Welcome to Falcon Heights

Your handbook for living in Falcon Heights
**Welcome to the City of Falcon Heights!**

Dear New Residents,

On behalf of all your Falcon Heights neighbors, we want to welcome you to your new home in our “Fair” city! You have chosen a truly unique place to live. It is located just ten minutes from the downtown districts of both St. Paul and Minneapolis. Falcon Heights has access to several parks, shopping malls, and numerous other attractions. We also boast several attractions within city boundaries including the Minnesota State Fair, the Gibbs Farm Museum, the University of Minnesota Institute of Agriculture and the University’s Les Bolstad Golf Course are all located in Falcon Heights. Convenient public transportation is always available through the MCTO and the Roseville Area Circulator systems.

People are surprised to find so much available in a city of just 5,521 residents -- all the convenience of larger cities with a "small city" feel. As a small city, we rely heavily on the talents and energies of our residents of all ages to help maintain the quality of life we have come to enjoy. A wide range of community events are planned each year to bring people together to strengthen community bonds. Watch for notices of these events in the bi-annual City Newsletter website. Also, sign up for our city’s listserve link found on the city’s homepage, and Like or Follow us on Facebook or Twitter for the latest city news.

We look forward to getting to know you!

Sincerely,

Randy Gustafson
Mayor
## Table of Contents

**History of Falcon Heights**

Government
- Administration
- Elections
- City Map of Falcon Heights
- City Commissions
- Neighborhood Liaison
- City Newsletter
- Falcon Heights Listserv
- Public Transportation
- Tennis Sanitation

Falcon Heights Fire Department

Police Service: Ramsey County Sheriff’s Office

Public Works
- Snow Removal
  - Pathway/Sidewalk Maintenance Map
- Street:
  - Sweeping
  - Lights
- Trees
- Pot Holes

Electricity and Gas

St. Paul Regional Water

City Ordinances

City Parks

City Events

Quick Reference Phone Numbers

Helpful Resident Information

Home Guide to Emergency Preparedness

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*This New Resident Welcome and Information Packet is designed to give you a brief overview of vital information that is useful to residents. If you have any questions or need additional information on something, please call City Hall at 651-792-7600.*
History of Falcon Heights

The present City of Falcon Heights originally was contained within the boundaries of the old Rose Township, which also included the cities of Lauderdale and Roseville, as well as sections of St. Paul, Minneapolis and St. Anthony.

Settlement of the area began as early as 1843, six years before Minnesota became an official territory. Credit for the first settlement is generally granted to Stephen Desnoyer, who established his home on the banks of the Mississippi River near the present site of the Town and Country Golf Course. The family of Isaac Rose also settled in the area in 1843. Rose Township was named after Isaac Rose as a reward for his assistance in the federal land survey of 1850.

Soon to follow the Rose family in settlement was Heman Gibbs, who established his home on a land grant west of Cleveland Avenue, and north and south of Larpenteur. In his home, Gibbs established the first school in Rose Township. The school remained in service until 1959, one of the longest periods of use in the state’s history.

The original sod house built by Heman Gibbs is no longer standing, but the second house built for the family in 1854 still remains on the site. The Ramsey County Historical Society purchased the Gibbs' farm in 1949, and operates it as a museum, while the homestead itself is listed on the National Register as a designated historical site.

In 1859, one year after Minnesota was granted Statehood, Rose Township organized a voting precinct, and with all 22 legal voters present, town officers were duly elected and taxes were levied for the coming year. Nearly half of the original Rose Township was absorbed by St. Paul in 1881. Of the remaining area, the first urban area to arise was Rosehill, now known as Lauderdale.

It was in the 1930’s, that the area known as Falcon Heights received its name. The secretary of Minnesota Mining and Manufacturing Company (3M), John Cable, owned a larger parcel of land in the present City. Cable made plans to plat the area with his real estate agent, a gentleman named Faulkner, who named the development after himself. The Keller Corporations bought the land owned by Cable in 1936. They retained the name of the development, Falcon Heights, completed the platting, and constructed the first house in 1937.

In the early 1940’s, retail business construction began in the area, with development centering on the intersection of Snelling and Larpenteur and on Hamline between Hoyt and Iowa. At one time, a small airfield occupied one of the fields near Snelling and Larpenteur. The city park that now occupies the site is named after the airport, Curtiss Field.
With the incorporation of Roseville in 1948, and the continued development of the area, the residents were faced with a choice regarding the form of government they desired to serve their needs. On April 1, 1949, by a vote of 5 to 1, the citizens rejected petitioning either Roseville or St. Paul for annexation, and chose instead to establish their own independent village government.

The incorporation of the Village of Falcon Heights brought in all of the remaining unincorporated areas of Rose Township, including the State Fairgrounds, University of Minnesota Campus Golf Course, and Test Fields. These public lands comprise two-thirds of the total land area in our City.

In 1973, the State Legislature mandated a change in municipal government from Village to City. The following year the Village of Falcon Heights officially became the City of Falcon Heights. Some longtime residents still call it "The Village."

Residential development began in Falcon Heights in the 1920s, mostly southeast of the Snelling/Larpenteur crossroads and along the main roads north of Larpenteur. After World War II the fields northeast of Snelling/Larpenteur of Larpenteur were rapidly developed into a grassy suburb typical of the era.

The University of Minnesota, north of Hoyt Street and west of Cleveland Avenue created University Grove, one of the Twin Cities’ most unique neighborhoods. The homes, each individually designed and built, were intended to provide convenient, affordable housing for University faculty and staff.

Homebuilding spread west of Larpenteur in the 1960s and 1970s, filling up the remaining pockets of land not owned by the University of Minnesota. The newest developments - Maple Court, Questwood, and 1666 Coffman - follow the townhome or condominium model, reflecting the scarcity of land in the inner suburbs and the need to fit more households into less space and provide life-stage housing for retired residents.

In 2003, the 50-year-old shopping center at the southeast corner of Snelling and Larpenteur was razed, and a new mixed-use development took its place. Falcon Heights Town Square includes an apartment building for senior citizens, a multi-family apartment building with retail businesses on the ground floor, and a cluster of 14 townhomes, adding over 170 households to Falcon Heights' population.
Government of Falcon Heights

Administration

Falcon Heights is operated under a form of government known as Plan “A”, which calls for an elected Mayor and four elected Council Members. This system was adopted on January 1, 1971.

The City Council meets twice a month, on the second and fourth Wednesday at 7:00 p.m. The Mayor and Council Members are elected to four-year terms in elections held on the first Tuesday after the first Monday in November in each odd-numbered year. The Mayor chairs all council meetings, and each Council Member has a single, equal vote. All meetings are open to the public.

