

**CITY OF FALCON HEIGHTS**  
Community Engagement Commission  
City Hall  
2077 West Larpenteur Avenue

**AGENDA**  
August 18, 2025 at 6:30 P.M.

- A. CALL TO ORDER:
- B. ROLL CALL:  
Julie Ebbesen\_\_\_\_ Denise King\_\_\_\_ Sarah Caflisch\_\_\_\_  
  
STAFF PRESENT:  
Elke Johnson\_\_\_\_  
  
COUNCIL LIAISON:  
Melanie Leehy\_\_\_\_
- C. WELCOME
- D. APPROVAL OF AGENDA
- E. APPROVAL OF MINUTES:
  - June 30, 2025, Community Engagement Commission Meeting Minutes
- F. AGENDA
  - Unfinished business
    - 1. Apartment Outreach
  - New Business
    - 2. Ice Cream Social Recap
    - 3. Human Rights Day
- G. INFORMATION/ANNOUNCEMENT
- H. ADJOURNMENT:

*Next Regular Meeting is on Monday, September 15 at 6:30 PM*

**CITY OF FALCON HEIGHTS**  
Community Engagement Commission  
City Hall  
2077 West Larpenteur Avenue

**MINUTES**  
June 30, 2025 at 6:30 P.M.

- A. CALL TO ORDER: 6:29 PM
- B. ROLL CALL:  
Julie Ebbesen\_X\_ Denise King\_X\_ Sarah Caflisch\_X\_
- STAFF PRESENT:  
Elke Johnson\_X\_\_
- COUNCIL LIAISON:  
Melanie Leehy\_\_\_\_\_
- C. WELCOME
- D. APPROVAL OF AGENDA  
Ebbesen - motion to approve - approved unanimously
- E. APPROVAL OF MINUTES:  
  - April 21, 2025, Community Engagement Commission Meeting Minutes
  - Ebbesen - motion to approve - approved unanimously
- F. AGENDA  
  - Unfinished business
    1. Apartment Outreach
      - a. King had reached out to a number of managers, has drafted an e-mail to follow up
      - b. Johnson - include Ice Cream Social and Nite to Unite information. Will create and forward Ice Cream Social poster
      - c. Ebbesen - verifies that we have Karen's notes from the calls she made last year.
      - d. Johnson - Share with the apartment managers that residence can be on the commission
  - New Business
    2. Ice Cream Social
      - a. Held at City Hall
      - b. Resource Fair and ice cream will be inside
      - c. Will have St. Paul water wagon
      - d. No food truck

- e. We will have a commissioner host a table
  - i. Maybe recruit more neighborhood liaison
  - ii. Ebbesen - bring copies of Neighborhood Liaison handbook
  - iii. Johnson will bring physical applications
  - iv. King - recommends bringing a sign up sheet so we can reach out to people that might be interested but don't want to apply today.
  - v. Have a sign-up for Nite to Unite
- 3. Commissioners will be available to help man booth and bounce house

G. INFORMATION/ANNOUNCEMENT

- a. Johnson announces that commissioners will now be paid \$50 for each commission meeting,
- b. Next meeting - July 21, 2025
  - i. Recap what we discuss at Ice Cream

H. ADJOURNMENT: 7:05 PM

*Next Regular Meeting is on Monday, July 21 at 6:30 PM*



## ITEM FOR DISCUSSION

<b>Meeting Date</b>	August 18 2025
<b>Agenda Item</b>	Apartment Outreach
<b>Attachment</b>	Apartment Outreach Notes
<b>Submitted By</b>	Elke Johnson, Administrative & Communications Coordinator

<b>Item</b>	Apartment Outreach Plan
<b>Description</b>	<p>Based on recent discussions, it has been identified by the Community Engagement Commission there should be more outreach to apartment dwellers to cultivate a sense of belonging in Falcon Heights.</p> <p>CEC has started discussions around an apartment outreach plan. Commissioners have identified that they should write up a script that can be used to reach out to apartment managers and owners.</p> <p>Commissioner Karen came to City Hall and made contact with several apartment managers. Commissioners then discussed doing another round of reaching out and encouraging apartment managers/owners to participate in Night-to-Unite. Commissioner King has made contact with apartment managers, and has been a resource for them.</p>
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	Apartment Outreach Notes
<b>Action(s) Requested</b>	Staff suggest continuing the discussion for apartment outreach.



## REQUEST FOR ACTION

<b>Meeting Date</b>	August 18, 2025
<b>Agenda Item</b>	Ice Cream Social Recap
<b>Attachment</b>	N/A
<b>Submitted By</b>	Elke Johnson Administrative & Communications Coordinator

<b>Item</b>	Ice Cream Social Recap
<b>Description</b>	Ice Cream Social was on Thursday, July 17 at City Hall from 5:00 - 7:00 PM. This is an opportunity to recap the event.
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	N/A
<b>Action(s) Requested</b>	Staff recommends recapping Ice Cream Social



## REQUEST FOR ACTION

<b>Meeting Date</b>	August 18, 2025
<b>Agenda Item</b>	Human Rights Day
<b>Attachment</b>	N/A
<b>Submitted By</b>	Elke Johnson Administrative & Communications Coordinator

<b>Item</b>	Human Rights Day
<b>Description</b>	<p>Human Rights Day is observed by the international community every year on 10 December. It commemorates the day in 1948 the United Nations General Assembly adopted the <a href="#">Universal Declaration of Human Rights</a>.</p> <p>Because the Community Engagement Commission (CEC) is comprised of the Human Rights Day Commission and Neighborhood Liaison Commission, they have organized a Human Rights Day Event in the past. The CEC should start conversations on what a potential date, location and theme could be. December 10 falls on a Wednesday this year, there is a council meeting scheduled.</p> <p>Some ideas:</p> <ul style="list-style-type: none"> <li>- Food Drive</li> <li>- Blood Drive</li> </ul>
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	N/A
<b>Action(s) Requested</b>	Staff recommends starting discussions for the Human Rights Day Event