

## **Falcon Heights City Council Workshop**

**City Hall  
2077 W Larpenteur Ave.  
6:30 P.M.**

**AGENDA  
Wednesday, June 7, 2017**

- 1) The Hendrickson - Proposed Senior (55+) Housing Development**
- 2) Ramsey County Sheriff's Office – Policing Services**
- 3) Task Force Inclusion Recommendations**

If you have a disability and need accommodation in order to attend this meeting, please notify City Hall 48 hours in advance between the hours of 8:00 a.m. and 4:30 p.m. at 651-792-7600. We will be happy to help.



*The City That Soars!*

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	June 7, 2017
<b>Agenda Item</b>	Item #1
<b>Attachment</b>	Planning Commission Packet & Presentation Slides
<b>Submitted By</b>	Sack Thongvanh

<b>Item</b>	The Hendrickson- Proposed Senior (55+) Housing Development
<b>Description</b>	Please see the attached Planning Commission Packet. A representative from the Kelly Brothers, Ltd is provide a presentation of the proposed senior (55+) housing development next to The Good Acre.
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	<ul style="list-style-type: none"> <li>· Planning Commission Packet from May 23, 2017 Public Hearing</li> <li>· Kelly Brothers, Ltd PowerPoint Presentation</li> </ul>
<b>Action(s) Requested</b>	This action item will be placed on the June 14 <sup>th</sup> City Council for action on the text amendment as outlined in the attached Planning Commission Packet. The three items to amend in the Planned Unit Development (PUB) at 1750 Larpenteur Ave W (The Good Acre) to allow for a revised land-use, density, and parking.

# Good Acre - Phase II

Lot #2

# The Hendrickson

- u Developer/Sponsor
- u History of the Site
- u Why Senior Housing
- u The Project
- u Questions

# Developer/Sponsor

- u Kelly Brothers, Ltd
- u A St. Paul based commercial real estate firm established in 1988
- u Currently own and manage a 11-building, 1,048 unit apartment building portfolio, 782,266 SF of downtown St. Paul multi-tenant retail and office space in 3 buildings and a 650-stall parking ramp.

# Kelly Brothers, Ltd has developed 3 housing projects:

Ashwood Apts. (North Branch)  
56 Units (completed in 2000)

Westview Apts. Phase II (Forest Lake)  
32 Units (completed in 2004)