The City Administrator, who is appointed to office by the Council and serves at the Council’s discretion, conducts the administrative responsibilities of the City of Falcon Heights. The City Administrator attends council meetings, makes recommendations to the Council, and enforces city ordinances. The City Administrator is the City’s chief executive officer, the representative in various intergovernmental affairs, and is responsible for budget preparation.

Cable television is offered through Comcast and CenturyLink. Channel 16 is set aside for the exclusive use of Falcon Heights so residents may view City Council meetings and other special programs. The customer service department can be reached at 651-222-3333.

 Notices of the meetings are posted 72 hours prior to the meetings at the following locations:

- Falcon Heights United Church of Christ
- City Hall Bulletin Board

All agendas, minutes of meetings, ordinances, newsletters, financial reports, and other public information are on the website at www.falconheights.org under “City News”.

Elections

Residents may participate in local government through a variety of avenues, the most important of these is voting. It is necessary for every citizen to register in order that his or her vote is considered valid. Any citizen that is at least 18 years of age on Election Day and has lived in the state for 20 days is eligible to register and vote. A citizen may register:

1. up to 20 days preceding any election by postcard available from the County Auditor or City Hall
2. or on election day at the polling place with proper proof of identity.

Falcon Heights has two election precincts. If you live west of Snelling Avenue vote at City Hall, 2077 West Larpenteur Avenue- Precinct #1. If you live east of Snelling Avenue vote at Falcon Heights United Church of Christ, 1795 Holton Street- Precinct #2.
Locations:
- Falcon Heights City Hall - 2077 Larpenteur Ave W, 55113
- Falcon Heights United Church of Christ - 1795 Holton St, 55113

Absentee Ballot

You can no longer vote absentee at Falcon Heights City Hall. Absentee voting is being handled by Ramsey County for the City.

Complete information on voter registration and absentee voting for the general election is available at Ramsey County Elections and Voting or by contacting Ramsey County Elections at elections@co.ramsey.mn.us or at 651-266-2171.

The Difference between Early & Absentee Voting

Question: Is there a difference between early voting and absentee voting?

Answer: Yes! Now that no-excuse absentee voting is available, in-person absentee voting is often called early voting. While the terms are often used interchangeably, and voters may not be able to tell the difference, there is a difference.

Absentee voting

Absentee voting allows a voter to cast a ballot prior to Election Day in-person or through the mail. The voter seals the ballot, which is then opened in the few days allowed prior to the election. The results are totaled when the polls close on Election Day with the rest of the ballots cast in the precinct.

Early voting

Early voting is done in-person only. Voters complete their ballot and place the ballot in the tabulator, exactly the same way a voter would on Election Day. This gives voters a chance to correct any errors on their ballot such as an over-vote so that it is cast in the way they want. When voters leave the polling place, they know their ballots were filled out correctly and that their votes will be counted.

Early voting also has advantages administratively. By having the voter deposit their ballot in the tabulator, the election administrators have the opportunity to correct errors. Election judges do not have to open and sort envelopes to be counted in the (very busy) days leading up to the election. No results of votes cast during early voting periods are totaled until Election Day.

Current Minnesota law allows for absentee voting in the 46 days prior to an election, but does not permit cities to allow for early voting. The League of Minnesota Cities supports the adoption of legislation establishing an early voting process.
City Commissions

All City Commissions consist of volunteers who are appointed to their posts by the Mayor with the Council’s approval. Commission members may not serve more than two consecutive terms.

- **The Planning Commission** serves in an advisory capacity to the City Council. The Planning Commission makes recommendations to the Council concerning zoning issues and assures that proposed regulations and other land use issues are compatible with the City’s Comprehensive Plan.
- **The Community Engagement Commission** is charged with advising the Council on matters related to community needs and issues, crime and prevention, public awareness, community involvement, and human rights issues. The Commission also helps plan, facilitate community events such as Human Rights Day, and block parties.
- **The Parks and Recreation Commission** provide input on parks and trail maintenance and helps promote healthy activities and lifestyles for residents. It also develops plans for existing and expanding community recreation.
• **The Environment Commission** makes recommendations for current and future handling and recycling of solid waste materials in the City, developing environmentally friendly initiatives.

If you want to serve in one of the commissions, please contact City Hall 651-792-7600 or mail@falconheights.org for openings.

**Neighborhood Liaison:** Falcon Heights Neighborhood Liaisons are citizen volunteers who help with everything from organizing block parties to preparing for emergencies. The Community Engagement Commission sponsors this community network.

**Why do we have Neighborhood Liaisons?**

We want to connect residents of Falcon Heights’ neighborhoods with each other with the city through the Community Engagement Commission (CEC). Liaisons do this by building relationships to more effectively cultivate a caring, supportive, and inclusive community.

**What do Liaisons Do?**

- Welcome new residents.
- Promote neighborhood gatherings, block parties, or other activities that work for your neighborhood.
- Be a connector and communicator between the neighborhood and City Council through the CEC.

Want to become more involved in your neighborhood? Sign up online, call city hall or in person.

The Neighborhood Liaisons Packet is available online and at City Hall.

**The Falcon Heights City Newsletter**

A bi-annual publication that informs residents of Council action, ordinances, recreational opportunities, services, and items of interest. Contents of the Newsletter are provided by the Mayor, Council Members, and staff.

**Falcon Heights Listserv**

Subscribe to the City’s email list to receive the most up-to-date notices of Falcon Heights news, including crime alerts, special events and notices of upcoming street work, traffic changes and parking changes.

**Public Transportation**

While the City does not maintain a public transportation system, several Metro Transit bus lines serve Falcon Heights. Call Metro Transit at 612-373-3333 for route information or visit metrotransit.org.
Tennis Sanitation

The City provides curbside recycling by contracting with Tennis Sanitation. Items must be placed curbside or on the alley by 7:00 a.m. every other Friday. Plastics 1 through 9 may be recycled, and for more information on those or other items that may be recycled please contact Tennis Sanitation directly at 651-459-1887.

We Want to Help! If you have a physical or sensory impairment, and require assistance at a City meeting/event, please let us know so that we may accommodate your needs

Follow us on Social Media

Facebook: https://www.facebook.com/CityofFalconHeights/
Twitter: https://twitter.com/FalconHeights
LinkedIn: https://www.linkedin.com/company/1732049/
Falcon Heights Fire Department

Falcon Heights maintains a paid on call Volunteer Fire Department of about 20 persons. A Fire Chief and two Assistant Fire Chiefs are appoint by the Council to a three-year terms of office. The department maintains three fire engines to the meet emergency needs of Falcon Heights and Lauderdale. All volunteer firefighters are equipped with a pager, which notifies them of a fire, or rescue call at any time.

Those interested in becoming a volunteer firefighter should contact the Fire Department at 651-792- 7635 or go to www.falconheights.org for an application and more information.

A Fire Marshal is employed by the City part-time to perform such tasks as preventive and new construction inspections, and rental and business inspections.

