

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

AGENDA
June 11, 2025 at 7:00 P.M.

- A. CALL TO ORDER:
- B. ROLL CALL: GUSTAFSON___ LEEHY___ MEYER ___
MIELKE ___ WASSENBERG___

STAFF PRESENT: LINEHAN___
- C. APPROVAL OF AGENDA
- D. PRESENTATION
 - 1. General Obligation Improvement Bond 2025A Pre-Sale
- E. APPROVAL OF MINUTES:
 - 1. May 14, 2025 City Council Regular Meeting Minutes
 - 2. May 28, 2025 City Council Regular Meeting Minutes
- F. PUBLIC HEARINGS:
- G. CONSENT AGENDA:
 - 1. General Disbursements through 6/4/25: \$186,083.77
Payroll through 6/3/25: \$24,627.35
Wire Payments through 6/4/25: \$17,401.82
 - 2. Approval of City Licenses
 - 3. Approval of Senior Maintenance Worker Dean Pope 18-Month Step Adjustment
 - 4. Approval of Administrative Services Director/Deputy Clerk Kelly Nelson 18-Month Step Adjustment
 - 5. Approval of Assistant Finance Director Alyssa Landberg 6-Month Step Adjustment
 - 6. Approval of Resolution 25-63 Accepting the Retirement of Finance Director Roland Olson Under the Voluntary Early Retirement Incentive Program
 - 7. Approval of Setting Public Hearing of June 25, 2025 for Comcast Franchise Agreement Renewal Consideration
 - 8. Approval of Pay Estimate #1 for Bituminous Roadways for the 2025 Pavement Management Project
 - 9. Acceptance of Quote from Bituminous Roadways for the 2021 Pavement Management Project Restoration in the Amount of \$99,585.00
 - 10. Accept and Approve the 2024 Audit Results
- H. POLICY ITEMS:

I. INFORMATION/ ANNOUNCEMENTS:

J. COMMUNITY FORUM:

Please limit comments to 3 minutes per person. Items brought before the Council will be referred for consideration. Council may ask questions for clarification, but no council action or discussion will be held on these items.

K. ADJOURNMENT:

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ITEM FOR DISCUSSION

Meeting Date	June 11, 2025
Agenda Item	Presentation D1
Attachment	Series 2025A Pre-Sale Report, Resolutions
Submitted By	Jack Linehan, City Administrator

Item	Presale Report of General Obligation Bonds, Series 2025A for the 2025 Pavement Management Program and Community Park Renovation Project																																		
Description	<p>The City of Falcon Heights is preparing for the issuance of General Obligation Bonds, Series 2025A in the total amount of \$2,055,000 to finance two major capital improvement efforts: the 2025 Pavement Management Program (PMP) and the Community Park Renovation Project.</p> <p>The financing plan includes both improvement bonds and tax abatement bonds:</p> <ul style="list-style-type: none"> - \$1,005,000 in improvement bonds supported by assessments and utility revenues (2025 PMP) - \$1,050,000 in tax abatement bonds supported by the city's tax levy (Community Park Renovation) <p>As part of this process, the City Council is asked to review the debt service schedule, including annual debt payments and projected tax levies. A public hearing on the bond issuance and the Tax Abatement Financing (TAF) program is scheduled for June 25, 2025.</p> <p>Bond proceeds will be delivered following the expected sale and award on July 9, 2025, with closing scheduled for July 24, 2025. The City's financial advisor (Ehlers) and bond counsel (Taft) will assist throughout the process.</p> <table style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;">Date</th> <th style="text-align: right; border-bottom: 1px solid black;">(Debt Levy)</th> </tr> </thead> <tbody> <tr><td>02/01/2026</td><td style="text-align: right;">-</td></tr> <tr><td>02/01/2027</td><td style="text-align: right;">180,818.86</td></tr> <tr><td>02/01/2028</td><td style="text-align: right;">177,634.59</td></tr> <tr><td>02/01/2029</td><td style="text-align: right;">179,726.32</td></tr> <tr><td>02/01/2030</td><td style="text-align: right;">176,300.32</td></tr> <tr><td>02/01/2031</td><td style="text-align: right;">178,040.30</td></tr> <tr><td>02/01/2032</td><td style="text-align: right;">174,254.66</td></tr> <tr><td>02/01/2033</td><td style="text-align: right;">175,632.40</td></tr> <tr><td>02/01/2034</td><td style="text-align: right;">176,726.63</td></tr> <tr><td>02/01/2035</td><td style="text-align: right;">172,190.25</td></tr> <tr><td>02/01/2036</td><td style="text-align: right;">177,970.11</td></tr> <tr><td>02/01/2037</td><td style="text-align: right;">103,803.00</td></tr> <tr><td>02/01/2038</td><td style="text-align: right;">100,233.00</td></tr> <tr><td>02/01/2039</td><td style="text-align: right;">101,871.00</td></tr> <tr><td>02/01/2040</td><td style="text-align: right;">103,194.00</td></tr> <tr><td>02/01/2041</td><td style="text-align: right;">104,238.75</td></tr> </tbody> </table>	Date	(Debt Levy)	02/01/2026	-	02/01/2027	180,818.86	02/01/2028	177,634.59	02/01/2029	179,726.32	02/01/2030	176,300.32	02/01/2031	178,040.30	02/01/2032	174,254.66	02/01/2033	175,632.40	02/01/2034	176,726.63	02/01/2035	172,190.25	02/01/2036	177,970.11	02/01/2037	103,803.00	02/01/2038	100,233.00	02/01/2039	101,871.00	02/01/2040	103,194.00	02/01/2041	104,238.75
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	<p style="text-align: center;">Total \$2,282,634.17</p> <p>The City has had an annual debt levy of around \$189K for a few years. The only existing debt for 2026 is the 2021 PMP debt levy, which likely will roll off by 2027, when the Series 2025 bonds will be added to the levy.</p> <p>Todd Hagen of Ehlers will be present to go over the bond pre-sale information and answer questions the Council may have.</p>
Budget Impact	Debt service on the proposed debt would begin in 2026. Over the life of the bonds, current projections are the total repayment cost (principal + interest) will be \$2,703,129 to borrow \$2,055,000.
Attachment(s)	<ul style="list-style-type: none"> • Series 2025A Bond Pre-sale Report • Resolution 25-61 • Resolution 25-62
Action(s) Requested	Staff requests that the City Council discuss the planned bond issuance and provide feedback ahead of the June 25, 2025 public hearing and July 9, 2025 bond sale date.

June 11, 2025

PRE-SALE REPORT FOR

City of Falcon Heights, Minnesota

**\$2,055,000 General Obligation Tax Abatement and
Improvement Bonds, Series 2025A**



Prepared by:

Ehlers
3060 Centre Pointe Drive
Roseville, MN 55113

Advisors:

Todd Hagen, Senior Municipal Advisor
Nick Anhut, Senior Municipal Advisor
Keith Dahl, Municipal Advisor

BUILDING COMMUNITIES. IT'S WHAT WE DO.

EXECUTIVE SUMMARY OF PROPOSED DEBT

Proposed Issue:

\$2,055,000 General Obligation Tax Abatement and Improvement Bonds, Series 2025A

The City has directed Ehlers to assist in a financing method that does not require voter approval, combines two projects and two issuance authorities into one bond, and would allow for payments over 15 years.

Purpose:

The proposed issue includes fixed rate/tax-exempt financing with other available funds, for the construction of various park, street and utility improvement in the City.

- **Street/Utility Improvement Portion (\$1,005,000).** Debt service will be paid over 10 years from special assessments and taxes. The property taxes may be reduced with available water, sanitary sewer and storm sewer revenues.
- **Park Improvement Portion (\$1,050,000).** Debt service will be paid over 15 years from tax abatements up to an amount of the aggregate sum of abatements equal to the principal amount of that part of the Bonds and property taxes.

Authority:

The Bonds are being issued pursuant to Minnesota Statutes, Chapters:

- 475 (general bonding authority)
- 429 (special assessment pledge)
- 469 (tax abatement authority)

Because the City is assessing at least 20% of the project costs, the Street/Utility Improvement Portion of the Bonds can be a general obligation without a referendum.

Because the City is pledging tax abatements to the Bonds, the Park Improvement Portion can be a general obligation without a referendum. The City will hold the required public hearing on the Park Improvement Portion of the Bonds and the public purpose it serves on June 25, 2025. The amount of property taxes abated in any year may not exceed (1) 10% of the net tax capacity (NTC) of the City or (2) \$200,000, whichever is greater. The City's pay 2025 NTC is \$6,879,411 and 10% equates to \$687,941. Therefore, the greater of these two calculations is 10% of the NTC. That part of the Bonds will consume approximately 10% of the City's current annual abatement capacity of \$687,941.

The Bonds do not count against the Net Debt Limit of 3% of the estimated market value of taxable property in the City.

The Bonds will be general obligations of the City for which its full faith, credit and taxing powers are pledged.

Term/Call Feature:

The Bonds are being issued for a term of 15 years. Principal on the Bonds will be due on February 1 in the years 2027 through 2041. Interest will be due every six months beginning August 1, 2026.

The Bonds will be subject to prepayment at the discretion of the City on February 1, 2035 or any date thereafter.

Bank Qualification:

Because the City is expecting to issue no more than \$10,000,000 in tax exempt debt during the calendar year, the City will be able to designate the Bonds as “bank qualified” obligations.

Bank qualified status broadens the market for the Bonds, which can result in lower interest rates.

Rating:

The City’s most recent bond issues were rated by S&P Global Ratings. The current ratings on those bonds are “AAA”. The City will request a new rating for the Bonds.

Basis for Recommendation:

Based on our knowledge of the City’s situation, their objectives communicated to us, our advisory relationship as well as characteristics of various financing options, we are recommending the issuance of general obligation tax abatement and improvement bonds with a full competitive sale as a suitable financing option for the following reasons:

- General obligation bonds provide a straight-forward approach to financing projects identified by the City.
- We expect that the size and term of the issue, with bank qualification, will attract several quality bids based upon similar recent sales in Minnesota.
- The City does not expect to have surplus resources adequate to prepay the debt prior to the scheduled maturities.
- This is generally the most overall cost-effective option.

Because of its larger size and longer term, we are recommending against offering the Bonds to a limited number of local and regional banks and selling this issue rated through a full competitive process to the public market using an official statement. Also, there are no special circumstances that would require a negotiated sale. This method of sale complies with City policy as well as best practices endorsed by the Government Finance Officers Association (GFOA).

Method of Sale/Placement:

We are recommending the Bonds be issued as municipal securities and offered through a competitive underwriting process. You will solicit competitive bids, which we will compile on your behalf, for the purchase of the Bonds from underwriters and banks.

An allowance for discount bidding will be incorporated in the terms of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction.

If the Bonds are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to reduce your borrowing amount.

Premium Pricing:

In some cases, investors in municipal bonds prefer “premium” pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the bonds. The sum of the amounts paid more than face value is considered “reoffering premium.” The underwriter of the bonds will retain a portion of this reoffering premium as their compensation (or “discount”) but will pay the remainder of the premium to the City.

For this issue of Bonds, we have been directed to use the net premium to reduce the size of the issue rather than increasing the net proceeds for the project; but that could change on the day of sale. The resulting adjustments may slightly change the true interest cost of the issue, either up or down.

Review of Existing Debt:

We have reviewed all outstanding indebtedness for the City and find that there are no refunding opportunities at this time.

We will continue to monitor the market and the call dates for the City’s outstanding debt and will alert you to any future refunding opportunities.

Continuing Disclosure:

Because the City has less than \$10,000,000 in outstanding debt (including this issue) and this issue is over \$1,000,000, the City will be agreeing to provide its Audited Financial Statements annually as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the “MSRB”), as required by rules of the Securities and Exchange Commission (SEC).

The City is already obligated to provide such reports for its existing bonds and has contracted with Ehlers to prepare and file the reports.

Arbitrage Monitoring:

The City must ensure compliance with certain sections of the Internal Revenue Code and Treasury Regulations (“Arbitrage Rules”) throughout the life of the issue to maintain the tax-

exempt status of the Bonds. These Arbitrage Rules apply to amounts held in construction, escrow, reserve, debt service account(s), etc., along with related investment income on each fund/account.

IRS audits will verify compliance with rebate, yield restriction and records retention requirements within the Arbitrage Rules. The City's specific arbitrage responsibilities will be detailed in the Nonarbitrage Certificate prepared by your bond attorney and provided at closing.

Small Issuer Exception (\$5M or less) - The City expects to qualify for the small issuer exception to arbitrage rebate on the Bonds.

We recommend that the City review its specific responsibilities related to the Bonds with an arbitrage expert to help monitor the exception used above.

An Ehlers arbitrage expert will contact the City within 30 days after the sale date to review the City's specific responsibilities for the Bonds. The City is currently receiving arbitrage services from Ehlers in relation to the Bonds.

Investment of Bond Proceeds:

Ehlers can assist the City in developing a strategy to invest your Bond proceeds until the funds are needed to pay project costs.

Risk Factors:

Special Assessments: We have not assumed any prepaid special assessments and we have assumed that assessments will be levied as projected. If the City receives a significant number of prepaid assessments or does not levy the assessments, it may need to increase the levy portion of the debt service to make up for lower interest earnings than the expected assessment interest rate.

GO Pledge: Because the Bonds will be general obligations of the City for which its full faith, credit and taxing powers are pledged, if the annual property tax abatements, special assessments, and tax levy collected are not sufficient to pay the debt service payments, other City funds will need to be used.

Other Service Providers:

This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. For services you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, but the final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services, please contact us.

Bond Counsel: Taft Stettinius & Hollister

Paying Agent: Bond Trust Services

Rating Agency: Standard & Poor's

Summary:

The decisions to be made by the City Council are as follows:

- Accept or modify the finance assumptions described in this report
- Adopt the resolution attached to this report.

This presale report summarizes our understanding of the City's objectives for the structure and terms of this financing as of this date. As additional facts become known or capital markets conditions change, we may need to modify the structure and/or terms of this financing to achieve results consistent with the City's objectives.

