

CITY OF FALCON HEIGHTS
Regular Meeting of the City Council
City Hall
2077 West Larpenteur Avenue
AGENDA
March 13, 2024 at 7:00 P.M.

A. CALL TO ORDER:

B. ROLL CALL: GUSTAFSON___ LEEHY___ MEYER ___

WASSENBERG ___ MIELKE___

STAFF PRESENT: LINEHAN___

C. APPROVAL OF AGENDA

D. PRESENTATION

E. APPROVAL OF MINUTES:

1. February 8, 2024 City Council Special Joint Workshop with St. Anthony Village City Council Meeting Minutes
2. February 14, 2024 City Council Regular Meeting Minutes
3. February 14, 2024 City Council Special Workshop Meeting Minutes

F. PUBLIC HEARINGS:

G. CONSENT AGENDA:

1. General Disbursements through 03/08/24: \$453,698.48
Payroll through 02/29/24: \$24,499.65
Wire Payments through 02/29/24: \$15,492.03
2. Approval of City License(s)
3. MN DNR Outdoor Recreation Grant Application
4. Appointment of Rebecca Leighton to the Community Engagement Commission
5. **Support of Buhl Investors' Application for 2024 Ramsey County Housing Development Solicitation**

H. POLICY ITEMS:

1. EVSE City Code Updates
2. Hollywood Court Permit Parking Petition
3. Community Park Bond Reimbursement Resolution
4. 2021 PMP Surety Bond Claim- Tolling Agreement

I. INFORMATION/ ANNOUNCEMENTS:

J. COMMUNITY FORUM:

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

K. ADJOURNMENT:

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CITY OF FALCON HEIGHTS
City Council Special Joint Workshop

Saint Anthony Village City Hall
Council Chambers
3301 Silver Lake Rd NE
St. Anthony, MN 55418

MINUTES

Thursday, February 8th, 2024
7:00 P.M.

A. CALL TO ORDER: 7:00 PM

St. Anthony Village Mayor Webster goes over housekeeping rules of a City Council Workshop prior to Council introducing themselves at roll call. Both Mayors are appreciative of the joint workshop.

B. ROLL CALL:

Falcon Heights
City Council

GUSTAFSON_X_ LEEHY_X_
MEYER_X_ MIELKE_X_ WASSENBERG_X_

St. Anthony Village
City Council

WEBSTER_X_ DOOLAN_X_ JENSON_X_ RANDLE_X_
STEPHENS_X_

STAFF PRESENT:

Falcon Heights LINEHAN_X_
St. Anthony Village YUNKER_X_

C. POLICY ITEMS:

1. Joint meeting with the St. Anthony Village City Council to discuss a potential partnership for police services

Mayor Gustafson provides an opening statement. He states the two Councils are coming together tonight on a quest to keep both communities as great places to live, work, play and raise families; and, public safety is at the center of it all. Falcon Heights and St. Anthony Village shared a 23-year relationship with policing services. However, in 2016, any complacency surrounding policing was rocked away out of both cities. The killing of Philando Castile had a big impact on everyone in the community, and, unfortunately, the 23-year relationship between both cities did not survive. Falcon Heights undertook a process to determine what the community seeks in police services. The City has contracted with the Ramsey County Sheriff's Office (RCSO) since 2018. It was determined that the contract did not tailor to Falcon Heights entirely by both parties. Mayor Gustafson notes that since 2020 the City has been looking for a new provider. In 2022, Falcon Heights brought in the Center for Values-Based Initiatives to analyze what the community seeks in police services. It was determined that the community-based servicing and personal attention that St. Anthony Police Department (SAPD) provided was missing. Mayor Gustafson continues to state that St. Anthony's police department

has been doing tremendous work. He is hopeful Falcon Heights can partner with such a great police department.

Mayor Webster notes that St. Anthony is exploring the option to expand capabilities of the department, while providing community-oriented policing to residents of St. Anthony, Falcon Heights and Lauderdale. The previous partnership benefited St. Anthony residents by providing additional resources. After the death of Philando Castile, the partnership with Falcon Heights ended in 2017. St. Anthony continues to provide policing services to Lauderdale. Mayor Webster continues and states their police department is focused on continuous improvement. She is incredibly proud of the officers, who remain committed to community-oriented policing as exemplified by their strategic plan. Their department serves as a national leader for small police departments. Webster is confident that under the leadership of police chief Jeff Spies, the department will continue its improvement and provide high quality services to their community members.

Councilmember Leehy is thankful of the joint work session. She served on the neighborhood commission for almost 10 years before being elected to Falcon Heights City Council and her main value is community. One of her goals was ongoing inclusion and equity training for staff, Council and contract members serving Falcon Heights. There was a plan in place until the sudden and shattering death of Philando Castile. Afterwards, a task force was created and Councilmember Leehy was asked to be the co-chair. This helped determine values for inclusion and community efforts as well as values for policing. The City moved to a contract with RCSO, but she would have preferred to stay with SAPD, to be a part of the healthy police reform that SAPD underwent. She believes these discussions create dialogue and give an opportunity to actually implement change.

Councilmember Jenson echoes Councilmember Leehy's comments as he served on Council during the time. When the decision to involve the Department of Justice (DOJ) was made, the SAPD was interested to pursue improvements that the DOJ laid out for St. Anthony. They also created a strategic plan based on continuous improvement. The present transparency and accountability are remarkable as they are now a model for other small police departments nationally. He is happy to be part of this current discussion.

Councilmember Mielke believes there should be a meeting with black leaders from the community, for them to learn more about the evolvement of the SAPD.

Councilmember Jenson wonders if there is way to gather data from the two populations to determine that moving forward with discussions is the right thing to do.

Mayor Webster appreciates that comment. She likes to think of this first step as a data gathering phase through community engagement, with both councils valuing community engagement. It is also important to engage with their police department to determine what a partnership might look like and to address potential concerns.

Councilmember Wassenberg agrees and notes not every organization is perfect, but it's those that are willing to learn and improve that evolve. Transparency and continuous improvement are important for Councilmember Wassenberg, and those are evident in

the changes the SAPD has made. He also appreciates the new technology being used to provide more transparency. He encourages residents to look at the improvements the SAPD implemented.

Mayor Gustafson states when Falcon Heights looked at rekindling the relationship they agreed it's important to get everyone involved in the process. He looks forward to the community engagement.

Councilmember Doolan looks forward to defining the process and phases and adds it's very important to engage both communities as there is a lot history to be understood and acknowledged. She wonders how the Falcon Heights community feels about this potential partnership. It is important that everyone feels like they are being heard and that their perspective is valued.

Mayor Webster also wonders how the communities can learn about things they may not have considered, and how feedback is being used in potential next phases.

Councilmember Meyer resonates with comments mentioned previously stated. He learned about the events filtered through national news media, which did not present the most nuanced picture of the events. When he went door-knocking, policing was brought up and a number of residents stated they missed the SAPD, sharing stories with Councilmember Meyer about how they were a part of the community. Councilmember Meyer appreciates that.

Councilmember Stephens appreciates the comments and believes that there should be various ways for the community to provide feedback.

Mayor Gustafson states it will be a long process, but that is needed because any decision has long-term impacts. Therefore, input from everyone is needed. He suggests bringing forward ideas for community engagement.

Councilmember Stephens wonders if we should get input from residents on how they like to provide feedback.

Councilmember Leehy notes community involvement is important for Falcon Heights. She notes these conversations will stir up different kinds of emotions for everybody, but wants to break the silence through open dialogue. She explains avenues need to be explored for ways to talk about the two cities and how their communities relate to each other. She also believes an important aspect is to heal and rekindle the relationship again.

Mayor Webster thanks Councilmember Leehy for authenticity and has considered the importance of reconciliation as they are both governing bodies that experienced tragedy. She mentioned the ripple effects that impacted everybody involved, how this has not been discussed and how that shared connection will be a healthy path forward, regardless of the outcome.

Mayor Gustafson suggests town halls and comment form on both cities' websites.

Councilmember Wassenberg agrees and notes residents like to provide feedback in various ways, through online forms or in-person meetings.

Mayor Webster recaps some the comments provided by the St. Anthony Councilmembers to ensure she captures it correctly before providing direction to the City Manager. She then asks what other elements should be considered.

Councilmember Doolan notes the importance of transparency in the process. If residents provide feedback of what's important to them, that needs to be taken into account. The data gathered is important for the St. Anthony community, regardless if they move forward with the partnership.

Councilmember Jenson wonders how the responses will be interpreted. The data gathered by both communities should be shared by both as well.

Both Mayor Webster and Mayor Gustafson agreed.

Councilmember Leehy agrees and notes every individual should be heard.

Councilmember Jenson points out a timeline should be determined.

Councilmember Stephens agrees and this timeline should be transparent.

Mayor Webster states it is also important to get feedback from the City of Lauderdale.

Councilmember Doolan agrees and notes she started a cost and benefit analysis.

Mayor Gustafson says that with everyone's various schedules, getting started with collecting feedback rather sooner than later is key, as well as getting some townhalls scheduled.

Councilmember Doolan believes being out in the community and doing outreach is also very important.

Councilmember Leehy agrees that there needs to be multiple avenues for people to communicate.

Mayor Webster wonders how both Councils feel about directing staff to engage with community outreach efforts.

Councilmember Randle wants to first determine the workload of staff.

Councilmember Jenson suggests discussing with both City Managers to determine staff workloads.

Councilmember Mielke prefers to use an outside resource to develop survey questions.

Councilmember Meyer suggests using the outline of the Centers for Values-Based Initiatives.

Both Councils decide to utilize future work sessions to further develop community engagement plans.

Mayor Gustafson thanks the St. Anthony Village Council for the opportunity to start collaborating again.

Councilmember Leehy shares words from Valerie Castile. Castile expresses her appreciation for the willingness of both Councils to create a community-driven policing model. Law enforcement should understand good communication, the ability to deescalate a situation and removing themselves from harm's way. Putting these collaboration efforts and reform initiations into action promotes safety for all.

Mayor Webster thanks both Councils for their time and engagement.

Both Mayors and City Managers will further discuss engagement plans.

D. ADJOURNMENT: 8:08 PM

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

Dated this 13th day of March, 2024

Randall C. Gustafson, Mayor

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
February 14, 2024 at 7:00 P.M.

- A. CALL TO ORDER: 7:02 PM
- B. ROLL CALL: GUSTAFSON__X__ LEEHY_X__ MEYER _X__
WASSENBERG _X__ MIELKE_X__

STAFF PRESENT: LINEHAN_X__ NELSON_X__

- C. APPROVAL OF AGENDA

Councilmembers Meyer and Leehy motion to approve the agenda; approved 5-0

- D. PRESENTATION

- E. APPROVAL OF MINUTES:
1. January 10, 2024 City Council Regular Meeting Minutes

Councilmember Meyer motions to approve the meeting minutes; approved 5-0

- F. PUBLIC HEARINGS:
1. Community Park Final Layout and Building Designs

Linehan says we'll be discussing approval of the final site plan and layout, which is the next step in the process. He adds that we have a representative from WSB (Kassidy Przymus) and HCM Architects (Haley Koesters) that will present their renderings to give an overview of the project. The City has had a goal of renovating Community Park for a long time, which first required the City to purchase the land from the U of M. The City completed the purchase for \$1.1 million in May of 2023. As the City started developing its Capital Plan and ability to pay, they developed a Park Capital Budget of \$3.5 million. The sources of funding for the renovation include: \$2 million in the Parks Capital Fund for this year. Looking into the future, there's the possibility of a Tax Abatement Bond anywhere between \$1.5 and \$2.0 million, which Linehan says he will touch on later. Linehan adds that the City has outside requests for funding in the form of \$1 million from the state in bonding requests and will submit a grant application for \$350,000 from the DNR Outdoor Grant, which will be applied for at the end of March. The City will continue to look for other grant opportunities as well.

Kassidy Przymus, from WSB, walks the residents through the site plan to show the proposed park layout. The primary change since the last time residents may have seen the layout is adding a trail loop at the south end of the playground.

Haley Koesters, from HCM Architects, walks residents through the proposed park building layout. From early discussions, a Flex Room and a Community Room were desired for the space to

provide flexible spaces for things like anniversary celebrations, birthday parties and yoga classes. The layout prioritizes the rooms looking out into the park to enjoy the view, while having mechanical and storage rooms at the front end of the building then. A servery area with outdoor window could connect the space to an outdoor picnic pavilion at a later date. Restrooms are located inside and with outdoor access on both sides of the building as well.

Koesters guides residents through the layout, explaining how the building's design is meant to play well with the styles of nearby homes. The result was a combination of prairie and traditional.

A resident asks if the problematic sewer line and such will be addressed.

Linehan says the sewer line underneath Roselawn is collapsed and is approximately five feet in from the inlet. The access is from the north side, the Roseville side, so we'll have to go in, undo the clog and redo the entire sewer line as part of that. And, actually, Linehan says this leads right into his next part, which is talking about budget.

Linehan says that tonight isn't a budget adoption. We have adopted a budget for this. There is plenty of opportunity as well, as we get bids in, that will really impact our decision-making. He says that he will walk through some of the options that the City has flexibility and ways to consider how to work through.

Linehan explains that the building itself is \$1.6 million, but there are things that we have to repair. We need water service, sanitary sewer improvements, electrical, some concrete walks, etc. Linehan says this is for budgetary estimate but it is not final.

The items include contingency fees to cover surprise expenses that arise from the project. Linehan explains that picking and choosing gives great flexibility. We have consultant fees built in, site management, permitting, stormwater, etc. There are lot of associated costs with a project of this size. So, the base bid is between \$2.5 and \$2.8 million. A la carte options could then provide up to five choices for the playground. If you don't ask for various bids, you won't get them. It doesn't mean we have to do a 5,000 square foot playground just by getting a bid for it. Linehan walks through the various playground options and pricing listed on the Bid Alternates sheet.

Linehan explains that a huge driver of the playground cost is to have rubberized surface throughout. The Park Commission also wanted to pursue having a fence around the playground. They had heard from residents that neurodiverse or young children prone to running, would greatly benefit from a fenced in playground; they explained how rare a playground of this type is nearby. So, the City has fencing listed as something to receive a bid on as well.