Volunteer Firefighters Needed!

Falcon Heights relies on a paid-on-call, volunteer fire department. The work is very rewarding — you can see firsthand what you have accomplished, and people are very grateful for your service. Although the Falcon Heights Fire Department is not a full-time department, you will be trained as a professional, and you will work as a professional. Fires do not recognize the difference between fulltime and paid-per-call firefighters!

Remember, the Falcon Heights Fire Department also serves the City of Lauderdale. Residents of Lauderdale and people who work in Lauderdale are welcome to apply!

Minimum Requirements:
• Minimum 18 years of age
• Pass a physical exam (paid for by the department)
• Live/work in the City of Falcon Heights or Lauderdale
• Live within a two-mile driving radius of the station, or be within a five-minute drive response time
• If you do not meet these requirements, your application will still be reviewed by the department

Benefits:
• City-provided PPE (Personal Protective Equipment), clothing, uniforms, and pager
• 120 hours of basic firefighting training, and 45 hours of First Responder training, paid for by the city
• Eligibility for worker’s compensation
• Membership in the Firefighters Relief Association, and a 20-year service pension upon reaching 50 years of age.
We Need YOU!
To Help Us Save Lives

Join Falcon Heights Volunteer Fire Department

TOUR OUR FIRE TRUCKS  MEET OUR MEMBERS  LEARN MORE ABOUT US

MAKE A DIFFERENCE BY VOLUNTEERING IN YOUR COMMUNITY

- Retirement Service Pension
- $14/hour Call pay and $10/hour Drill pay
- Firefighting training
- Minimum 18 years of age

- Build News Skills
- Gain Valuable Experience
- Be Part of a Team
- Give Back To Your Community

Visit www.falconheights.org OR email mail@falconheights.org for more information

Follow us on Social Media

Facebook: https://www.facebook.com/falconheightsfire/
Ramsey County Sheriff’s Office

The City of Falcon Heights contracts police services through the Public Safety Services Division of the Sheriff’s Office and can be contact by 651.266.7300.

**Patrol Station:**
1411 Paul Kirkwood Drive
Arden Hills, MN 55112

**Headquarters:**
425 Grove St.
St Paul, MN 55101
General Line: 651.266.9333

**EMERGENCY - Always Call: 911**

**Non-Emergency Dispatch - 651-767-0640**

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Public Works

Public Works manages and take care of parks, streets, and sewer system. Public Works also handles snow removal, and in rare cases, the City will ask private contractors and Ramsey County for repair work and snow removal.

**Snow Removal**

Snow emergency

**NO PARKING IS ALLOWED ON ANY CITY STREET AFTER 2 INCHES OF SNOWFALL!**

- A Falcon Heights snow emergency begins automatically whenever there is new snowfall of 2 inches or more.
- The snow emergency begins immediately at 2 inches of snow, NOT when the snow stops falling.
- There will be no announcement on the radio or TV.
- St. Paul and Minneapolis snow emergencies do NOT apply to Falcon Heights.
- The snow emergency ends when it has stopped snowing and all the streets are plowed curb to curb.
- All parked vehicles must be removed from the street during a snow emergency.
Cars must be moved off the street even if the two (2) inches of snow falls in the middle of the night or the early hours of the morning. Be sure to follow the weather forecast if you choose to park your car on the street.

Although the City prefers not to ticket or towed vehicles parked on the street during snow emergencies, we must keep the streets clear and open for emergency vehicle access.

Thank you for your cooperation this winter!

Snow Emergency Enforcement and Towing

Towing Information
Twin Cities Transport and Recovery
651.642.1446

The city has an automatic snow emergency policy in effect when two inches of snow has fallen, NOT when the snow stops.

Please note that it is the city’s policy to ticket and tow any cars left on the street during a snow emergency. This policy will be enforced.

Watch the weather forecast, and if two inches of snow is predicted, make arrangements to get your car off the street overnight.
Street

- **Street Sweeping:** Local streets and alleys are swept in the spring around mid-April and again in mid-November after most of the leaves have fallen.
- **Street Light:**
  - Xcel maintains most of the city streetlights.
  - To report an outage of a streetlight, call Xcel at 1-800-960-6235 or report on line at http://www1.xcelenergy.com/ODL/OUTAGEREPORT/
  - If you witness vandalism in progress, call 911.
  - If you witness accidental damage to a streetlight, or see evidence of vandalism, call 911, 24 hours a day, 7 days a week and they will send the appropriate aid.

Trees

**Boulevard Trees**

Trees are annually checked for disease and removed if necessary. The city annually contracts for tree trimming in designated areas of the city.

**City Forester**

The City of Falcon Heights currently contracts with an outside forester for all tree situations. The forester’s hours are based on demand for service and request.

You may contact the forester at 651-792-7615 or email at branchandbough@yahoo.com

**Pot Holes**

After a harsh winter weather, our roads tend to develop the occasional pothole. If you become aware of a pothole, please report it! First, determine whether the pothole is located in a street under Falcon Heights jurisdiction. If the pothole you would like to report is on a Falcon Heights road, please fill out the following form and the Public Works Department will be notified.

**Electricity and Gas**

Electricity and gas are provided for the City by franchise with Xcel Energy, which directly bills residents for these services. The State Public Utilities Commission supervises rate charges.

Please call 1-800-895-4999 for customer service or 1-800-895-1999 for an outage issue.

**St. Paul Regional Water**

Falcon Heights provides residents with a municipal sewer system. The St. Paul Water Utility supplies our water. Billings for sewer and water are made directly to residents by the utility.

For questions or concerns, please contact St. Paul Water Utility at 651-266-6350.
City Ordinances

In order to ensure the safety and general well-being of our residents, the City of Falcon Heights has enacted the Municipal Code to govern the conduct of the citizens and officials of the City. The code is available for your review at City Hall or at www.falconheights.org. The items, which follow, have been selected from the code for their particular relevance to all residents of the City:

**Regulation of Animals**

It is unlawful for dogs to run at large, a leash must control them or chain not more than six feet in length. You must clean up after your dog or cat on public or private property and dispose of the feces in a sanitary manner. Your pet may be a public nuisance if it is running loose, damaging property, making noise that disturbs others, or scratches or bites anyone, in addition to other behaviors outlined in the Municipal Code. You may be subject to misdemeanor charges if you do not clean up after your pet or if it is deemed a public nuisance.

The city does not license dogs or cats, however, all dogs and cats older than six months must be vaccinated against rabies and the rabies vaccination tag provided by the veterinarian must be affixed to the animal’s collar.

No person may maintain a kennel within the City. Four or more of any type of domestic pets over four months old constitutes a kennel.

**Parking**

No truck, trailer, bus, or school bus shall be parked on any highway or street within the City of Falcon Heights for more than 90 minutes, or for such additional time as is necessary to load or unload such vehicles.