PROPOSED DEBT ISSUANCE SCHEDULE

Pre-Sale Review by City Council:	June 11, 2025
Due Diligence Call to review Official Statement:	Week of June 23, 2025
Public Hearing on Property Tax Abatements:	June 25, 2025
Conference with Rating Agency:	June 25, 2025
Print Official Statement:	June 26, 2025
City Council Meeting to Award Sale of the Bonds:	July 9, 2025
Estimated Closing Date:	July 24, 2025

Attachments

Estimated Sources and Uses of Funds

Estimated Proposed Debt Service Schedule

Bond Buyer Index

Resolutions Authorizing Ehlers to Proceed with Bond Sale and Calling Public Hearing on Property Tax Abatements (provided separately)

EHLERS' CONTACTS

Todd Hagen, Senior Municipal Advisor	(651) 697-8508
Nick Anhut, Senior Municipal Advisor	(651) 697-8507
Keith Dahl, Municipal Advisor	(651) 697-8595
Silvia Johnson, Lead Public Finance Analyst	(651) 697-8580
Alicia Gage, Senior Financial Analyst	(651) 697-8551

City of Falcon Heights, Minnesota

\$2,055,000 General Obligation Tax Abatement & Improvement Bonds, Series 2025A
Issue Summary

Assumes Current Market BQ AAA Rates plus 50bps

Total Issue Sources And Uses

Dated 07/24/2025 | Delivered 07/24/2025

	Tax Abatement	Improvements	Issue Summary
Sources Of Funds			
Par Amount of Bonds	\$1,050,000.00	\$1,005,000.00	\$2,055,000.00
Planned Issuer Equity contribution	1,500,000.00	-	1,500,000.00
MSA Cash Contribution	-	369,035.27	369,035.27
Total Sources	\$2,550,000.00	\$1,374,035.27	\$3,924,035.27
Uses Of Funds			
Total Underwriter's Discount (1.500%)	15,750.00	15,075.00	30,825.00
Costs of Issuance	30,145.98	28,854.02	59,000.00
Deposit to Project Construction Fund	2,500,000.00	1,332,559.00	3,832,559.00
Rounding Amount	4,104.02	(2,452.75)	1,651.27
Total Uses	\$2,550,000.00	\$1,374,035.27	\$3,924,035.27

City of Falcon Heights, Minnesota

\$2,055,000 General Obligation Tax Abatement & Improvement Bonds, Series 2025A

Issue Summary

Assumes Current Market BQ AAA Rates plus 50bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+	Fiscal Total
07/24/2025	-	-	-	-	-
08/01/2026	-	-	81,186.01	81,186.01	-
02/01/2027	115,000.00	3.550%	39,818.75	154,818.75	236,004.76
08/01/2027	-	-	37,777.50	37,777.50	-
02/01/2028	155,000.00	3.500%	37,777.50	192,777.50	230,555.00
08/01/2028	-	-	35,065.00	35,065.00	-
02/01/2029	160,000.00	3.550%	35,065.00	195,065.00	230,130.00
08/01/2029	-	-	32,225.00	32,225.00	-
02/01/2030	160,000.00	3.600%	32,225.00	192,225.00	224,450.00
08/01/2030	-	-	29,345.00	29,345.00	-
02/01/2031	165,000.00	3.650%	29,345.00	194,345.00	223,690.00
08/01/2031	-	-	26,333.75	26,333.75	-
02/01/2032	165,000.00	3.700%	26,333.75	191,333.75	217,667.50
08/01/2032	-	-	23,281.25	23,281.25	-
02/01/2033	170,000.00	3.750%	23,281.25	193,281.25	216,562.50
08/01/2033	-	-	20,093.75	20,093.75	-
02/01/2034	175,000.00	3.850%	20,093.75	195,093.75	215,187.50
08/01/2034	-	-	16,725.00	16,725.00	-
02/01/2035	175,000.00	3.950%	16,725.00	191,725.00	208,450.00
08/01/2035	-	-	13,268.75	13,268.75	-
02/01/2036	185,000.00	4.150%	13,268.75	198,268.75	211,537.50
08/01/2036	-	-	9,430.00	9,430.00	-
02/01/2037	80,000.00	4.250%	9,430.00	89,430.00	98,860.00
08/01/2037	-	-	7,730.00	7,730.00	-
02/01/2038	80,000.00	4.300%	7,730.00	87,730.00	95,460.00
08/01/2038	-	-	6,010.00	6,010.00	-
02/01/2039	85,000.00	4.400%	6,010.00	91,010.00	97,020.00
08/01/2039	-	-	4,140.00	4,140.00	-
02/01/2040	90,000.00	4.450%	4,140.00	94,140.00	98,280.00
08/01/2040	-	-	2,137.50	2,137.50	-
02/01/2041	95,000.00	4.500%	2,137.50	97,137.50	99,275.00
Total	\$2,055,000.00	-	\$648,129.76	\$2,703,129.76	-

Yield Statistics

Bond Year Dollars	\$16,072.46
Average Life	7.821 Years
Average Coupon	4.0325490%

Net Interest Cost (NIC)	4.2243367%
True Interest Cost (TIC)	4.2386671%
Bond Yield for Arbitrage Purposes	4.0046674%
All Inclusive Cost (AIC)	4.7010063%

IRS Form 8038

Net Interest Cost	4.0325490%
Weighted Average Maturity	7.821 Years

City of Falcon Heights, Minnesota

\$1,050,000 General Obligation Tax Abatement & Improvement Bonds, Series 2025A Tax Abatement

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
07/24/2025	-	-	-	-	-
08/01/2026	-	-	42,923.71	42,923.71	-
02/01/2027	35,000.00	3.550%	21,052.50	56,052.50	98,976.21
08/01/2027	-	-	20,431.25	20,431.25	-
02/01/2028	55,000.00	3.500%	20,431.25	75,431.25	95,862.50
08/01/2028	-	-	19,468.75	19,468.75	-
02/01/2029	60,000.00	3.550%	19,468.75	79,468.75	98,937.50
08/01/2029	-	-	18,403.75	18,403.75	-
02/01/2030	60,000.00	3.600%	18,403.75	78,403.75	96,807.50
08/01/2030	-	-	17,323.75	17,323.75	-
02/01/2031	65,000.00	3.650%	17,323.75	82,323.75	99,647.50
08/01/2031	-	-	16,137.50	16,137.50	-
02/01/2032	65,000.00	3.700%	16,137.50	81,137.50	97,275.00
08/01/2032	-	-	14,935.00	14,935.00	-
02/01/2033	65,000.00	3.750%	14,935.00	79,935.00	94,870.00
08/01/2033	-	-	13,716.25	13,716.25	-
02/01/2034	70,000.00	3.850%	13,716.25	83,716.25	97,432.50
08/01/2034	-	-	12,368.75	12,368.75	-
02/01/2035	70,000.00	3.950%	12,368.75	82,368.75	94,737.50
08/01/2035	-	-	10,986.25	10,986.25	-
02/01/2036	75,000.00	4.150%	10,986.25	85,986.25	96,972.50
08/01/2036	-	-	9,430.00	9,430.00	-
02/01/2037	80,000.00	4.250%	9,430.00	89,430.00	98,860.00
08/01/2037	-	-	7,730.00	7,730.00	-
02/01/2038	80,000.00	4.300%	7,730.00	87,730.00	95,460.00
08/01/2038	-	-	6,010.00	6,010.00	-
02/01/2039	85,000.00	4.400%	6,010.00	91,010.00	97,020.00
08/01/2039	-	-	4,140.00	4,140.00	-
02/01/2040	90,000.00	4.450%	4,140.00	94,140.00	98,280.00
08/01/2040	-	-	2,137.50	2,137.50	-
02/01/2041	95,000.00	4.500%	2,137.50	97,137.50	99,275.00
Total	\$1,050,000.00	-	\$410,413.71	\$1,460,413.71	-

Yield Statistics

Bond Year Dollars	\$9,850.42
Average Life	9.381 Years
Average Coupon	4.1664604%
Net Interest Cost (NIC)	4.3263521%
True Interest Cost (TIC)	4.3412743%
Bond Yield for Arbitrage Purposes	4.0046674%
All Inclusive Cost (AIC)	4.7398791%

IRS Form 8038

Net Interest Cost	4.1664604%
Weighted Average Maturity	9.381 Years

City of Falcon Heights, Minnesota

\$1,050,000 General Obligation Tax Abatement & Improvement Bonds, Series 2025A Tax Abatement

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% Overlevy
02/01/2026	-	-	-	-	-
02/01/2027	35,000.00	3.550%	63,976.21	98,976.21	103,925.02
02/01/2028	55,000.00	3.500%	40,862.50	95,862.50	100,655.63
02/01/2029	60,000.00	3.550%	38,937.50	98,937.50	103,884.38
02/01/2030	60,000.00	3.600%	36,807.50	96,807.50	101,647.88
02/01/2031	65,000.00	3.650%	34,647.50	99,647.50	104,629.88
02/01/2032	65,000.00	3.700%	32,275.00	97,275.00	102,138.75
02/01/2033	65,000.00	3.750%	29,870.00	94,870.00	99,613.50
02/01/2034	70,000.00	3.850%	27,432.50	97,432.50	102,304.13
02/01/2035	70,000.00	3.950%	24,737.50	94,737.50	99,474.38
02/01/2036	75,000.00	4.150%	21,972.50	96,972.50	101,821.13
02/01/2037	80,000.00	4.250%	18,860.00	98,860.00	103,803.00
02/01/2038	80,000.00	4.300%	15,460.00	95,460.00	100,233.00
02/01/2039	85,000.00	4.400%	12,020.00	97,020.00	101,871.00
02/01/2040	90,000.00	4.450%	8,280.00	98,280.00	103,194.00
02/01/2041	95,000.00	4.500%	4,275.00	99,275.00	104,238.75
Total	\$1,050,000.00	-	\$410,413.71	\$1,460,413.71	\$1,533,434.40

Significant Dates

Dated	7/24/2025
First Coupon Date	8/01/2026

Yield Statistics

Bond Year Dollars	\$9,850.42
Average Life	9.381 Years
Average Coupon	4.1664604%
Net Interest Cost (NIC)	4.3263521%
True Interest Cost (TIC)	4.3412743%
Bond Yield for Arbitrage Purposes	4.0046674%
All Inclusive Cost (AIC)	4.7398791%

IRS Form 8038

Net Interest Cost	4.1664604%
Weighted Average Maturity	9.381 Years

City of Falcon Heights, Minnesota

\$1,005,000 General Obligation Tax Abatement & Improvement Bonds, Series 2025A Improvements

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
07/24/2025	-	-	-	-	-
08/01/2026	-	-	38,262.30	38,262.30	-
02/01/2027	80,000.00	3.550%	18,766.25	98,766.25	137,028.55
08/01/2027	-	-	17,346.25	17,346.25	-
02/01/2028	100,000.00	3.500%	17,346.25	117,346.25	134,692.50
08/01/2028	-	-	15,596.25	15,596.25	-
02/01/2029	100,000.00	3.550%	15,596.25	115,596.25	131,192.50
08/01/2029	-	-	13,821.25	13,821.25	-
02/01/2030	100,000.00	3.600%	13,821.25	113,821.25	127,642.50
08/01/2030	-	-	12,021.25	12,021.25	-
02/01/2031	100,000.00	3.650%	12,021.25	112,021.25	124,042.50
08/01/2031	-	-	10,196.25	10,196.25	-
02/01/2032	100,000.00	3.700%	10,196.25	110,196.25	120,392.50
08/01/2032	-	-	8,346.25	8,346.25	-
02/01/2033	105,000.00	3.750%	8,346.25	113,346.25	121,692.50
08/01/2033	-	-	6,377.50	6,377.50	-
02/01/2034	105,000.00	3.850%	6,377.50	111,377.50	117,755.00
08/01/2034	-	-	4,356.25	4,356.25	-
02/01/2035	105,000.00	3.950%	4,356.25	109,356.25	113,712.50
08/01/2035	-	-	2,282.50	2,282.50	-
02/01/2036	110,000.00	4.150%	2,282.50	112,282.50	114,565.00
Total	\$1,005,000.00	-	\$237,716.05	\$1,242,716.05	-

Yield Statistics

Bond Year Dollars	\$6,222.04
Average Life	6.191 Years
Average Coupon	3.8205474%
Net Interest Cost (NIC)	4.0628312%
True Interest Cost (TIC)	4.0872428%
Bond Yield for Arbitrage Purposes	4.0046674%
All Inclusive Cost (AIC)	4.6440563%

IRS Form 8038

Net Interest Cost	3.8205474%
Weighted Average Maturity	6.191 Years

City of Falcon Heights, Minnesota

\$1,005,000 General Obligation Tax Abatement & Improvement Bonds, Series 2025A

Improvements

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% of Total	Assessments	Levy/(Surplus)	Sanitary Sewer Revenue	Storm Sewer Revenue	Water Revenue	Net
02/01/2026	-	-	-	-	-	-	-	-	-	-	-
02/01/2027	80,000.00	3.550%	57,028.55	137,028.55	143,879.98	66,986.14	76,893.84	7,168.80	12,636.93	2,304.64	54,783.47
02/01/2028	100,000.00	3.500%	34,692.50	134,692.50	141,427.13	64,448.16	76,978.97	7,168.81	12,636.94	2,304.64	54,868.58
02/01/2029	100,000.00	3.550%	31,192.50	131,192.50	137,752.13	61,910.18	75,841.95	7,168.79	12,636.94	2,304.64	53,731.58
02/01/2030	100,000.00	3.600%	27,642.50	127,642.50	134,024.63	59,372.18	74,652.45	7,168.79	12,636.94	2,304.64	52,542.08
02/01/2031	100,000.00	3.650%	24,042.50	124,042.50	130,244.63	56,834.20	73,410.43	7,168.79	12,636.93	2,304.64	51,300.07
02/01/2032	100,000.00	3.700%	20,392.50	120,392.50	126,412.13	54,296.22	72,115.91	7,168.80	12,636.93	2,304.65	50,005.53
02/01/2033	105,000.00	3.750%	16,692.50	121,692.50	127,777.13	51,758.23	76,018.90	7,168.81	12,636.94	2,304.64	53,908.51
02/01/2034	105,000.00	3.850%	12,755.00	117,755.00	123,642.75	49,220.25	74,422.50	7,168.81	12,636.92	2,304.64	52,312.13
02/01/2035	105,000.00	3.950%	8,712.50	113,712.50	119,398.13	46,682.25	72,715.88	7,168.79	12,636.94	2,304.64	50,605.51
02/01/2036	110,000.00	4.150%	4,565.00	114,565.00	120,293.25	44,144.27	76,148.98	7,168.79	12,636.92	2,304.63	54,038.64
Total	\$1,005,000.00	-	\$237,716.05	\$1,242,716.05	\$1,304,851.85	\$555,652.08	\$749,199.77	\$71,687.98	\$126,369.33	\$23,046.40	\$528,096.06

Significant Dates

Dated	7/24/2025
First Coupon Date	8/01/2026

Yield Statistics

Bond Year Dollars	\$6,222.04
Average Life	6.191 Years
Average Coupon	3.8205474%
Net Interest Cost (NIC)	4.0628312%
True Interest Cost (TIC)	4.0872428%
Bond Yield for Arbitrage Purposes	4.0046674%
All Inclusive Cost (AIC)	4.6440563%

City of Falcon Heights, Minnesota

\$416,063 General Obligation Tax Abatement & Improvement Bonds, Series 2025A

Assessments - Assessments

2.00% over TIC - Equal Principal

Assessments

Date	Principal	Coupon	Interest	Total P+I
12/31/2026	41,606.30	6.100%	25,379.84	66,986.14
12/31/2027	41,606.30	6.100%	22,841.86	64,448.16
12/31/2028	41,606.30	6.100%	20,303.88	61,910.18
12/31/2029	41,606.30	6.100%	17,765.88	59,372.18
12/31/2030	41,606.30	6.100%	15,227.90	56,834.20
12/31/2031	41,606.30	6.100%	12,689.92	54,296.22
12/31/2032	41,606.29	6.100%	10,151.94	51,758.23
12/31/2033	41,606.29	6.100%	7,613.96	49,220.25
12/31/2034	41,606.29	6.100%	5,075.96	46,682.25
12/31/2035	41,606.29	6.100%	2,537.98	44,144.27
Total	\$416,062.96	-	\$139,589.12	\$555,652.08

Significant Dates

Filing Date	1/01/2026
First Payment Date	12/31/2026

City of Falcon Heights, Minnesota

\$57,857 General Obligation Tax Abatement & Improvement Bonds, Series 2025A

Sanitary Sewer Revenue

Bond TIC - Equal P&I

Revenues

Date	Principal	Coupon	Interest	Total P+I
12/31/2026	4,796.66	4.100%	2,372.14	7,168.80
12/31/2027	4,993.33	4.100%	2,175.48	7,168.81
12/31/2028	5,198.05	4.100%	1,970.74	7,168.79
12/31/2029	5,411.17	4.100%	1,757.62	7,168.79
12/31/2030	5,633.03	4.100%	1,535.76	7,168.79
12/31/2031	5,863.98	4.100%	1,304.82	7,168.80
12/31/2032	6,104.41	4.100%	1,064.40	7,168.81
12/31/2033	6,354.69	4.100%	814.12	7,168.81
12/31/2034	6,615.23	4.100%	553.56	7,168.79
12/31/2035	6,886.45	4.100%	282.34	7,168.79
Total	\$57,857.00	-	\$13,830.98	\$71,687.98