Linehan says whether we do outdoor shelters now or down the road will be determined by the Park Commission and Council. The large picnic structure has price estimates as both a less customized, pre-fabricated variety and as a more custom structure.

Linehan says there are also bid alternates listed for a splash pad and for basketball resurfacing.

Linehan adds that geothermal heating would be included in the bid.

The base bid is \$2.5 million to \$2.8 million. When you add in a la carte items such as the parking lot, playground, shelter, splash pad, basketball improvements and geothermal, then there are a few scenarios.

Linehan says that we have \$3.5 million budgeted with \$2 million of that as cash on hand, ready to go. The plan was for a \$1.5 million debt service issue, which Linehan can go more into if there are questions from the Council on how that debt service would impact. Depending if whether we do a 15 or 20-year bond issue, and if it's \$1.5 or \$2 million, Linehan runs scenarios. At \$1.5 million

and 15 years, it would be about \$120,000 per year of debt service. The tax amount is a couple percentage of levy. \$2 million at 20 years would be more like \$160,000 per year of debt service.

Linehan adds up the base bid items; we still have surplus. If we start adding in the premium options and all of the alternates, then we may have to make decisions along the way. Linehan says we could award the base bid and then save some for future projects to be done in 2025 and beyond. We can reserve a space to construct an item at a later date. For a parking lot, the net number shows a full replacement. Linehan says there is a Band-Aid option to mill and overlay and get 15 years out of it. Another option would be to bid the parking lot out when the 2025 PMP is done in Falcon Woods. That would make it a larger project to bid on and it could save for both Falcon Woods and the parking lot cost at Community Park. It would not be assessed on the Falcon Woods project.

Linehan explains we won't hear about the DNR Grant until July. Nothing has to be decided on budget or finance tonight.

Mayor Gustafson says that we will invite the public up to speak now.

Bob William -1997 Garden Ave.

William says he is interested in a hockey rink. He sees it on the picture but I didn't hear anything planning wise how big it is or any mention of it.

Mayor Gustafson explains that the concrete pad base was estimated to cost upwards of \$500,000. So, the City will reserve the space for a rink and can decide on that at a later date. He adds that the building will include a warming house space.

Linehan says the City also received several written letters.

Linehan reads a letter submitted by Amy Pakhomov at 1595 Vincent Street who would like the City to consider adding pickleball to the park.

Kris Grangaard -1777 Simpson St.

Grangaard says she is happy that the park is finally being done. She greatly advocates for geothermal and permeable parking lots, if possible. She thinks there are maybe grant opportunities for that.

Linehan reads a letter submitted by Georgiana May at 1477 California Ave. May feels the park building and amenities will be at least \$2 million over budget and expresses concerns for costs.

Rice' Davis 1407 California Ave. W.

Davis says that she is thrilled that the City is going forward with a new property at Community Park but her concern is that there seems to be some laissez-faire attitude about the cost and how the City is going to approach that. It was always her understanding that the City had been saving for years for this. Now we are betting on \$1M in state bonding and for \$350,000 from the DNR. If it comes, wonderful. If it doesn't, then what are we going to do? We are going to burden all of the residents with this additional cost. Davis adds that the Council would be wise to go slowly and add elements over time.

Jeff Yager - 1801 Asbury St.

Yager has been a resident for five years and on the Parks and Recreation Commission for four years. Yager says that the City needs a gathering place and an investment in this park will make Falcon Heights more attractive to potential residents. He adds that MN climate does not bode well for holding winter events and the City has had to cancel them the last couple of years. An indoor

building would provide weather-independent space and he encourages us to look at this as investment. He doesn't think we should go halfway on this.

Yager's daughter, Pearl, suggests there should be three different playground areas. An area for younger kids, a slightly older kids' area and an area for kids with disabilities.

Linehan shares a letter submitted by Tom Faust at 1434 Iowa. Faust feels the building is not overdone and will provide usage throughout the year; he is fully on board with the proposed design.

Next, Linehan shares a letter submitted by Eric Brenton at 1795 Simpson Street, which is in support of continuing the current trajectory of the Community Park project. Brenton writes that the City has been planning for this project for years. Because actual construction bids aren't known yet, the City should prepare to construct the project in phases, as funding allows. The City's current financial position allows us to pursue a park and facility that is most useful now and in the future.

Randi Lundell -1743 Maple Court

Lundell is a member of the Parks and Recreation Commission and is very in favor of this plan for year-round programming. As a cost-saving measure, Lundell says that maybe we opt not to fix the little shelter now and put it towards the larger structure first. Lundell agrees with a phased approach but feels that the building is very important.

Linehan reads a letter from Erin Williams at 1974 Autumn. Williams says that she won't likely use the building space but does recognize some members of the community will want to use it. Williams adds that highlighting sources of funds for the renovation is helpful. If taxes will not be increased with existing City savings utilized, that could alleviate concerns.

Jim Kielsmeier -1892 Tatum Street

Long-time resident and park-user, Kielsmeier shares that he was part of the Planning Commission and helped create the comprehensive plan in 2008, which included a plan for the Community Garden. He said that when the garden plots were dug, they quickly learned the area was full of rocks. At that time, the area was excavated. He says that the City should give attention to the garden.

Mayor Gustafson adds that the garden area will remain untouched and will remain where it currently is. He adds that there could be potential for future expansion.

Meyer thanks Jim Kielsmeier for his work on the Planning Commission to bring the Community Garden forward.

Linehan reads a letter submitted by Christine Chitambar at 1941 Summer Street.

Chitambar expresses concern that half of the budget will be spent on a building and would prefer the majority of the money to be spent on better playground equipment and other amenities. Chitambar is also concerned taxes may increase.

Michelle Vojacek - 1915 Arona Street

Vojacek shares that she had a conversation with her neighbor yesterday and then with Administrator Linehan because neighbors are concerned about increased taxes. She thought the conversation tonight was an end all be all. She thinks there needs to be a bigger engagement piece because people really think this has all been bid out and is the final cost. Another neighbor wondered how often the tennis courts are used and if pickleball could be offered.

Karla Siem- 1997 Autumn Street

Siem shares that neighbors in the Falcon Woods area are all concerned about the property taxes that will be incurred with this project since they are all facing an increase that will come with the road project coming up. Siem hopes the Council will not get out of hand in choosing the top of the line amenities for the park.

***Linehan shares a letter from Bill and Sue Davis from 1878 Sheldon Street, who would like to see more elder activities such as a freestyle skating rink and pickleball.
(This letter was read later in the meeting)

Councilmembers Leehy and Wassenberg motion to close the public hearing;
approved 5-0

Mayor Gustafson says that he will open the floor for discussion from the Council.

Wassenberg says there are many things to address but will limit himself to a couple.

1. Cost: Wassenberg says his neighbors and friends have told him he's generous but cheap, which he admits is true. They don't plan to go hog wild on this project and that's why they are taking a phased approach. He's interested in the bids coming back, which will be competitive. Then, decisions can be made about what is in budget, what should be prioritized and how nice we want it to look.
2. Geothermal: Wassenberg says this is his pet piece of this. He previously served six years on the Environment Commission and we have a goal to reduce our carbon footprint in Falcon Heights. Wassenberg feels we'll save money in the end as well, which gets back to that "cheap" thing again. He thinks it's a win-win.

Mielke loves the layout but is really, really concerned that so much of the money is going into the building and that residents won't get the outdoor amenities they want. She is worried we'll end up with a building and a parking lot.

Leehy says it is really important for us as a City to steward what has been put in place. Now that we have this land, we have to do the best by it for the longest term. Leehy is very in favor of a building and is glad to hear the quoted estimate has a contingency, which could mean it comes in costing less. The City has had many open houses over the last eight years and have solicited feedback from the community. So, this hasn't been an overnight process. Leehy shares that there used to be a piece of rotted wood on display to show how the building was deteriorating.

Leehy thinks year-round space for programming and rental space is important. If we look at the big scope of this, this has been a very long process over the last 8 years. It has been slow and it has been delayed by other critical things that have gone on. So, when it comes time to now decide, it feels sudden.

Leehy wants our City to be one our residents are proud of and one that people want to move into. We do want to be cautious when we're making decisions on materials and choices, but Leehy feels we need a year-round building that we have access to.

Meyer wants to thank the Parks Commission for hashing out the priorities of the community and weighing it against the costs. Meyer wants to address pickleball. He says we heard from several neighbors that were concerned about the noise. Another consideration was that Roseville had nice courts nearby. So, for now, the idea was tabled. A nice building that allows for year-round programming is important. He looks forward to City events but says we are so limited by the

weather. Meyer adds that programming at City Hall happens multiple nights a week so there seems to be a demand for it. He thinks it's a good point about how well-loved the Community Garden is and hopes that can be expanded in the future.

Lastly, Meyer hears the concerns of tax increases. He feels they are all on board with making responsible financial decisions while building a park that we can all be proud of for decades to come.

Leehy asks if there is list or a graph of what the tax increase could be.

Linehan says that we don't have those numbers yet until our bond consultant delves into them with us. We would typically request bonds and there would be a public hearing when bonds are submitted. We would bring in an expert to workshop with us prior to that process to talk us through those options.

Linehan and Finance Director, Roland Olson, did run scenarios, although not official. When we got a bond in 2023, we got a 4.41% interest rate. Using a 5% to adjust, that's when you are able to see the various numbers. And, depending on our payback period, what the annual debt service would be. Linehan compares it to our road projects or says it maybe would be similar to the bond to purchase a fire (ladder) truck from past years; it might be a similar tax hit.

Linehan says that we don't have to levy this year or next because there is enough in the fund balance. 2021 is still part of our debt service because it cannot be paid off early, but it is a low interest bond. The 2023 bond is still part of debt service as well but it's a shorter bond with a smaller payback. This bond could be paid off early. When projecting numbers, Linehan thinks the 2025 Falcon Woods PMP will be similar to the 2021 bond. The City is constantly looking at what debt is coming off and what is coming on because they are AAA bond-rated community. The City was one of the first of its size to receive that rating and they want to maintain it.

Linehan says we have built up the fund balances. The surplus has been rolled over to the parks fund for the last 8 years. The City paid for the park property with cash on hand. Along with \$400,000 transferred last year, we scheduled \$1,000,000 this year to come from the sanitary sewer funds and others to build that fund back up to over \$2,000,000. So, that's where that cash is coming from. The fund actually has more than \$2,000,000, but we are also looking at some of our other purchases as part of that. We know that \$2,000,000 in cash is something that we can do without risking our bond rating and keeping our fund balance over 75%. Our policy is 45%, so we are still well within that.

Leehy says she appreciates the detailed response because the Council is sitting here acting out being fiscally responsible. But, sometimes decisions have to be made that increase the budget because we have to maintain the City much like a homeowner has to put out expenses to maintain their home.

Mielke says the tax part is a piece that is of concern because there was just a large increase in school taxes; they don't want to see taxes go up again.

Mielke asks if we calculated what the operating costs of the building are.

And, have we asked the City of Roseville what they generate in rent revenue?

Linehan says that his understanding is that we have the numbers in terms of what they get in rent. But, it is important that we aren't projecting this based on rent.

Mielke says we talk about the rent of the building so much though.

Linehan says that we aren't projecting that rent will cover future costs. The goal of rent is to help cover the facility use and help build up those reserves. It would be different if we were doing a community center where you build memberships in.

Mayor Gustafson says that he was apprised of a couple of things early on by a previous City Administrator. One, was the City's diminishing reserves because the City had been budgeting to avoid tax increases and using reserves to cover operating costs. The second was about Community Park and the fact that the building was unusable. Gustafson says for the last eight years, we have been reaching out and trying to address how that community asset has been in decline. In 2019, we closed the building. He appreciates the Parks Commission for really seriously looking at the community's needs over the past few years for this project. He appreciates the purchase of the land from the U of M. You can't really bond for a building if you don't own the land. The need for a building for indoor programming cannot be understated. There is a space that we have lost that we need to regain because it's a big asset.

Wassenberg appreciates everyone coming out and speaking. He wants to address a couple of things that weren't touched on and give his final thoughts on the building. One, is the idea of the building being locked up. Wassenberg says that he was just discussing this with Administrator Linehan and that he went and looked at Roseville's building off of Lexington. It was 5:00 PM and he could walk in; it wasn't locked. His take on that was that our building could be accessible in a similar way. Wassenberg says that the Community Garden is well-loved and there is a desire to expand it. A constant that has continuously come up is how water will be provided to the garden.

Next, Wassenberg talks about the parking lot and says he really likes the synergy of combining that project with the 2025 PMP and appreciates Staff thinking of cost-cutting measures like this. Next, Wassenberg wants to mention grants. He shares how he's praised Staff before on their drive to pursue grants. While he doesn't feel like they are banking on the fact that they will receive grant funds, they should pursue them. And, to receive them would be a cherry on top. Lastly, Wassenberg shares his final thoughts on the park building.

Wassenberg likes what Councilmember Meyer said about a third space. He said there is a strong desire from the community for a third space and he shares a story about Starbucks and how they provide people with this. He thinks this building will provide that. He has been on the Parks and Recreation Commission for about a year and there have been so many ideas to provide free or low-cost ways to bring the community together, which can be possible with an indoor building.

Linehan realizes that he has one more written comment that was not read during the Public Hearing. If there is no objection, it will be included in the written comment section. He shares a letter from Bill and Sue Davis from 1878 Sheldon Street.

Councilmember Meyer motions to Adopt Resolution 24-10 Approving Design Plans from WSB and HCM Architects as Final. Motion passes 5-0.

Mielke comments that she voted *aye*, but would like a strong commitment given to keeping the building's cost down so there is money towards outdoor amenities

G. CONSENT AGENDA:

1. General Disbursements through 02/08/24: \$156,091.23
Payroll through 01/31/24: \$25,232.83
Wire Payments through 01/31/24: \$280,179.52
2. Approval of City License(s)
3. Goff Public Contract
4. Appointment of Mishy Wang to the Community Engagement Commission

5. Acknowledgement of the State Fair Task Force's Efforts and Receipt of Report
6. Review and Adopt Council Standing Rules and Council/ Advisory Commission Roles and Guidelines
7. Council Appointment as Liaison for City Commissions
8. 2024 Sanitary Sewer Lining Project – Cooperative Construction Agreement with the City of Roseville

Mielke asks for clarification regarding the City Licenses and whether Oriental Kung Fu Massage is part of an existing business or a new business.