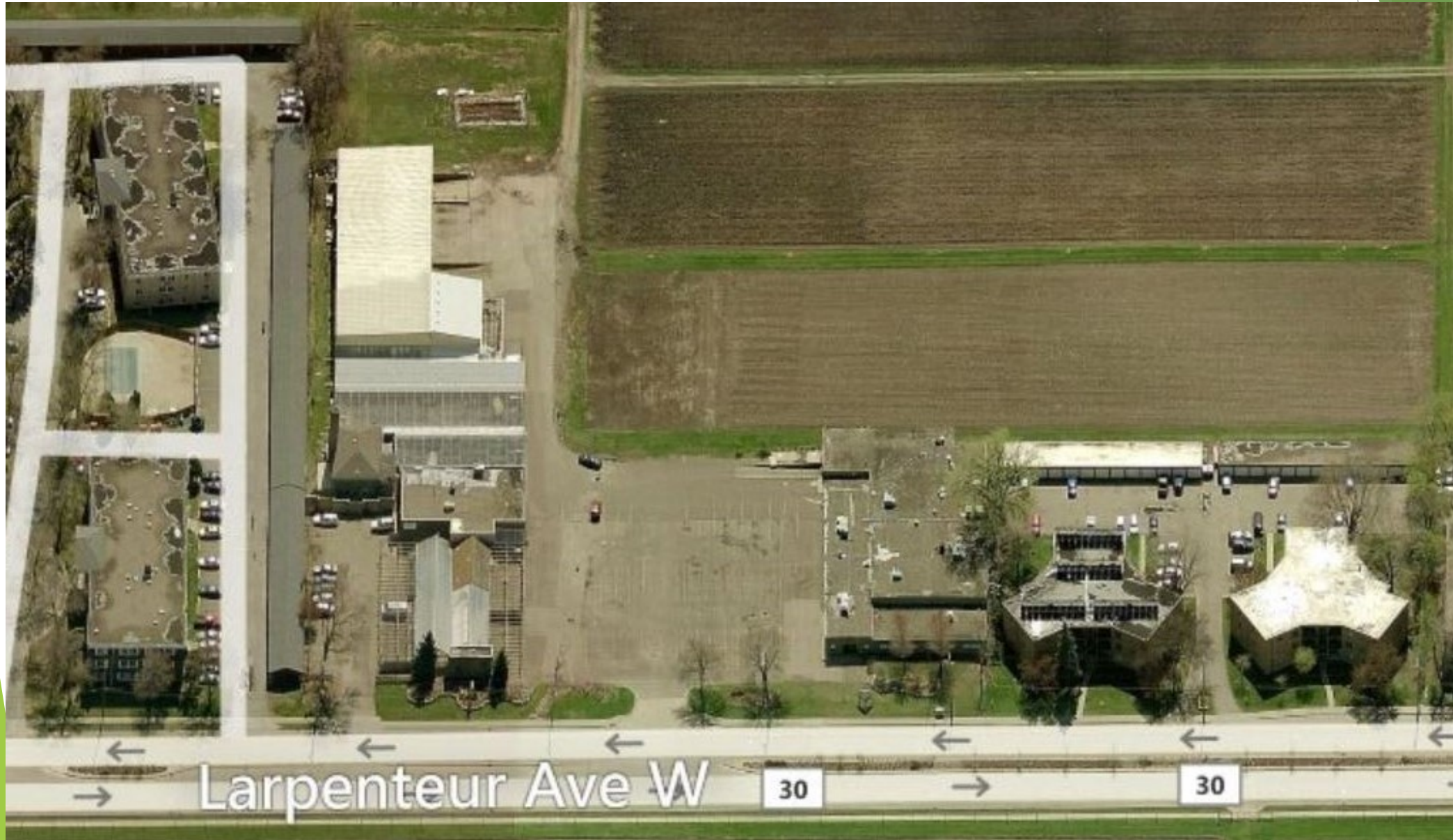
Highlands at River Road (Highland Park)  
69 Units (completed in 2016)

This will be our fifth independent senior housing project under management.

They are:

- Westview Phase I – 32 Units (16-units senior housing)
- The Boulders of White Bear Lake – 93 Units
- Redwood Terrace (Coon Rapids) – 54 Units
- Highlands on Graham (Highland Park) – 72 Units