City of Falcon Heights, Minnesota

\$101,989 General Obligation Tax Abatement & Improvement Bonds, Series 2025A
 Storm Sewer Revenue
 Bond TIC - Equal P&I

Revenues

Date	Principal	Coupon	Interest	Total P+I
12/31/2026	8,455.40	4.100%	4,181.53	12,636.93
12/31/2027	8,802.08	4.100%	3,834.86	12,636.94
12/31/2028	9,162.96	4.100%	3,473.98	12,636.94
12/31/2029	9,538.64	4.100%	3,098.30	12,636.94
12/31/2030	9,929.73	4.100%	2,707.20	12,636.93
12/31/2031	10,336.85	4.100%	2,300.08	12,636.93
12/31/2032	10,760.66	4.100%	1,876.28	12,636.94
12/31/2033	11,201.84	4.100%	1,435.08	12,636.92
12/31/2034	11,661.12	4.100%	975.82	12,636.94
12/31/2035	12,139.22	4.100%	497.70	12,636.92
Total	\$101,988.50	-	\$24,380.83	\$126,369.33

City of Falcon Heights, Minnesota

\$18,600 General Obligation Tax Abatement & Improvement Bonds, Series 2025A

Water Revenue

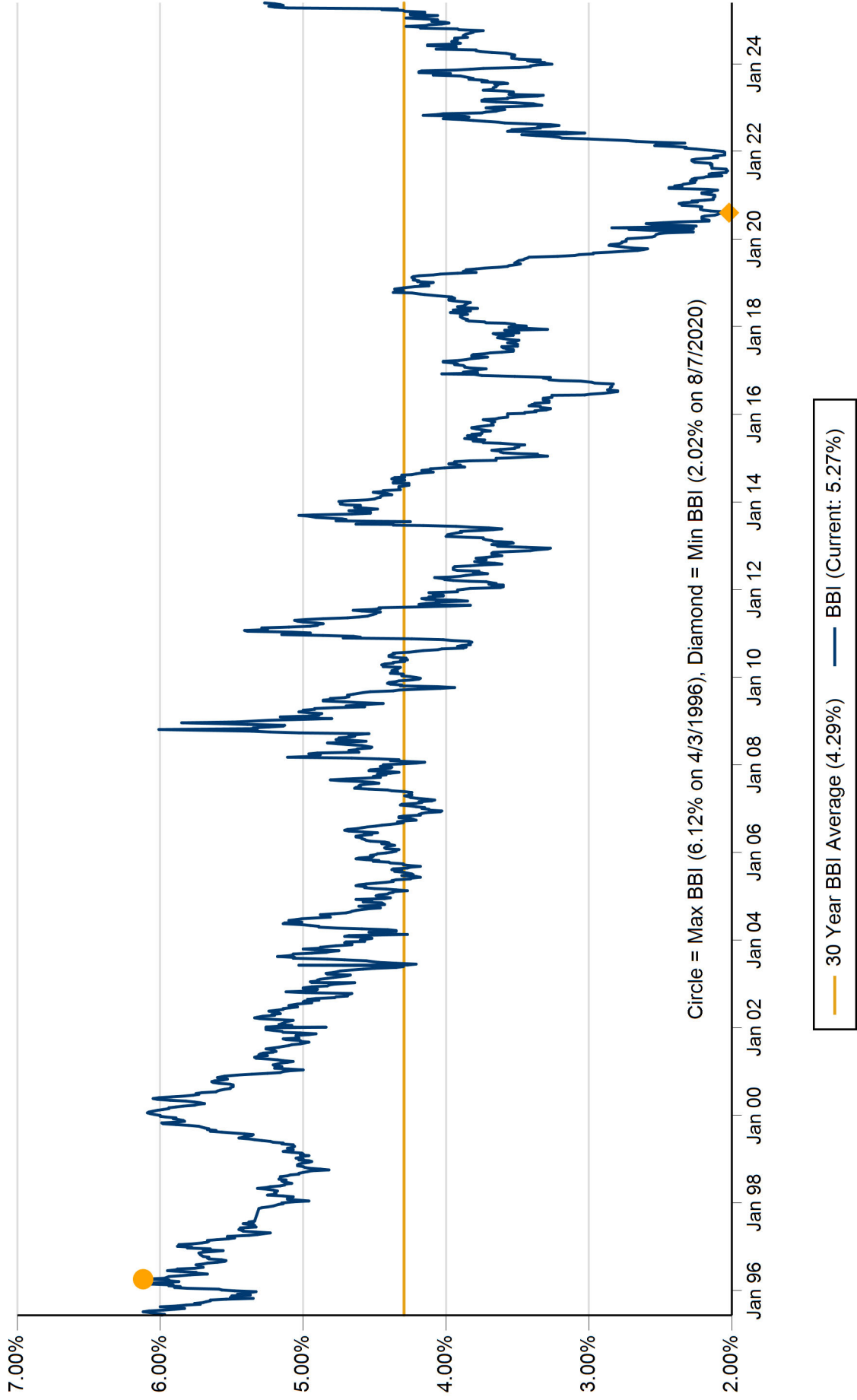
Bond TIC - Equal P&I

Revenues

Date	Principal	Coupon	Interest	Total P+I
12/31/2026	1,542.04	4.100%	762.60	2,304.64
12/31/2027	1,605.26	4.100%	699.38	2,304.64
12/31/2028	1,671.08	4.100%	633.56	2,304.64
12/31/2029	1,739.60	4.100%	565.04	2,304.64
12/31/2030	1,810.92	4.100%	493.72	2,304.64
12/31/2031	1,885.17	4.100%	419.48	2,304.65
12/31/2032	1,962.46	4.100%	342.18	2,304.64
12/31/2033	2,042.92	4.100%	261.72	2,304.64
12/31/2034	2,126.68	4.100%	177.96	2,304.64
12/31/2035	2,213.87	4.100%	90.76	2,304.63
Total	\$18,600.00	-	\$4,446.40	\$23,046.40

30 YEAR TREND IN MUNICIPAL BOND INDICES

Weekly Rates June, 1995 - June, 2025



The Bond Buyer "20 Bond Index" (BBI) shows average yields on a group of municipal bonds that mature in 20 years and have an average rating equivalent to Moody's Aa2 and S&P's AA.

Source: The Bond Buyer



EXTRACT OF MINUTES OF A MEETING OF THE
CITY COUNCIL OF THE CITY OF FALCON HEIGHTS, MINNESOTA

HELD: JUNE 11, 2025

Pursuant to due call and notice thereof, a regular or special meeting of the City Council of the City of Falcon Heights, Ramsey County, Minnesota, was duly held at City Hall on June 11, 2025, at 7:00 P.M., for the purpose, in part, of providing for the issuance and sale of \$2,055,000 General Obligation Tax Abatement and Improvement Bonds, Series 2025A.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. 25-61

**RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE OF \$2,055,000
GENERAL OBLIGATION TAX ABATEMENT AND IMPROVEMENT BONDS,
SERIES 2025A**

A. WHEREAS, the City Council (the "Council") of the City of Falcon Heights, Minnesota (the "City") has heretofore determined that it is necessary and expedient to issue the City's \$2,055,000 General Obligation Tax Abatement and Improvement Bonds, Series 2025A (the "Bonds"), to finance projects as described in the Official Statement to be prepared by Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"); and

B. WHEREAS, the City has retained Ehlers, as its independent municipal advisor for the Bonds in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9).

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

1. Authorization. The Council hereby authorizes Ehlers to assist the City for the sale of the Bonds.
2. Meeting; Proposal Opening. The Council shall meet at 7:00 P.M. on July 9, 2025, for the purpose of considering proposals for and awarding the sale of the Bonds.
3. Official Statement. In connection with said sale, the officers or employees of the City are hereby authorized to cooperate with Ehlers and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.

The motion for the adoption of the foregoing resolution was duly seconded by Council Member _____ and, after full discussion thereof and upon a vote being taken thereon, the following Council Members voted in favor thereof:

and the following voted against the same:

Whereupon the resolution was declared duly passed and adopted.

Moved by:

Approved by: _____
Randall C. Gustafson
Mayor

GUSTAFSON ___ In Favor
LEEHY
MEYER ___ Against
WASSENBERG
MIELKE

Attested by: _____
Jack Linehan
City Administrator

STATE OF MINNESOTA
RAMSEY COUNTY
CITY OF FALCON HEIGHTS

I, the undersigned, being the duly qualified and acting City Administrator of the City of Falcon Heights, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council, duly called and held on the date therein indicated, insofar as the minutes relate to providing for the issuance and sale of \$2,055,000 General Obligation Tax Abatement and Improvement Bonds, Series 2025A.

WITNESS my hand on June 11, 2025.

City Administrator

EXTRACT OF MINUTES OF A MEETING OF THE
CITY COUNCIL OF THE CITY OF FALCON HEIGHTS, MINNESOTA

HELD: JUNE 11, 2025

Pursuant to due call and notice thereof, a regular or special meeting of the City Council of the City of Falcon Heights, Ramsey County, Minnesota, was duly held at City on June 11, 2025, at 7:00 P.M., for the purpose, in part, of calling for a public hearing on proposed property tax abatements.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. 25-62

RESOLUTION CALLING FOR A PUBLIC HEARING
ON PROPOSED PROPERTY TAX ABATEMENTS

BE IT RESOLVED by the City Council (the "Council") of the City of Falcon Heights, Minnesota (the "City"), as follows:

1. Recitals.
 - (a) Minnesota Statutes, Sections 469.1812 through 469.1815, as amended, both inclusive, authorize the City, upon satisfaction of certain conditions, to grant an abatement of all or a part of the taxes levied by the City on real property within its boundaries.
 - (b) It is a legal requirement that the City hold a public hearing prior to adoption of a resolution granting any property tax abatements.
2. Hearing. A public hearing on the consideration of the property tax abatement will be held at the time and place set forth in the Notice of Hearing attached hereto as Exhibit A and hereby made a part hereof.
3. Notice. The City Administrator is hereby authorized and directed to cause notice of said hearing in substantially the form attached hereto as Exhibit A to be published in a newspaper of general circulation in the City at least once more than 10 days but less than 30 days before the hearing. The newspaper must be one of general interest and readership in the City and not one of limited subject matter.

The motion for the adoption of the foregoing resolution was duly seconded by Council Member _____ and, after full discussion thereof and upon a vote being taken thereon, the following Council Members voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

Moved by:

Approved by: _____
Randall C. Gustafson
Mayor

GUSTAFSON ___ In Favor
LEEHY
MEYER ___ Against
WASSENBERG
MIELKE

Attested by: _____
Jack Linehan
City Administrator

STATE OF MINNESOTA
RAMSEY COUNTY
CITY OF FALCON HEIGHTS

I, the undersigned, being the duly qualified and acting City Administrator of the City of Falcon Heights, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council, duly called and held on the date therein indicated, insofar as the minutes relate to the calling of a public hearing on proposed property tax abatements.

WITNESS my hand on June 11, 2025.

City Administrator

EXHIBIT A

CITY OF FALCON HEIGHTS, MINNESOTA

NOTICE OF PUBLIC HEARING
REGARDING PROPOSED PROPERTY TAX ABATEMENTS

NOTICE IS HEREBY GIVEN that the City Council of the City of Falcon Heights, Minnesota will hold a public hearing at a meeting of the Council beginning at 7:00 P.M., on June 25, 2025, to be held at the City Hall Council Chambers, 2077 Larpenteur Ave West, Falcon Heights, Minnesota, on the proposal that the City abate property taxes levied by the City on the following property identified by the tax parcel identification number listed below (the "Tax Abatement Property"):

212923120008

The total amount of the taxes proposed to be abated by the City on the Tax Abatement Property for a period not to exceed 15 years is estimated to be not more than \$1,193,365. The Council will consider the property tax abatement to finance the costs related to the construction of various park improvements in the City (the "Project").

The City proposes to issue general obligation bonds, a portion of which will be issued to finance the Project, in an amount not to exceed \$1,190,000.

All interested persons may appear at the June 25, 2025 public hearing and present their views orally; or if in writing contact the City Administrator's office at 2077 Larpenteur Ave West, Falcon Heights, MN 55113 or 651-792-7600.

BY ORDER OF THE CITY COUNCIL

/s/ 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

May 14, 2025 at 7:00 P.M.

- A. CALL TO ORDER: 7:03 PM
- B. ROLL CALL: GUSTAFSON_X__ LEEHY_X__ MEYER_X__
MIELKE_X__ WASSENBERG_X__

STAFF PRESENT: LINEHAN_X__ JOHNSON_X__

C. APPROVAL OF AGENDA

Gustafson points out the amendments to the agenda. Linehan explains that a resolution was added to Policy item H5. A contract was added to the acceptance of the quote for the splash pad of Polity Item H6. Finally, there is the addition of H7 and H8, the acceptance of the resolution appointing Tom Baldwin to the State Fair Task Force.

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

D. PRESENTATION

1. Presentation of the 2024 Annual Comprehensive Financial Report (ACFR) by City Auditors BerganKDV

Andy Grice, auditor from BerganKDV, opened his presentation by explaining the purpose of the independent auditor's report. The City received a clean (unmodified) opinion – the highest level of assurance, indicating that the financial statements are accurate and reliable. Grice noted one internal control issue: a lack of segregation in accounting duties. This is a common finding for cities of this size but remains something for the council to monitor. He then reviewed key financial highlights across major funds:

- **General Fund**

Both revenues and expenditures were at a high point in 2024. Revenues exceeded expenses, allowing the City to invest. Overall, revenues increased by 1.5% compared to 2023. Expenditures rose by 18%, primarily due to increases in public safety costs and general government expenses, including staff salary adjustments. The 2024 budget was a break-even budget. Revenues came in over budget, and expenditures came in lower than budgeted.

- **Enterprise Funds**

These funds are intended to be supported by user fees, and the auditor emphasized the importance of monitoring whether charges are sufficient to cover operating costs.

- **Sanitary Sewer Fund:** Revenues were lower than the previous year. Grice encouraged the council to keep a close eye on this fund to maintain balance.

- **Storm Drainage Fund:** This fund has maintained a slight surplus over the past few years.

Council and Linehan thank the auditors and financial staff.

- E. APPROVAL OF MINUTES:
 1. March 26, 2025 City Council Regular Meeting Minutes
 2. April 2, 2025 City Council Workshop Meeting
 3. April 9, 2025 City Council Regular Meeting Minutes

Councilmember Wassenberg motions to approve the meeting minutes;
Approved 5-0

- F. PUBLIC HEARINGS:

- G. CONSENT AGENDA:

1. Payables:
 - a. General Disbursements through 5/7/25: \$339,930.34
 - b. Payroll through 4/22/25: \$26,438.93
 - c. Payroll through 5/6/25: \$24,233.10
 - d. Wire Payments through 4/22/25: \$17,109.84
 - e. Wire Payments through 5/6/25: \$16,036.64
2. Approval of City Licenses
3. Approving Copy of Comprehensive Cooperative Agreement for Maintenance of Traffic Control Signal Systems with Ramsey County
4. Approval of Summer Hours
5. Approval of Resolution 25-37 Adopting the City of Falcon Heights Climate Action Plan
6. Approval of Resolution 25-38 Early Retirement Incentive Program
7. Approval of Resolution 25-39 2025 Pavement Management Program Change Order #1
8. Approval of Municipal Delegation of Building Official
9. Approval of Goal Setting Final Document
10. Approval of Resolution 25-40 Appointing Georgiana May to the Environment Commission
11. Approval of Resolution 25-41 Appointing Jerry Buckridge to the Parks and Rec Commission
12. Approval of Resolution 25-42 Accepting Resignation of Rebecca Leighton from the Community Engagement Commission
13. Approval of Resolution 25-43 Approving Out-of-State Travel Request of Elected Official
14. Approval of Resolution 25-44 Appointing Joseph Morseth to the Parks and Rec Commission
15. Close Debt Service Fund 316 - 2017 G.O. Improvement Bond
16. Approval of Metropolitan Livable Communities Act Grant Agreement Amendment for Amber Union

Councilmember Meyer motions to approve the consent agenda;
Approved 5-0

Gustafson thanks Rebecca for her time on the Community Engagement Commission and wishes her well. He also points out that the Climate Action Plan was presented at a previous meeting, and he thanks all residents who provided comments on the plan.

