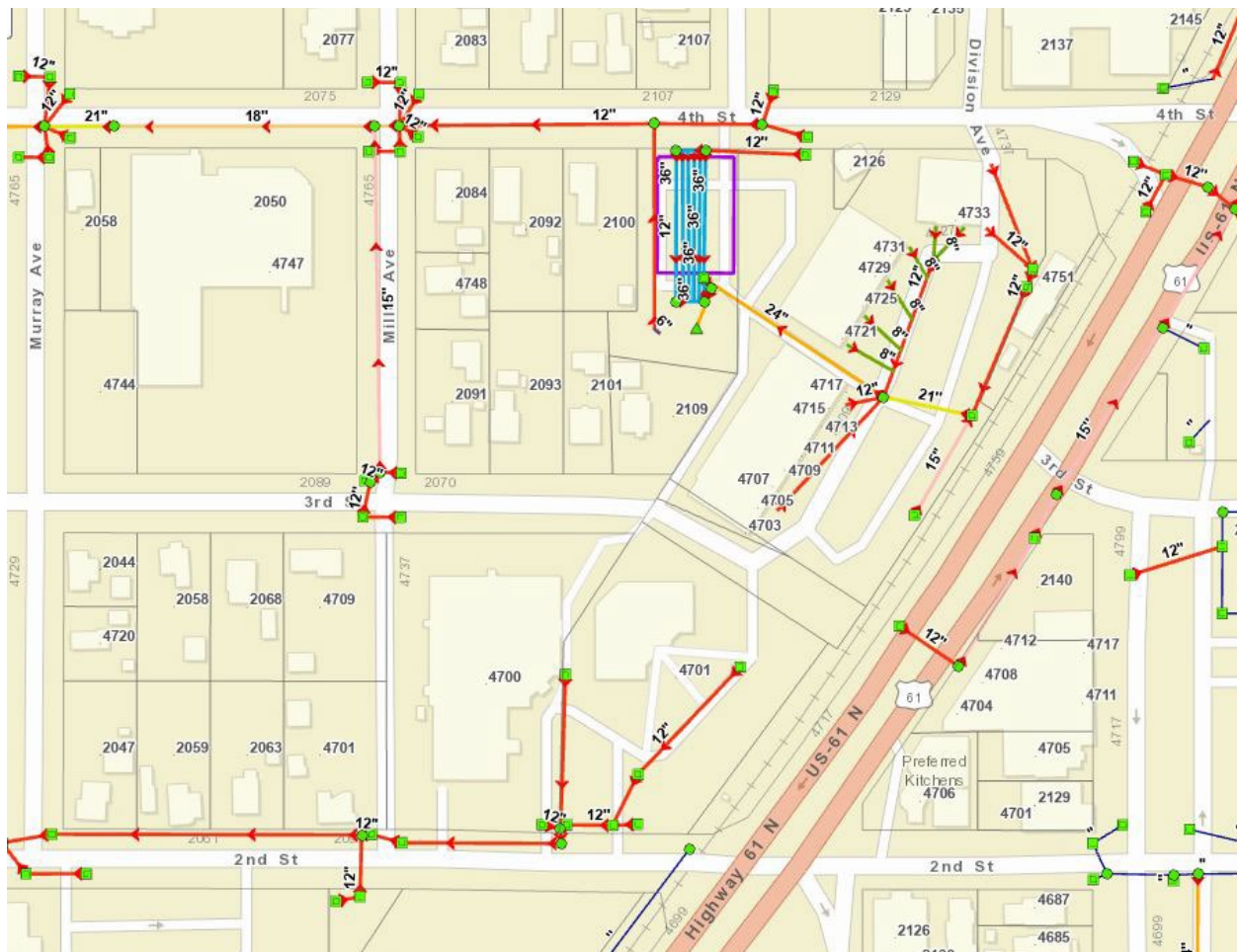
**Response 2:** Parcel was included in error. Parcel is a riparian parcel on White Bear Lake and was included in mapbook in error. Parcel is wholly within the RCWD. Not change was made to proposed legal boundary.

COMMENTS FROM IMPACTED CITIES

**City of White Bear Lake**

Comments received via email from C. Taillon (City of White Bear Lakes), dated April 10, 2023

**Comment 1:** The first is the blue highlighted area on sheet 36. This area is most likely in VLAWMO – see attached storm sewer map for details (‘sheet 36.jpg’).



**Response 1:** Hydrologic boundary has been adjusted to reflect storm sewers in parking lot, southwest of Hwy 61 and 4th St interchange and adjusted parcels accordingly. Stormwater from this area flows west to vault under parking lot in VLAWMO. The legal boundary was reverted to its original boundary along US 61, following the hydrologic boundary.

**Comment 2:** Also, much of the Cottage Park neighborhood on sheet 37 that is highlighted in orange is part of RCWD – see ‘sheet 37.pdf’ for information.





**Response 2:** HEI reviewed LiDAR data and local imagery and determined the revised hydrologic boundary as shown in above image. Hydrologic and legal boundaries have been updated accordingly.

### **City of Lino Lakes**

Comments received via email from M. Grochala (City of Lino Lake), dated April 3, 2023, with Lino Recommendations Mapbook\_20230403.pdf attachment.

**Comment 1:** Parcel 34-31-22-14-0001 - The hydrologic boundary traverses the parcel in multiple locations. It appears that the area of the parcels within each jurisdiction is nearly even. Given that the parcel physically abuts Amelia Lake we recommend this parcel remain in VLAWS.