# History of the Site (Prior to Foundation's Purchase)





# Project Site - With old buildings gone



# Good Acre Facility (Completed)



# The Hendrickson (Current Site View)



# Why Senior Housing?

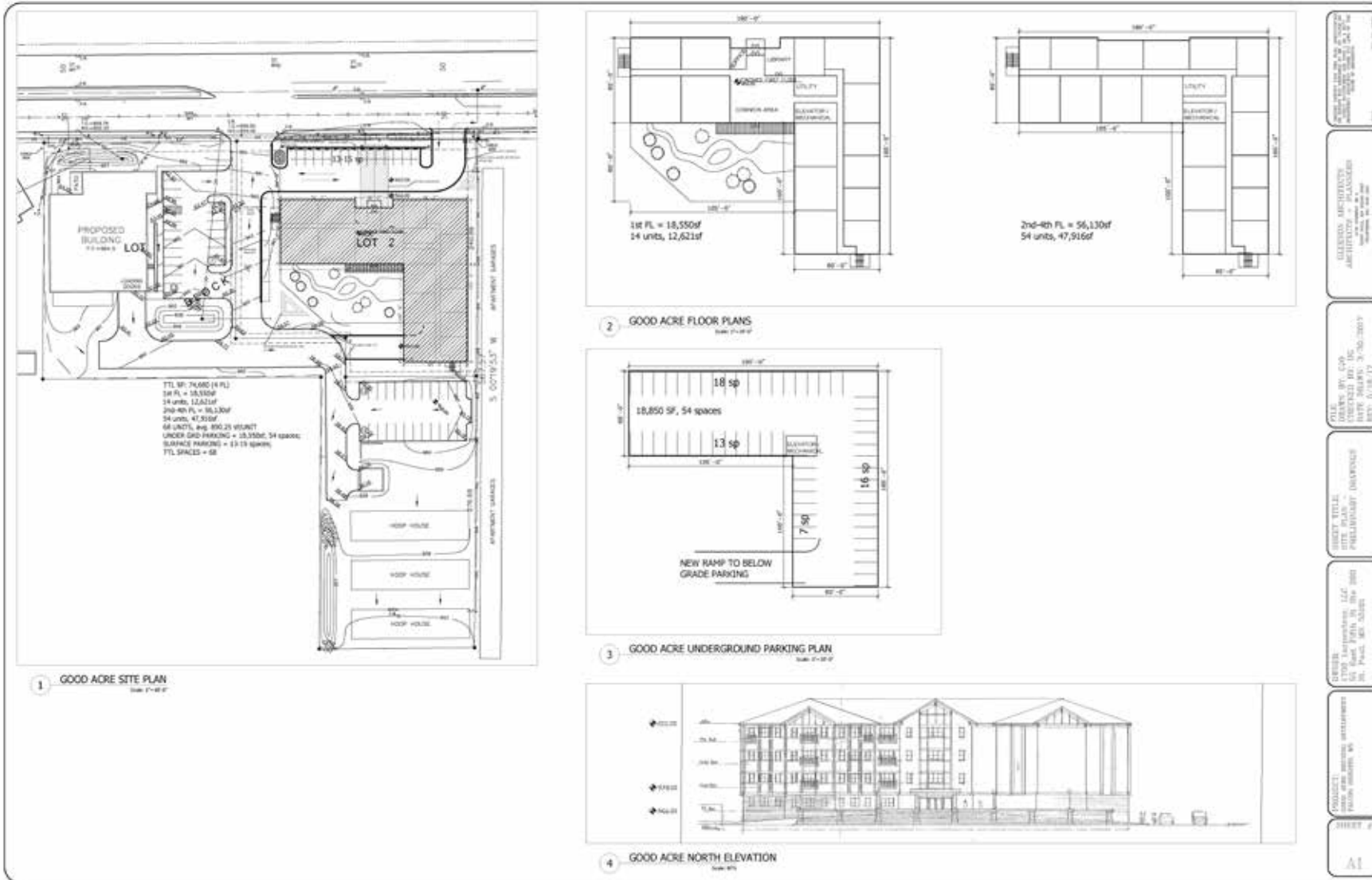
- u The number of Minnesotans turning 65 in this decade (about 285,000) will be greater than the past four decades combined.
- u Around 2020, Minnesota's 65+ population is expected to eclipse the 5-17 K-12 population, for the first time in history.
- u The total number of older adults (65+) is anticipated to double between 2010 and 2030, according to our projections. By then, more than 1 in 5 Minnesotans will be an older adult, including all the Baby Boomers.

# Proposed Rendering



Fernando Vazquez

# Proposed Site Plan



## Why “The Hendrickson” ?

- u 1849 The property was in an area called Rose Township
- u That area was divided into what we know as Roseville, Lauderdale and Falcon Heights
- u One of the early elected officials was William G. Hendrickson
- u The Hendrickson’s 112-acre farm was in the southwest corner of Larpenteur and Snelling

## Proposed Building

- u 4-Story Building (68-units - 1 & 2 bedrooms)
- u Underground Garage (54-parking stalls)
- u Exterior Surface Parking (13-15 stalls)
- u Total Parking for 68 cars



## Building Amenities

- u Covered Entry Canopy
- u On-Site Management Office
- u Community Room with Kitchen
- u Wellness Center (Exercise Equipment & Group Classes)
- u Library
- u Back Porch (overlooking farm fields to the southwest)
- u Resident Storage
- u Landscaped Grounds (including pollinator garden)

# *City of Falcon Heights Planning Commission*

City Hall  
2077 W. Larpenteur Avenue

Tuesday, May 23, 2017  
7:00 p.m.