Linehan highlights the goal-setting document. Lastly, he notes that the funds are being retired on item G15. Item G16 is related to a change in how funds are being used by the city when paid back by the developer.

Wassenberg is excited to see 2 new commissioners joining the Parks and Recreation Commission.

H: POLICY ITEMS:

1. Approval of Resolution 25-45 Authorizing a Contract with ParkMobile for Pay-by-Mobile Parking During the State Fair

Linehan provides an overview of the timeline that has brought the proposal to its current, almost final spot, following research by the State Fair Task Force, City Council feedback, and community input. He also outlines the items the council is asked to review to implement the proposal. Linehan explains that the contract has been reviewed by the city attorney, is for one year, and it will renew unless the city provides notice not to renew.

Gustafson opens the floor to public comment:

Sue Majerus - 1381 Iowa Ave.

Against the proposal. It is inconvenient to have to request a second pass. Be sensitive to people's needs regarding third and fourth passes. Inconvenience to 55-plus apartments. Wonders where the money is going. This happens during times when roads are redone, and residents are getting special assessments. Wonders how many funds are brought in from tickets.

Alice Herzeberg - 1451 Simpson St.

Close to the fair, already an inconvenience. Agrees to recoup money to cover costs. Is concerned about the hardship waiver for a daily occurrence.

Heather Romaine - 1740 Simpson

Heather shows that 128 residents signed a petition opposing the proposal.

Mary Faust - 1434 Iowa Ave W.

Mary finds it greedy. Free State Fair Parking is something we can provide for the state and the nation. She does not see it as a need.

Romas Kazlauskas - 1744 Simpson St.

Romas is against the idea. Disadvantages: unneighborly. Wonders what the advantages are other than receiving revenue for the residents.

Matt Yager - 1757 Albert St.

Matt believes the parking fee discourages community engagement and creates financial strain. Residents embrace the State Fair. Parking fees contradict shared tradition and accessibility.

Still eligible, because in the parking zone area. If more are needed, residents will receive communication on how to get additional passes.

Jane Kupris - 1765 Holton St.

Jane is a long-time resident and finds the proposal unwelcome, and that the fair does not impact the streets. Suggests that a survey should have been conducted. The proposal is inconvenient for State Fair employees and families. If there is a need for money, consider holding a fundraiser.

Lauri Frattallone - 1784 Simpson St.

Lauri is opposed and believes Falcon Heights has not established a need to propose the program. Wonders what it costs to host the fair.

Greg Haug - 1740 Albert St.

Greg is against the proposal and wonders what the money will be used for. Also, finds the State Fair an inconvenience. Greg wonders if there are less cumbersome ways to recoup costs. For example, add a tax to the ticket fee. He also wonders about the signage.

Gustafson answers that it is not possible, and the State Fair has shown no interest in assisting Falcon Heights with costs. The signs will be temporary during the State Fair and will be placed in the public right-of-way.

Sue Majerus - 1381 Iowa Ave.

Sue wonders if parking is enforced daily.

Gustafson explains parking will be enforced from 8 AM to 8 PM daily.

Heather Romaine - 1740 Simpson St.

Heather wonders about the temporary signage. Also wonders if there has been a consideration of signposts decreasing property values if they are permanent.

Linehan answers the signs will be installed prior to the State Fair. It will consist of a combination of temporary signs and existing signs. Staff can take into consideration blank signposts. It has not been fully decided yet. The right-of-way is public property; usage of the right-of-way is determined by utility needs and not property valuation.

Matt Yager - 1757 Albert St.

Matt wonders about free passes, and if the "no parking" side will still get a free pass.

Gustafson answers yes, you will still be eligible.

Lauri Frattallone - 1784 Simpson St.

Lauri is looking for clarification on how many households will receive one pass and how many parking spots are available.

Gustafson answers that 600 households are eligible and there are anywhere from 800 to 1000 parking spots available. Wassenberg adds that currently around 100 to 150 cars are parked on the street, and that would not be any different during the State Fair.

Randi Tomlinson - 1464 Iowa Ave.

Randi is concerned with safety in the neighborhood, but it is not being addressed. Lots of traffic passes through. Paid parking does not deter people from going through the

streets. It remains hard to exit alleyways and driveways, as streets are parked up. Randi would not like to see portable restrooms or garbage cans in her neighborhood, as it's not needed. Adds that the proposal is limiting to residents.

Carol Haug - 1740 Albert St.

Carol is against the idea because it is unwelcoming and inconvenient. Suggests giving the number of passes to people registered at the house.

Lily Tharoor - 1507 Iowa Ave.

Lily is a retired school social worker. Feels the parking fee is too high and not kind. Wonders if people can pay ahead.

Gustafson notes fairgoers can pay at 6 AM and are covered for the day. Park and Rides are a free way to get to the fair.

Wassenberg thanks residents for their comments and input. Resident feedback has allowed improvements to the plan. Residents do not need to get on the ParkMobile system, they will all get hang passes.

Leehy explains she was originally opposed to the idea, because she has an understanding of the atmosphere of the State Fair as a previous Northome resident. She stressed she did not want the process to be cumbersome for residents and staff. Every council has tried to find ways to be compensated by the State Fair, as it is burdensome for the city and its residents. Especially as attendance continuously increases. She notes this is an attempt and if it does not work, we do not have to continue.

Mielke comments that ideally the State of Minnesota would cover the expenses of hosting the State Fair, and not Falcon Heights. She thanks the State Fair Task Force for coming up with ideas to accommodate this and recoup some costs.

Meyer expresses appreciation for residents' involvement in the civic process. He acknowledges that some residents feel the council and task force aren't listening but emphasizes that council members are also neighbors who live on streets near the State Fair and share many of the same concerns. He reiterates that the City continues to explore ways to offset costs without raising property taxes. Charging for parking is one approach being considered, as it could increase the likelihood of finding open spots closer to the fair and reduce the number of fairgoers driving through residential areas searching for free parking. Meyer also shares that he was uncomfortable with the term "hardship," but notes that a similar process is already in place for existing State Fair permit areas. He reminds residents that having a permit doesn't guarantee a spot, and that parking will still be limited. However, each household will automatically receive one pass, and obtaining a second pass will be a simple process.

Leehy adds that while it appears the city is well off financially, it is important to create a balanced budget and be fiscally responsible. Falcon Heights will continue to be welcoming through the ambassador program.

Gustafson points out that the fee is \$25 because that is the same as parking at the fairgrounds. Meyer wanted to decrease the price further away from the fair. The council decided to keep it simple the first year; it could be updated in the following years.

Linehan explains the City attorney has reviewed the contract with ParkMobile and they have come to an agreement. It was negotiated to a 1-year term, with no upfront cost to the city.

Councilmember Wassenberg motions to approve Resolution 25-45 Authorizing a Contract with ParkMobile for Pay-by-Mobile Parking During the State Fair;
Approved 5-0

2. Approval of Ordinance 25-02 Amending the Fee Schedule to Reflect Paid Parking

City Fee Schedule is reviewed and updated annually.

Councilmember Leehy motions to approve Ordinance 25-02 Amending the Fee Schedule to Reflect Paid Parking ;
Approved 5-0

3. Approval of Resolution 25-46 Designating Streets as Paid Parking Zones and Sets Dates and Times for Enforcement of the Program

Gustafson explains the streets included as paid parking zones.

Councilmember Meyer motions to approve 25-46 Designating Streets as Paid Parking Zones and Sets Dates and Times for Enforcement of the Program;
Approved 5-0

4. Approval of Resolution 25-47 Authorizing Modifications to the Administrative Policies: Parking Policy and Guidelines During the Minnesota State Fair

Councilmember Mielke motions to approve 25-47 Authorizing Modifications to the Administrative Policies: Parking Policy and Guidelines During the Minnesota State Fair;
Approved 5-0

5. Approval of Resolution 25-48 Approving Budget Amendment to Create Fund 211 - Parking Management

Creates budget and tracks spending and revenues. Will receive a transfer from the general fund, to create a starting budget.

Councilmember Wassenberg motions to approve Resolution 25-48 Approving Budget Amendment to Create Fund 211 - Parking Management;
Approved 5-0

6. Approval of Resolution 25-48 Accepting a Proposal from Flagship Recreation for the Community Park Splash Pad and Authorize Expenditure Not to Exceed \$170,000.

Linehan shares that the City is currently accepting bids to hire a general contractor. For the playground and splash pad portions of the project, the City is working directly with specialized vendors. A Minnesota-based company, known for designing low-water-use splash pads, has been selected for the splash pad installation. The design includes a push-button timer to conserve water. The

vendor's 2025 schedule is filling quickly, but the City is moving forward with a contract approved by the City Attorney. While rubberized surfacing was considered for the splash pad area, the City has opted for alternative slip-resistant measures. This portion of the project is currently coming in under budget. Linehan is optimistic that the splash pad will be installed in fall 2025, with a public opening in spring 2026. The space is also being designed to remain flexible for a variety of community uses.

Councilmember Mielke motions to approve Resolution 25-48 Accepting a Proposal from Flagship Recreation for the Community Park Splash Pad and Authorize Expenditure Not to Exceed \$170,000;
Approved 5-0

Wassenberg notes Little Canada is looking at ways to capture the water from their low-water usage splash pad to water their fields.

7. Acceptance of Quote from MN Real Estate Appraisal Services LLC for an Appraisal Report of Parcels at 1407 Larpenteur Avenue for \$3,500

Linehan explains this was received recently; through a goal-setting session, it was identified to explore the potential purchase of 1407 Larpenteur Ave. Following testing done by the MNPCA, it's now known that there is contamination at the site, and there is a significant remediation cost. Linehan stresses this is an exploratory step.

Councilmember Mielke motions to approve the Quote from MN Real Estate Appraisal Services LLC for an Appraisal Report of Parcels at 1407 Larpenteur Avenue for \$3,500;
Approved 5-0

8. Appoint Tom Baldwin to the State Fair Task Force

Linehan explains the State Fair Task Force interviewed two applicants earlier today. Tom Baldwin is a previous mayor of Falcon Heights and has a good understanding of the fair. Linehan notes this was added last-minute, as the Task Force only has 7 more meetings left for the year.

Mayor Gustafson motions to approve Resolution 25-50 Appointing Tom Baldwin to the State Fair Task Force;
Approved 5-0

I. INFORMATION/ANNOUNCEMENTS:

Wassenberg notes that the Parks and Recreation Commission met recently and discussed the colors of the new playground. It will be very colorful.

Leehy explains this Saturday, there will be Spring Together at Curtiss Field from 3:30 – 5:00 PM, and there will be free ice cream. The Community Engagement Commission will meet next Monday.

Mielke notes there is a planting event at the Philando Peace Garden on Saturday from 9 AM to noon.

Meyer explains there is Family Fun Night at the Falcon Heights Elementary School on Friday night from 5:00 – 8:00 PM

Gustafson explains they attended the Northeast Youth & Family Services luncheon. He stresses what a great organization it is for the community. Kay Andrews led the organization for many years and was honored for all the work she has done. There was an incident on the evening of May 5th in Falcon Heights, which could have become tragic. But, through the great work of SAPD Sergeant Jim South, he was able to de-escalate the situation, and it ended well. He thanks the other agencies involved.

Linehan explains that the road project in Northome and Falcon Woods is moving along. The contractors are ahead of schedule, projected with a July finish. There are electricians out working on getting lights up for the monument signs. All locks and doors at City Hall are being upgraded to key fobs. Aluminum welds were broken open and more copper wire was stolen in the Grove neighborhood. Public Works continues to improve welds to prevent access and future theft. The website redesign RFP is closed and has received 43 proposals that staff will review.

Wassenberg points out how quickly the road project is moving along.

J. COMMUNITY FORUM:

K. ADJOURNMENT: 8:55 PM

Councilmember Leehy motion to adjourn the meeting;
Approved 5-9

Randall C. Gustafson, Mayor

Dated this 11th day of June, 2025

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
May 28, 2025 at 7:00 P.M.

- A. CALL TO ORDER: 7:01 PM
- B. ROLL CALL: GUSTAFSON_X__ LEEHY_X__ MEYER __
MIELKE _X__ WASSENBERG_X__
STAFF PRESENT: LINEHAN_X__

C. APPROVAL OF AGENDA

Councilmember Leehy motions to approve the agenda;
Approved 4-0

D. PRESENTATION

- 1. 2025 Neal Kwong Award Recipient Rane Roste

Gary Kwong explains the Neal Kwong Youth Citizenship Award was established in September 2000 in memory of Neal Kwong. The award is granted annually to one person between the ages of 12 and 19, who display outstanding leadership, volunteerism, or citizenship while making contributions to the Falcon Heights community. Kwong and Gustafson proceed to present the award to Rane Roste.

Rane Roste thanks the Neal Kwong Family for selecting her for the award. Some of her meaningful memories have been made while helping others and being part of new experiences. She also thanks her family for their support, and thanks the council for selecting her for the award.

Scott Roste nominated Rane for the award, and he is very proud of her efforts to help others and her willingness to volunteer. He looks forward to what her future holds.

E. APPROVAL OF MINUTES:

- 1. April 23, 2025 City Council Regular Meeting Minutes
- 2. May 7, 2025 City Council Workshop Minutes

Councilmember Wassenberg motions to approve the meeting minutes;
Approved 4-0

F. PUBLIC HEARINGS:

G. CONSENT AGENDA:

- 1. General Disbursements through 5/20/25: \$53,928.23
Payroll through 5/20/25: \$25,104.64

- Wire Payments through 5/20/25: \$16,230.61
2. Approval of City Licenses
 3. Approval of Resolution 25-51 Accepting Resignation of Karen Cooley-Kistler from the Community Engagement Commission
 4. Approval of Resolution 25-52 Accepting Resignation of Pedro De Filippo Vannucci from the Environment Commission
 5. Approval of Resolution 25-53 Accepting Donation from AARP Tax-Aide
 6. Approval of Resolution 25-54 Accepting Resignation of Curt Stockford from the Community Engagement Commission
 7. Approval of Resolution 25-55 Supporting MWF Properties' Application for the 2025 Ramsey County Housing Development Solicitation
 8. Approval of Resolution 25-56 Supporting the Integration of the SolarApp+ Program to the Permitting Process
 9. Approval of Resolution 25-57 Declaring the Intent to Reimburse Expenditures from Bond Proceeds for 2025 Pavement Management Project
 10. Approval of Additional Funding to Repair Streetlights in University Grove
 11. Approval of Resolution 25-58 Appointing Sarah Caflisch to the Community Engagement Commission
 12. Approval of Resolution 25-59 Authorizing a Usage Agreement with Verizon Wireless for a Temporary Asset Usage Agreement

Councilmember Mielke motions to approve the consent agenda;
Approved 4-0

Gustafson thanks all the resigning commissioners for their time and effort, and he looks forward to Sarah joining the Community Engagement Commission.

Marty O'Connell, developer for MWF Properties, explains they are looking to acquire the parking lot west of Amber Union to develop a new affordable age-restricted (55+) development. MWF is a local developer with extensive experience in affordable housing. They have their own property management company. Due to significant financing gaps, they are looking to apply for funding through the 2025 Ramsey County Housing Development Solicitation. He thanks the Council for their municipal support.

Linehan is excited about the potential of MWF Properties. Municipal support helps strengthen their funding application.