**Response 1:** HEI concurs that VLAWS retains this parcel because it touches a lake draining to their watershed. Recommended boundary has been modified accordingly.

**Comment 2:** Parcel 34-31-22-420005 - The hydrologic boundary splits the parcel however it appears that a majority of the parcel area falls with VLAWMO. Additionally, the drainage outlet flowing from Amelia Lake to Wilkinson Lake runs through the east side of the parcel. VLAWMO recently completed a water quality project on the pond in the southeast corner of the parcel. The City recommends this parcel remain within VLAWMO. If changed, consideration should also be given to maintaining the existing boundary along parcels 34-31-22-42-0004 and 34-31-22-24-0003.

**Response 2:** HEI concurs that that VLAWMO retains this parcel because it includes part of their drainage network. Recommended boundary has been modified accordingly.

### **City of Lauderdale**

Comments received via email from H. Butkowski (City of Lauderdale), dated April 3, 2023.

**Comment 1:** The proposed legal boundary through Lauderdale cuts through and dissects several blocks. While most of the proposed boundary runs through existing residential areas, the city has concerns about potential redevelopment and street reconstruction projects and the complexity of determining which watershed district's rules apply to certain parts of the projects. The city requests that boundaries be the midpoints of street rights-of-way so that whole blocks are in the same watershed district. The city understands that when boundaries are along roads that each half of the road will be in two different watersheds but feels this is a more straightforward way to regulate than the proposed approach.

**Response 1:** Recommended legal boundary was adjusted to preserve whole blocks within the same WMO as requested.

**Comment 2:** The city also requests that RCWD honor any outstanding permits with properties that will be switching to MWMO jurisdiction through the completion and closeout of those permits to eliminate issue with passing off permitting authority of an existing permit.

**Response 2:** Noted. This is consistent with prior RCWD practice in addressing parcels that change jurisdiction.

### **City of Roseville**

Comments received via email from R. Johnson (City of Roseville) dated 03/09/23.

**Comment 1:** The proposed changes within the City of Roseville look appropriate and I don't have any comments.

**Response 1:** No action needed.

**Comment 2:** The proposed changes within the City of Falcon Heights also look appropriate and I don't have any comments at this time. I would appreciate a chance to review the boundary change as it relates to Area 1 (map book page 11) and the parcel split between the U of M and Falcon Heights when it becomes official.

**Response 2:** At the time of comments being addressed and the draft petition being drafted, the parcel change was not included in the county's parcel data layer. The parcel layer will be updated with the most recent parcel GIS layer when petition is finalized, before submitting to BWSR, and the parcel split incorporated into the mapbook and petition. The parcel split will result in the northern parcel being assigned to RCWD and the southern parcel assigned to CRWD, conforming to the >50% area rule.

### **White Bear Township**

Comments received via email from D. Reed (White Bear Township), dated May 16, 2023.

**Comment 1:** In general, I don't see any issues with the changes transferring RCWD to/from VLAWMO, it will be going the new map to make sure where the watershed jurisdictional lines during either a street improvement project or in a case of property redevelopment. In some changes it makes this easier to determine, in others it makes it more difficult. A good example, of a more difficult one, is the upcoming County Road J/35E project which will involve both RCWD and VLAWMO. Maybe Ramsey County has already commented on this?

**Response 1:** Email response from C. Nester reads: "Thank you for the feedback—I checked with our Permit Coordinator Patrick Hughes who is aware of the upcoming County Road J/35E project. He acknowledged that it's already somewhat of a challenging situation with the different agencies regulating the project, but he didn't think that a boundary change would further complicate things for this project. We did not request comments from Ramsey County or the other affected counties on the recommended changes as only affected cities/townships and watershed management organizations need to concur with any changes."

**Comment 2:** There may be an issue with map 38 showing the Township boundary extending into the City at points along the west side of Bellaire Avenue, north of County Road F to South Shore Boulevard and map 39 showing the Township's boundary extending south of Cedar Avenue on the east side of Bellaire Avenue. I don't believe that either is correct?

**Response 2:** City boundaries were updated to reflect the most recent city boundaries (GIS data downloaded from the MN GIS Clearinghouse on 11/21/2023, <https://gisdata.mn.gov/dataset/us-mn-state-metc-bdry-metro-counties-and-ctus>)

### **City of Minneapolis**

Comments received via email from L. Stout (City of Minneapolis), dated May 15, 2023.

**Comment 1:** I will confirm that it is the city's desire **not** to change the boundary between Rice Creek Watershed District (RCWD) and Mississippi Watershed Management Organization (MWMO) within Minneapolis.

**Response 1:** Per City of Minneapolis' request, the legal boundary was adjusted such that parcels in the City of Minneapolis remain in the MWMO.

### **City of Saint Anthony**

Comments received via email from J. Messner (WSB Engineering), dated May 15, 2023.