## **A G E N D A**

- A. CALL TO ORDER: 7:00 p.m.
- B. ROLL CALL:           Chair Larkin \_\_\_\_ Samatar \_\_\_\_  
                                  Murphy \_\_\_\_ Stemper \_\_\_\_  
                                  Williams \_\_\_\_ Kotelnicki \_\_\_\_  
                                  Sunderland \_\_\_\_  
                                  Council Liaison Harris \_\_\_\_ Staff Liaison Moretto \_\_\_\_
- C. APPROVAL OF MINUTES for April 25, 2017
- D. AGENDA
  - 1. Hearing Good Acre Phase II
- E. INFORMATION AND ANNOUNCEMENTS
- F. ADJOURN

*If you have a disability and need accommodation in order to attend this meeting, please notify City Hall 48 hours in advance between the hours of 8:00 a.m. and 4:30 p.m. at 651-792-7600. We will be happy to help.*

**City of Falcon Heights  
Planning Commission Minutes  
April 25, 2017**

**PRESENT:** Commissioners Williams, Larkin, Murphy, Stemper, Kotelnicki, Liaison Harris  
**ABSENT:** Commissioners Samatar, Murphy

The meeting was called to order at 7:05 p.m. by Chair Larkin.

**The minutes of the March 28<sup>th</sup>, 2017 meeting of the Planning Commission were approved.**

**AGENDA**

1. Welcome New Commissioners – New Commissioner Sunderland was introduced to the commission. A brief introduction was made to them by other members of the commission.

2. Thank Previous Commissioners – Commissioners Schafer, Alexander, and Bellemare were publicly recognized for their contribution to the Planning Commission.

**INFORMATION AND ANNOUNCEMENTS:**

**Community Forum: None**

**ADJOURNMENT:** The meeting was adjourned to workshop at 7:30 p.m.

**WORKSHOP**

The workshop included a presentation from Kelly Brothers, a potential developer for the Good Acre Phase II. The presentation included design concepts and a desire for 68 dwelling units, 68 parking spaces and to change the use from affordable housing to senior housing.

Commissioners had concerns about too few parking spaces, the increase in density, and site layout.

Staff was asked to look into other examples of senior or similar housing for parking and density.

Respectfully submitted,

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Paul Moretto  
Community Development Coordinator

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John Larkin  
Chair – Planning Commission



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## REQUEST FOR PLANNING COMMISSION ACTION

<b>Meeting Date</b>	May 23, 2017
<b>Agenda Item</b>	1
<b>Title</b>	Urban Farm PUD Amendment at 1750 Larpenteur Ave W
<b>Submitted By</b>	Paul Moretto, Community Development Coordinator

<b>Description</b>	Amendment to the Planned Unit Development (PUD) at 1750 Larpenteur Ave W to allow for a revised land-use, density, and parking.
<b>Background</b>	<p>In the spring of 2013, the subject property and the adjacent property to the east were acquired by the Carl and Eloise Pohlada Family Foundation in partnership with CommonBond Communities for the purpose of developing an urban farm and a 47-unit multi-family residence. The proposal required several zoning approvals including a rezoning to PUD, comprehensive plan amendment, and preliminary subdivision, which were all granted by the City Council. On the subject property, the Foundation proposed to re-use existing structures on the site for the purpose of growing and distributing healthy food for local use. The 47-unit multi-family residence was to be located on the property to the east at 1750 Larpenteur Ave W and was to be developed as affordable housing.</p> <p>Another change since the time of the previous approval is that CommonBond has withdrawn its plans to build the 47-unit multi-family housing residence at 1750 Larpenteur Ave W. The Foundation is in agreement with Kelly Brothers, Ltd a buyer to develop the parcel for a similar and complimentary use to the original plan.</p> <p>This PUD amendment addresses the first of two phases for changing the PUD. This portion would change the density from 47-units to 68-units with a parking requirement of 68 stalls. Additionally, the land-use of the site would change from affordable housing to senior housing. The second phase would include a review of updated plans.</p>
<b>Analysis</b>	<p>Section 113-35 (e.) states that no amendment to this chapter shall be adopted which is in conflict with the City's Comprehensive Plan.</p> <p>As part of the previous approval, the Comprehensive Plan was amended by modifying the definition of Mixed Use Residential to allow for mixed uses within the same site and not require that they be within the same building. The Comprehensive Plan was also amended to specifically include urban farming as a</p>