Gustafson adds that additional funding is made available to repair streetlights at the University Grove. The city negotiated a usage agreement with Verizon for a temporary cell tower at the Community Park during the MSHL State Cross Country Meet.

Linehan explains that the SolarAPP+ program is sponsored by the State of Minnesota. It provides technical assistance and financial incentives to local units of government that issue permits for residential solar projects. He also adds that item 9 is per the financial consultant's recommendation and allows the city to reimburse against the bond expenses that occur before the bond is issued. The city will be going out for bonds for the Community Park project and road projects, but before that, they will be doing a bond review, which has not been done for a while.

H: POLICY ITEMS:

1. Approval of Resolution 25-60 Park Project Bid Award

On May 21st at 2:00 p.m., WSB opened bids for the project. We received five responses from contractors interested in being the primary site contractor for the work. The low bidder for the base bid, as well as the combined total with two bid alternates, was New Look Contracting, Inc. of Rogers, MN. The project scope for this award includes the majority of the improvements at Community Park, but does not include the splash pad (Flagship Recreation), playground (Northland Recreation, to be finalized pending grant status), engineering/oversight (WSB), and other miscellaneous purchases such as site furniture. Following the signing of the contract, there will be a preconstruction meeting to discuss timelines.

Mielke wonders if the shelter manufacturer will oversee the construction of the shelter at the park. Linehan answers yes, this was a contract contingency.

Councilmember Mielke motions to approve Resolution 25-60
Awarding The Contract For The Falcon Heights Community Park Improvements
Project FH-01 to New Look Contracting, Inc. In The Amount Of \$941,413.00;
Approved 4-0

2. Approval of Ordinance 25-03 Updating Chapter 14 of City Code for Pedicab Licensing

Linehan explains that the State Fair Task Force recommended that the city adopt regulations for the safe operation of pedicabs in Falcon Heights prior to the start of the 2024 Minnesota State Fair. This was based largely on neighboring cities with pedicab ordinances as well, meaning specs were identical. Minneapolis modified its ordinance regarding the length and maximum number of passengers. Staff is proposing to include similar changes to its Falcon Heights' pedicab ordinance.

Councilmember Wassenberg motions to approve Ordinance 25-03 and
Summary Ordinance 25-03 Updating Chapter 14 of City Code for Pedicab Licensing;
Approved 4-0

I. INFORMATION/ ANNOUNCEMENTS:

Mielke attended the NineNorth board meeting, and they extended their franchise contract with Comcast. She also attended the local government meeting hosted by the school district and they are looking to add a referendum this fall for a 5% levy increase for technology and security. The State Fair Task Force met and continued to discuss the Pay-by-Mobile Parking program, and they looked at job descriptions for parking ambassadors.

Wassenberg attended the Northeast Youth and Services board meeting, and the leadership luncheon brought in \$66,000. They continue to work towards financial stability. He is impressed by the speed of Bituminous Roadways and the road project in the Northome Neighborhood.

Gustafson agrees, and shares that he drove through both construction areas.

Mielke adds it was a great turnout at Spring Together, given the colder weather on the day of the event.

Linehan agrees that the 2025 Pavement Management Project is moving along quickly. The city has an agreement with Blaze Credit Union to provide parking for Falcon Woods residents, and Public Works bagged “no parking” signs on the east side of Prior Ave. to allow for additional parking. Blaze is also storing recycling carts for Roseville, as they switched recycling companies.

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.

An attendee wonders what kind of community engagement activities there are in Falcon Heights.

Gustafson explains that there are various community events and there are also various commissions residents can participate in. Leehy adds they are always open to ideas.

K. ADJOURNMENT: 7:48 PM

Councilmember Leehy motions to adjourn the meeting;
Approved 4-0

Randall C. Gustafson, Mayor

Dated this 11th day of June, 2025

Jack Linehan, City Administrator

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J259		AMERICAN ENGINEERING TESTING I				

I-INV-258874		Materials Testing	1,619.15			
5/22/2025	APBNK	DUE: 5/22/2025 DISC: 5/22/2025		1099: N		
		Materials Testing		424 4424-92400-000	FALCON WOODS PROJECT	1,619.15
=== VENDOR TOTALS ===			1,619.15			
=====						
01-03583		DELL MARKETING L.P.				

I-1081577980		Dell Pro Dock & Pro 14 Base	1,485.45			
5/22/2025	APBNK	DUE: 5/22/2025 DISC: 5/22/2025		1099: N		
		Dell Pro Dock & Pro 14 Base		401 4401-90100-000	FURNITURE & EQUIPMENT	1,485.45
=== VENDOR TOTALS ===			1,485.45			
=====						
01-05058		JOSH JORDAN				

I-202505229194		Tae Kwon Do 4/22-5/29	793.60			
5/22/2025	APBNK	DUE: 5/22/2025 DISC: 5/22/2025		1099: Y		
		Tae Kwon Do 4/22-5/29		201 4201-87700-000	INSTRUCTOR-SPECIALTY CLA	793.60
=== VENDOR TOTALS ===			793.60			
=====						
01-05939		MN DEPARTMENT OF HEALTH - ENVI				

I-1106407		2025 Statewide Hospitality Fe	40.00			
5/22/2025	APBNK	DUE: 5/22/2025 DISC: 5/22/2025		1099: N		
		2025 Statewide Hospitality Fee		101 4112-89000-000	MISCELLANEOUS	40.00
=== VENDOR TOTALS ===			40.00			
=====						
01-05973		NORTH SUBURBAN COMMUNICATIONS				

I-2025-511		2025 Cooperative Svc to NSCC	2,936.05			
5/22/2025	APBNK	DUE: 5/22/2025 DISC: 5/22/2025		1099: N		
		2025 Cooperative Svc to NSCC		101 4116-85050-000	CABLE TV	2,936.05
=== VENDOR TOTALS ===			2,936.05			
=====						
01-05870		XCEL ENERGY				

I-926924890		Electricity	24.38			
5/22/2025	APBNK	DUE: 5/22/2025 DISC: 5/22/2025		1099: N		
		Electricity		101 4141-85020-000	ELECTRIC/GAS	24.38
=== VENDOR TOTALS ===			24.38			
=== PACKET TOTALS ===			6,898.63			

PACKET: 03388 May 28 Payables
VENDOR SET: 01 City of Falcon Heights
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L	ACCOUNT	-----ACCOUNT NAME----- DISTRIBUTION
0. 3025	COLIN CALLAHAN					
I-202505289195		Multi-City Safe Assure Supply	52.94			
5/28/2025	APBNK	DUE: 5/28/2025 DISC: 5/28/2025		1099: N		
		Multi-City Safe Assure Supply		601 4601-70100-000	SUPPLIES	52.94
=== VENDOR TOTALS ===			52.94			
01-05153	HOME DEPOT CRC/GECF					
I-202505289196		Supplies	401.20			
5/28/2025	APBNK	DUE: 5/28/2025 DISC: 5/28/2025		1099: N		
		Belts		101 4131-70110-000	SUPPLIES	37.94
		Trash Can		101 4131-70110-000	SUPPLIES	40.97
		Brushes, Epoxy, and Cement		419 4419-92008-000	CITY MONUMENT SIGNS	83.50
		Trimmer Replacement Head & Lin		101 4141-70100-000	SUPPLIES	238.79
=== VENDOR TOTALS ===			401.20			
01-05856	JACK LINEHAN					
I-202505289197		Flex Reimbursement	3,142.04			
5/28/2025	APBNK	DUE: 5/28/2025 DISC: 5/28/2025		1099: N		
		Dep Care Flex Reimbursement		101 21711-000	DEPENDENT CARE FLEX PAYA	1,692.33
		Dep Care Flex Reimbursement		206 21711-000	DEPENDENT CARE FLEX PAYA	96.16
		Dep Care Flex Reimbursement		601 21711-000	DEPENDENT CARE FLEX PAYA	76.92
		Dep Care Flex Reimbursement		602 21711-000	DEPENDENT CARE FLEX PAYA	57.69
		Flex Reimbursement		101 21712-000	MEDICAL FLEX SAVINGS PAY	1,072.67
		Flex Reimbursement		206 21712-000	MEDICAL FLEX SAVINGS PAY	60.95
		Flex Reimbursement		601 21712-000	MEDICAL FLEX SAVINGS PAY	48.76
		Flex Reimbursement		602 21712-000	MEDICAL FLEX SAVINGS PAY	36.56
I-202505289198		Phone Reimbursement May	60.00			
5/28/2025	APBNK	DUE: 5/28/2025 DISC: 5/28/2025		1099: N		
		Phone Reimbursement May		601 4601-85015-000	CELL PHONE	60.00
=== VENDOR TOTALS ===			3,202.04			
01-05582	MENARDS					
I-202505289199		Supplies	549.57			
5/28/2025	APBNK	DUE: 5/28/2025 DISC: 5/28/2025		1099: N		
		Contractor Bags		101 4131-70110-000	SUPPLIES	14.99
		Aluminum Sheet for SAPD		402 4402-91100-000	POLICE OFFICE RENOVATION	32.99
		Welding Ground Clamp		101 4131-70110-000	SUPPLIES	1.99
		Yard Maintenance Supplies		101 4141-87120-000	FACILITIES & GROUND MAIN	184.02
		Batteries for Mowers		101 4141-70100-000	SUPPLIES	153.98
		Tailgate Chain Coupler		101 4132-87000-000	REPAIR EQUIPMENT	4.38
		Spray Paint		101 4132-70120-000	SUPPLIES	33.92
		PW Supplies		101 4131-70110-000	SUPPLIES	48.93
		PW Supplies		101 4131-70110-000	SUPPLIES	27.96
		Yard Maintenance Supplies		101 4141-87120-000	FACILITIES & GROUND MAIN	23.45

PACKET: 03388 May 28 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
5582	MENARDS	(** CONTINUED **)				
		Street Light Repair Supplies		101 4132-70120-000	SUPPLIES	22.96
=== VENDOR TOTALS ===			549.57			
=====						
01-07432	TOFT'S OUTDOOR SUPPLY					
I-6890		Brush Disposal	165.00			
5/28/2025	APBNK	DUE: 5/28/2025 DISC: 5/28/2025		1099: N		
		Brush Disposal		101 4134-84010-000	TREE TRIMMING	165.00
=== VENDOR TOTALS ===			165.00			
=== PACKET TOTALS ===			4,370.75			

PACKET: 03391 JUNE 3 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	
01 380	BERGANKDV						
I-1259907		FINAL PROGRESS BILLING - AUDI	8,800.00				
6/03/2025	APBNK	DUE: 6/03/2025 DISC: 6/03/2025		1099: N			
		FINAL PROGRESS BILLING - AUDIT		101 4113-80310-000	AUDIT	8,800.00	
		=== VENDOR TOTALS ===	8,800.00				
01-07228	CITY OF ST ANTHONY						
I-4584		MAY 2025 POLICE SVCS	100,150.25				
6/04/2025	APBNK	DUE: 6/04/2025 DISC: 6/04/2025		1099: N			
		MAY 2025 POLICE SVCS		101 4122-81000-000	POLICE SERVICES	100,150.25	
		=== VENDOR TOTALS ===	100,150.25				
01-05119	GFOA						
I-64252001-2025		GFOA MEMBERSHIP -ROLAND	170.00				
6/03/2025	APBNK	DUE: 6/03/2025 DISC: 6/03/2025		1099: N			
		GFOA MEMBERSHIP -ROLAND		101 4113-86110-000	MEMBERSHIPS	170.00	
		=== VENDOR TOTALS ===	170.00				
01-05451	MADISON NATIONAL LIFE INS CO I						
I-1698657		LTD AND STD INSURANCE JUNE	170.53				
6/03/2025	APBNK	DUE: 6/03/2025 DISC: 6/03/2025		1099: N			
		LTD AND STD INSURANCE JUNE		101 4112-89000-000	MISCELLANEOUS	170.53	
		=== VENDOR TOTALS ===	170.53				
01 565	METROPOLITAN COUNCIL						
I-188517		JULY WASTE WATER SVCS	61,055.44				
6/03/2025	APBNK	DUE: 6/03/2025 DISC: 6/03/2025		1099: N			
		JULY WASTE WATER SVCS		601 4601-85060-000	METRO SEWER CHARGES	61,055.44	
		=== VENDOR TOTALS ===	61,055.44				
01-05585	METROPOLITAN AREA MANAGEMENT A						
I-2313		JACK MAY MEETING	35.00				
6/03/2025	APBNK	DUE: 6/03/2025 DISC: 6/03/2025		1099: N			
		JACK MAY MEETING		101 4112-86100-000	CONFERENCES/EDUCATION/AS	35.00	
		=== VENDOR TOTALS ===	35.00				

PACKET: 03391 JUNE 3 PAYABLES
VENDOR SET: 01 City of Falcon Heights
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
BT DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
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01-00299	KELLY NELSON					
I-202506039203		REIMB; COFFEE FOR CITY HALL	19.79			
6/03/2025	APBNK	DUE: 6/03/2025 DISC: 6/03/2025		1099: N		
		REIMB; COFFEE FOR CITY HALL		101 4112-86010-000	MILEAGE & PARKING	19.79
		=== VENDOR TOTALS ===	19.79			
=====						
01-05940	PAUL DAVIS RESTORATION					
I-202506039205		BLDG PERMIT 2025028 REFUND	773.57			
6/03/2025	APBNK	DUE: 6/03/2025 DISC: 6/03/2025		1099: N		
		BLDG PERMIT 2025028 REFUND		101 32210-000	BUILDING PERMITS	773.57
		=== VENDOR TOTALS ===	773.57			
=====						
01-06500	REPOWERED					
I-36763.01		SUSTAINABILITY - E WASTE RECY	1,207.11			
6/03/2025	APBNK	DUE: 6/03/2025 DISC: 6/03/2025		1099: N		
		SUSTAINABILITY - E WASTE RECYC		206 4206-82050-000	SUSTAINABILITY E-WASTE	1,207.11
		=== VENDOR TOTALS ===	1,207.11			
=====						
01-05925	SECURIAN LIFE INSURANCE COMPAN					
I-19007161.00		APRIL LIFE INSURANCE	338.76			
6/03/2025	APBNK	DUE: 6/03/2025 DISC: 6/03/2025		1099: N		
		APRIL LIFE INSURANCE		101 4112-89000-000	MISCELLANEOUS	338.76
I-48774261.00		MAY LIFE INSURANCE	338.76			
6/03/2025	APBNK	DUE: 6/03/2025 DISC: 6/03/2025		1099: N		
		MAY LIFE INSURANCE		101 4112-89000-000	MISCELLANEOUS	338.76
		=== VENDOR TOTALS ===	677.52			
=====						
01-00935	ST PAUL REGIONAL WATER SERVICE					
I-202506039204		WATER AND SS	189.73			
6/03/2025	APBNK	DUE: 6/03/2025 DISC: 6/03/2025		1099: N		
		WATER		101 4141-85040-000	WATER	42.89
		SS		601 4601-85075-000	CITY BUILDINGS SANITARY	12.83
		WATER		101 4131-85040-000	WATER	111.00
		SS		601 4601-85075-000	CITY BUILDINGS SANITARY	23.01
I-202506039206		WATER AND SS	98.16			
6/03/2025	APBNK	DUE: 6/03/2025 DISC: 6/03/2025		1099: N		
		WATER		101 4131-85040-000	WATER	85.33
		SS		601 4601-85075-000	CITY BUILDINGS SANITARY	12.83

PACKET: 03391 JUNE 3 PAYABLES
VENDOR SET: 01 City of Falcon Heights
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