**Comment 1:** I have reviewed to proposed revisions to St. Anthony's boundary and have no additional comments.

**Response 1:** Noted, no action required.

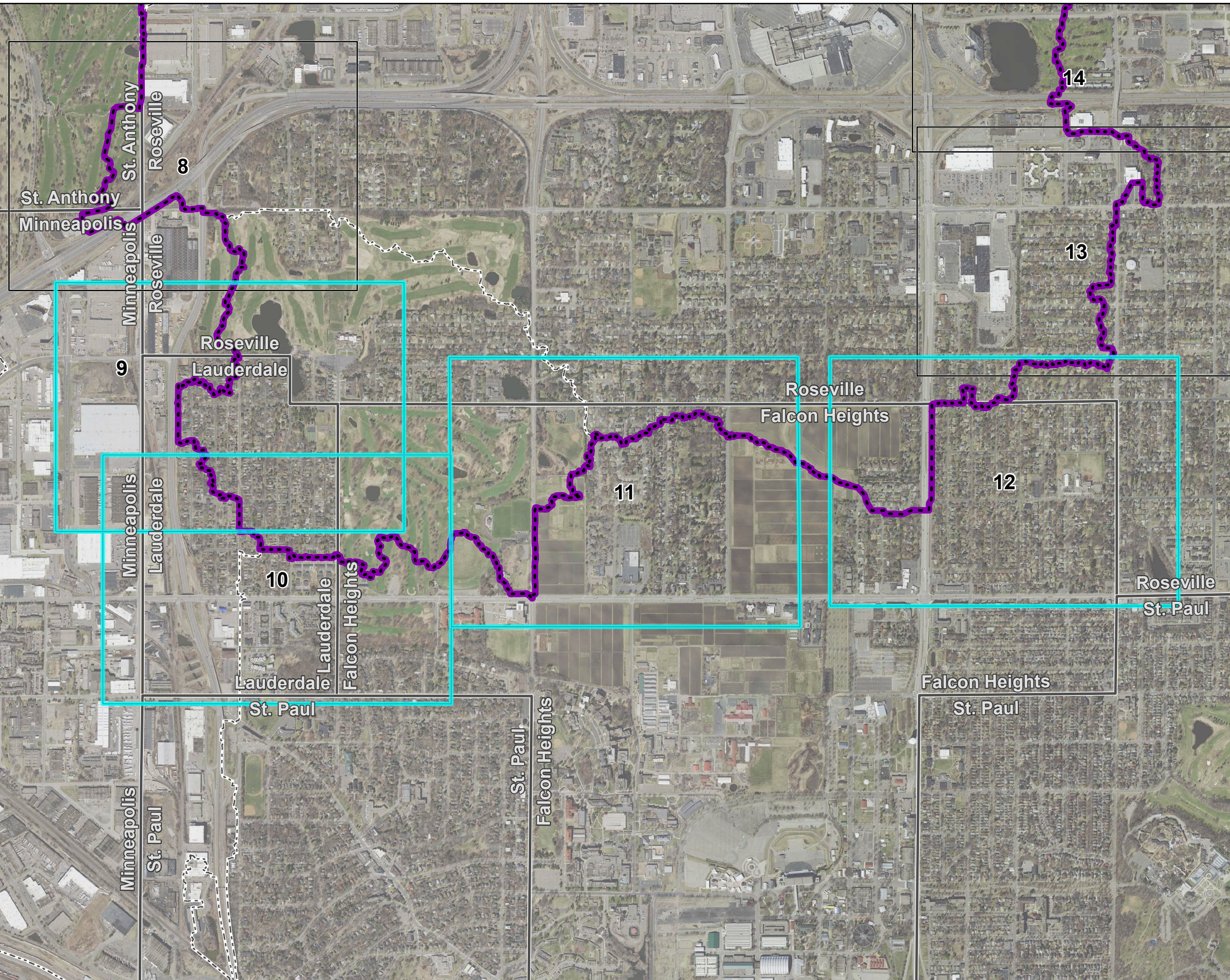
### **City of Shoreview**





No written comments submitted from the City of Shoreview, but their position is consistent with VLAWMOs in that they do not want any Shoreview parcels transferred to VLAWMO per phone conversation with M. Maloney (City of Shoreview) on January 30, 2023.

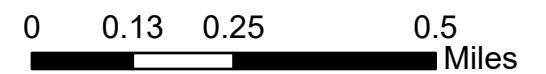
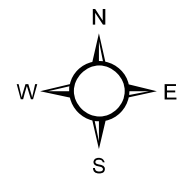
## **NEXT STEPS**

The District has reached concurrence with the neighboring WMOs regarding the hydrologic boundary within Ramsey, Hennepin, and Anoka Counties and has adjusted the proposed legal boundary per comments received from the WMOs and Cities. The RCWD intends to initiate the boundary change process under MS 103B.215, which includes written statement of concurrence from each underlying city and affected WMO, and a petition to BWSR. This eventually will result in an update to Ramsey, Hennepin, and Anoka Counties' tax assignments to reflect enacted changes.

# Legal Boundary Review



-  Surrounding WMO Hydrologic Boundaries
-  RCWD Hydrologic Boundary
-  County Boundary
-  City Boundaries