Nelson says that it will be a new business coming to Falcon Crossing.

Leehy motions to approve the consent agenda; approved 5-0

Mayor Gustafson welcomes Mishy Wang to the Community Engagement Commission. He outlines which Council Liaison will be assigned to the various City commissions. Then, as far as the sewer lining project goes, this is step four of five and then we're going to have the whole City done.

H. POLICY ITEMS:

1. State Fair Task Force – 2024/2025 Task Force

Linehan provides an overview and says that in February 2023, the Task Force was created and recruitment began. Their first meeting was in June and they had several meetings prior to the fair. There remains uncompleted work so the idea would be to create a new Task Force to serve for two years.

Wassenberg feels it's needed to keep the momentum going and there's still work to be done to improve the experience for residents.

Mielke motions to approve continuing the State Fair Task Force in 2024-2025; approved 5-0.

I. INFORMATION/ ANNOUNCEMENTS:

Gustafson says that February is Black History Month and recognizes Leehey as the first African American and 9th female councilmember.

Leehey says every month is Black History Month because they are a part of the US. She adds that it's an honor to be a part of the history in Falcon Heights.

Mielke recently attended the League of Minnesota Cities' Leadership Institute and really appreciated the opportunity to attend it.

Meyer attended the LMC Leadership Institute as well. He adds that he's looking forward to serving as liaison on the Planning Commission.

Wassenberg also attended the Leadership Institute and says that the best part about it is the chance to talk to other councilmembers and mayors around the state. He shares a dinner

discussion he had with a councilmember from another city who told a story about how their police department normally had six or seven officers and they were down to just one. Their Council would have to decide whether to expand their police department because it's difficult to hire officers. Wassenberg says that hit home.

Gustafson says that the Leadership Institute provided some of the best diversity training that he's participated in in a long time. He says that last Thursday's joint workshop meeting with St. Anthony Village Council was a really good first step.

Linehan thanks residents for coming out tonight and says that the City receives these comments and that it's good feedback as we go through the renovation process. He shares commission updates and says that the Community Engagement Commission met, had officer elections and discussed Sister Cities. The Parks and Recreation Commission met on Monday the 5th and discussed the Community Park layout. The Environment Commission will be having a meeting with Partners in Energy to have an open house on February 21st. The Planning Commission is going to have two public hearings on the 27th. The first one is going to be on electric vehicle charging. The second, is that we received a petition and filing fee application from Hollywood Court to transition to permit parking only on their street.

Public Works is geared up for snow and AARP tax appointments are going on at City Hall, which are well-attended and extremely popular for our residents and beyond.

J. COMMUNITY FORUM:

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

K. ADJOURNMENT: 9:01 PM

Wassenberg motions to adjourn; approved 5-0.

Randall C. Gustafson, Mayor

Dated this 13th day of March, 2024

Jack Linehan, City Administrator

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

MINUTES

Wednesday, February 14, 2024
7:30 P.M.

A. CALL TO ORDER: 9:16 PM

B. ROLL CALL: GUSTAFSON LEEHY
MEYER MIELKE WASSENBERG

STAFF PRESENT: LINEHAN NELSON

C. POLICY ITEMS:

1. Discuss community outreach strategies regarding a potential partnership for police services with the City of St. Anthony Village

Council Member Mielke listened to the St. Anthony Village workshop meeting and thought it was good.

Council Member Wassenberg adds that it was informative to hear them speak freely, without us there.

Council Member Leehy is looking forward to listening.

Mayor Gustafson says that we need to involve the officers and show them that we want them in the community.

Mielke would like to have a meeting with Chief Spiess to hear about the direction of the department.

City Administrator Linehan says there are mixed feelings for the officers. Some officers felt like the City of Falcon Heights and Council did not support their officers in 2016/2017. They felt like members of the community at one point and then treated like contracted employees at another. Knowing this is a concern for the officers, what can we do to learn more about them and potentially welcome them to the community?

Linehan adds that police leadership shared some ideas with him. It's important that we recognize the extreme emotional turmoil of the past. In 2025, we have a great need for policing. It will be at a huge undertaking for them to do it. They would have to hire staff and would have a significant burden on their department in the short-term, but they recognize the value in finding the right partner to potentially grow the department. We have to be cognizant about requesting a change in practices or contract differences between cities they serve.

Wassenberg stated one SAV member expressed concern on their end whether there is genuine desire from Falcon Heights to have SAPD serve the community, and questioned whether it isn't a last resort scenario.

Gustafson appreciates Valerie Castile's support and understanding of the City talking to SAV.

Leehy says there are three groups of key internal stakeholders: The City Council of SAV, the City Council of Falcon Heights and the police officers. We, as a collective community, have to have ownership of what happened here. Yes, the shooting in Falcon Heights took place. But, a large population of Falcon Heights residents miss SAV as our police department.

Mielke adds how 400 people signed a petition to end the policing contract in one day. That can't be ignored.

Leehy says that it doesn't tell the whole story though; residents were scared to speak out and show support. Supporters were shouted down at a meeting. SAV PD doesn't know the entire story and they should, but there wasn't enough communication between the communities in the aftermath.

Meyer adds there was some scapegoating and a kneejerk reaction that happened.

Gustafson says one of the reasons we're willing to go through this pain and reconciliation with them is because both cities are willing to hear each other and work together; we have a willingness to work through this now.

Leehy says that out of the gate, SAV was willing to find tools to continue to grow and that says a lot. For the community engagement piece, to reintroduce them to the community, we need to present them as our partner.

Wassenberg says he's not looking to place blame on the actions in the past. We are interested in who they are and where both organizations are going, and want to work together.

Mielke says that's why it's important to have a meeting with police officers so that we can be their ambassadors to help welcome them to the community.

Linehan shares that SAV has a three-question survey that would be helpful to discuss. He adds that he reached out to Morris Leatherman (Peter Leatherman) as a research firm and independent consult to gather info on that process. Morris Leatherman has a methodology to sample residents and get down to a 5% margin of error for community opinion polling.

Mielke says she likes these three questions, but isn't sure how to compile the results because the questions are open-ended. She adds that the City should door knock.

Wassenberg adds that door-knocking allows you to explain what the survey is and have that conversation.

Leehy adds that if we do a mailer, we should add "time sensitive" to make it clear that we need a quick response.

Meyer asks what we need to decide tonight?

Mielke says that the bottom line is that we need a police department and doesn't feel like the emphasis should be so much on what we learn from the survey, but that we care about the community's input.

Leehy wonders if we do the survey blindly or if we introduce the public to the SAV police force first. She adds that having their data helps us tell their story to our residents.

Mielke wonders how officers will feel passing by the Philando Castile Peace Garden memorial and if that will be difficult.

Leehy says that the peace garden is for everyone. The garden is also for their healing. If Valerie (Castile) was sitting here, she would say the same and invite anyone to visit with her. Valerie has stated that the department didn't kill Philando; one officer did.

Linehan says we could do a Survey Monkey survey, along with printing copies with a return envelope postmarked. Do we want to mirror SAV's three questions?

Mayor Gustafson says that it's nice to have similar questions to show how we align.

Mielke asks if a professional can help us draft the survey.

Linehan states that Goff Public also has a public engagement team that could be consulted for question review.

Wassenberg wonders how we'll compile the data. Asks Council Member Meyer if AI could be used to aggregate results?

Meyer states that it could.

Mielke says that we should include U of M students in our survey.

Wassenberg says several approaches would be good and we should have similar questions to SAV.

Leehy says we need to have the education component before the survey. Some residents won't even be aware of a potential new policing contract.

Linehan states the March newsletter is forthcoming, and it could include FAQs / background. Survey could follow.

Council directed Administrator Linehan to share our plan with St. Anthony Village.

D. ADJOURNMENT: 10:31 PM

DISCLAIMER: City Council Workshops are held monthly as an opportunity for Council Members to discuss policy topics in greater detail prior to a formal meeting where a public hearing may be held and/or action may be taken. Members of the public that would like to make a comment or ask questions about an item on the agenda for an upcoming workshop should send them to mail@falconheights.org prior to the

meeting. Alternatively, time is regularly allotted for public comment during Regular City Council Meetings (typically 2nd and 4th Wednesdays) during the Community Forum.

Councilmember Meyer motions to adjourn the meeting; approved 5-0.

Dated this 13th day of March, 2024

Randall C. Gustafson, Mayor

Jack Linehan, City Administrator

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PACKET: 03045 FEB 27 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

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01-00265	AMERICAN ENVIRONMENTAL LLC					
I-3409		CCTV INSPECTIONS SS	750.00			
2/28/2024	APBNK	DUE: 2/28/2024 DISC: 2/28/2024		1099: N		
		CCTV INSPECTIONS		601 20200-000	ACCOUNTS PAYABLE	750.00
		=== VENDOR TOTALS ===	750.00			
=====						
01-00875	BHE COMMUNITY SOLAR, LLC					
I-120-11172		SOLAR GARDEN ELECT JAN	486.23			
2/28/2024	APBNK	DUE: 2/28/2024 DISC: 2/28/2024		1099: N		
		SOLAR GARDEN ELECT JAN		101 4137-85025-000	SOLAR ELECTRIC	486.23
		=== VENDOR TOTALS ===	486.23			
=====						
01-05554	BRAUN INTERTEC					
I-B377357		CONSTRUCTION MATERIAL TESTING	1,439.50			
2/28/2024	APBNK	DUE: 2/28/2024 DISC: 2/28/2024		1099: N		
		CONSTRUCTION MATERIAL TESTING		429 4429-92450-000	2023 STREET PROJECT	1,439.50
		=== VENDOR TOTALS ===	1,439.50			
=====						
01-03103	CANON FINANCIAL SERVICES					
I-32082942		COPER CHARGES FEB	163.59			
2/27/2024	APBNK	DUE: 2/27/2024 DISC: 2/27/2024		1099: N		
		COPER CHARGES FEB		101 4131-87010-000	CITY HALL MAINTENANCE	163.59
		=== VENDOR TOTALS ===	163.59			
=====						
01-03089	CASH					
I-202402288771		CERTIFIED MAIL/COMMSION EXP	43.67			
2/28/2024	APBNK	DUE: 2/28/2024 DISC: 2/28/2024		1099: N		
		CONFERENCE/COMMISON EXPS		101 4112-70100-000	SUPPLIES	7.98
		CERTIFIED MAIL		101 4112-70500-000	POSTAGE	10.16
		PROPERTY DIVIDERS/FOLDERS		101 4132-70120-000	SUPPLIES	25.53
		=== VENDOR TOTALS ===	43.67			
=====						
01-05153	HOME DEPOT CRC/GECP					
I-202402278768		PUTTY KNIFE & PAINT	39.44			
2/27/2024	APBNK	DUE: 2/27/2024 DISC: 2/27/2024		1099: N		
		PUTTY KNIFE FOR EQUIP REPAIR		101 4131-70110-000	SUPPLIES	32.46
		PRIMER PAINT FOR DUMP TRUCK		101 4132-70120-000	SUPPLIES	6.98
		=== VENDOR TOTALS ===	39.44			

PACKET: 03045 FEB 27 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

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01-05190	HYDRAULIC SPECIALTY CO				

I-90007912872		HYDRAULIC CYLINDER DUMP TRK	3,247.89		
2/27/2024	APBNK	DUE: 2/27/2024 DISC: 2/27/2024		1099: N	
		HYDRAULIC CYLINDER DUMP TRK		101 4132-87000-000	REPAIR EQUIPMENT 3,247.89
		=== VENDOR TOTALS ===	3,247.89		

01-05884 LYNCH, HANNAH

I-202402278769		MILEAGE REIMB	30.82		
2/27/2024	APBNK	DUE: 2/27/2024 DISC: 2/27/2024		1099: N	
		MILEAGE REIMB		101 4117-86010-000	MILEAGE 30.82
		=== VENDOR TOTALS ===	30.82		

01-05582 MENARDS

I-202402278770		OIL/SHOP SUPPLIES/REPAIR EQUI	304.85		
2/27/2024	APBNK	DUE: 2/27/2024 DISC: 2/27/2024		1099: N	
		SHOP SUPPLIES		101 4132-70120-000	SUPPLIES 168.06
		EQUIP REPAIR		101 4132-70120-000	SUPPLIES 50.68
		OIL		101 4132-74000-000	MOTOR FUEL & LUBRICANTS 86.11
		=== VENDOR TOTALS ===	304.85		

01-06030 OLSON,ROLAND

I-202402288774		MILEAGE REIMB	62.11		
2/28/2024	APBNK	DUE: 2/28/2024 DISC: 2/28/2024		1099: N	
		MILEAGE REIMB		101 4113-86010-000	MILEAGE 62.11
		=== VENDOR TOTALS ===	62.11		

01-06024 ON SITE SANITATION

I-1676524		PORTABLE TOILET COMM PARK	165.00		
2/28/2024	APBNK	DUE: 2/28/2024 DISC: 2/28/2024		1099: N	
		PORTABLE TOILET COMM PARK		601 4601-85080-000	PORTABLE TOILET PARKS 165.00
I-1676525		PORTABLE TOILET CURTISS FIELD	165.00		
2/28/2024	APBNK	DUE: 2/28/2024 DISC: 2/28/2024		1099: N	
		PORTABLE TOILET CURTISS FIELD		601 4601-85080-000	PORTABLE TOILET PARKS 165.00
		=== VENDOR TOTALS ===	330.00		

PACKET: 03045 FEB 27 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

POST DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
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01-00935		ST PAUL REGIONAL WATER SERVICE				

I-202402288773		H2O AND SS	154.02			
2/28/2024	APBNK	DUE: 2/28/2024 DISC: 2/28/2024		1099: N		
		H2O COMMUNITY PARK		101 4141-85040-000	WATER	39.24
		SANITARY SEWER COMM PK		601 4601-85075-000	CITY BUILDINGS SANITARY	12.33
		H2O CITY HALL		101 4131-85040-000	WATER	80.21
		SS CITY HALL		601 4601-85075-000	CITY BUILDINGS SANITARY	22.24
		=== VENDOR TOTALS ===	154.02			
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01-05752		UNIVERSAL TRUCK SERVICE LLC				