	<p>type of use that can be mixed with the residential uses on land guided as Mixed Use Residential.</p> <p>As such, the use of the property will remain as an urban farm and staff finds that the request is consistent with the Comprehensive Plan. The request is simply to allow for the new building to increase in density with updating parking and senior housing. Because the previous approval of the PUD was associated with the previous plans submitted, an amendment is required to incorporate the new plans at a later date.</p> <p>Preliminary designs call for a four story building containing 68-units of residential space and 68 parking lots. A majority, 54 or more, will be located underground. In addition, there will be a shared uses agreement for ingress and egress for the two sites.</p> <p>Site plan, grading, drainage, utility plan, and landscaping plan will be reviewed at a later date.</p>
<b>Budget Impact</b>	None
<b>Attachment(s)</b>	<ul style="list-style-type: none"> <li>• Application for an amendment to the PUD at 1750 Larpenteur Ave W, including narrative letter, conditional on new, future, design review.</li> <li>• Location Maps</li> <li>• PUD rezoning ordinance draft</li> <li>• Hearing notice published in the Roseville Review and mailed to owners of properties within 500 feet.</li> <li>• Parking Analysis</li> </ul>
<b>Actions Requested</b>	<ul style="list-style-type: none"> <li>• Hold a public hearing on the requested amendment to the PUD at 1750 Larpenteur Ave W</li> <li>• Make a recommendation for APPROVAL of the CODE TEXT AMENDMENT (PUD) to the City Council</li> </ul>

**ORDINANCE NO. 17-XX**

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

**AN ORDINANCE AMENDING SECTION 113-209 OF THE  
FALCON HEIGHTS CITY CODE**

THE CITY COUNCIL OF FALCON HEIGHTS ORDAINS:

**SECTION 1.** Section 113-209 of the Falcon Heights City Code is amended as follows. Additions are shown with an underline and deletions are shown with a ~~striethrough~~.

**113-209 URBAN FARM PLANNED UNIT DEVELOPMENT DISTRICT**

(b) **PURPOSE.** The purpose of the urban farm PUD district is to provide for the mixed uses of an urban farm and an ~~affordable~~ apartment building.

(d) **PERMITTED USES.** The following uses are permitted subject to the Development Plan for the PUD, Section 113-209(f), and the standards and requirements of the R-5M zoning district, except as modified herein:

(1) On lot 1, block 1 an urban farm. At least 21 paved parking spaces must be maintained next to the main building adjacent to Larpenteur Avenue, as well as at least 24 overflow parking stalls. The urban farm may have up to:

976 square feet of retail space;

2,201 square feet of office/training/kitchen space;

8,580 square feet of distribution/warehouse space;

849 square feet of greenhouse space; and

576 square feet of yard storage building space.

(2) On lot 2, block 1, a ~~68~~ 47-unit ~~affordable~~ apartment building with at least ~~68~~ 77 parking spaces. At least ~~54~~ 40 of the required parking spaces must be below grade and integrated into the apartment building. The site may have up to:

60,537 square feet of residential living space;

Four (4) stories with underground parking; and

Private access easement between lot 1 and lot 2 to be recorded into the property record of both parcels.

(f) **DEVELOPMENT PLAN.** The PUD must be maintained in accordance with the following development plan which is on file with the City and which is incorporated herein by reference.

- (1) Urban Farm Project Addition Plat;
- (2) Topographic Survey and Grading, Drainage and Utility Plan prepared by Jacobson Engineers & Surveyors dated July 28, 2014;
- (3) The following prepared by LHB for Lot 1, Block 1:

Architectural Site Plan w/ Landscape Layout dated August 18, 2014,  
First Floor Plan dated August 18, 2014;  
Yard Storage Building – Color Option 1 dated July 28, 2014 or Yard Storage Building –  
Color Option 2 dated August 18, 2014;  
Exterior Elevations – Color Option 1 dated August 18, 2014 or Exterior Elevations – Color  
Option 2 dated July \*\*\*.