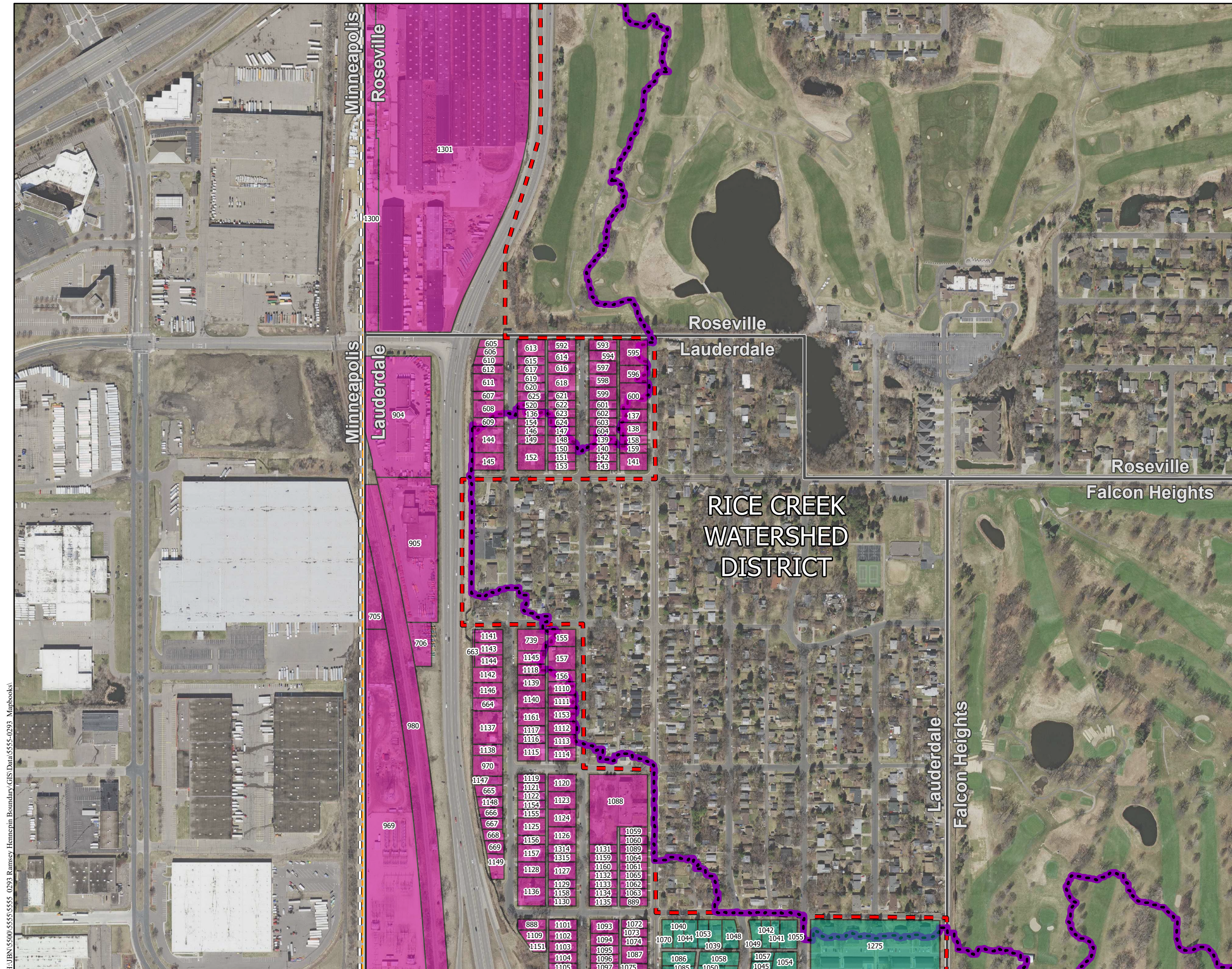


**Legal Boundary Review - Page 1 of 41**

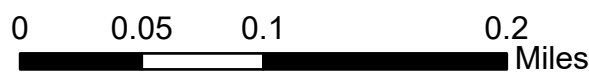
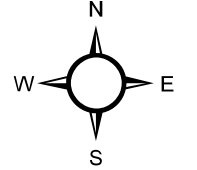
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# Legal Boundary Review



- Areas Called Out in Memo
- RCWD Hydrologic Boundary
- Current RCWD Legal Boundary
- Recommended RCWD Legal Boundary
- City Boundaries
- County Boundary
- New Watershed**
- CRWD
- MWMO