I-91942		PARTS FOR DUMP TRK REPAIR	35.59			
2/27/2024	APBNK	DUE: 2/27/2024 DISC: 2/27/2024		1099: N		
		PARTS FOR DUMP TRK REPAIR		101 4132-87000-000	REPAIR EQUIPMENT	35.59
		=== VENDOR TOTALS ===	35.59			
=====						
01-05784		UPPER CUT TREE SERVICES				

I-5806		GRIND STUMPS	175.00			
2/28/2024	APBNK	DUE: 2/28/2024 DISC: 2/28/2024		1099: N		
		GRIND STUMPS		101 4134-84020-000	TREE REMOVAL	175.00
		=== VENDOR TOTALS ===	175.00			
=====						
01-05870		XCEL ENERGY				

I-202402288772		ELECT	0.50			
2/28/2024	APBNK	DUE: 2/28/2024 DISC: 2/28/2024		1099: N		
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	0.50
		=== VENDOR TOTALS ===	0.50			
		=== PACKET TOTALS ===	7,263.21			

PACKET: 03047 MAR 5 PAYABLE/CLEVELAND
 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
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01-06185	RAMSEY COUNTY					
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I-PUBW 020743		CLEVELAND/RIGHT OF WAY 2023	40,543.05			
3/05/2024	APBNK	DUE: 3/05/2024 DISC: 3/05/2024		1099: N		
		CLEVELAND/RIGHT OF WAY 2023		419 20801-000	DUE TO OTHER GOVTS	40,543.05
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I-PUBW 020766		CLEVELAND/RIGHT OF WAY 2023	211,990.72			
3/05/2024	APBNK	DUE: 3/05/2024 DISC: 3/05/2024		1099: N		
		CLEVELAND/RIGHT OF WAY 2023		419 20801-000	DUE TO OTHER GOVTS	211,990.72
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I-PUBW 020773		CLEVELAND/RIGHT OF WAY 2023	25,438.89			
3/05/2024	APBNK	DUE: 3/05/2024 DISC: 3/05/2024		1099: N		
		CLEVELAND/RIGHT OF WAY 2023		419 20801-000	DUE TO OTHER GOVTS	25,438.89
		=== VENDOR TOTALS ===	277,972.66			
		=== PACKET TOTALS ===	277,972.66			

PACKET: 03049 MAR 5 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

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01-05585		METROPOLITAN AREA MANAGEMENT A				

I-1910		FEB MEETING EXP - JACK	25.00			
3/05/2024	APBNK	DUE: 3/05/2024 DISC: 3/05/2024		1099: N		
		FEB MEETING EXP - JACK		101 4112-86100-000	CONFERENCES/EDUCATION/AS	25.00
		=== VENDOR TOTALS ===	25.00			
=====						
01-06002		NINENORTH				

I-20242-024		3 MEETINGS/WEB STREAMING /CAB	770.18			
3/05/2024	APBNK	DUE: 3/05/2024 DISC: 3/05/2024		1099: N		
		3 MEETINGS/WEB STREAMING /CABL		101 4116-85050-000	CABLE TV	770.18
		=== VENDOR TOTALS ===	770.18			
=====						
01-07898		WSB				

I-R-23655-000-5		COMMUNITY PARK IMPROV JAN 202	17,136.50			
3/05/2024	APBNK	DUE: 3/05/2024 DISC: 3/05/2024		1099: N		
		COMMUNITY PARK IMPROV JAN 2024		403 4403-91500-000	COMMUNITY PARK LAND/BUIL	17,136.50
		=== VENDOR TOTALS ===	17,136.50			
		=== PACKET TOTALS ===	85,289.95			

PACKET: 03051 MARCH 7 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
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01-00028	ALLSTREAM					
I-20319123		EMERGENCY LAND LINE CITY HALL	96.83			
3/07/2024	APBNK	DUE: 3/07/2024 DISC: 3/07/2024		1099: N		
		EMERGENCY LAND LINE CITY HALL		101 4116-85010-000	TELEPHONE	96.83
		=== VENDOR TOTALS ===	96.83			
=====						
01-00900	BEISSWENGER'S					
I-832095		STUMP KILLER/ 1 SPRAYER TANK	34.98			
3/07/2024	APBNK	DUE: 3/07/2024 DISC: 3/07/2024		1099: N		
		STUMP KILLER		101 4132-70120-000	SUPPLIES	19.99
		1 GAL TANK SPRAYER		101 4132-70120-000	SUPPLIES	14.99
		=== VENDOR TOTALS ===	34.98			
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01-05235	JAN-PRO CLEANING SYSTEMS					
I-125360		JANITORIAL SVC MARCH	550.00			
3/07/2024	APBNK	DUE: 3/07/2024 DISC: 3/07/2024		1099: N		
		JANITORIAL SVC MARCH		101 4131-87010-000	CITY HALL MAINTENANCE	550.00
		=== VENDOR TOTALS ===	550.00			
=====						
01-05450	LEAGUE MN CITIES INS TRST					
I-202403078777		2024 PROPERTY/CASUALTY INS	57,882.00			
3/07/2024	APBNK	DUE: 3/07/2024 DISC: 3/07/2024		1099: N		
		2024 PROPERTY/CASUALTY INS		101 4112-88000-000	INSURANCE & BONDS	57,882.00
		=== VENDOR TOTALS ===	57,882.00			
=====						
01-06184	RAMSEY COUNTY - POLICE AND 911					
I-EMCOM 011525		CAD SVCS FEB	379.58			
3/07/2024	APBNK	DUE: 3/07/2024 DISC: 3/07/2024		1099: N		
		CAD SVCS FEB		101 4122-81200-000	911 DISPATCH FEES	379.58
I-EMCOM 011541		911 DISPATCH FEB	2,468.67			
3/07/2024	APBNK	DUE: 3/07/2024 DISC: 3/07/2024		1099: N		
		911 DISPATCH FEB		101 4122-81200-000	911 DISPATCH FEES	2,468.67
		=== VENDOR TOTALS ===	2,848.25			

PACKET: 03051 MARCH 7 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
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01-05374		TENNIS SANITATION LLC				

I-385074		RECYCLING FEB	9,447.75			
3/07/2024	APBNK	DUE: 3/07/2024 DISC: 3/07/2024		1099: N		
		RECYCLING FEB		206 4206-82030-000	RECYCLING CONTRACTS	9,447.75

I-3854075		RAMSEY CTY SWMT AND CEC FEB	66.50			
3/07/2024	APBNK	DUE: 3/07/2024 DISC: 3/07/2024		1099: N		
		RAMSEY CTY SWMT AND CEC FEB		101 4131-87010-000	CITY HALL MAINTENANCE	66.50

		=== VENDOR TOTALS ===	9,514.25			
		=== PACKET TOTALS ===	70,926.31			

PACKET: 03053 MAR 8 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
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01-05273		MN PUBLIC EMPLOYEES INSURANCE				

I-1371386		APRIL HEALTH INS	12,205.35			
3/08/2024	APBNK	DUE: 3/08/2024 DISC: 3/08/2024		1099: N		
		APRIL HEALTH INS		101 4112-89000-000	MISCELLANEOUS	12,205.35
		=== VENDOR TOTALS ===	12,205.35			
=====						
01-06030		OLSON,ROLAND				

I-202403088778		FLEX REIMB	41.00			
3/08/2024	APBNK	DUE: 3/08/2024 DISC: 3/08/2024		1099: N		
		FLEX REIMB		101 21712-000	MEDICAL FLEX SAVINGS PAY	34.03
		FLEX REIMB		601 21712-000	MEDICAL FLEX SAVINGS PAY	6.15
		FLEX REIMB		602 21712-000	MEDICAL FLEX SAVINGS PAY	0.82
		=== VENDOR TOTALS ===	41.00			
		=== PACKET TOTALS ===	12,246.35			

EMP #	NAME	AMOUNT
01-0022	RANDALL C GUSTAFSON	293.07
01-0023	MELANIE M LEEHY	262.05
01-0027	ERIC G MEYER	262.05
01-0028	JAMES J WASSENBERG	262.05
01-0029	PAULA MIELKE	262.05
01-1006	JACK LINEHAN	3,057.73
01-1027	KELLY A NELSON	2,551.72
01-1029	ELKE VAN DER WERFF	1,779.05
01-1136	ROLAND O OLSON	3,282.06
01-1162	ALYSSA LANDBERG	1,170.29
01-1028	HANNAH B LYNCH	2,794.05
01-1167	DAVID S SIMONS	1,821.53
01-1168	DEAN T POPE	1,725.88
01-2277	MARK C HOVE	103.66
01-1033	DAVE TRETSEVEN	2,065.72
01-1143	COLIN B CALLAHAN	2,806.69

TOTAL PRINTED: 16 24,499.65

2-26-2024 6:18 AM

PAYROLL CHECK REGISTER

PAGE: 1

PAYROLL NO: 01 City of Falcon Heights

PAYROLL DATE: 2/26/2024

*** REGISTER TOTALS ***

REGULAR CHECKS:		
DIRECT DEPOSIT REGULAR CHECKS:	16	24,499.65
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	16	24,499.65

*** NO ERRORS FOUND ***

** END OF REPORT **

February 29th Payroll

Federal W/h	8,761.86
State W/h	1,571.41
PERA	4,958.76
ICMA	200.00
CHILD SUPPORT	-
	<hr/>
	15,492.03

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Meeting Date	March 13, 2024
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 2023. Staff have received the necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. French Made Inc. dba Crocus Hill Acupuncture 2. Scarborough Fair 3. Povhaum Studio LLC <p>The following individuals/entities have applied for a <u>Municipal Business License</u> for 2024. Staff have received the necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. French Made Inc. dba Crocus Hill Acupuncture 2. Scarborough Fair 3. Povhaum Studio LLC <p>The following individuals/entities have applied for a <u>Massage Therapy</u> for 2023. Staff have received the necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. French Made Inc. dba Crocus Hill Acupuncture, Rachel Neil <p>The following individuals/entities have applied for a <u>Massage Therapy</u> for 2023. Staff have received the necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. French Made Inc. dba Crocus Hill Acupuncture, Matthew French
	N/A
Attachment(s)	N/A
Action(s) Requested	Staff recommends approval of the City license applications contingent on background checks and fire inspections as required.

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Meeting Date	March 13, 2024
Agenda Item	Consent G3
Attachment	Resolution
Submitted By	Kelly Nelson Administrative Services Director / Deputy Clerk

Item	Grant application for grant funds through MN DNR Outdoor Recreation Grant
Description	The City of Falcon Heights will begin construction of a new park building at Community Park later this year during Phase I of the renovation. Staff would like to apply for a grant through the DNR to assist with the construction of a new playground during Phase II in 2025. The purpose of the grant would be to help construct a playground with inclusion and safety at the forefront. The grant funds would allow the City to not only increase the square footage of the playground, but it would also add rubber safety surfacing throughout the entirety of the play space instead of Engineered Wood Fiber (EWF), and fully fence in the play area as well. Staff is substantially finished with the grant, but is still working on bolstering the application and would like to work on it up until the submission date of April 1, 2024. The application is over 30 pages with over 100 pages in attachments. Staff can provide copies of the application progress, upon request. Staff is seeking \$350,000 in grant funds with 100% match from the City.
Budget Impact	The total grant request is \$350,000 with 100% match required by the City. This amount would be primarily used in 2025.
Attachment(s)	<ul style="list-style-type: none"> • Resolution 24-18
Action(s) Requested	Staff recommends Council give approval to apply for the MN DNR Outdoor Recreation Grant by April 1, 2024. The grant request is in the amount of \$350,000 with a 100% match.

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

March 13, 2024

No. 24-18

**RESOLUTION AUTHORIZING THE CITY TO SUBMIT A GRANT APPLICATION FOR A
2024 MN DNR OUTDOOR RECREATION GRANT TO BE USED FOR PLAYGROUND
FUNDING AT COMMUNITY PARK**

WHEREAS, the City of Falcon Heights act as legal sponsor for the project contained in the Outdoor Recreation Grant application to be submitted on the 1st day of April, 2024. and that the City Administrator, Jack Linehan, and/or Staff is hereby authorized to apply to the Department of Natural Resources for funding of this project on behalf of the City of Falcon Heights.

WHEREAS, the applicant maintains an adequate Conflict of Interest Policy and, throughout the term of the contract, will monitor and report any actual or potential conflicts of interest to the State, upon discovery.

WHEREAS, the City of Falcon Heights has the legal authority to apply for financial assistance, and it has the financial capability to meet the match requirement (if any) and ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

WHEREAS, the City of Falcon Heights has not incurred any development costs and has not entered into a written purchase agreement to acquire the property described in the Cost Breakdown section on this application.

WHEREAS, the City of Falcon Heights has or will acquire fee title or permanent easement over the land described in the boundary map or recreational site plan included in the application.

WHEREAS, upon approval of its application by the State, the City of Falcon Heights may enter into an agreement with the State for the above-referenced project, and that the City of Falcon Heights certifies that it will comply with all applicable laws and regulations as stated in the grant agreement including dedicating the park property for uses consistent with the funding grant program into perpetuity.

NOW, THEREFORE BE IT RESOLVED that THE CITY ADMINISTRATOR, JACK LINEHAN, is hereby authorized to execute such agreements as necessary to implement the project on behalf of the applicant.

I CERTIFY THAT the above resolution was adopted by the City Council of the City of Falcon Heights on the 13th of March, 2024.