ST DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
=====						
01-0335		ST PAUL REGIONAL WATER SERVICE (** CONTINUED **)				
=====						
I-202506039207		WATER FOR SEWER JETTING	1,256.49			
6/03/2025	APBNK	DUE: 6/03/2025 DISC: 6/03/2025		1099: N		
		WATER FOR SEWER JETTING		601 4601-85040-000	WATER	1,256.49
=== VENDOR TOTALS ===			1,544.38			
=====						
01-07432		TOFT'S OUTDOOR SUPPLY				
=====						
I-7003		BRUSH DISPOSAL CURTISS FIELD	165.00			
6/03/2025	APBNK	DUE: 6/03/2025 DISC: 6/03/2025		1099: N		
		BRUSH DISPOSAL CURTISS FIELD		101 4134-84010-000	TREE TRIMMING	165.00
=== VENDOR TOTALS ===			165.00			
=====						
01-05870		XCEL ENERGY				
=====						
I-202506039202		ELECT	45.80			
6/03/2025	APBNK	DUE: 6/03/2025 DISC: 6/03/2025		1099: N		
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	33.64
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	12.16
=== VENDOR TOTALS ===			45.80			
=== PACKET TOTALS ===			174,814.39			

EMP #	NAME	AMOUNT
01-1006	JACK LINEHAN	2,842.02
01-1027	KELLY A NELSON	2,821.77
01-1029	ELKE JOHNSON	1,771.60
01-1136	ROLAND O OLSON	3,143.63
01-1162	ALYSSA LANDBERG	2,480.14
01-1028	HANNAH B LYNCH	2,836.21
01-1168	DEAN T POPE	1,649.60
01-1033	DAVE TRETSEVEN	1,970.93
01-1143	COLIN B CALLAHAN	2,895.02

TOTAL PRINTED: 9 22,410.92

6-02-2025 3:25 PM PAYROLL CHECK REGISTER
 PAYROLL NO: 01 City of Falcon Heights

PAGE: 1
 PAYROLL DATE: 6/02/2025

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
1*	NEIS, ADRIAN J	R	6/02/2025	465.78	094234
1	SIMONS, DAVID S	R	6/02/2025	1,750.65	094235

6-02-2025 3:25 PM PAYROLL CHECK REGISTER
 PAYROLL NO: 01 City of Falcon Heights

PAGE: 2
 PAYROLL DATE: 6/02/2025

*** REGISTER TOTALS ***

REGULAR CHECKS:	2	2,216.43
DIRECT DEPOSIT REGULAR CHECKS:	9	22,410.92
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	11	24,627.35

*** NO ERRORS FOUND ***

** END OF REPORT **

WIRE PAYMENTS

June 3 payroll

Fed With	9,369.24
St With	1,742.43
Pera	5,120.63
ICMA	<u>200.00</u>
	-
	16,432.30

BP Payment 969.52

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REQUEST FOR COUNCIL ACTION

Meeting Date	June 11, 2025
Agenda Item	Consent G2
Attachment	N/A
Submitted By	Kelly Nelson Administrative Services Director / Deputy Clerk

Item	Approval of City License(s)
Description	<p>The following individuals/entities have applied for a <u>Municipal Business License</u> for 2025. Staff have received the necessary documents for licensure.</p> <p style="padding-left: 40px;">1. Young Spa</p> <p>The following individuals/entities have applied for a <u>Massage Therapy License</u> for 2025. Staff have received the necessary documents for licensure.</p> <p style="padding-left: 40px;">1. Oriental Kung Fu Massage; Xianmei Xiao</p>
	N/A
Attachment(s)	N/A
Action(s) Requested	Staff recommends approval of the City license applications contingent on background checks and fire inspections as required.

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REQUEST FOR COUNCIL ACTION

Meeting Date	June 11, 2025
Agenda Item	Consent G3
Attachment	N/A
Submitted By	Jack Linehan, City Administrator

Item	Senior Maintenance Worker Dean Pope - Eighteen Month Employee Step Adjustment
Description	Dean Pope was appointed by the City Council as Senior Maintenance Worker on December 13, 2023 and began employment on December 18, 2023. It is the practice of the City after six months of service and again at 18 months of service to reward the employee with an increase in their base salary.
Budget Impact	There are available funds for this increase.
Attachment(s)	N/A
Action(s) Requested	I recommend that the Falcon Heights City Council approve a 5% step adjustment for Dean Pope effective June 18, 2025.

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REQUEST FOR COUNCIL ACTION

Meeting Date	June 11, 2025
Agenda Item	Consent G4
Attachment	N/A
Submitted By	Jack Linehan, City Administrator

Item	Administrative Services Director / Deputy City Clerk Kelly Nelson - Eighteen Month Employee Step Adjustment
Description	<p>Kelly Nelson was promoted to the position of Administrative Services Director / Deputy City Clerk on January 1, 2024. Per the City’s personnel policy, promotions are given a probationary period to determine if the promotion is the right fit. The City reserves the right to return the employee to their previous position during this time.</p> <p>On June 10, 2024, the probationary period ended and it was determined that the promotion would be made permanent and include a 5% step adjust adjustment effective July 1, 2024, as it is the practice of the City after six months of service and after eighteen months to do so. It has now been 18 months of service and per our pay plan, it is my recommendation to include a 5% step adjustment increase in their base salary.</p>
Budget Impact	There are available funds for this increase.
Attachment(s)	N/A
Action(s) Requested	I recommend that the Falcon Heights City Council approve a 5% step adjustment for Kelly Nelson effective July 1, 2025.

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REQUEST FOR COUNCIL ACTION



Meeting Date	June 11, 2025
Agenda Item	Consent G5
Attachment	
Submitted By	Jack Linehan, City Administrator

Item	Assistant Finance Director Alyssa Landberg - Six Month Employee Step Adjustment
Description	<p>Alyssa Landberg started with the City of Falcon Heights as an Accounting Intern in 2021 and was promoted to Accountant in 2022. Effective January 1, 2025, the full-time position of Assistant Finance Director was created and budgeted for, and Alyssa was appointed to that role.</p> <p>It is the practice of the City after six months of service to reward the employee with an increase in their base salary.</p>
Budget Impact	There are available funds for this increase.
Attachment(s)	N/A
Action(s) Requested	I recommend that the Falcon Heights City Council approve a 5% step adjustment for Alyssa Landberg effective July 1, 2025.

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REQUEST FOR COUNCIL ACTION

Meeting Date	June 11, 2025
Agenda Item	Consent G6
Attachment	Resolution 25-63
Submitted By	Jack Linehan, City Administrator

Item	Resolution 25-63 Accepting the Retirement of Finance Director Roland Olson under the Voluntary Early Retirement Incentive Program
Description	<p>The City presented Voluntary Early Retirement Incentive Plan (VERIP) to all current employees with ten or more years of service who are retirement eligible. Under the proposed VERIP, employees who retire during a set window will receive a far greater financial incentive for retirement than they would without the program. This includes coverage of single health insurance premiums for 36 months, and an increase in sick time payout from 50% of unused time to 100%.</p> <p>The current Finance Director, Roland Olson, who has been employed with the City of Falcon Heights since December 1996, has expressed his intent to accept the VERIP offer and retire. Roland’s last day with the City will be on August 15, 2025.</p> <p>A more formal recognition of Roland’s retirement will be presented closer to the end of his term.</p>
Budget Impact	The cost for three years of single health insurance premiums will be approximately \$38,000. The cost for unused sick time will be based on the employees time upon separation and will be calculated at that time.
Attachment(s)	<ul style="list-style-type: none"> • Resolution 25-63 Accepting the Retirement of Finance Director Roland Olson under the Voluntary Early Retirement Incentive Program
Action(s) Requested	The City Council is requested to approve Resolution 25-63 and accept the retirement of Finance Director Roland Olson under the VERIP.

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

June 11, 2025

No. 25-63

**RESOLUTION 25-63 ACCEPTING THE RETIREMENT OF FINANCE DIRECTOR ROLAND OLSON
UNDER THE VOLUNTARY EARLY RETIREMENT INCENTIVE PROGRAM (VERIP)**

WHEREAS, Finance Director Roland Olson was hired by the City of Falcon Heights in December of 1996; and

WHEREAS, the City of Falcon Heights currently has a healthy fund balance but is also aware of and in preparation of increased financial uncertainty as state and federal budget cuts are made

WHEREAS, the City can offer a voluntary early retirement incentive to long-term employees who have ten or more years of service; and

WHEREAS, Finance Director Roland Olson tendered his retirement from the City of Falcon Heights effective August 15, 2025; and

NOW THEREFORE BE IT RESOLVED that I, Mayor, Randall C. Gustafson, on behalf of the City Council of the City of Falcon Heights, Minnesota, do hereby accept the retirement of Roland Olson under the Voluntary Early Retirement Incentive Program (VERIP), effective August 15, 2025.

Moved by:

Approved by: _____
Randall C. Gustafson
Mayor

GUSTAFSON _____ In Favor
MEYER
WASSENBERG _____ Against
LEEHY
MIELKE

Attested by: _____
Jack Linehan
City Administrator

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REQUEST FOR COUNCIL ACTION



Meeting Date	June 11, 2025
Agenda Item	Consent G7
Attachment	Staff Memo from NSCC/NineNorth
Submitted By	Jack Linehan, City Administrator

Item	Comcast Television Franchise Agreement Ordinance Public Hearing Date
Description	<p>The City of Falcon Heights is a member of the North Suburban Communications (the “NSCC”), a municipal joint powers entity formed by nine member cities—commonly known as NineNorth. NineNorth administers the cable franchises that each member city has with Comcast.</p> <p>The original Comcast cable franchise was granted in 1998 for a fifteen-year term. Comcast and the NSCC commenced initial informal negotiations in 2011. Informal negotiations did not result in an agreement and led to the parties following the formal cable franchise renewal process set forth in federal law. That process included the NSCC conducting a formal needs ascertainment and issuing a request for renewal proposal to Comcast. Comcast submitted a formal renewal proposal.</p> <p>After holding a public hearing on the renewal proposal, the member cities, upon the recommendation of the NSCC, made a preliminary decision not to renew the Comcast franchise. Comcast and NSCC sent the matter on to the Minnesota Office of Administrative Hearings (“OAH”) to have an Administrative Law Judge (“ALJ”) hear the matter and prepare a recommendation to the NSCC on whether to renew the Comcast franchise.</p> <p>While the matter was pending before OAH, Comcast and the NSCC agreed to recommence informal cable franchise negotiations. These negotiations resulted a ten-year agreement, adopted October 2017. Prior to the end of the contract term, NineNorth has negotiated to renew the term for five-years, through 2032.</p> <p>As the first step in this process, the City needs to set a public hearing date of Wednesday, June 25th at 7:00 p.m. to consider adopting the ordinance. The attached memo from NineNorth explains the process and the current agreement.</p>
Budget Impact	N/A
Attachment(s)	Staff Memo from NSCC / NineNorth
Action(s) Requested	I recommend that the Falcon Heights City Council authorize a public hearing on Wednesday, June 25 th , 2025 at 7PM to hear comments on the proposed franchise agreement extension ordinance.

STAFF MEMO
Comcast Cable Franchise Extension

Introduction

The North Suburban Communications (the “NSCC”) is a municipal joint powers commission that negotiates and administers the cable franchises on behalf of its nine member cities. Following a long and contentious franchise renewal process, the NSCC and Comcast agreed upon a renewed cable television franchise in 2017. All of the member cities adopted ordinances approving the cable television franchise and Comcast accepted it. At the time, the 2017 cable television franchise was considered one of the best, if not the best, cable television franchise in the metro area. In 2025, it remains one of the best, if not the best, cable television franchises in the metro and it continues to meet the needs of the member cities as it relates to the provision of cable service.

In 2024, Comcast sent a notice to the NSCC that it desired to renew the cable television franchise which had a term through 2027. Shortly after receiving the notice, the NSCC adopted a resolution commencing the renewal process and sent a letter to Comcast in response to Comcast agreeing to pursue the cable television franchise renewal through the informal – contract negotiation – process as contemplated in the federal cable act. In 2025, NSCC counsel and Comcast tentatively agreed on a cable franchise renewal extension that would extend the current terms and conditions of the cable television franchise through 2032. The NSCC recommended adoption of the Franchise Extension Agreement Ordinance by the City and all of its member cities at its meeting in May.

Recommended Action

Staff recommends the city follow their typical process for adoption of an ordinance for the approval of the Franchise Extension Agreement Ordinance.

Following adoption by all of the member cities, the NSCC will coordinate obtaining the acceptance of Comcast of all of the extension ordinances.

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REQUEST FOR COUNCIL ACTION

Meeting Date	June 11, 2025
Agenda Item	Consent G8
Attachment	Pay Estimate #1; Resolution
Submitted By	Erik Henriksen, City Engineer

Item	Request for authorization to use a portion of the City’s Municipal State Aid (MSA) Account Funds for the 2025 Pavement Management Project and approve Pay Estimate #1
Description	<p>Falcon Heights is one of a few cities in the state that has a fully certified local street system, which means the City’s designated state aid routes are improved to state aid standards or are in an adequate condition. As such, we are allowed to use a portion of our MSA funds to cover repairs of our local streets that are not designated on the state aid system. The attached resolution authorizes City staff to request MSA funds from MnDOT for use on the 2025 Pavement Management Project.</p> <p>Pay Estimate #1 is attached for the work on the 2025 Pavement Management Project. Pay Estimate #1 is in the amount of \$535,167.50 and includes the following work:</p> <ul style="list-style-type: none"> • Pavement Reclaim • Utility Work • Paving <p>The project engineer and contractor have reviewed and approved the estimate, and it is submitted for Council approval. With this pay estimate, the total amount paid to date on this project is \$535,167.50 or 44.58% of the original contract price.</p>
Budget Impact	<p>This project has the following financial implications for the City and property owners along the streets under this maintenance project:</p> <ul style="list-style-type: none"> • Assessments levied in accordance with the City’s assessment policy. • Use of Municipal State Aid (MSA) and street infrastructure funds to pay the City’s portion of the project. • Expenditure of storm, water, and sanitary sewer fund dollars to pay for repairs needed to the existing utility system.
Attachment(s)	<ul style="list-style-type: none"> • Pay Estimate #1 • Resolution 25-64

Action(s) Requested	Motion to approve Pay Estimate #1 and the resolution authorizing use of the City's Population Allocation Funds from the Municipal State Aid Account for the 2025 Pavement Management.
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Contract Number: FH25-01
Pay Request Number: 1

Project Number	Project Description
FH25-01	Falcon Heights 2025 Pavement Management Project

Contractor: Bituminous Roadways, Inc. 1520 Commerce Drive Mendota Heights, MN 55120	Vendor Number: Up To Date: 06/05/2025
--	--

Contract Amount		Funds Encumbered	
Original Contract	\$1,236,579.00	Original	\$1,236,579.00
Contract Changes	\$27,130.00	Additional	N/A
Revised Contract	\$1,263,709.00	Total	\$1,236,579.00

Work Certified To Date	
Base Bid Items	\$563,334.21
Change Order Items	\$0.00
Material On Hand	\$0.00
Total	\$563,334.21

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$563,334.21	\$563,334.21	\$28,166.71	\$0.00	\$535,167.50	\$535,167.50
Percent: Retained: 5%			Percent Complete: 44.58%		

This is to certify that the items of work shown in this certificate of Pay Estimate have been actually furnished for the work comprising the above-mentioned projects in accordance with the plans and specifications heretofore approved.