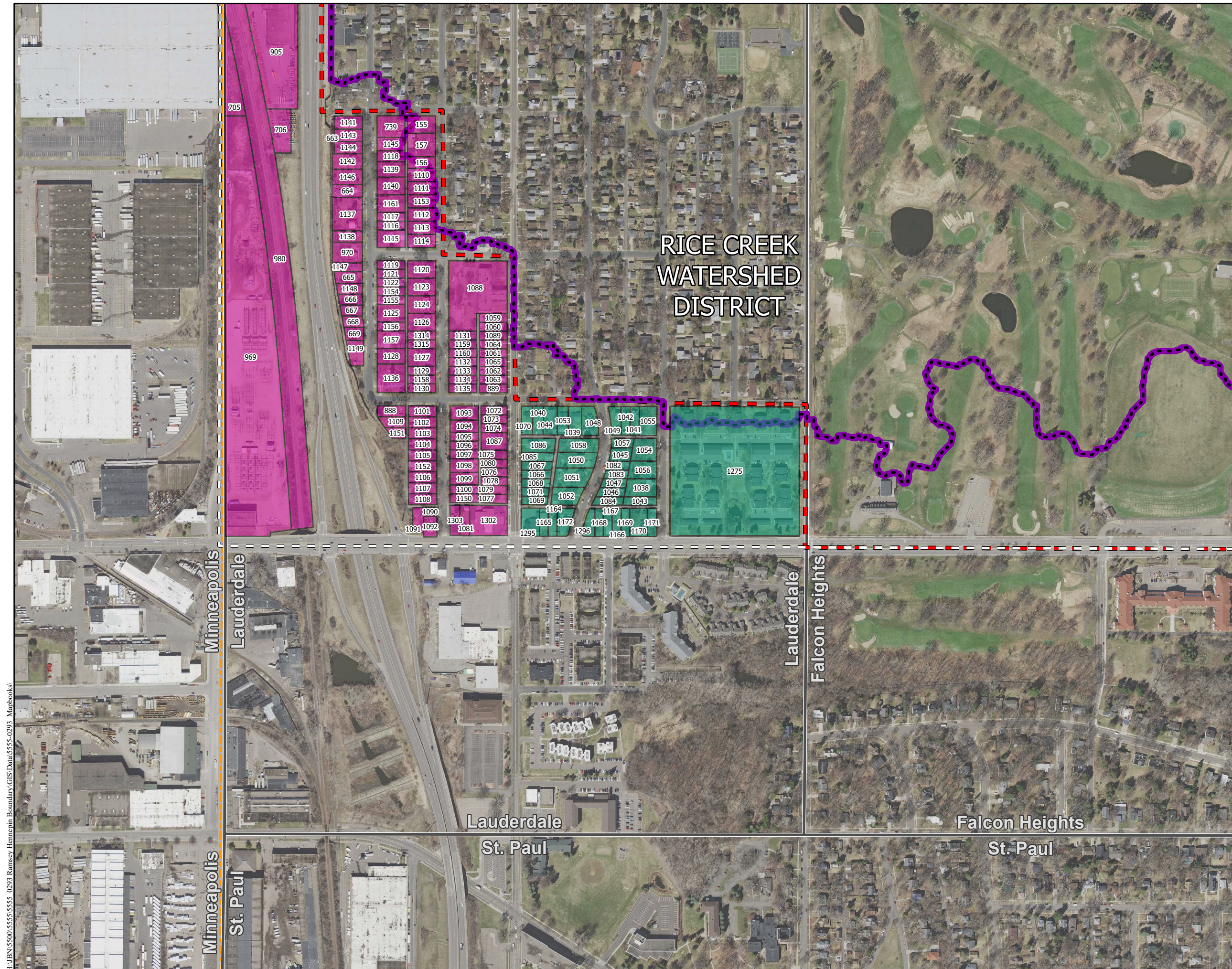


Legal Boundary Review Page 9 of 41

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# Legal Boundary Review

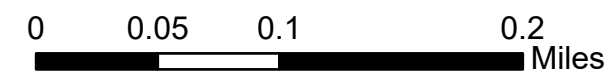
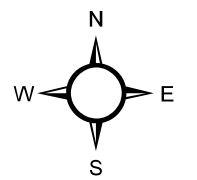


**Legend**

- Areas Called Out in Memo
- RCWD Hydrologic Boundary
- Current RCWD Legal Boundary
- Recommended RCWD Legal Boundary
- City Boundaries
- County Boundary

**New Watershed**

- CRWD
- MWMO



Legal Boundary Review Page 10 of 41

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# Legal Boundary Review



RICE CREEK  
WATERSHED  
DISTRICT

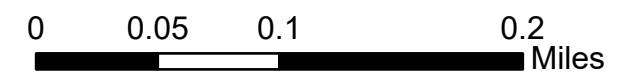
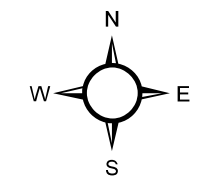
Roseville

Falcon Heights

-  Areas Called Out in Memo
-  RCWD Hydrologic Boundary
-  Current RCWD Legal Boundary
-  Recommended RCWD Legal Boundary
-  City Boundaries
-  County Boundary