Moved by:

Approved by: _____

Randall C. Gustafson
Mayor

GUSTAFSON ___ In Favor
LEEHY
MEYER ___ Against
WASSENBERG
MIELKE

Attested by: _____

Jack Linehan
City Administrator

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Meeting Date	March 13, 2024
Agenda Item	Consent G4
Attachment	Application and Resolution 24-19
Submitted By	Elke van der Werff, Administrative & Communications Coordinator

Item	Appointment of Rebecca Leighton to the Community Engagement Commission
Description	<p>City staff and the current chairperson of the Community Engagement Commission (CEC) interviewed Rebecca Leighton for the CEC.</p> <p>Rebecca currently works for the Washington County Department of Public Health and Environment and volunteers at her professional association's public policy committee. She is a newer resident of Falcon Heights and wants to get more involved in the community by helping to bridge gaps between underrepresented voices and local government.</p>
Budget Impact	N/A
Attachment(s)	<ul style="list-style-type: none"> • Commission Application • Resolution 24-19 Appointment of Rebecca Leighton to the Community Engagement Commission
Action(s) Requested	Staff recommends approval of attached resolution appointing Rebecca Leighton to the Community Engagement Commission

From: [Falcon Heights, MN](#)
To: [FH Mail](#)
Subject: *NEW SUBMISSION* City Commission Application
Date: Saturday, February 17, 2024 1:08:57 PM

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

City Commission Application

Submission #: 3010064
IP Address: 73.94.22.180
Submission Date: 02/17/2024 1:08
Survey Time: 4 minutes, 32 seconds

You have a new online form submission.
Note: all answers displaying "*****" are marked as sensitive and must be viewed after your login.

Please complete form below. Starred items are required. Press submit button to complete your application.

Date and Time

02/17/2024 01:00 PM

Full Name

Rebecca Leighton

Full Address

1433 Hoyt Ave W
Falcon heights, MN 55108
United States

Phone

Additional Phone

Email

How Long At Above Address?

1.5 years

In Which Capacity Would You Like to Serve?

I'm interested in joining as a member of the community engagement committee.

What is the Reason You Would Like to Serve?

I'd like to join because I enjoy cultivating community and connection. I'm new to Falcon Heights and want to become more involved in my community. I also believe there can be underrepresented voices in local government and I'd like to help bridge those gaps. I have experience through my work in community engagement. I'm passionate

about changing systems and breaking down barriers to civic engagement, especially for those historically and currently left out.

List Prior (Previous) Public Service

I work in local government at Washington County Department of Public Health and Environment. I have volunteered on my professional associations public policy committee for 6 years.

Other Relevant Background (Other Comments)

Thank you,
Falcon Heights, MN

This is an automated message generated by Granicus. Please do not reply directly to this email.

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

March 13, 2024

No. 24-19

**RESOLUTION APPOINTING REBECCA LEIGHTON TO THE COMMUNITY
ENGAGEMENT COMMISSION**

WHEREAS, the Community Engagement Commission shall serve in an advisory capacity to the City Council regarding the effective, meaningful and equal involvement of Falcon Heights residents in their community.

WHEREAS, City Staff and the Commission Chair have interviewed Rebecca Leighton and recommend appointment to the Falcon Heights Community Engagement Commission.

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

1. That the appointment of Rebecca Leighton to the Falcon Heights Community Engagement Commission is approved and adopted by the City Council of the City of Falcon Heights.

Moved by:

Approved by: _____
Randall C. Gustafson
Mayor

GUSTAFSON _____ In Favor
LEEHY
MEYER _____ Against
WASSENBERG
MIELKE

Attested by: _____
Jack Linehan
City Administrator

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Meeting Date	March 13, 2024
Agenda Item	Consent G5
Attachment	Resolution 24-20
Submitted By	Hannah Lynch, Community Development Coordinator

Item	Support of Buhl Investors' Application for the 2024 Ramsey County Housing Development Solicitation
Description	<p>The Ramsey County Board of Commissioners is currently accepting applications for the 2024 Ramsey County Housing Development Solicitation.</p> <p>The Solicitation is offered once per year and consolidates and coordinates multiple housing resources into one application process. Applicants requesting funding for a specific housing development that meets a specific housing need, but generally do not apply for specific funding sources. Ramsey County Community and Economic Development staff evaluate the proposals and match eligible applicants with the most appropriate available funding source.</p> <p>Priority is given to projects that include deeply affordable units at 30% Area Median Income (AMI) and commit to long-term affordability.</p> <p>Goals</p> <ul style="list-style-type: none"> • Reduce the number of cost-burdened households. • Increase access to affordable housing in racially and ethnically diverse communities. • Enhance resources and outcomes to support communities in achieving a wide variety of housing affordability. <p>Buhl Investors is seeking funding under this solicitation for Amber Flats, a 96-unit affordable apartment building that is proposed to be located directly to the west of the existing Amber Union Apartments.</p> <p>As part of the application, a resolution or letter of support is needed from the local municipality. This resolution would show the City's full support of the application to seek funding by Buhl Investors for the potential Amber Flats project, which would be a required step in the funding of the project.</p>
Budget Impact	N/A
Attachment(s)	<ul style="list-style-type: none"> • Resolution 24-20 - Supporting Buhl Investors' Application for the 2024

	Ramsey County Housing Development Solicitation
Action(s) Requested	Staff recommends adoption of the following motion: Motion to approve Resolution 24-20 supporting Buhl Investors' Application for the 2024 Ramsey County Housing Development Solicitation.

Date: March 13, 2024
To: Ramsey County Board of Commissioners
Subject: Letter of Support for Buhl Investor's Application for the 2024 Ramsey County Housing Development Solicitation

Dear Ramsey County Community and Economic Development,

This letter serves as the sign of local support for Buhl Investors' application to seek funding from the 2024 Ramsey County Housing Development Solicitation. The Falcon Heights City Council officially endorsed the application through attached Resolution 24-20.

Buhl Investors are the developers behind the Amber Union project, which has provided 125-units of affordable housing in Falcon Heights. The project renovated the historical Farmers Grain Union Terminal Association building, which is a key anchor of the Snelling and Larpenteur corridor. Buhl Investors are now seeking to add an additional 96-units of affordable housing to the west of the Amber Union building for a project called "Amber Flats."

The Amber Flats Planned Unit Development (PUD) application was heard at our October 24th Planning Commission meeting following a public hearing, and was officially approved at our December 13th City Council meeting.

If the City can provide any additional information to support Buhl Investors' application, please do not hesitate to reach out to my office.

Sincerely,

Jack Linehan
City Administrator
City of Falcon Heights, MN
Jack.Linehan@falconheights.org
(651) 792-7611

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

March 13, 2024

No. 24-20

**RESOLUTION SUPPORTING BUHL INVESTORS' APPLICATION FOR THE 2024
RAMSEY COUNTY HOUSING DEVELOPMENT SOLICITATION**

WHEREAS, Ramsey County is currently accepting applications for the 2024 Ramsey County Housing Development Solicitation for eligible developments located within the boundaries of Ramsey County; and

WHEREAS, the program is for private developers, nonprofits, and local governmental entities to provide an opportunity to apply for funding for new or existing housing projects that aim to increase and/or preserve affordable units for residents across Ramsey County; and

WHEREAS, Buhl Investors is seeking funding for a potential project for an affordable housing apartment building (Amber Flats) consisting of 96-units; and

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

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

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

1. That the City fully supports Buhl Investors' application to seek funding from the 2024 Ramsey County Housing Development Solicitation for the development of affordable housing at the property west of 1667 Snelling Avenue, Ramsey County Tax Parcels 212923110029 and 212923110028.

Adopted by the Falcon Heights City Council this 13th day of March, 2024.

Moved by:

GUSTAFSON
LEEHY
MEYER
WASSENBERG
MIELKE

_____ In Favor
_____ Against

Approved by: _____

Randall C. Gustafson
Mayor

Attested by: _____

Jack Linehan
City Administrator

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Meeting Date	March 13, 2024
Agenda Item	Policy H-1
Attachment	See notes below.
Submitted By	Hannah Lynch, Community Development Coordinator / Planner

Item	EVSE City Code Updates
Description	<p>The City of Falcon Heights is part of the EV Smart Cities Program which is presented by the Great Plains Institute. In order to achieve Bronze status, we must include language around electric vehicles (EVs) and electric vehicle supply equipment (EVSEs; commonly known as electric vehicle chargers) in City Code. Attached are drafted updates to City Code to include this information.</p> <p>The Environment Commission discussed these updates at their January meeting, and the Planning Commission discussed and made a few changes to the updates at their January workshop. A public hearing has been held on the updates at the February 27, 2024 Planning Commission meeting. No one was present to speak at the public hearing, and the Planning Commission voted 5-0 to recommend approval of the updates to City Council.</p> <p>As City Code is currently written, EVSEs are not addressed at all. It is assumed they are permitted as an accessory in every zoning district. These updates clarify that, however, and show that as a City, we are in support of the electrification movement.</p> <p>The updates include the following:</p> <ul style="list-style-type: none"> • Definitions to include electric vehicle, electric vehicle charger, electric vehicle charger-private, electric vehicle charger-public, and electric vehicle supply equipment. • R-1 and B-1 have added electric vehicle chargers as a permitted accessory use. All other zoning districts refer back to these two zoning districts, allowing them throughout the City. • Parking updates <ul style="list-style-type: none"> ○ Electric vehicle charging stations are now permitted to be counted toward satisfying minimum off-street parking space requirements. This means if a parking area is required to have 10 spots, any electric vehicle charging stations included would count toward those 10 spots

	<ul style="list-style-type: none"> ○ Electric vehicle charging stations must include signage designating them for electric vehicle charging only, unless no other parking space available. ○ Parking lots with 10-20 stalls utilizing electric vehicle charging stations must have at least one station that is ADA compliant; for lots with more than 20 stalls utilizing electric vehicle charging stations, at least two stations must be ADA compliant.
Budget Impact	None.
Attachment(s)	<ul style="list-style-type: none"> ● EVs & EVSEs - Public Hearing Notice - Posted ● EVs & EVSEs - Public Hearing Notice - Newspaper ● Newspaper Affidavit of Publication ● Ordinance 24-01 - An Ordinance Amending Chapter 113 of the Falcon Heights City Code Allowing Electric Vehicle Supply Equipment as an Accessory Use ● Summary Ordinance 24-01 - An Ordinance Amending Chapter 113 of the Falcon Heights City Code Allowing Electric Vehicle Supply Equipment as an Accessory Use
Action(s) Requested	<p>The Falcon Heights Planning Commission recommends adoption of the following motion:</p> <p>Motion to approve Ordinance and Summary Ordinance No. 24-01 - An Ordinance Amending Chapter 113 of the Falcon Heights City Code Allowing Electric Vehicle Supply Equipment as an Accessory Use</p>

CITY OF FALCON HEIGHTS, MINNESOTA

PUBLIC HEARING NOTICE

NOTICE IS HEREBY GIVEN, that the Falcon Heights Planning Commission at its regular meeting at 7:00 p.m. on February 27, 2024, in the City Hall Council Chambers, 2077 W. Larpenteur Ave, will hold a public hearing to consider updating City Code to include regulations regarding electric vehicle supply equipment.

The proposed updates will be available upon request no later than Friday, February 23, 2024. It will also be available on the City's website at www.falconheights.org. If you have any questions regarding the public hearing, please contact Hannah Lynch, Community Development Coordinator, at 651.792.7600 or hannah.b.lynch@falconheights.org.

Dated: February 15, 2024

Hannah Lynch, Community Development Coordinator
City of Falcon Heights, Minnesota

CITY of FALCON HEIGHTS
PUBLIC HEARING NOTICE

Notice is hereby given that the Falcon Heights Planning Commission at its regular meeting at 7:00 p.m. on February 27, 2024, in the City Hall Council Chambers, 2077 W. Larpenteur Ave, will hold a public hearing to consider updating City Code to include regulations regarding electric vehicle supply equipment.

The proposed updates will be available upon request no later than Friday, February 23, 2024. It will also be available on the City's website. If you have any questions regarding the public hearing, please contact Hannah Lynch, Community Development Coordinator, at 651.792.7600 or hannah.b.lynch@falconheights.org.

**AFFIDAVIT OF PUBLICATION
STATE OF MINNESOTA
COUNTY OF RAMSEY**

Kayla Tsuchiya, being duly sworn on oath, says: that she is, and during all times herein state has been, Inside Sales Representative of Northwest Publication, LLC., Publisher of the newspaper known as the Saint Paul Pioneer Press, a newspaper of General circulation within the City of St. Paul and the surrounding Counties of Minnesota and Wisconsin including Ramsey and Kanabec. That the notice hereto attached was cut from the columns of said newspaper and was printed and published therein on the following date(s):

Saturday, February 17, 2024

Monday, February 19, 2024

Newspaper Ref./AD Number#: 71514317

Client/Advertiser: City of Falcon Heights

Kayla Tsuchiya

Kayla Tsuchiya (Feb 19, 2024 11:38 CST)

AFFIANT SIGNATURE

**Subscribed and sworn to before me this
19th day of February, 2024**

True Lee

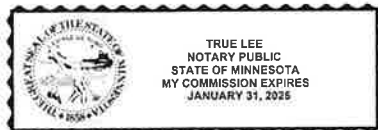
True Lee

True Lee (Feb 19, 2024 11:55 CST)

NOTARY PUBLIC

Ramsey County, MN

My commission expires January 31, 2025



270 Legal Notices

**CITY of FALCON
HEIGHTS
PUBLIC HEARING
NOTICE**

Notice is hereby given that the Falcon Heights Planning Commission at its regular meeting at 7:00 p.m. on February 27, 2024, in the City Hall Council Chambers, 2077 W. Larpenteur Ave, will hold a public hearing to consider updating City Code to include regulations regarding electric vehicle supply equipment.

The proposed updates will be available upon request no later than Friday, February 23, 2024. It will also be available on the City's website. If you have any questions regarding the public hearing, please contact Hannah Lynch, Community Development Coordinator, at 651.792.7600 or hannah.b.lynch@falconheights.org.

ORDINANCE NO. 24-01

**CITY OF FALCON HEIGHTS
RAMSEY COUNTY, MINNESOTA**

**AN ORDINANCE AMENDING CHAPTER 113 OF THE FALCON HEIGHTS CITY
CODE ALLOWING ELECTRIC VEHICLE SUPPLY EQUIPMENT AS AN
ACCESSORY USE**

THE CITY COUNCIL OF FALCON HEIGHTS ORDAINS:

SECTION 1. Section 113-3 of the City Code of Falcon Heights, Minnesota, is hereby amended to add the following definitions:

Electric vehicle means any vehicle that operates either partially or exclusively on electrical energy from an off-board source that is stored on board.