No vehicle can be parked on any alley within the City except for normal pick-up and delivery of passengers or commercial goods (limit 30 minutes).

No vehicle shall be parked on any street or public grounds within the City for more than 48 consecutive hours.

It is unlawful to park vehicles on the front, side, or rear landscaped yard. The only exceptions are boats, trailers, and recreational vehicles, which need to be stored at the rear of the property—not on the street or in the driveway. If you have a single driveway, you may park one car next to the driveway in the front yard on the side nearest to your home during winter months, November 15th through April 1st.

**Snow Removal**

On-street parking is prohibited during a snow removal period, beginning after two inches of snow has accumulated, and ending when snow plowing has been completed from curb to curb.
on each street. No announcements are made in the local media. Please note the St. Paul and Minneapolis snow emergency policies do not apply to Falcon Heights.

No person shall park a motor vehicle on any unplowed street or within 30 feet of either end of an unplowed street until the full street has been plowed, curb to curb.

Property owners are responsible for removing snow and ice from public sidewalks within 24 hours after an accumulation. The shoveling or plowing of snow into streets and alleys is prohibited. The removal of snow from alleys is the responsibility of the owners of the property, which abuts the alley. Failure to comply with this ordinance shall cause the City to remove the snow, and bill the benefited owners for this service.

**Nuisances**

The following items have been determined to cause blight or be blighting factors, and if allowed to exist, will tend to result in undesirable neighborhoods and can be harmful to the public welfare, health, and safety:

- Inoperable vehicles, stored outside a garage, which are unusable, beyond repair, or without valid or current registration.
- The outdoor storage or accumulation of junk, trash, rubbish, or refuse.
- The existence of any structure which because of fire, wind, or other natural disaster, or physical deterioration is no longer habitable as a dwelling nor useful for any other purpose for which it was originally intended.
- Noxious weeds or other weeds or grass growing to a height greater than six inches or which have gone or are about to go to seed, or fallen trees or branches.

The following items have been determined to be public nuisances affecting public peace and safety:

- All trees, hedges, billboards, or other obstructions, which prevent persons from having a clear view of traffic approaching an intersection.
- All limbs of trees, which are less than eight feet above the surface of any public sidewalk or sixteen feet above the surface of any street.
- All wires which are strung or hang across public streets, alleys, or sidewalks less than fifteen feet above the surface of the ground.
- All explosive, bottled gas, inflammable liquids, or other dangerous substances stored in any manner deemed dangerous by the building inspector, fire chief, health officer, or fire inspector.
- Obstructions and excavations affecting the ordinary use by the public of streets, alleys, sidewalks, or public grounds except under such conditions as are authorized by the Council.
- Any use of property abutting on a public street or sidewalk, which causes large crowds of people to gather, obstructing traffic, and the free use of the streets and sidewalks.
- All hanging signs, awnings, and other similar structures over the streets and sidewalks, so situated as to endanger public safety.
• The allowing of rainwater, ice, or snow to fall from any building or structure upon any street or sidewalk or to flow across any sidewalk, or waste water cast upon or permitted to flow upon or across streets or other public property.
• Dangerous, unguarded machinery, in any public space, or so situated or operated on private property as to attract the public.
• Obstructions to the free flow of water in a natural waterway or a public street drain, gutter or ditch.
• The sweeping of grass clippings or leaves into the street.
• The service and repair of vehicles in driveways except as provided in the definition of a private garage.

_trees, fences, hedges and yards_
The City Forester appointed by the City Council shall have jurisdiction and supervision over all trees, shrubs, and other plants growing in the City.
It shall be the duty of any person responsible for growing any trees on private property abutting on a public street to:

1. Trim trees so as not to cause a hazard to persons on abutting public property or interfere with the proper lighting of public streets by the streetlights;
2. Treat or remove any tree or plant as diseased or insect-ridden as to constitute a hazard to other trees or plants in the City.
3. Refrain from planting trees within five feet of any property lot line abutting a right-of-way of a public street.
4. Refrain from planting any of the species prohibited by municipal regulations: Ginko (MaidenHair Tree, female only), Chinese Elm, Boxelder (ash-leafed maple), Eastern Cottonwood, Lombardy Poplar, or Silver Maple.

Fences, hedges, and driveways shall be located within property lines with all fences facing out (posts and rails located on inside of respective property).

Fences and hedges are subject to zoning restrictions. Consult the Zoning and Planning Director for details regarding limitations in heights and placement.

Owners of property abutting any public street or alley are responsible for the sodding or planting of grass thereon, and maintaining the grassed portion of such property to the curb line or to the traveled portion of the street or alley upon which property abuts.

It shall be the duty of every owner of property abutting on any street or alley to keep the grass and weeds cut to the curb line or traveled portion of the street or alley.

false alarms for police and fire assistance: An individual who incurs more than one false security or false fire alarm at an address within one calendar year is subject to a false alarm fee.

_discharge of firearms_
Shooting of any gun, air gun, pistol, revolver, or other firearm within the corporate limits of the City is not permitted and is a felony offense.
Garbage and Refuse

Metal or plastic non-disposable containers are required for the storage of all refuse accumulated on the premises between collections. Waterproof bags may be placed next to the street curb, or alley provided they do not remain there for a period longer than 24 hours prior to the time scheduled for collection.

Most haulers will pick up yard waste for an additional fee, please contact yours directly. Ramsey County has a compost facility that may be utilized; please call 651-633-EASY for information and hours of operation.

All refuse haulers must adhere to the City Code on the following page and be licensed within the City of Falcon Heights. Current licensed refuse haulers are listed on page 23.

Chapter 5-2.03 of the City Code: A. Regulation of Refuse Haulers

1. Licensing Requirements
   a. Must be capable of at least weekly collection of rubbish and other waste materials including seasonal collection of leaves, grass clippings, and brush.
   b. Provide for periodic removal of excess refuse.
   c. Must offer a minimum of three different volume based rates, including 32 gallons per week, 64 gallons per week, and greater than 64 gallons per week.
   d. File with the city clerk a schedule of proposed rates to be charged during the licensing period. Every licensee shall provide 14 days written notification to the city and the licensee’s customers of any change in rates to be implemented during the licensing period.
   e. Refuse collection in R-2 and R-1 zones must be provided on Fridays only. Exception: University Grove neighborhood, west of Cleveland and south of Larpenteur as long as the neighborhood is served by one vendor.
   f. Shall not collect or remove garbage or refuse within 500 feet of any residential district, except between the hours of 7:00 A.M. and 10:00 P.M. on any weekday or between the hours of 9:00 A.M. and 9:00 P.M. on any weekend or legal holiday.
   g. Shall report to the city monthly the quantity of all yard waste abated from landfills. Such quantities shall be reported in estimates of cubic yardage abated. Failure to certify accurate volumes in a timely manner may be cause for revocation of a hauler’s license.
   h. Loading vehicles. The collector shall transfer the refuse of his/her vehicle without spilling, or if any spilling occurs, he/she shall clean it up completely. Loose paper, trash and small materials shall be secured so they cannot be dispersed by wind or fall out of the vehicle.
City Parks

The City of Falcon Heights has four fully developed parks within its city limits.