**New Watershed**

-  RCWD
-  CRWD



Legal Boundary Review Page 11 of 41

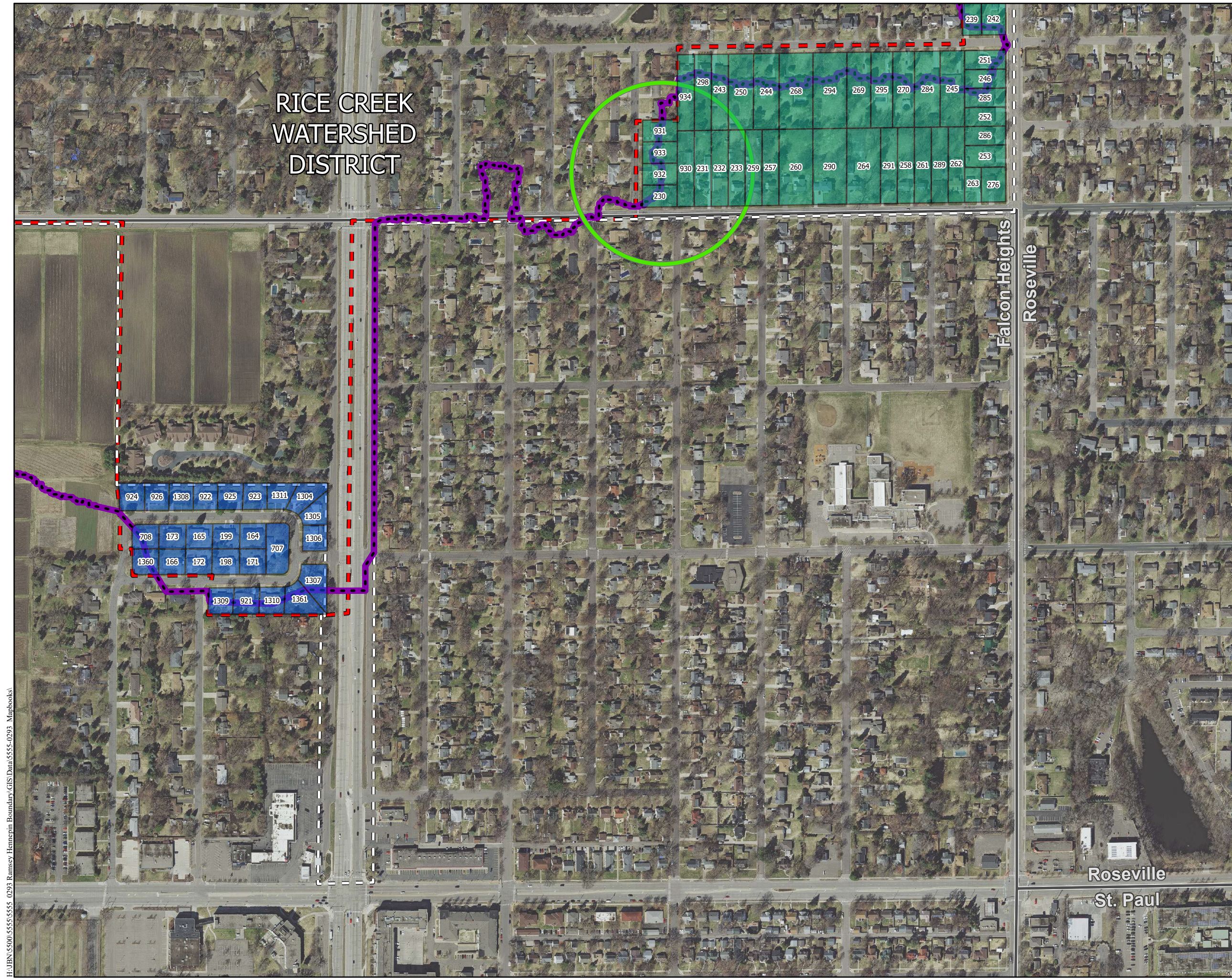
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# Legal Boundary Review

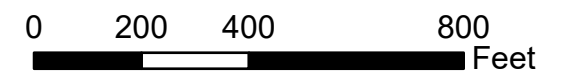
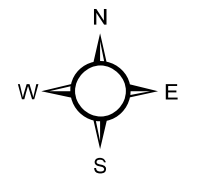
RICE CREEK  
WATERSHED  
DISTRICT



-  Areas Called Out in Memo
-  RCWD Hydrologic Boundary
-  Current RCWD Legal Boundary
-  Recommended RCWD Legal Boundary
-  City Boundaries
-  County Boundary

**New Watershed**

-  RCWD
-  CRWD



**Legal Boundary Review - Page 12 of 41**

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## Falcon Heights-Changing Parcel List