Electric vehicle charger means battery charging equipment that has as its primary purpose the transfer of electric energy (by conductive or inductive means) to a battery or other energy storage device in an electric vehicle.

Electric vehicle charger-private means an electric vehicle charger with restricted access to the public.

Electric vehicle charger-public means an electric vehicle charger that is publicly available or available to visitors of the primary use.

Electric vehicle supply equipment means any equipment or electric component used in charging electric vehicles at a specific location.

SECTION 2. Section 113-174(d) of the City Code of Falcon Heights, Minnesota, is hereby amended to add a new subsection to read as follows:

- (15) Electric vehicle chargers for private use.

SECTION 3. Section 113-177(e) of the City Code of Falcon Heights, Minnesota, is hereby amended to add a new subsection (7) and renumber remaining subsections accordingly:

- (7) Electric vehicle chargers for public use.

SECTION 4. Section 113-310(2)(e) of the City Code of Falcon Heights, Minnesota, is hereby amended to read as follows:

- e. Off-street parking spaces required (one space equals 350 square feet) shall be as follows for:

Multiple-family dwellings. At least two parking spaces per dwelling unit except that two and one-half parking spaces per dwelling unit are required for multiple units of ten or less that abut no parking (on street curb) zones. At least one-half of the required spaces shall be enclosed unless the property abuts an alley. (Garage requirements may be waived for apartment projects designed and intended for occupancy by low-income families.) Electric vehicle charging stations may be counted toward satisfying minimum off-street parking space requirements.

SECTION 5. Section 113-314(c) of the City Code of Falcon Heights, Minnesota, is hereby amended to add read as follows:

- (c) *Parking space.* Required parking spaces shall be at least nine feet wide and 18 feet long. Up to 50 percent of the required spaces may be designated compact spaces. Compact parking spaces shall be at least eight feet wide and 16 feet long. Compact spaces shall be identified through appropriate signage. Unless alternative requirements are designated by the city engineer, parking spaces shall be served by access drives with minimum dimensions provided as follows:

Stall Angle (degrees)	Curb Length (feet)	Vehicle Projection (feet)	Aisle (feet)	Traffic Flow
45	9	22	14	One way
60	9	21	16	One way
75	9	21	18	One way
90	9	18	24	Two way
90 compact	8	16	24	Two way
Parallel	23	8.5	22	

Electric vehicle charging stations may be counted toward satisfying minimum off-street parking space requirements.

All electric vehicle charging stations must include signage designating the space for only electric vehicle charging, unless no other spaces available. Signage must meet all guidelines as required by Article VII of this chapter.

For commercial or multifamily dwelling parking areas with ten to twenty parking stalls utilizing electric vehicle charging stations, at least one electric vehicle charging station must comply with all relevant American with Disabilities (ADA) requirements. For commercial or multifamily dwelling parking areas with more than twenty parking stalls utilizing electric vehicle charging stations, at least two electric vehicle charging stations must comply with all relevant Americans with Disabilities (ADA) requirements.

Handicapped parking spaces. Spaces for the handicapped shall be at least 12 feet wide and 18 feet in length. The size, number, and location of stalls reserved for handicapped parking shall be provided and identified as required by applicable regulations. These spaces are included in the computation for the minimum parking space requirement.

SECTION 2. Effective Date. This ordinance is effective immediately upon its passage and publication.

ADOPTED this 13th day of March 2024, by the City Council of Falcon Heights, Minnesota.

CITY OF FALCON HEIGHTS

BY: _____
Randall C. Gustafson, Mayor

ATTEST:

Jack Linehan, City Administrator

SUMMARY ORDINANCE NO. 24-01

**CITY OF FALCON HEIGHTS
RAMSEY COUNTY, MINNESOTA**

**AN ORDINANCE AMENDING CHAPTER 113 OF THE FALCON HEIGHTS CITY
CODE ALLOWING ELECTRIC VEHICLE SUPPLY EQUIPMENT AS AN
ACCESSORY USE**

NOTICE IS HEREBY GIVEN that, on March 13, 2024, Ordinance No. 24-01 was adopted by the City Council of the City of Falcon Heights, Minnesota.

NOTICE IS FURTHER GIVEN that, because of the lengthy nature of Ordinance No. 24-01, the following summary of the ordinance has been prepared for publication.

NOTICE IS FURTHER GIVEN that the ordinance adopted by the City Council does the following:

- Provides definitions for electric vehicles, electric vehicle charges and electric vehicle supply equipment;
- Includes electric vehicle chargers as permitted accessory uses in residential and business districts throughout the City;
- Addresses off-street parking space requirements related to electric vehicle charging stations, signage, and Americans with Disabilities Act requirements for commercial or multifamily dwellings

A printed copy of the whole ordinance is available for inspection by any person during the City's regular office hours at the City of Falcon Heights, 2077 Larpenteur Ave. W., Falcon Heights, MN 55113.

APPROVED for publication by the City Council of the City of Falcon Heights, Minnesota this 13th day of March, 2024.

CITY OF FALCON HEIGHTS

BY: _____
Randall C. Gustafson, Mayor

ATTEST:

Jack Linehan, City Administrator

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Meeting Date	March 13, 2024
Agenda Item	Policy H-2
Attachment	See notes below.
Submitted By	Hannah Lynch, Community Development Coordinator / Planner

Item	Hollywood Court Permit Parking Petition
Description	<p><u>Background</u></p> <p>Hollywood Court in Falcon Heights has historically been a neighborhood with public street parking. This is a dead-end street, set apart from the rest of the City’s neighborhoods, with only residential properties. It is located off of Snelling Avenue, with access by Snelling Drive via Hoyt Ave. Snelling Drive only serves Hollywood Court and Amber Union. All Hollywood Court residences are backed by an alley with driveways and garages off that.</p> <p>Since the redevelopment of Amber Union into 125 apartment units, residents have contacted the City multiple times about residents of the apartments excessively parking on Hollywood Court, despite adequate parking at the apartments. This has led to more congestion and noise along the residential street, particularly during the late evening/early morning hours.</p> <p>The City of Falcon Heights offers residential permitted parking in designated areas of the city. Residential parking permits exempt residents from 1- or 2-hour parking during posted hours. Permits do not provide exemption from other parking regulations detailed in City Code (Section 46-27). The vehicle being permitted must be registered to the address of the resident.</p> <p>Currently residential permitted parking is offer to residents living and parking on Tatum Street, Lindig Street, Prior Avenue, Maple Court, streets in University Grove, and streets in Falcon Woods, upon application and purchase of a parking permit (\$15 for the first two vehicles, \$25 for third and subsequent vehicles).</p> <p><u>City Policy & Recommendation</u></p> <p>The procedure for designating a residential permit parking area is attached. It requires a petition signed by 75% of owners of all residential structures in the area.</p>

Hollywood Court residents have submitted a petition (attached) with 14/18 properties represented, equaling approximately 78% of property owners.

Upon review of the unique character of Hollywood Court, a permit-only parking system could be a simple solution to the concerns of the residents. Considering Snelling Dr. only serves Amber Union and Hollywood Court, the only vehicles to this area should be residents, guests of residents, and any service vehicles that may need to access the buildings. Amber Union has sufficient parking for all residents and guests, as demonstrated by the owners of the property in past hearings for the upcoming Amber Flats development. With that in mind, there should not be any issue with a shortage of parking if Hollywood Court would to be designated as permit-parking only.

In addition, Amber Flats has recently been approved by City Council for development in the additional parking lot at Amber Union. This will add 96 residential units to the area. While Amber Flats will have parking available, Hollywood Court may become additional overflow parking.

Considerations

- Temporary Parking - Currently the City offers temporary parking permits for \$3.00 for two weeks. Temporary parking is available for construction and service vehicles necessary for performing work on a property, special event parking or visitor parking in a restricted parking district, and for visitor parking in a residential permit parking district.
- Cost to Residents - Any resident wishing to obtain a residential parking permit will need to submit an application and \$15 per vehicle (first two; \$25 for three to five vehicles) annually.
- City policy around adopting restrictions to alleviate a specific parking problem is to create restrictions that are as consistent as possible in the neighborhood and throughout the City. Generally the hours of permit parking are daytime hours (8 AM-4 PM, 2 hour parking unless by permit), however the issues on Hollywood Court appear to be generally overnight issues. The other recommended similar limitation is "15 minute parking only unless by permit."

Planning Commission Public Hearing

The Planning Commission held a public hearing at their February 27, 2024 meeting. Three residents spoke about the issues occurring on Hollywood Court in the late night/early morning hours. They believe the evening permit parking solution would help with the issues.

The Planning Commission discussed the proposal and concerns about emergency vehicles accessing the road if cars are parked on both sides of the

	road and determined this would not be an issue. The Planning Commission voted 4-1 to recommend this proposal for approval to City Council.
Budget Impact	None.
Attachment(s)	H2(1) - Parking Policy H2(2) - Hollywood Ct. Parking - Public Hearing Notice - Posted H2(3) - Hollywood Ct. Parking - Public Hearing Notice - Newspaper H2(4) - Newspaper Affidavit of Publication H2(5) - Signed Petition - Hollywood Ct. Permit Parking H2(6) - Resolution 24-21 Designating Hollywood Court a Residential Permit Parking Area
Action(s) Requested	The Falcon Heights Planning Commission recommends adoption of the following motion: Motion to approve Resolution 24-21 Designating Hollywood Court a Residential Permit Parking Area.

Parking Policy

February 19, 1991

I. PARKING POLICIES

A. GENERAL

The city's parking philosophy is to provide a safe, orderly, and, when possible, convenient parking environment for residents, trade and visitors within the city, while keeping the streets primarily for safe and efficient traffic flow.

B. SPECIFIC

1. Maintain the streets primarily for safe and efficient traffic flow.
2. Maintain the residential character of the city's neighborhoods and the 'small-scale' or 'village character of the overall city by attempting to alleviate parking conflicts between residential neighborhoods and non-residential uses when they appear; and by utilizing complementary new parking facilities when they are necessary.
3. Encourage property owners to accommodate parking demands generated by the property particularly redevelopment and new development, by enforcing the parking requirements in the zoning code and working with property owners, residents and/or proprietors when parking problems develop.
4. Cover the cost of parking administration and enforcement by charging fees to the individuals for these services, whenever possible.
5. Adopt temporary parking restrictions when necessary to accommodate the Minnesota State Fair and other special circumstances.
6. Consider a variety of on-street and off-street parking solutions to parking problems including posting restrictions, permit parking, shared parking, parking lots, parking ramps, and re-routing traffic. The simplest solution shall be selected.
7. Select the most efficient and least disruptive solution to a parking problem.

II. PROCEDURES FOR HANDLING PARKING PROBLEMS

A. ORIGINATION

Parking problems arise when parking demands conflict with fixed amounts of available on and off street parking to produce an unsafe and/or inconvenient parking situation.

B. IDENTIFICATION

Parking problems come to the attention of the city when:

1. A city official reports a safety problem and/or inconvenience problem.
2. A resident(s), proprietor(s) and/or a property owner(s) reports a safety and/or an inconvenience problem.

C. EVALUATION

1. Problem: A possible immediate threat to public safety:
 - a. The appropriate city staff shall immediately research the reported parking situation. The city staff must visit the site and assess the parking conditions at various times of the day as well as collect other useful information including state and county rules governing the street(s) in question. The city planner shall prepare a written report on the nature and severity of the reported parking problem and alternative solutions for the city administrator as soon as possible but no more than five working days after the reported problem.
 - b. If the parking situation is determined to be a threat to public safety, the city administrator must take the necessary action to alleviate the dangerous situation. A report of the steps taken shall be made to the planning commission and the city council at their earliest meeting dates. Any revisions in the action taken may be made at this time.
2. Problem: A possible, but not immediate, threat to public safety and/or inconvenience to residents, businesses, and/or institutions:
 - a. If notice of the parking problem arose from a city official, city staff shall research the reported parking problem. Staff shall visit the site, assess the parking conditions at various times of the day and collect other useful information including state and county rules governing the streets in question. The staff shall also determine whether the problem area is limited to the area specified in the complaint or broader in scope.
 - b. If notice of the parking problem arose from a resident(s), proprietor(s) and/or property owner(s) complaint, the city staff shall request a formal written request be submitted to the city defining the nature of the problem, the affected area and, whenever possible, the names of other affected property owners in agreement with the problem. The city staff shall research the reported parking problem. Staff shall visit the site, assess the parking conditions at various times of the day and collect other useful information

including state and county rules governing the streets in question. If appropriate, residents and/or property owners in the affected area shall be contacted for their opinion about the existence and/or extent of the parking problem. The staff shall also determine whether the problem area is limited to the area specified in the complaint or is broader in scope.

c. If staff research suggests that the city needs to take action to alleviate the parking situation, the city planner shall make a report with the proposed alternatives to the planning commission for its review and recommendation. The planning commission recommendation and staff report will go to the city council for final action.

d. If staff research suggests that the city does not need to take action to alleviate the parking situation, the city planner shall report the state of the request at the next planning commission and city council meetings. The initiator of the parking request will be notified of the report.

III. PARKING RESTRICTIONS

A. POSTED PARKING RESTRICTIONS

1. Posting parking restrictions on streets may be used to control on-street parking problems in specific areas for various lengths of time. When such a solution is proposed, the affect on nearby streets must be taken into account.
2. Restrictions shall contain as few conditions as possible so they are easily understood and enforced.
3. Restrictions adopted to alleviate a specific parking problem shall be as consistent as possible in a neighborhood and throughout the city. For example, "two hour parking 8:00 A.M. to 4:00 P.M. Monday through Friday" should be used throughout the city rather than "one hour parking 8:00 A.M. to 4:00 p.m. Monday through Friday".
4. On-street posted signs shall include:

a) "No Parking Anytime"

"No Parking Anytime" is to be used when parking at anytime of day or night is a safety threat to the public or a chronic inconvenience to residents and/or property owners.

b) Parking for a specified period of time

Signs restricting parking for a specified period of time shall be used to control traffic turnover for commercial areas and prevent the inconvenience

to residents of long-term parking in residential neighborhoods near businesses and institutions. These shall include "15 Minute Parking", "Two Hour Parking from 8:00 A.M. to 4:00 P.M. Monday through Friday".

c) "No Parking" for a specified distance

Signs restricting parking for a specified distance are useful to eliminate safety hazards near alleys, driveways and stop signs. Examples include: "No parking between signs", "No parking here to corner".