Facility or Park Rentals

Interested in renting a city park or facility? Looking for a venue that can please almost any age group? Rent one of our facilities or parks today!

How to reserve a date:

1. Email the park form to mail@falconheights.org or fax 651-792-7610. Staff will contact you for payment.
2. In person at City Hall
3. Mail the form and check to 2077 Larpenteur Ave. W., Falcon Heights, MN 55113

Please contact City Hall for rental fee.

Park and field calendar are up to date on city website. Please contact City Hall 651-792-7600 for more information.

Park Address:

Community Park
2050 Roselawn Ave.

Curtiss Field
1551 W. Iowa Ave

University Grove Park
1600 Coffman St

Falcon Heights Elementary School (area behind school)
1392 Garden Ave
City Events

The city host a variety of events each year and it is a great way engage with the community.

**Spring Together:** To honor the spirit of sharing and community, the meal will be potluck and a great opportunity, to meet many neighbors, while enjoying many flavors. Bring your favorite dish to share!

**Ice Cream Social and Hot dog with a Deputy:** Join your neighbors for an Ice Cream Social and “Hot Dog with a Deputy.” There will be games for all ages and live music in the park. Free hot dogs, chips, bottled water, and the Ramsey County Sheriff’s Department will provide frozen fun pops.

**City Wide Garage Sale:** Want to get rid of things around the house or looking to buy? Falcon Heights’ Garage Sale Day is held on September.

**Sustainability Fair:** This free event displayed sustainable practices going on in our community while educating others on how to bring sustainability home with them. The fair was geared up for all ages to engage community members to work together protecting our natural resources and environment for a more resilient future.

**Falcon Heights Fire Department Open House:** In recognition of National Fire Prevention Week, the Falcon Heights Fire Department host an open house in October. The Fire station open house will include games, live-fire kitchen safety demonstrations, and an automobile extrication demonstration.

**Human Rights Day:** It is celebrated annually across the world on 10 December every year. Community Engagement Commission hosts the event each year with different themes.

**Cultivating a Caring Community:** In the spring of 2018, elected officials, staff, and community representatives from Falcon Heights connected with other communities who are working to promote inclusion throughout the city. These relationships helped facilitate the upcoming event!

Check our website for updated dates and times and new events!
Quick Reference Phone Numbers Helpful Resident Information

Licensed Refuse Haulers:
Tennis Sanitation will pick recycling up every Friday. Any company can do general trash collection, so long as they are licensed in the City of Falcon Heights. Licensed Haulers for 2019 are:

Curbside Waste Inc - 763.504.2872
Aspen Waste Systems Inc - 612.884.8000
Republic Services (Allied Waste Systems) – 651.455.8634
Walter's Recycling & Refuse – 763.780.8464
Keith Krupenny & Son Disposal Service, Inc. – 651.457.3680
Advanced Disposal - 651.487.8546
Waste Management - 952.890.1100
Gene's Disposal - 651.426.1224

For questions on yard or hazardous waste, call Ramsey County Disposal at 651-633-EASY (3279).

Address Numbers for Residential and Commercial Property
To assist in identification for emergency services, as well as for any deliveries and identification by the general public, all residences, business and commercial properties shall have affixed to them the proper street address as designated by the City. This shall include all buildings and garages, which abut alleys. The numbers and letters used to identify an address must be a minimum of four inches in height.

Business Conducted in the Home
Home based occupations are subject to residential zoning restrictions and require a City license. Call City Hall at 651-792-7600 or visit www.falconheights.org for more information.

Building Permits and Licensing
Any type of construction, alteration, or demolition shall require a building permit for each job performed. This includes driveways and fences. Permits shall be required for all plumbing, electrical, or mechanical construction or repair, and for all sewer connections or repairs. All refuse haulers, drain or sewer connection cleaners, gas installers, general contractors, mechanical contractors, and tree trimming, removal, and treating firms who seek to conduct business within the City of Falcon Heights must be licensed by the City to perform such activities.

Parking Permits
Certain areas of Falcon Heights have permit parking restrictions. Contact City Hall to obtain information on parking restrictions, permits, and conditions.
**Phone Number Quick Reference**
- Emergency: 911
- Police Department (Record Unit): 651-266-7300
- Ramsey County Dispatch (non-emergency): 651-767-0640
- Ramsey County Road Conditions: 651-266-7100
- City Hall: 651-792-7600
- Poison Center: 800-222-1222
- Crisis Intervention Center: 612-873-3161
- Comcast Cable (Residential): 651-222-3333
- Recycling — Tennis Sanitation: 651-459-1887

St. Paul Water Utility 651-266-6350
- Dispatch/Emergency: 651-266-6868
- Meter Reading/Repair: 651-266-6850
- Emergency Sewer Service: 651-484-3366

Xcel Energy
- Lights Out: 800-895-1999
- Gas Emergency/Odor: 800-895-2999
- 24 Hour Information: 800-895-4999
- Gopher State One Call: 811 or 651-454-0002

**Driver & Vehicle Licenses:**
Driver’s License Bureau (renewals) Driver’s Exam Station
Roseville License Bureau
2737 N Lexington Ave, Roseville
651-484-2962

North Metro Driver’s Exam Station
I-35W & Co Rd I, Arden Hills
651-639-4057

*You have 60 days after you move to change your driver’s license address & have Minnesota license plates put on your car.*

**Post Office**
- Roseville
  2000 W Co Rd B2, Roseville
  651-226-2171

**Libraries**
- Ramsey County Public Library
  2180 N Hamline Ave, Roseville
  651-631-0494

- St. Anthony Park
  2286 Como Ave, St. Paul
  651-645-7182

- St. Paul Public Library
  2245 Como Ave, St. Paul
  651-642-0411
Public Schools:

Falcon Heights Elementary  651-646-0021  Roseville Area Middle School  651-482-5280
Brimhall Elementary School  651-638-1959  Roseville Area High School  651-635-1660
Roseville District #623 Offices  651-635-1600

Geographical Boundaries:

North: Roselawn from Fulham to Hamline
West: Fulham from Hoyt to Roselawn; Cleveland from Hoyt to Como
East: Hamline from Hoyt to Roselawn; Snelling from Hoyt to Como
South: Como from Cleveland to Snelling,
      Hoyt from Fulham to Cleveland, and Snelling to Hamline.