| PIN          | Owner                    | Address             | City           | Old District       | New District   | Reasoning                                  | Mapbook Page | Map ID |
|--------------|--------------------------|---------------------|----------------|--------------------|----------------|--|--------------|--------|
| 162923410024 | GUANG JIAN WANG          | 1616 GARDEN AVE     | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 12           | 164    |
| 162923410026 | GUANGJIAN WANG           | 1616 GARDEN AVE     | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 12           | 165    |
| 162923440009 | ANNE RENEE STUTSMAN TR   | 1653 MAPLE KNOLL DR | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 12           | 166    |
| 162923440006 | RICHARD LASZEWSKI        | 1615 MAPLE KNOLL DR | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 12           | 171    |
| 162923440008 | BRUCE F WAGAR            | 1643 MAPLE KNOLL DR | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 12           | 172    |
| 162923410027 | JAMES M BORGERDING       | 1646 GARDEN AVE     | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 12           | 173    |
| 162923440007 | JOLEEN HADRICH           | 1633 MAPLE KNOLL DR | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 12           | 198    |
| 162923410025 | DAVID R STEWART          | 1626 GARDEN AVE     | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 12           | 199    |
| 162923310013 | DEMETRIO GUEVARA         | 1911 FAIRVIEW AVE N | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 656    |
| 162923310014 | GREGORY GILLISPIE        | 1840 ROSELAWN AVE W | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 657    |
| 162923310012 | CHARLES KERSEY           | 1905 FAIRVIEW AVE N | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 658    |
| 162923310042 | JENNIFER MILBACHER       | 1906 TATUM ST       | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 659    |
| 162923310017 | SOPHIA THUY NGO          | 1870 ROSELAWN AVE W | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 660    |
| 162923310018 | JANE M AUGER             | 1880 ROSELAWN AVE W | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 661    |
| 162923310043 | JAMES C LAI              | 1901 ROSELAWN AVE W | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 662    |
| 162923320014 | JOSEPH J ARTZ            | 1994 AUTUMN ST      | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 670    |
| 162923320015 | DOUGLAS E WOLFE          | 1998 AUTUMN ST      | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 671    |
| 162923320004 | JEFFREY J SIEM           | 1997 AUTUMN ST      | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 672    |
| 162923320003 | AMBER E GEHLER           | 1966 ROSELAWN AVE   | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 673    |
| 162923320006 | ANTOINETTE J WILLIAMS TR | 1965 AUTUMN ST      | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 674    |
| 162923320002 | SCOTT B PIKE             | 1958 ROSELAWN AVE W | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 675    |
| 162923320001 | AI LINH LI TR            | 1948 ROSELAWN AVE W | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 676    |
| 162923320007 | JOEL RICHARD TURBES      | 1957 AUTUMN ST      | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 677    |
| 162923320008 | 1947 AUTUMN LLC          | 1947 AUTUMN ST      | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 678    |
| 162923310075 | RACHEL CLAIRE BROWN      | 1915 PRIOR AVE N    | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 679    |
| 162923310076 | DAVID J WHITE            | 1938 ROSELAWN AVE W | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 680    |
| 162923310077 | CECIL G HARD             | 1937 AUTUMN ST      | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 681    |
| 162923310046 | GARY L MALZER            | 1903 TATUM ST       | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 682    |
| 162923310073 | JOANNE M SUNDERLAND      | 1906 PRIOR AVE N    | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 683    |
| 162923310074 | KATIE CLAPP              | 1916 PRIOR AVE N    | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 684    |
| 162923310045 | JONATHAN M KEOGH         | 1905 TATUM ST       | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 685    |
| 162923310044 | RUTH E MARSTON TR        | 1920 ROSELAWN AVE W | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 686    |
| 162923410023 | JAMES C BETZ TR          | 1607 MAPLE KNOLL DR | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 12           | 707    |
| 162923410028 | MELISSA M STONE          | 1656 GARDEN AVE     | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 12           | 708    |
| 162923310078 | ELI EGGEN                | 1927 AUTUMN ST      | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 709    |
| 162923320005 | BAO VANG                 | 1975 AUTUMN ST      | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 710    |
| 162923320022 | RONALD B EISCHEN         | 1861 MOORE ST       | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 906    |
| 162923320009 | FLORENCE GLEASON TR      | 1954 AUTUMN ST      | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 907    |
| 162923320011 | ERIN M WILLIAMS          | 1974 AUTUMN ST      | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 908    |
| 162923310069 | PAUL A GRIGNON           | 1938 AUTUMN ST      | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 909    |
| 162923310067 | ROBERT W TENNYSON        | 1935 SUMMER ST      | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 910    |
| 162923310070 | MARY C BEATTIE           | 1930 AUTUMN ST      | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 911    |
| 162923310068 | SETH R BAKER TR          | 1941 SUMMER ST      | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 912    |
| 162923320012 | DANIEL E STOWER          | 1980 AUTUMN ST      | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 913    |
| 162923320013 | DANIEL JARL              | 1984 AUTUMN ST      | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 914    |
| 162923320023 | MARTIN T AMMANN          | 1869 MOORE ST       | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 915    |
| 162923320024 | DAVID KAISER             | 1981 SUMMER ST      | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 916    |
| 162923320028 | DAVID LAWRENCE PALMER    | 1953 SUMMER ST      | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 917    |
| 162923310071 | MARK MALONEY             | 1922 AUTUMN ST      | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 918    |
| 162923310072 | MARTIN R MCCLEERY TR     | 1918 AUTUMN ST      | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 919    |
| 162923320010 | BARBARA S HARTWICK       | 1964 AUTUMN ST      | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 11           | 920    |
| 162923440004 | GALEN L ERICKSON         | 1618 MAPLE KNOLL DR | Falcon Heights | Capitol Region WSD | Rice Creek WSD | >50% drains to RCWD, hydro boundary change | 12           | 921    |

