

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

**AGENDA**  
December 15, 2025 at 6:30 P.M.

- A. CALL TO ORDER:
- B. ROLL CALL:  
Julie Ebbesen\_\_\_\_ Denise King\_\_\_\_ Sarah Caflisch\_\_\_\_ Emily Schmall\_\_\_\_  
  
STAFF PRESENT:  
Elke Johnson\_\_\_\_  
  
COUNCIL LIAISON:  
Melanie Leehy\_\_\_\_
- C. WELCOME
- D. APPROVAL OF AGENDA
- E. APPROVAL OF MINUTES:
  - November 17, 2025, Community Engagement Commission Meeting Minutes
- F. AGENDA
  - Unfinished business
    - 1. Human Rights Day Recap
  - New Business
    - 2. 2026 Goals and Calendar
    - 3. Every Meal
- G. INFORMATION/ANNOUNCEMENT
- H. ADJOURNMENT:

*Next Regular Meeting is on Monday, January 26 at 6:30 PM*

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

**AGENDA**

November 17, 2025 at 6:30 P.M.

- A. CALL TO ORDER: 6:34 PM
  
- B. ROLL CALL:  
Julie Ebbesen\_X\_ Denise King\_X\_ Sarah Caflisch\_X\_ Emily Schmall\_X\_  
  
STAFF PRESENT:  
Elke Johnson\_X\_  
  
COUNCIL LIAISON:  
Melanie Leehy\_X\_
  
- C. WELCOME
  
- D. APPROVAL OF AGENDA
  - Motion to approve – Schmall – unanimously approved
  
- E. APPROVAL OF MINUTES:
  - October 20, 2025, Community Engagement Commission Meeting Minutes
    - Motion to approve – Ebbesen- unanimously approved
  
- F. AGENDA
  - Unfinished business
    - 1. Human Rights Day
      - a. Johnson reviewed some county research regarding food insecurity
      - b. King recommends that we have these points available to attendees.  
Also suggests that we add to the poster that there will be information about the resources that are available to the community
      - c. Johnson asks if we would like to include a food drive
        - i. Ebbesen suggests that we do have food drive to give people a reason to come.
        - ii. King recommends that we highlight that items should be non-perishable and not expired
      - d. King suggests changes to the poster
        - i. Indicate that there will be information on how to access resources available to residents
        - ii. Remove “lightning round.”
      - e. Johnson reviews the information provided by Council Member Leehy
        - i. Philando’s Pantry is confirmed

- f. Caflisch
  - i. Good Acre is confirmed
  - ii. Keystone and Falcon Heights School still pending
- g. Johnson - Every Meal is confirmed
- h. Johnson reviews logistics of the event
  - i. Single presentation with all of the organizations materials
  - ii. Leehy will bring apple cider
  - iii. Caflisch refers to the Samovar decanter for hot beverages
  - iv. Caflisch mentions that a resident or someone connected to the Speedy Mart food collection may be able to talk about the program that the neighborhood has.
    - 1. For the time being, we will keep the focus on the organizations, but a resident may contribute to the conversation on the day; we won't plan to include that in the agenda.
- i. Leehy mentions that Every Meal has mentioned coming up for a tour of the new/current facility.
  - i. King suggests Every Meal opens for a community open house sometime and Every Meal can mention that during our event.
- j. Johnson will make the edits and get the poster and social media posts out.
- k. King confirms that Leehy will MC the event, Johnson will put slides together to introduce the event and participating organizations
- l. Ebbesen will be the timekeeper
- m. We should have index cards available for attendee questions
- n. Each organization will have 5 minutes to introduce the organization and give a little information about what they do and their needs.
- o. Caflisch - Greeter
- p. King - Q&A collector
- q. Schmall - Cider greeting and donation collection
- r. Commissioners will arrive at 5:30 PM
- s. Organizations will be requested to be here by 6:15 PM
- t. Johnson will update the flyer and share it with Commissioners to share with their networks. Will also include neighborhood liaisons. Will also send to single-family and duplex rentals as well as businesses and school
- u. Leehy suggest that we get this info to the apartments. King will send info to the list of property managers she has been working to connect with.
- v. Will ask school if they can share it.