Incorporation: April 1, 1949
Statutory City: January 1, 1974, of the 4th Class
Area: 1440 acres, or 2.28 square miles
Miles of Streets: 11.5 miles

County: Ramsey
U.S. Congressional District: 4th
State Senate District: 66
State Legislative District: 66A
Judicial District: 2
County Commissioner District: 3
Metropolitan Council District: 10
School District: 623

Land Use:

2/3 of the City is non-taxable (the University of Minnesota Campus and Golf Course
and the State Fairgrounds), 99% of the remaining land is developed.
THE FORECAST IS FAIR….

The Minnesota State Fair is held annually during the 12 days leading up to and through Labor Day.

To reduce the Fair’s impact on your daily life, please keep in mind that the police enforce the following regulations in Falcon Heights:

The following are not permitted in residential areas at any time of the year:

- The parking of cars on lawns
- Advertising of parking spaces for sale
- Outdoor sales of merchandise, such as mini-donuts or sunglasses

These restrictions sometimes cause confusion among Falcon Heights’ residents because sales of parking and outdoor merchandise are permitted in St. Paul’s Como neighborhood. They are not permitted in St. Paul’s St. Anthony Park neighborhood.

Falcon Heights has never allowed lawn parking or outdoor merchandise sales in residential areas due to the challenges that these activities create in the neighborhoods, such as traffic/safety problems, noise disturbances, and damage to street curbs and boulevards.

To report parking code violations, call the police via Ramsey County Dispatch, 651-767-0640, and they will contact the officers on duty.

STREET PARKING WILL BE RESTRICTED

- Many streets will be posted “No Parking” on the water hydrant side during the Fair so that public safety vehicles have access through streets and to the hydrants.
- Residents as well as fairgoers must abide by street parking restrictions.
- Temporary parking permits and parking bags are not issued during the Fair except for very unusual and extenuating circumstances.
- Some areas near apartment buildings and in a few cul-de-sacs will be posted “No Parking Except By Permit”. These permits will be issued only to persons living in apartment buildings with limited off-street parking. Permits will be issued through the individual apartment owner or manager.
How Do I Get Rid Of This Stuff?

A quick guide for Falcon Heights residents on what to do with stuff you don’t want.

Can it be recycled?

All Falcon Heights residents can participate in recycling. Curbside pickup is every Friday morning. Collection is on Saturdays following certain holidays. Please see your annual recycling flyer for information on holiday schedules, what materials can be recycled and how to prepare your recycling for pick-up.

Can someone else use it?

1. Clean used clothing and household linens and shoes can be recycled. Seal them in plastic bags marked “CLOTHES” and put them out with your recycling. There are also many drop-off kiosks around the metro.

2. Call your favorite thrift shop charity and ask if they will accept your items and when you can drop them off. Some charities will pick up!

3. Try giving away furniture and other items through the Twin Cities Free Market. For details, see their website: [http://www.twincitiesfreemarket.org/](http://www.twincitiesfreemarket.org/) (The best part about using the Free Market is that the recipient will come pick up your item!)

Do you need to dispose of yard waste, brush and tree branches?

1. You can arrange with your regular refuse hauler to pick up this material. Most haulers charge an extra fee for additional pickups.

2. You can take it to a Ramsey County compost site. Drops off are free for Ramsey County residents, but hours are limited, especially in winter. Look for information on the Falcon Heights website or call 651-633-EASY(3279), the Ramsey County Recycling and Solid Waste Hotline.

Do you have construction and remodeling waste?

What about other junk and refuse?

1. Call your regular garbage hauler and arrange to pick it up. Most haulers will charge an extra fee.

2. Or you can take it to one of the drop-off locations given on the back of this page. Please call the facilities directly for information on hours, prices, directions, and acceptable materials.
**Where To Take It:**
Please call the facilities directly for information on prices, hours, acceptable materials and how to get there.

**Municipal Solid Waste or Construction & Demolition waste:**

- Advanced Disposal  
  309 Como Ave., St. Paul 55103  
  651-487-8546

- J & J Recycling  
  607 Barge Channel Rd., Saint Paul 55107  
  651-227-4457

- Keith Krupenny & Son Disposal Service  
  565 Barge Channel Rd, St. Paul 55107  
  651-457-3680

- Ramsey/Washington County Resource Recovery Facility  
  2901 Maxwell Avenue, Newport 55055  
  651-768-6600

- Twin Cities Refuse & Recycling Station, Inc.  
  318 West Water St., Saint Paul 55107  
  651-227-1549

**Construction and Demolition waste only:**

- Veit Disposal Systems  
  1305 Pierce Butler Rte., Saint Paul 55104  
  763-428-2242

**For more help and ideas...**

1. Call the Ramsey County Solid Waste & Recycling Hotline, 651-633-EASY  
2. Look at one of these website  
   a. www.ramseyrecycles.com  
   b. http://www.falconheights.org
A Reminder...

...about our dog and cat friends

In Falcon Heights...

- You must keep your dog on a leash no more than 6 feet long when your dog is off your property.
- You must clean up after your dog or cat on public or private property and dispose of the feces in a sanitary manner.
- Dogs and Cats must have their shots by the time they are six months old. Your dog or cat must wear its rabies vaccination tag on its collar.
- You may not keep more than four (4) of any type of domestic pet over 4 months old in Falcon Heights.

Your pet may be a public nuisance if it is

- running loose
- damaging property
- making noise that disturbs or annoys other people
- if it scratches or bites anyone.

You may be subject to misdemeanor charges if

- your pet is a public nuisance
- you do not clean up after your pet

To report a Nuisance animal in Falcon Heights, call the Sheriff’s Office using 911 or Ramsey County Dispatch at 651-767-0640.
SNOW EMERGENCY

POLICY

IMPORTANT

INFORMATION

PLEASE READ

No Parking Allowed on City Streets after 2 (two) Inches of Snowfall

A snow emergency occurs after 2 (two) inches of new snowfall on the ground. No announcements are made in the local media. All cars must be removed from the street until it has stopped snowing and the streets have been plowed full-width, curb to curb.

Cars must be moved off the street even if the 2 (two) inches of snow falls in the middle of the night or the early hours of the morning.

Be sure to follow the weather forecast if you choose to park your car on the street.

St. Paul and Minneapolis snow emergency policies do NOT apply to Falcon Heights.

The City prefers not to ticket or tow vehicles parked on the street during snow emergencies, but must have a means to keep the streets clear so that they can be plowed and kept open for emergency vehicle access.

Thank you for your cooperation this winter
Dear Neighbors:

World events have made us all keenly aware of the need to be prepared in case of emergency. Local governments routinely work together throughout the year to evaluate and update their emergency response plans. Home emergency preparedness is necessary for everyone and should be carefully planned.

This Home Guide to Emergency Preparedness is designed to help you do just that. It does not cover every conceivable emergency. However, it does offer information and resources to help you plan for most emergencies. I hope you find it helpful.