Falcon Heights-Changing Parcel List

|              |                             |                     |                |                    |                    |   |    |      |
|--------------|-----------------------------|---------------------|----------------|--------------------|--------------------|---|----|------|
| 162923410016 | TREVOR S HOLMES             | 1635 GARDEN AVE     | Falcon Heights | Capitol Region WSD | Rice Creek WSD     | >50% drains to RCWD, hydro boundary change    | 12 | 922  |
| 162923410018 | OMAR ABDEL AL MAHMOUD ZIDAN | 1615 GARDEN AVE     | Falcon Heights | Capitol Region WSD | Rice Creek WSD     | >50% drains to RCWD, hydro boundary change    | 12 | 923  |
| 162923410013 | MICHAEL T BENDZICK          | 1665 GARDEN AVE     | Falcon Heights | Capitol Region WSD | Rice Creek WSD     | >50% drains to RCWD, hydro boundary change    | 12 | 924  |
| 162923410017 | CYNTHIA A VERHEY            | 1625 GARDEN AVE     | Falcon Heights | Capitol Region WSD | Rice Creek WSD     | >50% drains to RCWD, hydro boundary change    | 12 | 925  |
| 162923410014 | DENISE M KING               | 1655 GARDEN AVE     | Falcon Heights | Capitol Region WSD | Rice Creek WSD     | >50% drains to RCWD, hydro boundary change    | 12 | 926  |
| 162923410020 | LOUISA H HOLLINSHEAD        | 1603 GARDEN AVE     | Falcon Heights | Capitol Region WSD | Rice Creek WSD     | >50% drains to RCWD, hydro boundary change    | 12 | 1304 |
| 162923410021 | HOWARD B FRENCH             | 1597 GARDEN AVE     | Falcon Heights | Capitol Region WSD | Rice Creek WSD     | >50% drains to RCWD, hydro boundary change    | 12 | 1305 |
| 162923410022 | MARK JUSTIN NELSON          | 1591 GARDEN AVE     | Falcon Heights | Capitol Region WSD | Rice Creek WSD     | >50% drains to RCWD, hydro boundary change    | 12 | 1306 |
| 162923440001 | MARY ANDERS MORRIS          | 1592 MAPLE KNOLL DR | Falcon Heights | Capitol Region WSD | Rice Creek WSD     | >50% drains to RCWD, hydro boundary change    | 12 | 1307 |
| 162923410015 | MARLENE J LOKEN             | 1645 GARDEN AVE     | Falcon Heights | Capitol Region WSD | Rice Creek WSD     | >50% drains to RCWD, hydro boundary change    | 12 | 1308 |
| 162923440005 | JOSEPH E HOWARD             | 1628 MAPLE KNOLL DR | Falcon Heights | Capitol Region WSD | Rice Creek WSD     | >50% drains to RCWD, hydro boundary change    | 12 | 1309 |
| 162923440003 | ALEXANDER OSTRER            | 1610 MAPLE KNOLL DR | Falcon Heights | Capitol Region WSD | Rice Creek WSD     | >50% drains to RCWD, hydro boundary change    | 12 | 1310 |
| 162923410019 | KELLY NYE-LENGERMAN         | 1609 GARDEN AVE     | Falcon Heights | Capitol Region WSD | Rice Creek WSD     | >50% drains to RCWD, hydro boundary change    | 12 | 1311 |
| 162923320060 | REGENTS OF THE U OF M       | CLEVELAND AVE N     | Falcon Heights | Capitol Region WSD | Capitol Region WSD | Parcel split, remains in CRWD                 | 11 | 1317 |
| 162923320059 | CITY OF FALCON HEIGHTS      | 2050 ROSELAWN AVE W | Falcon Heights | Capitol Region WSD | Rice Creek WSD     | Parcel split, >50% drains to RCWD             | 11 | 1358 |
| 162923440010 | DAVID D SMITH               | 1659 MAPLE KNOLL DR | Falcon Heights | Capitol Region WSD | Rice Creek WSD     | >50% drains to RCWD, hydro boundary change    | 12 | 1360 |
| 162923440002 | MARTIN J MCLEAN             | 1604 MAPLE KNOLL DR | Falcon Heights | Capitol Region WSD | Rice Creek WSD     | Per CRWD request to simplify boundary in area | 12 | 1361 |



7/19/2024

Rice Creek Watershed District  
ATTN: Nick Tomczik  
4325 Pheasant Ridge Dr NE, Suite 611  
Blaine, MN 55449

Re: Petition for Boundary Change, Rice Creek Watershed District: Letter of Concurrence

Dear Mr. Tomczik,

The City Council of the City of Falcon Heights, Minnesota has reviewed and considered the proposal to change the common boundary between the Rice Creek Watershed District and Capitol Region Watershed District. Pursuant to Resolution #24-41, the City Council of the City of Falcon Heights, Minnesota authorized concurrence with the proposed petition to change the common boundary between the Rice Creek Watershed District and Capitol Region Watershed District.

Your point of contact regarding this concurrence is City Administrator, Jack Linehan, of the City of Falcon Heights at 651-792-7611, 2077 Larpenteur Ave. W., Falcon Heights, MN 55113.

Sincerely,

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**Mayor, Randy Gustafson**

**CITY OF FALCON HEIGHTS  
COUNCIL RESOLUTION**

July 24, 2024

No. 24-41

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**RESOLUTION APPROVING LETTER OF CONCURRENCE FOR WATERSHED  
DISTRICT BOUNDARY CHANGE/ADJUSTMENT**

**WHEREAS**, Rice Creek Watershed District (“RCWD”) has analyzed and identified certain discrepancies in the common boundary between the Capitol Region Watershed District (“CRWD”) and the RCWD. The discrepancies arise because of differences between the boundaries as established by State order and the hydrologic boundaries as determined by modern mapping information; and

**WHEREAS**, RCWD has developed a revised boundary for inclusion in a petition to the Board of Water and Soil Resources for boundary change; and

**WHEREAS**, RCWD has presented the revised boundary for consideration by the City of Falcon Heights;

**WHEREAS**, the RCWD Engineer has prepared a revised watershed district boundary map and affected parcel listing (*see attachment*) which have been considered by the City of Falcon Heights; and

**WHEREAS**, Minnesota Statute 103B.215, requires a petition for boundary change to be accompanied by a written statement of concurrence in the petition from the governing body of each statutory or home rule charter city and town and each watershed management organization having jurisdiction over the territory proposed to be added or transferred;

**WHEREAS**, RCWD has requested concurrence from City of Falcon Heights in the proposed boundary change and in the filing of a petition for boundary change with the Board of Water and Soil Resources that reflects the boundary changes described in the attached map and parcel listing.

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

The City of Falcon Heights in accordance with Minnesota Statute 103B.215, concurs with the proposed boundary changes found in the attached map and parcel listing, and authorizes its municipal authority to execute the attached concurrence letter for inclusion with the RCWD petition to the Board of Water and Soil Resources for boundary change.

**ADOPTED** by the Falcon Heights City Council this 24<sup>th</sup> day of July 2024

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Moved by:

Approved by: \_\_\_\_\_

Randy Gustafson  
Mayor

GUSTAFSON        \_\_\_\_\_    In Favor  
LEEHY  
MEYER             \_\_\_\_\_    Against  
WASSENBERG  
MIELKE

Attested by: \_\_\_\_\_

Jack Linehan  
City Administrator