Approved By:
Erik Henricksen

 Project Engineer
06/05/2025

 Date

Approved By:
 [2#first_name#3] [2#last_name#4]

 Contractor
 [2#obtained#5]

 Date

Approved By
 first_name last_name

 Project Owner

 Date



Payment Summary				
No.	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2025-06-05	\$563,334.21	\$28,166.71	\$535,167.50

Funding Category Name	Funding Category Number	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
1-Falcon Woods	1	\$144,432.15	\$7,221.61	\$0.00	\$137,210.54	\$137,210.54
2 Northome	2	\$341,101.06	\$17,055.05	\$0.00	\$324,046.01	\$324,046.01
Sanitary Sewer		\$3,601.00	\$180.05	\$0.00	\$3,420.95	\$3,420.95
Storm Sewer	3	\$70,300.00	\$3,515.00	\$0.00	\$66,785.00	\$66,785.00
Water main - SPRWS		\$3,900.00	\$195.00	\$0.00	\$3,705.00	\$3,705.00

Pay request ASAP

Accounting Number	Funding Source	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
1	Municipal (MSAS > 5000) - Falcon Heights	\$137,210.54	\$514,295.00	\$514,295.00	\$137,210.54
2	Municipal (MSAS > 5000) - Falcon Heights	\$324,046.01	\$543,838.50	\$543,838.50	\$324,046.01
3	Local - Storm Sewer - Falcon Heights	\$66,785.00	\$129,118.50	\$101,988.50	\$66,785.00
4	Sanitary Sewer - Falcon Heights	\$3,420.95	\$57,857.00	\$57,857.00	\$3,420.95
5	Water Utility Fund	\$3,705.00	\$18,600.00	\$18,600.00	\$3,705.00

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
FH25-01	1	2021.501	MOBILIZATION	L S	\$55,000.00	1	0.25	\$13,750.00	0.25	\$13,750.00
FH25-01	2	2104.502	REMOVE FLARED END SECTION	EACH	\$250.00	5	0	\$0.00	0	\$0.00
FH25-01	3	2104.502	REMOVE MANHOLE OR CATCH BASIN	EACH	\$250.00	4	4	\$1,000.00	4	\$1,000.00
FH25-01	4	2104.502	REMOVE CASTING	EACH	\$100.00	27	27	\$2,700.00	27	\$2,700.00
FH25-01	5	2104.502	SALVAGE CASTING	EACH	\$81.00	23	21	\$1,701.00	21	\$1,701.00



Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
FH25-01	6	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	L F	\$5.00	150	0	\$0.00	0	\$0.00
FH25-01	7	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	L F	\$2.00	300	0	\$0.00	0	\$0.00
FH25-01	8	2104.503	REMOVE SEWER PIPE (STORM)	L F	\$15.00	32	20	\$300.00	20	\$300.00
FH25-01	9	2104.503	SALVAGE WOOD RAIL FENCE	L F	\$25.00	25	0	\$0.00	0	\$0.00
FH25-01	10	2104.504	REMOVE CONCRETE PAVEMENT	S Y	\$15.00	140	70.8	\$1,062.00	70.8	\$1,062.00
FH25-01	11	2104.504	REMOVE BITUMINOUS PAVEMENT	S Y	\$10.00	240	220.1	\$2,201.00	220.1	\$2,201.00
FH25-01	12	2104.603	REMOVE CONCRETE CURB	L F	\$7.00	5300	6272	\$43,904.00	6272	\$43,904.00
FH25-01	13	2106.507	EXCAVATION - COMMON	C Y	\$25.00	130	0	\$0.00	0	\$0.00
FH25-01	14	2106.507	EXCAVATION - SUBGRADE	C Y	\$25.00	100	0	\$0.00	0	\$0.00
FH25-01	15	2106.507	SELECT GRANULAR EMBANKMENT (CV)	C Y	\$20.00	100	0	\$0.00	0	\$0.00
FH25-01	16	2123.61	STREET SWEEPER	HOUR	\$150.00	50	0	\$0.00	0	\$0.00
FH25-01	17	2130.523	WATER	MGAL	\$50.00	10	0	\$0.00	0	\$0.00
FH25-01	18	2211.507	AGGREGATE BASE (CV) CLASS 5	C Y	\$40.00	70	0	\$0.00	0	\$0.00
FH25-01	19	2215.504	FULL DEPTH RECLAMATION	S Y	\$2.00	33700	32566.6	\$65,133.20	32566.6	\$65,133.20



Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
FH25-01	20	2215.507	HAUL FULL DEPTH RECLAMATION (LV)	C Y	\$5.50	3580	750	\$4,125.00	750	\$4,125.00
FH25-01	21	2231.604	BITUMINOUS PATCHING MIXTURE	S Y	\$40.00	100	33.4	\$1,336.00	33.4	\$1,336.00
FH25-01	22	2232.504	EDGE MILL BITUMINOUS SURFACE	S Y	\$10.00	100	0	\$0.00	0	\$0.00
FH25-01	23	2232.504	MILL BITUMINOUS SURFACE (1.5")	S Y	\$3.00	580	539	\$1,617.00	539	\$1,617.00
FH25-01	24	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$1.00	1740	0	\$0.00	0	\$0.00
FH25-01	25	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TON	\$105.00	40	0	\$0.00	0	\$0.00
FH25-01	26	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)	TON	\$87.50	3200	0	\$0.00	0	\$0.00
FH25-01	27	2360.509	TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,B)	TON	\$71.50	4260	2059.47	\$147,252.11	2059.47	\$147,252.11
FH25-01	28	2433.603	SAW AND SEAL JOINT	L F	\$3.00	6750	0	\$0.00	0	\$0.00
FH25-01	29	2501.502	18" RC PIPE APRON	EACH	\$1,650.00	3	0	\$0.00	0	\$0.00
FH25-01	30	2501.502	24" RC PIPE APRON	EACH	\$1,850.00	2	0	\$0.00	0	\$0.00
FH25-01	31	2503.503	18" RC PIPE SEWER CLASS III	L F	\$125.00	16	16	\$2,000.00	16	\$2,000.00
FH25-01	32	2503.503	24" RC PIPE SEWER CLASS III	L F	\$140.00	16	0	\$0.00	0	\$0.00
FH25-01	33	2503.602	CONNECT TO EXISTING STORM SEWER	EACH	\$1,250.00	4	4	\$5,000.00	4	\$5,000.00



Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
FH25-01	34	2503.602	INSPECTION HOLE	EACH	\$2,500.00	2	0	\$0.00	0	\$0.00
FH25-01	35	2504.602	REPAIR VALVE BOX	EACH	\$750.00	3	0	\$0.00	0	\$0.00
FH25-01	36	2504.602	SALVAGE GATE VALVE AND BOX	EACH	\$80.00	29	0	\$0.00	0	\$0.00
FH25-01	37	2504.602	VALVE BOX	EACH	\$4,000.00	3	0	\$0.00	0	\$0.00
FH25-01	38	2504.602	ADJUST GATE VALVE AND BOX	EACH	\$300.00	29	0	\$0.00	0	\$0.00
FH25-01	39	2506.502	ADJUST MANHOLE (FITTED STEEL RING)	EACH	\$150.00	2	0	\$0.00	0	\$0.00
FH25-01	40	2506.502	INSTALL CASTING	EACH	\$750.00	50	4	\$3,000.00	4	\$3,000.00
FH25-01	41	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 1	L F	\$850.00	8	8	\$6,800.00	8	\$6,800.00
FH25-01	42	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 2	L F	\$1,400.00	20	20	\$28,000.00	20	\$28,000.00
FH25-01	43	2506.602	ADJUST FRAME AND RING CASTING	EACH	\$500.00	23	11	\$5,500.00	11	\$5,500.00
FH25-01	44	2506.602001	MANHOLE CASTING R-3067 VB	EACH	\$700.00	4	4	\$2,800.00	4	\$2,800.00
FH25-01	45	2506.602	MANHOLE CASTING R-1733	EACH	\$500.00	13	1	\$500.00	1	\$500.00
FH25-01	46	2506.602	MANHOLE CASTING R-3067V	EACH	\$700.00	10	11	\$7,700.00	11	\$7,700.00
FH25-01	47	2506.602	GROUT CATCH BASIN OR MANHOLE	EACH	\$700.00	5	0	\$0.00	0	\$0.00



Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
FH25-01	48	2506.602	VALVE BOX CLEANOUT	EACH	\$150.00	29	26	\$3,900.00	26	\$3,900.00
FH25-01	49	2511.504	GEOTEXTILE FILTER TYPE 3	S Y	\$2.00	100	0	\$0.00	0	\$0.00
FH25-01	50	2511.607	RANDOM RIPRAP CLASS III - GRANITE	C Y	\$105.00	40	0	\$0.00	0	\$0.00
FH25-01	51	2521.518/00040	4" CONCRETE WALK	S F	\$9.00	600	0	\$0.00	0	\$0.00
FH25-01	52	2521.518	6" CONCRETE WALK	S F	\$14.00	650	202.6	\$2,836.40	202.6	\$2,836.40
FH25-01	53	2531.503	CONCRETE CURB AND GUTTER DESIGN B618	L F	\$30.00	3700	4864	\$145,920.00	4864	\$145,920.00
FH25-01	54	2531.503	CONCRETE CURB AND GUTTER DESIGN D418	L F	\$30.00	1620	1408	\$42,240.00	1408	\$42,240.00
FH25-01	55	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	S Y	\$80.00	40	5.4	\$432.00	5.4	\$432.00
FH25-01	56	2531.603	UPCHARGE FOR HIGH EARLY CONCRETE CURB AND GUTTER	L F	\$3.00	100	24	\$72.00	24	\$72.00
FH25-01	57	2531.604	UPCHARGE FOR HIGH EARLY CONCRETE 6" DRIVEWAY PAVEMENT	S Y	\$9.00	40	0	\$0.00	0	\$0.00
FH25-01	58	2531.604	8" CONCRETE VALLEY GUTTER	S Y	\$125.00	10	23	\$2,875.00	23	\$2,875.00
FH25-01	59	2531.618	TRUNCATED RADIUS DOMES	S F	\$65.00	32	0	\$0.00	0	\$0.00
FH25-01	60	2531.618	TRUNCATED DOMES	S F	\$65.00	30	36	\$2,340.00	36	\$2,340.00



Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
FH25-01	61	2540.602	INSTALL TEMPORARY MAILBOXES	EACH	\$50.00	85	85	\$4,250.00	85	\$4,250.00
FH25-01	62	2557.603	INSTALL WOOD RAIL FENCE	L F	\$35.00	25	0	\$0.00	0	\$0.00
FH25-01	63	2563.601	TRAFFIC CONTROL	L S	\$10,000.00	1	0.25	\$2,500.00	0.25	\$2,500.00
FH25-01	64	2573.501	EROSION CONTROL SUPERVISOR	L S	\$6,750.00	1	0.25	\$1,687.50	0.25	\$1,687.50
FH25-01	66	2573.502	INLET PROTECTION TYPE B	EACH	\$150.00	46	46	\$6,900.00	46	\$6,900.00
FH25-01	67	2573.503	SEDIMENT CONTROL LOG TYPE COMPOST	L F	\$3.25	100	0	\$0.00	0	\$0.00
FH25-01	69	2575.6040001	TURF ESTABLISHMENT WITH HYDROSEED	S Y	\$9.00	3600	0	\$0.00	0	\$0.00
FH25-01	70	2575.604	TURF ESTABLISHMENT WITH BLANKET	S Y	\$8.50	200	0	\$0.00	0	\$0.00
FH25-01	71	2582.503	4" SOLID LINE MULTI-COMPONENT	L F	\$1.75	72	0	\$0.00	0	\$0.00
FH25-01	72	2582.518	PAVEMENT MESSAGE MULTI-COMPONENT	S F	\$17.50	10	0	\$0.00	0	\$0.00
Base Bid Totals:								\$563,334.21		\$563,334.21

Project Category Totals			
Project	Category	Amount This Request	Amount To Date
FH25-01	BASE BID	\$563,334.21	\$563,334.21



Contract Change Item Status												
Project	CC	CC#	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
FH25-01	CO	1	73	2506.602	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 3	EACH	\$27,130.00	1	0	\$0.00	0	\$0.00
Contract Change Totals:										\$0.00		\$0.00

Contract Total	\$563,334.21
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Contract Change Totals			
Number	Description	Amount This Request	Amount To Date
1	FH25-01 Change Order #1	\$0.00	\$0.00

Material On Hand Additions					
Line	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line	Item	Description	Date	Added	Used	Remaining

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

June 11, 2025

No. 25-64

**RESOLUTION NO. 25-64
A RESOLUTION REQUESTING MUNICIPAL STATE AID SYSTEM
CONSTRUCTION FUNDS FOR THE 2025 PAVEMENT MANAGEMENT PROJECT
(SAP 124-050-018)**

WHEREAS, the City of Falcon Heights receives Municipal State Aid System (MSAS) funds for construction and maintaining 20% of its City streets; and

WHEREAS, the City's State Aid routes are improved to state aid standards, are in adequate condition that they do not have needs other than additional resurfacing, and the City's State Aid system was certified complete in 2002; and

WHEREAS, it is authorized by MN Rules 8820.1800 to use part of the MSAS construction appropriation of our City State Aid allocation on local streets not on the approved State Aid system; and

WHEREAS, it is proposed to use a portion of the City population allocation funds for roadway improvements on the following streets:

- Autumn St., between Roselawn Ave. and Prior Ave.
- Prior Ave., between Autumn St., and Roselawn Ave.
- Garden Ave., between Moore St. and Howell St.
- Moore St., between Garden Ave. and Summer St.
- Howell St., between Garden Ave. and Summer St.
- Summer St., between Moore St. and Howell St.
- California Ave., between Arona St. and Hamline Ave.
- Idaho Ave., between E. Snelling Service Dr. and Hamline Ave.
- Iowa Ave., between Curtis Field and Hamline Ave.

WHEREAS, the City indemnifies saves and holds harmless the State of Minnesota and its agents and employees for claims, demands, actions, of causes of action arising out of or by reason or matter related to constructing the local street as designed; and

WHEREAS, the City further agrees to defend at its sole cost any claims arising as a result of constructing the local street; and

WHEREAS, the final approval of the State Aid for Local Transportation Division is therefore given.

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

1. Requests the release of MSAS construction funds for roadway improvements on Autumn St., Prior Ave., Garden Ave., Moore St., Howell St., Summer St., California St., Idaho Ave., Iowa Ave.

Moved by:

Approved by: _____
Randy Gustafson
Mayor
June 11, 2025

GUSTAFSON ___ In Favor
LEEHY
MEYER ___ Against
WASSENBERG
MIELKE

Attested by: _____
Jack Linehan
City Administrator
June 11, 2025

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REQUEST FOR COUNCIL ACTION

Meeting Date	June 11, 2025
Agenda Item	Consent G9
Attachment	Bituminous Roadways Quote, Contract
Submitted By	Erik Henriksen, City Engineer

Item	Approve Quote with Bituminous Roadways, Inc. to Perform 2021 PMP Repairs in an amount not to exceed \$99,585.00.
Description	<p>The original contractor for the 2021 Pavement Management Project, Molnau Trucking, filed for bankruptcy in 2021 and is unable to complete the final work on the project. Remaining work includes replacement of new concrete that was damaged and adjustment of manhole castings to the height specified by contract (preventing hits by snowplows and uneven driving surface).</p> <p>The City reached a settlement agreement with Granite Inc., the performance bond holder of the 2021 PMP Contractor, for \$50,000 in late 2024.</p> <p>The City solicited quotes to complete these final repairs in 2022 and received only one respondent, Bituminous Roadways, Inc. The Quote included the concrete repairs and to use a 10-foot by 10-foot patch when adjusting the manhole castings.</p> <p>On June 5th, 2025, the city received an updated quote from Bituminous Roadways, Inc. for \$99,585.00. This contractor is also the 2025 PMP contractor and work has been satisfactory to date.</p> <p>Staff recommends approval of the quote in an amount not to exceed \$99,585.00.</p>
Budget Impact	The cost of this work is anticipated to be paid for by both funds reserved from the 2021 PMP project budget and the amount received from the performance bond the City was holding from the original 2021 PMP contractor. The City has budgeted \$125,000 annually for the past few budgets as a placeholder to complete this work.
Attachment(s)	Bituminous Roadways Quote Contract
Action(s) Requested	Motion to approve the Quote with Bituminous Roadways, Inc. to perform 2021 PMP repairs in an amount not to exceed \$99,585.00, subject to entering into a contract with the City for the work to be performed in form and substance approved by the City Administrator.