B. RESIDENTIAL PARKING PERMITS

1. Purpose/Policy

a. Residential permit parking shall be pursued as a solution to a parking problem only when all other solutions have been determined inadequate.

b. Residential districts congested because of heavy residential and non-residential traffic and parking are eligible to request residential permit parking. It is the purpose of this policy to reduce the flow of commuter traffic from year-round non-residential traffic from parking in an adjoining residential neighborhood; to reduce air pollution and other environmental effects of automobile commuting; to enhance the quality of life in the residential areas by reducing noise, traffic hazards and litter; to protect the residents from unreasonable burdens in gaining access to their residences; to preserve the character of the residential district; to promote efficiency in maintaining the streets in a clean and safe condition; to preserve the safety of children and other pedestrians; and to promote traffic safety; and to promote the peace, good order, comfort, convenience and welfare of the inhabitants of the city.

c. No residential parking permits shall guarantee any permit holder of a designated parking space, but shall provide general parking subject to availability in designated areas during the posted, specified times.

2. Procedures for Designating Residential Permit Parking Areas

a. Submitting a request

1) Petition

The designation of a residential permit parking area shall be initiated by a petition filed with the city staff stating that residents of a particular residential area are encountering serious problems because of excessive parking by persons who are associated with nearby nonresidential uses. A filing fee shall accompany every petition. The fee is identified in the fee schedule portion of the city code.

2) Signatures

The petition must be signed by 75% of the owners of all residential structures in the area. One resident per structure may sign. No signature shall be valid where multiple residents in a household express disagreement on whether the area should have residential permit parking. Any signer may withdraw his/her name by filing a written request. If for any reason the number of signers falls below 75% prior to the public hearing, the petition shall be deemed defective and shall not be considered. The person and/or group responsible for submitting the petition will be notified of this finding prior to the public hearing.

3) Minimum Size

The request for residential permit parking must be a minimum of 600 linear feet or one block front.

b. Request Review Process

1) Staff Review

After receiving the petition, the city staff shall assess the nature of the problems, if any, caused by nonresidential parking in a residential area. The city planner shall submit a report to the Planning Commission. The report must include the following information:

- a. The need assessment for residential permit parking
- b. The specific area petitioned for residential permit parking
- c. The guidelines for who and how one may obtain a residential parking permit
- d. The potential implications of such a parking arrangement in the area
- e. If the permit parking area is recommended, the report must also include:
 - (1) A recommended review period to evaluate the residential permit parking district
 - (2) The specific area recommended for residential permit parking

3. Policy Review

The city planner shall submit the report with its recommendation to the planning commission. A public hearing shall be held on the request. The planning commission shall submit a recommendation to the city council. The city council shall make the final decision. If the city council designates a residential permit parking district, the resolution shall state the need for the district, the location, hours (if applicable), streets to be posted permit parking and the procedure for issuing permits to eligible residents.

4. Permit Eligibility and Fees

a. Resident Permits

Residents living on streets designated in the residential permit parking district may apply for a non-transferable residential parking permit for each car owned or leased, currently licensed and in operating condition at the address. A non-refundable annual residential permit fee will be charged. The fee shall be identified in the fee schedule section of the city code. A false application shall be grounds for denial of the residential permit.

b. Lost Permits

A duplicate permit may be obtained for a fee, if the application submits a notarized, written statement to the city that the original permit was lost. The fee shall be identified in the fee schedule section of the city code.

c. Placement of Permit

Annual residential parking permit stickers shall be permanently affixed to the inside of the vehicle in the lower rear corner of the left side window closest to the rear of the vehicle.

5. Review of an established district.

If antecedent conditions change and there is a lack of permit demand, the district may be reviewed and repealed.

C. EXCEPTIONS

1. Emergency Vehicles

Emergency vehicles are exempt from posted parking restrictions when responding to an emergency.

2. Snow Emergencies

After a two inch snowfall, no on street parking is allowed until the street is plowed to its full width.

3. State Fair Parking

a. Temporary "No Parking" signs shall be posted on streets so designated by the city council during the Minnesota State Fair.

b. Temporary parking permits shall be issued to residents and/or property owners of designated apartment buildings along streets designated "No Parking" by the city council during the Minnesota State Fair.

4. Temporary Parking Permits

a. Temporary permits shall be issued for the following reasons:

- (1) For construction and service vehicles necessary for performing work on a property

- (2) For special event parking or visitor parking in a restricted parking district
- (3) For visitor parking in a residential permit parking district

b. A temporary parking permit(s) shall be issued for a minimum of one day and a maximum of two weeks. The applicant shall identify the purpose for the permit(s) and the length of time required for the temporary parking permit(s).

c. A temporary parking permit shall be placed in the left lower rear corner of the left side window closest to the rear of the vehicle or in some other conspicuous spot inside the left rear of the vehicle where it is visible to law enforcement personnel.

d. A temporary parking arrangement using a bag over a sign to cover up the parking restrictions shall be issued for one to three days. The applicant shall identify the purpose for the bag(s) and the length of time required for this temporary parking arrangement. The bag(s) shall be returned by the person using it.

D. FEES

Parking permit fees are as established in the fee schedule section of the city code.

E. ENFORCEMENT

Violation of the city's parking restrictions are deemed a misdemeanor.

CITY OF FALCON HEIGHTS, MINNESOTA

PUBLIC HEARING NOTICE

NOTICE IS HEREBY GIVEN, that the Falcon Heights Planning Commission at its regular meeting at 7:00 p.m. on February 27, 2024, in the City Hall Council Chambers, 2077 W. Larpenteur Ave, will hold a public hearing to consider allowing parking only by residential permit on Hollywood Court.

The proposed change will be available for review upon request no later than Friday, February 23, 2024. It will also be available on the City's website at www.falconheights.org. If you have any questions regarding the public hearing, please contact Hannah Lynch, Community Development Coordinator, at 651.792.7600 or hannah.b.lynch@falconheights.org.

Dated: February 15, 2024

Hannah Lynch, Community Development Coordinator
City of Falcon Heights, Minnesota

CITY of FALCON HEIGHTS
PUBLIC HEARING NOTICE

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**AFFIDAVIT OF PUBLICATION
STATE OF MINNESOTA
COUNTY OF RAMSEY**

Kayla Tsuchiya, being duly sworn on oath, says: that she is, and during all times herein state has been, Inside Sales Representative of Northwest Publication, LLC., Publisher of the newspaper known as the Saint Paul Pioneer Press, a newspaper of General circulation within the City of St. Paul and the surrounding Counties of Minnesota and Wisconsin including Ramsey and Kanabec. That the notice hereto attached was cut from the columns of said newspaper and was printed and published therein on the following date(s):

Saturday, February 17, 2024

Monday, February 19, 2024

Newspaper Ref./AD Number#: 71514318

Client/Advertiser: City of Falcon Heights

Kayla Tsuchiya
Kayla Tsuchiya (Feb 19, 2024 11:39 CST)

AFFIANT SIGNATURE

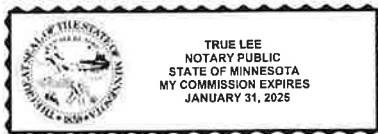
**Subscribed and sworn to before me this
19th day of February, 2024**

True Lee


True Lee (Feb 19, 2024 11:55 CST)

NOTARY PUBLIC

**Ramsey County, MN
My commission expires January 31, 2025**



270 Legal Notices

**CITY of FALCON
HEIGHTS
PUBLIC HEARING
NOTICE**

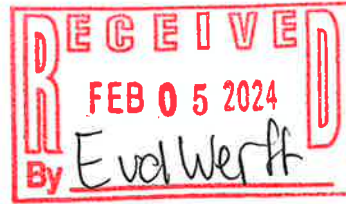
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HOLLYWOOD COURT PETITION FOR PERMIT-ONLY PARKING

SUBMISSION: February 5, 2024

Falcon Heights City Council
2077 West Larpenteur Avenue
Falcon Heights, MN 55113



receipt # 037677
check # 148

Dear Falcon Heights City Council,

We hope this letter finds you well. On behalf of the residents and homeowners of Hollywood Court, we are writing to introduce a petition regarding parking regulations on our street. We seek your consideration and support for our proposal to **designate Hollywood Court as a permit-only parking street.**

Hollywood Court has long been a vibrant and close-knit community, but in the last year, we have faced challenges related to parking congestion. The growing amount of noise, number of vehicles, trash, and thefts—coupled with non-residential traffic—has made it increasingly difficult for residents to enjoy or feel safe in our homes. Many times, we have contacted the police, your office, and Amber Union’s management office to express our concerns. In response to these concerns, we have come together to propose a solution that we believe will benefit our community.

Our petition seeks to implement a permit-only parking system on Hollywood Court. This system would require vehicles parked on our street to display a valid parking permit issued exclusively to residents of Hollywood Court. By limiting parking to residents with permits, we aim to alleviate congestion, enhance security, and preserve the residential character of our neighborhood.

We believe that a permit-only parking system would bring several benefits to Hollywood Court:

Increased Security and Safety: Implementing a permit-only system enhances security by allowing only authorized vehicles to park on our street, as well as make way for emergency vehicles. This

HOLLYWOOD COURT PETITION FOR PERMIT-ONLY PARKING

SUBMISSION: February 5, 2024

measure can contribute to a safer environment, reducing the risk of unauthorized or suspicious vehicles in our neighborhood.

Reduction of Noise and Light Pollution: With fewer vehicles searching for parking, there is a possibility of reducing noise levels associated with traffic, stereos, and parking activity. There will also be fewer cars shining their headlights into our homes in the middle of the night because the street is narrow.

Preservation of Residential Character: By discouraging non-residential vehicles from parking on our street, we can preserve the residential character of Hollywood Court and maintain a peaceful and welcoming environment for residents.

We understand that implementing a permit-only parking system requires careful consideration and planning, and we are committed to working collaboratively with the City Council to address any concerns and ensure a smooth transition. We believe that by working together, we can create a parking solution that benefits all residents of Hollywood Court.

Thank you for taking the time to consider our petition. We look forward to the opportunity to discuss this matter further and to working together to improve parking conditions on Hollywood Court.



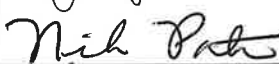
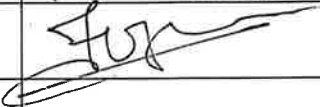
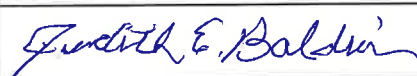

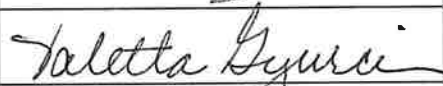



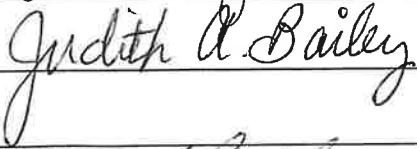

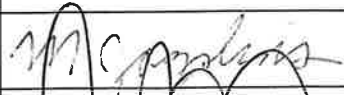
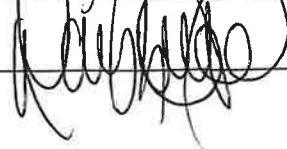
Sincerely,

The Residents & Homeowners of Hollywood Court

HOLLYWOOD COURT PETITION FOR PERMIT-ONLY PARKING

SUBMISSION: February 5, 2024

The following homeowners agree to the implementation of
permit parking only on Hollywood Court.

Name	Address	Signature
	1582 Hollywood Court	
TERRI ZBOROWSKY	1583 Hollywood Court	
ROGER CAWEN	1589 Hollywood Court	
NICOLE PORTER	1590 Hollywood Court	
* FAROOK MEAH	1597 Hollywood Court	
	1598 Hollywood Court	
JUDITH BALDWIN	1603 Hollywood Court	
LEO NGUYEN	1604 Hollywood Court	
VALETTA GYURCI	1607 Hollywood Court	
Ted Schuneman	1608 Hollywood Court	
Irene Gengler	1611 Hollywood Court	
Rachel Engle	1612 Hollywood Court	
Judith A. Bailey	1617 Hollywood Court	
	1618 Hollywood Court	
ROBERT SKANIDBERG	1624 Hollywood Court	
	1625 Hollywood Court	
Melanie Jagolino	1627 Hollywood Court	
DAVE RYSTAD	1630/1636 Hollywood Court	

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

March 13, 2024

No. 24-21

**RESOLUTION DESIGNATING HOLLYWOOD COURT AS A RESIDENTIAL PERMIT
PARKING AREA**

WHEREAS, the City received a petition signed by more than 75% of the owners of all properties located along Hollywood Court requesting the street be designed a residential permit parking area; and

WHEREAS, City staff submitted a report to the Planning Commission; and

WHEREAS, the Planning Commission conducted a public hearing on the petition preceded by proper notice; and

WHEREAS, the Planning Commission recommends approval of the petition and amendment to the City’s Parking Policy.

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

1. City staff is directed to amend the Parking Policy within the City’s Administrative Manual to include “Residential permit parking only between the hours of 10 PM to 7 AM” under Section III.A.4b.
2. Both sides of Hollywood Court are designated as a residential permit parking area between the hours of 10 PM to 7 AM. Parking in the designated area is permitted without a permit between the hours of 7 AM to 10 PM.
3. City staff is directed to install appropriate signs designating the area for permit parking.
4. The designated residential parking area shall be effective upon the installation of the signs.