G. INFORMATION/ANNOUNCEMENT

H. ADJOURNMENT: 7:29 PM

- o Motion to adjourn-Caflisch- unanimously celebrated.

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

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## REQUEST FOR ACTION

<b>Meeting Date</b>	December 15, 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.</p> <p>The CEC hosted a Human Rights Day Event on Tuesday, December 9 surrounding food insecurity. They invited 4 local organizations who shared how they address food insecurity in the community, how resources can be accessed and how residents can help support the organizations.</p> <p>There was also a food drive, and commissioner Denise King brought the donations to Keystone on Friday(Thank you Denise!)</p> <p>Staff promoted the event through Facebook, the City Website, the weekly e-newsletter and a press release. The event was also shared with the neighborhood liaisons.</p> <p>Unfortunately, we cannot control the weather, and so the event had a very low attendance. Staff shared the resources on Facebook and the City Website following the event.</p>
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	N/A
<b>Action(s) Requested</b>	Staff recommends recapping the Human Rights Day Event



## REQUEST FOR ACTION

<b>Meeting Date</b>	December 15, 2025
<b>Agenda Item</b>	2026 Goals and Calendar
<b>Attachment</b>	2026 Calendar
<b>Submitted By</b>	Elke Johnson Administrative & Communications Coordinator

<b>Item</b>	2026 Community Engagement Commission Schedule
<b>Description</b>	<p>The Commission will review all regularly scheduled Community Engagement Commission meetings and events for 2026 and discuss goals for the commission for 2026.</p> <p>Ideas/Goals</p> <ul style="list-style-type: none"> <li>• Host/Organize Spring Together in 2026</li> <li>• Assist with Communications Policy</li> </ul>
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	<ul style="list-style-type: none"> <li>• 2026 Calendar</li> </ul>
<b>Action(s) Requested</b>	Staff recommends reviewing schedule for 2026 meetings and discussing the upcoming events and goals for the year.

# City of Falcon Heights Community Engagement Commission Meetings/Events

## 2026 Schedule *(3<sup>rd</sup> Monday of each month)*

January 26 (rescheduled)	<ul style="list-style-type: none"> <li>• Officer Elections</li> <li>• Standing Rules</li> </ul>
February 23 (rescheduled)	
March 16	
April 20	
<b>May 16 (Event)</b>	<b>Spring Together</b>
May 18	<ul style="list-style-type: none"> <li>• Recap Spring Together</li> </ul>
June 16	
<b>July 6 (Event)</b>	<b>Restoration Day</b>
<b>July 7 (Event)</b>	<b>Unity Day</b>
<b>July 17 (Event)</b>	<b>Ice Cream Social</b>
July 20	<ul style="list-style-type: none"> <li>• Recap Ice Cream Social</li> </ul>
<b>August 4 (Event)</b>	<b>Night to Unite</b>

August 17	
September 21	
October 19	
November 16	
<b>December 10</b>	<b>Human Rights Day Observed</b>
December 21	<ul style="list-style-type: none"><li>• Recap Human Rights Day</li><li>• 2027 Goals</li></ul>



## REQUEST FOR ACTION

<b>Meeting Date</b>	December 15, 2025
<b>Agenda Item</b>	Every Meal
<b>Attachment</b>	
<b>Submitted By</b>	Elke Johnson Administrative & Communications Coordinator

<b>Item</b>	Every Meal
<b>Description</b>	<p>Zack Schornack from Every Meal extended an invitation to tour the new Every Meal facility located <a href="#">2723 Patton Road, Roseville, MN 55113</a>. Residents are welcome to join as well and there is the ability to add volunteer shifts as well.</p> <p>They are hosting an open house on February 19, or it could be its open tour/volunteer event for residents. We would need to determine how many volunteer slots we need.</p>
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	N/A
<b>Action(s) Requested</b>	Staff recommends discussing touring the Every Meal Facility and hosting a volunteer event.