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 www.bitroads.com | info@bitroads.com

To: CITY OF ROSEVILLE	Contact: ERIK HENRICKSEN
Address: 2660 CIVIC CENTER DRIVE ROSEVILLE, MN 55113	Phone: (651) 792-7004 Fax: (651) 792-7050
Project Name: FALCON HEIGHTS 2021 PMP REPAIRS	Bid Number:
Project Location: VARIOUS, FALCON HEIGHTS, MN	Bid Date: 6/5/2025

Item Description	Estimated Quantity	Unit	Unit Price	Total Price
BASE QUOTE - CONCRETE				
Curb Replacement - Remove And Install 202 LF B618 Concrete Curb And Gutter. INCLUDES	202.00	LF	\$180.00	\$36,360.00
Concrete Slab Replacement - Remove And Install 29 SF 6" Concrete Flatwork.	29.00	SF	\$75.00	\$2,175.00
Total Price for above BASE QUOTE - CONCRETE Items:				\$38,535.00

ALTERNATE A - MANHOLE ADJUSTMENTS - 10' X 10' PATCHES				
Manhole Repair (37 Each) - Area For Excavation Shall Be Cut Out To Approximately 10'x10'. Edges Shall Be Cut Vertically With Saw Or Milling Machine. Remove Iron Casting And Rings As Needed. Install New Concrete Rings As Needed. Adjust The Structure To Proper Pitch And Elevation. Grade And Compact Aggregate Base. Apply A Tack Coat To Cut Edges. Install 4 Inches Of Type SPWEA330B Asphalt Mix. Compact With Steel Roller For Smooth Transition With Existing Surface.	37.00	EACH	\$1,650.00	\$61,050.00
Total Price for above ALTERNATE A - MANHOLE ADJUSTMENTS - 10' X 10' PATCHES Items:				\$61,050.00

Total Bid Price: \$99,585.00

Notes:

- All work to be completed in 2025.
- Proposed Work Does Not Include: Landscape Restoration, Irrigation Repair/Restoration, Private Utility Locates/Repairs, Sub-soil Corrections, Erosion Control, Towing Charges, Permits and Fees, Multiple Mobilizations, Surveying or any Unforeseen Conditions, Guarantee on drainage or ponding of water on lots with less than 1% slope.
- Noted Addn: None
- For more information: www.bitroads.com

Payment Terms:

This proposal is subject to credit approval and is valid for 10 calendar days, after which time price quotes may be withdrawn without notice. This quote is based on standard AGC subcontract language and shall become a rider to any contract.

Payment due upon receipt of invoice. A finance charge of 1 1/2% per month (18% per year) will be charged on any balance over 30 days past invoice date, unless otherwise agreed upon in writing. We gladly accept Visa, Mastercard, Discover & American Express.

<https://bitroads.com/About-Us/75th-Anniversary>

ACCEPTED:

The above prices, specifications and conditions are satisfactory and are hereby accepted.

Buyer: _____

Signature: _____

Date of Acceptance: _____

CONFIRMED:

BITUMINOUS ROADWAYS, INC. - MENDOTA HEIGHTS

Authorized Signature: _____

Estimator: Jake Anderson
651-287-6062 jake.anderson@bitroads.com

**AGREEMENT
BETWEEN CITY OF FALCON HEIGHTS AND BITUMINOUS
ROADWAYS, INC
FOR NON-BID CONSTRUCTION CONTRACT**

THIS AGREEMENT made this 11th day of June, 2025 by and between the **CITY OF FALCON HEIGHTS**, a Minnesota municipal corporation (“Owner” or “City”) and **BITUMINOUS ROADWAYS** (“Contractor”). Owner and Contractor, in consideration of the mutual covenants set forth herein, agree as follows:

1. CONTRACT DOCUMENTS. The following documents shall be referred to as the “Contract Documents”, all of which shall be taken together as a whole as the contract between the parties for the construction of the specified project (the “Work”) as further detailed in the General Conditions as if they were set verbatim and in full herein:

- A. This Agreement.
- F. Contractor’s Quote.

In the event of a conflict among the provisions of the Contract Documents, the order in which they are listed above shall control in resolving any such conflicts. Contract Document “A” has the first priority and Contract Document “F” has the last priority.

2. OBLIGATIONS OF THE CONTRACTOR. The Contractor shall provide the goods, services, and perform the Work in accordance with the Contract Documents. Contractor shall not begin any work until the City has received the signed contract and has reviewed and approved the insurance certificates and has given the Contractor a written notice to proceed. This contract may be terminated by the City at any time upon discovery by the City that the Contractor or any of its subcontractors has submitted a false statement under oath verifying compliance with any of the minimum criteria set forth in Minn. Stat. §16C.285, Subdivision 3, the Responsible Contractor statute.

3. CONTRACT PRICE. Owner shall pay Contractor for completion of the Work, in accordance with the Contractor’s quote.

4. PAYMENT PROCEDURES.

A. Contractor shall submit Applications for Payment. Applications for Payment will be processed by the City Engineer. All of the Contractor’s work and labor shall be subject to the inspection and approval of the City Engineer. If any materials or labor are rejected by the City Engineer as defective or unsuitable, then the materials shall be removed and replaced with other approved materials and the labor shall be done to the satisfaction and approval of the City Engineer at the Contractor’s sole cost and expense.

B. Progress Payments; Retainage. Owner shall make 95% progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment during performance of the Work.

C. Payments to Subcontractors.

(1) Prompt Payment to Subcontractors. Pursuant to Minn. Stat. § 471.425, Subd. 4a, the Contractor must pay any subcontractor within ten (10) days of the Contractor's receipt of payment from the City for undisputed services provided by the subcontractor. The Contractor must pay interest of 1 ½ percent per month or any part of a month to the subcontractor on any undisputed amount not paid on time to the subcontractor. The minimum monthly interest penalty payment for an unpaid balance of \$100.00 or more is \$10.00. For an unpaid balance of less than \$100.00, the Contractor shall pay the actual penalty due to the subcontractor.

(2) Form IC-134 (attached) required from general contractor. Minn. Stat. § 290.92 requires that the City of Falcon Heights obtain a Withholding Affidavit for Contractors, Form IC-134, before making final payments to Contractors. This form needs to be submitted by the Contractor to the Minnesota Department of Revenue for approval.

The form is used to receive certification from the state that the vendor has complied with the requirement to withhold and remit state withholding taxes for employee salaries paid.

D. Final Payment. Upon final completion of the Work, Owner shall pay the remainder of the Contract Price as recommended by the City Engineer. Final completion of Work, including final restoration and establishment of permanent cover ("Restoration), occurs upon completion of all work under the Contract Documents as determined by the City Engineer.

5. COMPLETION DATE. All Work, except Restoration, must be completed by November, 2025, with Restoration to be completed by June, 2026.

6. CONTRACTOR'S REPRESENTATIONS.

A. Contractor has examined and carefully studied the Contract Documents and other related data identified in the Contract Documents.

B. Contractor has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.

C. Contractor is familiar with and is satisfied as to all federal, state, and local laws and regulations that may affect cost, progress, and performance of the Work.

D. Contractor has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or contiguous to the Site and all drawings of physical conditions in or relating to existing surface or subsurface structures at or contiguous to the Site (except Underground Facilities) which have been identified in the General Conditions and (2) reports and drawings of a Hazardous Environmental Condition, if any, at the Site.

E. Contractor has obtained and carefully studied (or assumes responsibility for doing so) all additional or supplementary examinations, investigations, explorations, tests, studies, and data concerning conditions (surface, subsurface, and Underground Facilities) at or contiguous to the Site which may affect cost, progress, or performance of the Work or which relate to any aspect of the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor, including any specific means, methods, techniques, sequences, and procedures of construction expressly required by the Bidding Documents, and safety precautions and programs incident thereto.

F. Contractor does not consider that any further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract Documents.

G. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.

H. Contractor has correlated the information known to Contractor, information and observations obtained from visits to the Site, reports and drawings identified in the Contract Documents, and all additional examinations, investigations, explorations, tests, studies, and data with the Contract Documents.

I. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

J. Subcontracts:

(1) Unless otherwise specified in the Contract Documents, the Contractor shall, upon receipt of the executed Contract Documents, submit in writing to the Owner the names of the subcontractors proposed for the work. Subcontractors may not be changed except at the request or with the consent of the Owner.

(2) The Contractor is responsible to the Owner for the acts and omissions of the Contractor's subcontractors, and of their direct and indirect employees, to the same extent as the Contractor is responsible for the acts and omissions of the Contractor's employees.

(3) The Contract Documents shall not be construed as creating any contractual relation between the Owner and any subcontractor.

(4) The Contractor shall bind every subcontractor by the terms of the Contract Documents.

7. WORKER'S COMPENSATION. The Contractor shall obtain and maintain for the duration of this Contract, statutory Worker's Compensation Insurance and Employer's Liability Insurance as required under the laws of the State of Minnesota.

8. COMPREHENSIVE GENERAL LIABILITY. Contractor shall obtain the following minimum insurance coverage and maintain it at all times throughout the life of the Contract, with the City included as an additional name insured on a primary and noncontributory basis. The Contractor shall furnish the City a certificate of insurance satisfactory to the City evidencing the required coverage:

Bodily Injury:	\$2,000,000 each occurrence \$2,000,000 aggregate products and completed operations
Property Damage:	\$2,000,000 each occurrence \$2,000,000 aggregate

Contractual Liability (identifying the contract):

Bodily Injury:	\$2,000,000 each occurrence
Property Damage:	\$2,000,000 each occurrence \$2,000,000 aggregate

Comprehensive Automobile Liability (owned, non-owned, hired):

Bodily Injury:	\$2,000,000 each occurrence \$2,000,000 each accident
Property Damage:	\$2,000,000 each occurrence

9. WARRANTY. The Contractor warrants all public utility work to be performed by it pursuant to this Agreement against poor material and faulty workmanship. The warranty period is one year after utilities are accepted by the City. The Contractor shall post a warranty bond in the amount of twenty-five percent (25%) of final certified costs of the utilities installed to secure the warranty. The bond must be furnished the City prior to final payment to the Contractor.

The Contractor shall be held responsible for any and all defects in workmanship and materials which may develop in any part of the contracted service, and upon proper notification by the City shall immediately replace, without cost to the City, any such faulty work.

10. INDEMNITY. The Contractor agrees to indemnify and hold the City harmless from any claim made by third parties as a result of the services performed by it. In addition, the Contractor shall reimburse the City for any cost or reasonable attorney's fees it may incur as a result of any such claims.

11. PERFORMANCE AND PAYMENT BONDS. Performance and Payment Bonds are not required.

12. MISCELLANEOUS.

A. Terms used in this Agreement have the meanings stated in the General Conditions.

B. Owner and Contractor each binds itself, its partners, successors, assigns and legal representatives to the other party hereto, its partners, successors, assigns and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

C. Any provision or part of the Contract Documents held to be void or unenforceable under any law or regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provisions.

D. Data Practices/Records.

(1) All data created, collected, received, maintained or disseminated for any purpose in the course of this Agreement is governed by the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, any other applicable state statute, or any state rules adopted to implement the act, as well as federal regulations on data privacy.

(2) All books, records, documents and accounting procedures and practices to the Contractor and its subcontractors, if any, relative to this Agreement are subject to examination by the City.

E. The Contractor shall not discriminate in the hiring of labor for the performance of any work under this Agreement or any subcontract hereunder or in selecting a material supplier or vendor on the basis of race, creed, color, sex, or national origin; and shall not discriminate against any persons who are citizens of the United States and who are qualified and available to perform the Work on the Project. The Contractor and any subcontractor, material supplier, or vendor shall not in any manner discriminate against, or intimidate, or prevent the employment of any such person from performing work under this Agreement or any subcontract hereunder on the basis of race, creed, color, sex, or national origin. Any violation of this paragraph shall be a misdemeanor; and this contract

may be canceled or terminated by the City, and all money due, or to become due, may be forfeited, for a second or any subsequent violation of the terms or conditions of this Agreement.

F. Patented Devices, Materials and Processes. If the Contract requires, or the Contractor desires, the use of any design, device, material or process covered by letters, patent or copyright, trademark or trade name, the Contractor shall provide for such use by suitable legal agreement with the patentee or owner and a copy of said agreement shall be filed with the Owner. If no such agreement is made or filed as noted, the Contractor shall indemnify and hold harmless the Owner from any and all claims for infringement by reason of the use of any such patented designed, device, material or process, or any trademark or trade name or copyright in connection with the Project agreed to be performed under the Contract, and shall indemnify and defend the Owner for any costs, liability, expenses and attorney's fees that result from any such infringement.

G. Assignment. Neither party may assign, sublet, or transfer any interest or obligation in this Agreement without the prior written consent of the other party, and then only upon such terms and conditions as both parties may agree to and set forth in writing.

H. Waiver. In the particular event that either party shall at any time or times waive any breach of this Agreement by the other, such waiver shall not constitute a waiver of any other or any succeeding breach of this Agreement by either party, whether of the same or any other covenant, condition or obligation.

I. Governing Law/Venue. The laws of the State of Minnesota govern the interpretation of this Agreement. In the event of litigation, the exclusive venue shall be in the District Court of the State of Minnesota for Ramsey County.

J. Severability. If any provision, term or condition of this Agreement is found to be or become unenforceable or invalid, it shall not affect the remaining provisions, terms and conditions of this Contract, unless such invalid or unenforceable provision, term or condition renders this Agreement impossible to perform. Such remaining terms and conditions of the Contract shall continue in full force and effect and shall continue to operate as the parties' entire Contract.

K. Entire Agreement. This Agreement represents the entire agreement of the parties and is a final, complete and all-inclusive statement of the terms thereof, and supersedes and terminates any prior agreement(s), understandings or written or verbal representations made between the parties with respect thereto.

L. Permits and Licenses; Rights-of-Way and Easements. The Contractor shall give all notices necessary and incidental to the construction and completion of the Project. The City will obtain all necessary rights-of-way and easements. The Contractor shall not be entitled to any additional compensation for any construction delay resulting from the City's not timely obtaining rights-of-way or easements.

M. If the Work is delayed or the sequencing of work is altered because of the action or inaction of the Owner, the Contractor shall be allowed a time extension to complete the Work but shall not be entitled to any other compensation.

CITY:
CITY OF _____

CONTRACTOR:

By: _____
_____, Mayor

By: _____ [print name]
Its _____ [title]

By: _____
_____, City Administrator

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REQUEST FOR COUNCIL ACTION

Meeting Date	June 11, 2025
Agenda Item	Consent G10
Attachment	Audit Materials
Submitted By	Roland Olson, Finance Director Alyssa Landberg, Assistant Finance Director

Item	Year-End 2024 Annual Audit Report – Approval
Description	<p>Andrew Grice of BerganKDV presented the Annual Comprehensive Financial Report for the year-ended December 31, 2024. The financial report is a complex document that includes evaluation and analysis of the financial stability of the City as it relates to the General Fund, Special Revenue Funds, Debt Service Funds, Capital Funds, and Proprietary Funds.</p> <p>The 2024 Communications Letter can be viewed here. The 2024 Legal Compliance Report can be viewed here. The 2024 Annual Comprehensive Financial Reports can be viewed here.</p> <p>In reviewing the meeting video and minutes, the City Council did not formally accept the audit. We will need a motion to formally approve and accept the audit report.</p>
Budget Impact	N/A
Action(s) Requested	Motion to accept and approve the Year-End 2024 Annual Audit Report.