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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Meeting Date	March 13, 2024
Agenda Item	Policy H3
Attachment	Resolution, Bond Counsel Memo
Submitted By	Jack Linehan, City Administrator

Item	Reimbursement Resolution – 2024 Community Park Bond
Description	<p>The City’s financial consultants Ehlers has recommended that the City Council pass a resolution dealing with reimbursement of expenses from bond proceeds.</p> <p>The IRS has issued Treasury Regulations that require the City to have a Declaration of Bond Reimbursement Resolution in place for the reimbursement of costs already paid out for a project before the bonds are sold and proceeds received by the City. The passing of this resolution will provide the City with the flexibility to reimburse any funds used to pay for project costs with bond funds.</p> <p>The City’s bond consultant (Ehlers), bond counsel (Taft) and staff recommend adoption of the Declaration of Bond Reimbursement Resolution</p>
Budget Impact	Ability to reimburse already incurred Community Park Project costs with bond proceeds.
Attachment(s)	<ul style="list-style-type: none"> • Resolution 24-22 • Memo from Taft
Action(s) Requested	It is recommended that the City Council make a motion to approve Resolution 24-21, establishing procedures relating to compliance with reimbursement bond regulations under the Internal Revenue Code.

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

March 13, 2024

No. 24-22

**RESOLUTION ESTABLISHING PROCEDURES
RELATING TO COMPLIANCE WITH REIMBURSEMENT BOND
REGULATIONS UNDER THE INTERNAL REVENUE CODE**

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

1. Recitals.

(a) The Internal Revenue Service has issued Treasury Regulations, Section 1.150-2 (as the same may be amended or supplemented, the "Regulations"), dealing with "reimbursement bond" proceeds, being proceeds of the bonds used to reimburse the City for any project expenditure paid by the City prior to the time of the issuance of those bonds.

(b) The Regulations generally require that the City (as the issuer of or the primary obligor under the bonds) make a declaration of intent to reimburse itself for such prior expenditures out of the proceeds of subsequently issued bonds, that such declaration be made not later than 60 days after the expenditure is actually paid, and that the bonding occur and the written reimbursement allocation be made from the proceeds of such bonds within 18 months after the later of (1) the date of payment of the expenditure or (2) the date the project is placed in service (but in no event more than 3 years after actual payment).

2. Official Intent Declaration. The Regulations, in the situations in which they apply, require the City to have declared an official intent (the "Declaration") to reimburse itself for previously paid project expenditures out of the proceeds of subsequently issued bonds. The Council hereby authorizes the City Administrator to make the City's Declarations or to delegate from time to time that responsibility to other appropriate City employees. Each Declaration shall comply with the requirements of the Regulations, including without limitation the following:

(a) Each Declaration shall be made not later than 60 days after payment of the applicable project cost and shall state that the City reasonably expects to reimburse itself for the expenditure out of the proceeds of a bond issue or similar borrowing. Each Declaration may be made substantially in the form of the Exhibit A which is attached to and made a part of this Resolution, or in any other format which may at the time comply with the Regulations.

(b) Each Declaration shall (1) contain a reasonably accurate description of the "project," as defined in the Regulations (which may include the property or program to be financed, as applicable), to which the expenditure relates and (2) state the maximum principal amount of bonding expected to be issued for that project.

(c) Care shall be taken so that the City, or its authorized representatives under this Resolution, not make Declarations in cases where the City does not reasonably expect to issue reimbursement bonds to finance the subject project costs, and the City officials are hereby authorized to consult with bond counsel to the City concerning the requirements of the Regulations and their application in particular circumstances.

(d) The Council shall be advised from time to time on the desirability and timing of the issuance of reimbursement bonds relating to project expenditures for which the City has made Declarations.

3. Reimbursement Allocations. If the City is acting as the issuer of the reimbursement bonds, the designated City officials shall also be responsible for making the "reimbursement allocations" described in the Regulations, being generally written allocations that evidence the City's use of the applicable bond proceeds to reimburse the original expenditures.

4. Effect. This Resolution shall amend and supplement all prior resolutions and/or procedures adopted by the City for compliance with the Regulations (or their predecessor versions), and, henceforth, in the event of any inconsistency, the provisions of this Resolution shall apply and govern.

Adopted this 13th day of March, 2024 by the City Council.

EXHIBIT A

Declaration of Official Intent

The undersigned, being the duly appointed and acting City Administrator of the City of Falcon Heights, Minnesota (the "City"), pursuant to and for purposes of compliance with Treasury Regulations, Section 1.150-2 (the "Regulations"), under the Internal Revenue Code of 1986, as amended, hereby states and certifies on behalf of the City as follows:

1. The undersigned has been and is on the date hereof duly authorized by the City Council of the City to make and execute this Declaration of Official Intent (the "Declaration") for and on behalf of the City.

2. This Declaration relates to the following project, property or program (the "Project") and the costs thereof to be financed:

3. The City reasonably expects to reimburse itself for the payment of certain costs of the Project out of the proceeds of a bond issue or similar borrowing (the "Bonds") to be issued by the City after the date of payment of such costs. As of the date hereof, the City reasonably expects that \$_____ is the maximum principal amount of the Bonds which will be issued to finance the Project.

4. Each expenditure to be reimbursed from the Bonds is or will be a capital expenditure or a cost of issuance, or any of the other types of expenditures described in Section 1.150-2(d)(3) of the Regulations.

5. As of the date hereof, the statements and expectations contained in this Declaration are believed to be reasonable and accurate.

Date: _____

City Administrator

City of Falcon Heights, Minnesota

CERTIFICATION

The undersigned, being the duly qualified and acting City Clerk of the City of Falcon Heights, Minnesota, hereby certifies the following:

The foregoing is a true and correct copy of a Resolution on file and of official, publicly available record in the offices of the City, which Resolution relates to procedures of the City for compliance with certain IRS Regulations on reimbursement bonds. Said Resolution was duly adopted by the governing body of the City (the "Council") at a regular or special meeting of the Council held on March 13, 2024. Said meeting was duly called, regularly held, open to the public, and held at the place at which meetings of the Council are regularly held. Council Member _____ moved the adoption of the Resolution, which motion was seconded by Council Member _____. A vote being taken on the motion, the following members of the Council voted in favor of the motion to adopt the Resolution:

and the following voted against the same:

Whereupon said Resolution was declared duly passed and adopted. The Resolution is in full force and effect and no action has been taken by the Council which would in any way alter or amend the Resolution.

WITNESS MY HAND officially as the City Clerk of the City of Falcon Heights, Minnesota, this 13th day of March, 2024.

City Administrator
City of Falcon Heights, Minnesota

ADOPTED by the Falcon Heights City Council this 13th day of March, 2024.

Moved by:

Approved by: _____

Randall C. Gustafson
Mayor

GUSTAFSON ___ In Favor
MEYER
LEEHY ___ Against
WASSENBERG
MIELKE

Attested by: _____

Jack Linehan
City Administrator

MEMORANDUM

TO: Jack Linehan, City Administrator; Falcon Heights, MN
FROM: Mary L. Ippel, Taft Stettinius & Hollister LLP
DATE: March 8, 2024
RE: REIMBURSEMENT RESOLUTION

Enclosed is a resolution for consideration by the City Council at an upcoming council meeting. The Resolution authorizes you to make periodic Declarations of intent to reimburse expenditures from Bonds (the form is in Exhibit A to the Resolution). The general requirements of the tax regulations relating to reimbursing expenditures are as follows:

1. the Declaration must be made no later than sixty days after payment of project costs;
2. the Declaration must contain (a) a reasonable description of the project and (b) the maximum principal amount of bonds expected to be issued for the project. You will need to fill in a description for the project in paragraph two and a dollar amount in paragraph three on Exhibit A; and
3. for Issuers that do not meet the exceptions outlined below, the bonds must be issued within the later of (a) 18 months after the payment, or (b) the date the project is placed in service, but not more than three years after the payment.

The exceptions to the general time limit listed in paragraph three above are as follows:

1. For Issuers qualifying as small issuers by reason of issuing (together with all subordinate entities thereof, and all entities treated as one with the Issuer) less than \$5,000,000 of tax-exempt governmental obligations during the calendar year, the bonds must be issued within the later of (a) three years after the payment, or (b) the date the project is placed in service.
2. For construction projects for which both the Issuer and a licensed architect or engineer certify that at least five years is necessary to complete construction of the

project, the bonds must be issued within the later of (a) 18 months after the payment, or (b) the date the project is placed in service, but not more than five years after the payment.

A Declaration is not required for preliminary and engineering costs as long as those costs do not exceed twenty percent of the bonds.

- a) Preliminary expenditures include architectural, engineering surveying, soil testing, and similar costs that are incurred prior to commencement of construction, rehabilitation or acquisition of a project. Preliminary costs do not
- b) include land acquisition, site preparation, and similar costs incident to the commencement of construction. Preliminary expenditures, however, cannot exceed 20% of the issue price of the related reimbursement bond issue.
- c) Costs in an amount not exceeding the lesser of \$100,000 or 5% of the proceeds of the issue are considered 'de minimis'."

If you have any questions, please call me.

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Meeting Date	March 13, 2024
Agenda Item	Policy H4
Attachment	Tolling Agreement
Submitted By	Jack Linehan, City Administrator

Item	2021 PMP Surety Bond Claim - Tolling Agreement
Description	<p>During the 2021 Pavement Management Program, the contractor performing the work abruptly ended their work due to financial issues. This left uncompleted work and expense for the City.</p> <p>The City's attorney, Campbell Knutson, has been working with the surety bond counsel to seek reimbursement on the bond to reimburse the city for expenses related to the work. It has taken considerable time, but we are getting closer to a resolution.</p> <p>With some statute of limitation deadlines looming, the surety bond counsel has requested from the City Attorney a tolling agreement while they continue to finalize settlements. The City Attorney recommends approval, as it will allow us the right to file suit if needed.</p>
Budget Impact	N/A
Attachment(s)	<ul style="list-style-type: none"> • Tolling Agreement
Action(s) Requested	It is recommended that the City Council make a motion to authorize the City Administrator to execute the necessary documents for the tolling agreement.

TOLLING AGREEMENT

THIS TOLLING AGREEMENT is executed as of the date signed below and is effective the 13th day of March, 2024 (“the Effective Date”) by and among City of Falcon Heights, a Minnesota municipal corporation (“Obligee”) and Granite Re, Inc., an insurer domiciled in Minnesota (“Surety”). The Obligee and the Surety may hereinafter individually be referred to as a “Party” and collectively as the “Parties.”

WHEREAS, the Obligee entered into a contract with Molnau Trucking, LLC (“Principal”) for the construction project known as the Falcon Heights 2021 Pavement Management project (the “Project”).

WHEREAS, Granite executed and issued payment and performance bonds, bond no.: GRMN44728A (“Bond”) naming Principal as the bond principal and Obligee as the bond obligee for the Project pursuant to Minn. Stat. §574.26.

WHEREAS, during the course of construction of the Project, the Principal entered into receivership and failed to complete the Project. The Obligee completed the Project and has asserted a claim against the Bond.

WHEREAS, certain portions of the work for which the Obligee seeks payment may be attributed to subcontractors and/or suppliers of the Principal, which the Surety is investigating.

WHEREAS, the Obligee and the Surety agree to postpone commencement of litigation related to claims during the “Tolling Period” (defined below).

WHEREAS, the Parties have therefore agreed to toll all applicable statutes of limitation in accordance with the terms of this Tolling Agreement.

NOW, THEREFORE, the Parties intending to be legally bound, agree in consideration of the terms of this Tolling Agreement, the sufficiency of which is acknowledged, as follows:

1. ***Tolling.*** Any and all statutes of limitation that would have otherwise expired or lapsed during the time period from the Effective Date until the “Termination Date” (defined below) shall not expire or lapse until after the Termination Date. The time from the Effective Date until the Termination Date shall be referred to as the “Tolling Period.” The Tolling Period shall not be included in the calculation of the time under any statute of limitations.

2. ***Termination.*** Any Party may terminate this Tolling Agreement upon 30 days written notice sent via certified mail to the other Parties (“Written Notice of Termination”). To be effective, a Written Notice of Termination must be sent via certified mail to the following recipients:

To Obligee:	Jared Shepherd, Esq. Campbell Knutson, P.A. 860 Blue Gentian Rd., Ste. 290 Eagan, MN 55121
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To Surety: Dan Gregerson, Esq.
Gregerson, Rosow, Johnson & Nilan, LTD
100 Washington Ave. S., Ste. 1550
Minneapolis, MN 55401

Absent a Written Notice of Termination, this Tolling Agreement shall automatically expire three (3) months from the Effective Date.

3. *Deadlines Covered.* For purposes of this Tolling Agreement, the “statute of limitation” shall include any statutory, common law, equitable, or contractual time period of limitations or repose of claims and any defense related thereto, or predicated upon the passage of time, including, without limitation, the defense of laches, for any purported claims or defenses arising from or related to the Project.

4. *Status Quo Ante Preserved.* All claims, defenses, cross-claims or counterclaims that any Party could have asserted against any other Party as of the Effective Date, specifically including without limitation defenses available to the Surety pursuant to Minn. Stat. §574.31, shall be preserved without any prejudice during the Tolling Period. The Tolling Agreement shall be prospective in nature, and therefore, without prejudice to any claims or defenses that any Party had or may have had as they respectively stood prior to the Effective Date.

5. *No Admission.* This Tolling Agreement shall not be construed as an admission of any wrongdoing of any manner or the merit of any purported claim arising from or related to the Project.

6. *No Waiver.* This Tolling Agreement shall not be deemed to waive or preclude any other purported claim, defense, cross-claim, counterclaim, or right to institute litigation or arbitration by any Party arising from or related to the Project and such litigation may be commenced at any time after the Termination Date.

7. *No Modification or Amendment.* This Tolling Agreement may not be amended, modified or extended except by an agreement in writing and signed by both Parties to be bound by such amendment, modification or extension.

8. *Governing Law, Contract Construction.* This Tolling Agreement shall be construed, governed, and enforced in accordance with the laws of the State of Minnesota, provided, however, that it is understood that any rule of construction against the drafter of this Tolling Agreement shall not be applied to any interpretation of this Tolling Agreement.

9. *Review by Counsel.* It is acknowledged that each Party has had the right to have consulted with that Party’s own legal counsel as to the terms and effect of this Tolling Agreement and otherwise.

10. Counterparts. This Tolling Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, but all of which together will constitute one and the same Tolling Agreement.

Dated: _____, 2024.

City of Falcon Heights

By: _____

Its: _____

Dated: _____, 2024.

Granite Re, Inc.

By: _____

Its: _____