Mayor Randy Gustafson
Council Members Melanie Leehy, Mark Miazga, Yakasah Wehyee, Key Andrews

Preparing for an emergency
Emergency events can occur quickly and without warning. Planning for any emergency requires consideration of all likely scenarios. If you are able to stay at home, electricity, water, heat, air conditioning, telephone service and transportation could be disrupted or lost for a considerable amount of time. Most emergency management planners suggest having enough food, water and other essentials on hand to last your family for three to five days for weather-related events, for example. In other types of emergencies, you may have to evacuate your home or community. In any case, it is important to develop a household disaster plan that includes:

- An emergency communications plan. Choose an out-of-town person to be your contact point for family members to call if you are separated. Make sure everyone has the number.
- At least two emergency meeting places. Pick one right outside your home in case of a sudden emergency, such as fire. Pick at least one other place outside your neighborhood in case you can’t return home.
- A disaster supplies kit.
- Information about school and workplace emergency plans.

Your emergency preparedness kit
The basic items that should be stored in your home are water, food, first-aid supplies, clothing and bedding, tools, emergency supplies and specialty items. Keep the items that you would most likely need at home in one easy-to-carry container such as a trashcan, camping backpack, or duffel bag. Store it in a convenient place, and put a smaller version in your car. Keep items in airtight plastic bags. Remember to change the stored water and rotate the food supplies every six months (place dates on containers). Check the supplies and re-think your needs every year.
Consult your physician or pharmacist about storing prescription medications, and maintain a list of your prescription needs.

**Water**

Purchase bottled water, or store water in plastic containers. Avoid containers that will decompose or break, such as glass bottles. Plan for one gallon of water per person per day. Water should be stored in a cool, dark place with the date labeled on the container. Having some water purification tablets on hand could be useful in the event of an extended water service outage.

**Food**

Store a three to five day supply of non-perishable food per person. Foods should require no refrigeration, preparation, or cooking, and little or no water. Examples include: ready-to-eat canned meats, fruits and vegetables; canned or boxed juices, milk and soup; condiments such as sugar, salt and pepper; high-energy food like peanut butter, jelly, low-sodium crackers, granola bars and trail mix; vitamins; foods for infants or persons on special diets; cookies; hard candy; instant coffee and sweetened cereals. Bulk food items such as wheat, powdered milk, corn and soybeans can be stored for long periods of time.

**First-Aid Kit**

Assemble a first-aid kit for your home and each vehicle. Items should include sterile adhesive bandages in assorted sizes, gauze pads, hypoallergenic adhesive tape, triangular bandages, sterile gauze roll bandages, ace bandages, scissors, tweezers, needle, moistened towelettes, antiseptic, thermometer, tongue depressors, tube of petroleum jelly or other lubricant, safety pins, cleansing soap, latex gloves and sunscreen. Other items include aspirin or other pain medication, anti-diarrhea medication, activated charcoal (in case of poisoning) and laxatives.

**Tools and supplies**

Keep the following items handy for all-around use: battery-powered radio, flashlight, extra batteries of assorted sizes (check shelf life before purchasing), duct tape, aluminum foil, rope, saw, mess kits or paper cups, plates and plastic utensils, cash (include change) and/or traveler’s checks, non-electric can opener and utility knife, a 5 pound ABC fire extinguisher for each level of your home, tent, pliers, adjustable wrench, compass, waterproof matches, plastic storage containers, signal flares, paper and pencil, needles and thread, medicine dropper, whistle, plastic sheeting and local map. For sanitation, pack toilet paper, soap and liquid detergent, feminine supplies, plastic garbage bags with ties, a plastic bucket and lid, disinfectant and household chlorine bleach.

**Clothing and bedding**

Assemble one or two complete changes of clothing per person, sturdy shoes or work boots, rain gear, blankets or sleeping bags, hat and gloves, thermal underwear and sunglasses.

**Specialty items**

**Babies:** formula, diapers, bottles, powdered milk and medication.

**Adults:** medications, prescriptions, denture needs, eyeglasses and/or contact lenses and
related supplies, personal hygiene items.

**Entertainment:** games, books and several quiet toys for children.

**Important family documents:** wills, insurance policies, contracts, deeds, passports, stocks and bonds, immunization records, important phone numbers, credit card accounts, Social Security cards and other personal family records.

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<thead>
<tr>
<th>Emergency Kit Checklist</th>
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<tbody>
<tr>
<td>• Water</td>
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<tr>
<td>• Non-perishable food</td>
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<tr>
<td>• First aid supplies</td>
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<tr>
<td>• Medications</td>
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<tr>
<td>• Battery-powered radio</td>
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<td>• Flashlight</td>
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<td>• Duct tape</td>
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<td>• Cash/Traveler’s Checks</td>
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<td>• Clothing</td>
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<td>• Bedding</td>
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<td>• Tools</td>
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<td>• Toiletry items</td>
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<td>• Special needs items</td>
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<td>• Important documents</td>
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**Reporting Suspicious Activity**

Occasionally, the federal government may call for a heightened state of alert on the part of local law enforcement and residents. When the police go to a higher state of alert, they may add extra patrols in various locations, increase staffing, carry extra protective equipment and maintain more frequent communication with federal, state and other local law enforcement agencies.

Residents should also increase their awareness of their surroundings and report any suspicious activity to the police. Many people fail to act because they are not sure if what they are observing is worth reporting. When in doubt, call the police immediately. Don’t lose precious time discussing the event with friends and neighbors first.

Types of activity that residents should report include people, vehicles, or circumstances that appear unusual or out of place, such as:

- Someone tampering with the electrical, gas, or sewer system without an identifiable company vehicle and uniform.
- An unusually large amount of traffic coming to a house or apartment building.
- Houses or buildings where no owner or primary renter is apparent, and no home activities — yard work, painting, maintenance, etc. — seem to go on.
- A stranger around your neighborhood or a strange vehicle parked in your neighborhood for a long period of time.
- Someone looking into houses or vehicles.
- Recurring appearances of strange vehicles in the neighborhood.
• Houses or buildings where extreme security measures seem to have been taken.
• Strange odors coming from around houses or buildings.
• Door-to-door solicitors without solicitor permits, or any stranger knocking at doors.

If you suspect a crime is being or is about to be committed, call 911. Do not panic and do not put yourself at risk. If the activity simply appears suspicious, call the police non-emergency number and describe the activity in detail. You need not give your name in either case. However, if you want a police officer to contact you, be prepared to give your name, address, and telephone number, and ask that the officer contact you. This information is kept confidential.

When Electrical Power is Lost

Disruption of electrical service can occur as a result of many things, including lightning, high winds, ice and heavy snow, and equipment failure. Usually service can normally be restored within a short period. However, major power outages can happen for extended periods from time to time. When power is lost, you should:

• Check to see if your neighbors have power. The power loss may be only in your home, due to a blown fuse or a tripped circuit. If your neighbors also are without service, call your local power company (see page 9). If you must go outside to assess the situation, take a flashlight and watch for downed power lines that could still be energized. If downed lines are located, don’t go near them or touch anything that they may be in contact with. Report downed power lines immediately.
• Use flashlights or battery-operated lanterns for lighting. Candles and kerosene lanterns are not recommended for lighting because of the inherent fire safety hazards.
• Turn off all major appliances (refrigerators, electric water heaters, air conditioners, etc.) When left on, they could overload electric lines when power is restored causing a second outage.
• Keep refrigerator and freezer doors closed as much as possible. Food can be kept cold for a day or two if the doors are kept closed. During the winter, some items may be stored outside. If temperatures are below freezing, it’s possible to freeze water outside in containers and place them in your refrigerator to help keep food cold. Try to consume perishable foods first. When in doubt, throw it out!

• Use portable generators cautiously. They can be used to provide limited electrical power during an outage. However, take care to ensure that they do not pose a threat to you and your family. Never fuel or run a portable generator in the home or garage, as gas-powered generators pose a serious fire and carbon monoxide threat. Generators should be installed in compliance with your local power company’s guidelines. Always operate according to the manufacturer’s instructions. For additional information on the proper use of emergency generators, call your power company.
• Be aware that gas appliances may not work if the electricity is off because the equipment may require electricity for ignition or valve operation.

• Drain pumps, supply lines, water heaters, boilers, and traps in drains of tubs, sinks, commodes, washing machines and dishwashers can freeze when power is lost during cold weather periods. To avoid major flooding when temperatures rise, turn off supply lines to outside spigots. Water heaters that are drained to prevent damage from freezing must have their power circuits shut off as well. Failure to do so could result in loss of the heating element when power is restored. Never turn on a water heater unless the tank is full.

• List life support equipment for family members who depend on these devices (respirators, ventilators, oxygen equipment, or other life-sustaining devices) with the power company. You should have a contingency plan that always includes an alternate power source for the device and relocating the person.

**Emergency Shelter**

When conditions warrant, local officials may instruct residents to seek shelter in their homes or establish community-based shelters for local residents. Normally, shelters are set up in public schools, recreation centers or other appropriate facilities where residents can seek refuge as well as sleep and eat. Persons needing shelter are asked to bring a change of clothing, bathing and sanitary supplies, pre-filled prescription and other medical needs, denture and eye care materials, and special dietary supplies or requirements. With the exception of service animals, pets are generally not permitted in the shelters.

If local officials advise you to “shelter in place,” they mean for you to remain indoors and protect yourself there. Take your children and pets indoors immediately. Get your disaster supplies kit, and make sure the radio is working. Go to an interior room without windows that’s above ground level. In the case of a chemical threat, an aboveground location is preferable because some chemicals are heavier than air, and may seep into basements even if the windows are closed. While gathering your family, you should:

• Close all windows, exterior doors, and fireplace dampers.
• Turn off all fans, heating, and air conditioning systems.
• Wet some towels and jam them in the cracks under the doors.
• Tape around the doors, windows, exhausts fans and vents.
• Use plastic garbage bags to cover windows, outlets, and heat registers.
• Close the window shades, blinds, or curtains if you are told there is a danger of explosion.
• Stay inside and keep listening to your radio or television until you are told all is safe or you are told to evacuate.
Keeping Warm

Select a single room in the home in which the entire family can live, ideally a room that gets sunlight during daylight hours. Use fireplaces and wood-burning stoves with care and always supervise them when burning. Make sure the fireplace is in proper working condition and has been inspected regularly. Wear layers of clothing, including sweaters and coats, which hold warm air and help to maintain body heat for longer periods. For homes with natural gas heaters, keep meters and vents clear of ice and snow.

Checking on Relatives and Neighbors

During emergency events, check to see how your relatives and neighbors are coping, especially senior citizens and persons with disabilities. If possible, help them plan or locate resources from which to obtain assistance.

Evacuation

Local officials may call for evacuation in specific areas at greatest risk in your community. If you are told to evacuate, it is important to stay calm, listen carefully, and follow all instructions. If you're sure you have time, call your family contact to tell them where you are going and when you expect to arrive. Shut off water and electricity, but leave natural gas ON unless local officials advise you otherwise. Only a professional can restore gas service once it’s turned off, and this could take weeks in a disaster situation. If you must choose quickly what to take with you, grab these things and go: medical supplies, disaster supplies (flashlight, batteries, radio, first-aid kit, and bottled water), a change of clothes, sleeping bag or bedroll and pillow for each family member and car and house keys.

Evacuation notices will be sent via television, radio, or door-to-door if necessary. Residents will be directed to an evacuation route on I-35W as designated in the Ramsey County Emergency Plan. Traffic control points will be established at Snelling & Larpenteur and Cleveland & Larpenteur. Mass transport for a large-scale evacuation will be coordinated at City Hall for residents living west of Snelling Avenue and the Falcon Heights Elementary School at 1393 Garden for residents living east of Snelling Avenue. Residents will be instructed to go to the Morrison County evacuation site. Further instructions will be available if notice is given.

Children in School

In the event of a community or national emergency or ordered evacuation, parents should check the local media for announcements about changes in school openings and closings. News about changes in school schedules is routinely disseminated through most metropolitan radio and televisions stations and local school system cable stations, hotlines and Web sites.
While parents can always pick up their children from school during the school day, the best place for children during a regional crisis might very well be the school itself, where they will remain under supervision and be protected from hazards outside. If parents do go to school to pick up a child, they should be prepared to present the identification required by the school system — usually a photo ID. Generally, unless evacuation of a particular school is ordered, students will be kept at school until school officials can safely transport them home. Relying on the schools to transport students home on normal bus routes will help avoid gridlock in and around schools and help keep roads clear for essential emergency vehicles.

Under extreme circumstance, buses may be delayed, and the schools may ask parents to assist with picking up their children. Parents should check the local media for announcements about school decisions.

**Keeping Updated**

Getting information during an emergency situation is vital, especially at the height of the event when evacuation may be required. Radio and television stations provide the quickest means to obtain information. Have a battery-operated radio tuned to a local all-news or talk-radio station. Consider purchasing a battery-operated weather alert radio.

**April 2013 - Present**

This information is provided as a public service for the citizens, business leaders, local government, educational institutions, and other organizations in Falcon Heights. Although all reasonable efforts have been made to present accurate information, no guarantees, including expressed or implied warranties, are made with respect to this information by the City of employees or agents, who also assume no legal responsibility for the accuracy of presentations, comments, or other information in this publication. In addition, no liability is assumed and all liability is expressly declined. This guide is based on the Northern Virginia Home Guide to Emergency Preparedness.