- (4) The following plans prepared by Kelly Brothers, Ltd for lot 2, block 1:

Architectural Site Plan w/Landscape Layout dated - TBD  
Exterior Elevations – TBD  
Complete Floor Plan date - TBD

**SECTION 2.** This Ordinance shall be effective upon adoption and publication according to law.

**ADOPTED** this XXth day of June, 2017, by the City Council of the City of Falcon Heights, Minnesota.

CITY OF FALCON HEIGHTS

BY: \_\_\_\_\_  
Peter Lindstrom, Mayor

ATTEST:

\_\_\_\_\_  
Sack Thongvanh, City Administrator/City Clerk

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 May 23, 2017, in the City Hall Council Chambers, 2077 W. Larpenteur Ave, will hold a public hearing to consider a text amendment to the Planned Unit Development at 1750 Larpenteur Ave W. PIN# 212923120017. The proposed text amendment will include, but not limited to, a density change, parking requirement change, and a change from affordable housing to senior housing. The proposed amendment will be available at City Hall, and online at the City of Falcon Heights' website. All are welcomed to attend.

Paul Moretto  
Community Development Coordinator

To be published in the Roseville Review on May 9 and 16, 2017





CITY OF  
**FALCON HEIGHTS**

2077 W. Larpenteur Avenue  
Falcon Heights, MN 55113-5594

email: [mail@falconheights.org](mailto:mail@falconheights.org)  
website: [www.falconheights.org](http://www.falconheights.org)

*The City That Soars!*

Phone - (651) 792-7600  
Fax - (651) 792-7610

May 9, 2017

PID:

You are cordially invited to a public hearing before the Falcon Heights Planning Commission for the purpose of taking public comment on a requested amendment to a Planned Unit Development (PUD) for property located at 1750 Larpenteur Avenue, Falcon Heights.

**Tuesday, May 23, 2017**

**7:00 p.m.**

**Falcon Heights City Hall**

In 2013 the subject property was part of a larger preliminary subdivision and rezoning to PUD for the purpose of creating an organic food growing operation (“urban farming”) in existing buildings on site. The PUD was approved by the City Council based on an affordable housing development. That project will no longer take place. In its place a new plan has been proposed for higher density and a senior housing component. This PUD change will only focus on the text amendment to allow higher density, a change in parking requirement, and the inclusion of senior housing.

New site design plans including: development plans and other planning documents will be reviewed by the Planning Commission and Council at a future date.

A copy of the text amendment will be online and at City Hall. If you have questions or comments before the hearing, you may contact me at 651-792-7913 or by email at [paul.moretto@falconheights.org](mailto:paul.moretto@falconheights.org)

Sincerely,

Paul Moretto mcrp, mpa  
Community Development Coordinator  
City of Falcon Heights





**The City That Soars!**

## General Staff Report

<b>Date</b>	5/3/2017
<b>Agenda Item</b>	1
<b>Title</b>	Parking Analysis- 1750 Larpenteur
<b>Submitted By</b>	Paul Moretto, Community Development Coordinator

<b>Description</b>	The Kelly Brothers, Ltd is requesting a parking requirement of one parking stall to one dwelling unit. This is in line with the parking requirement set for the only other senior housing apartment at 1530 Larpenteur.
<b>Background</b>	<p>The City of Falcon Heights is a first-ring suburb bordered by Saint Paul, Roseville, and Lauderdale, and is in close proximity to Minneapolis. It is also the location of the University of Minnesota and the Minnesota State Fair. The subject property at 1750 Larpenteur is located on a major county corridor (Larpenteur Ave. W) and is mid-block between two major roads, Fairview Ave. and Snelling Ave.</p> <p>In 2016 the Bus Rapid Transit Line (A-Line) was completed connecting Falcon Heights to Roseville, Saint Paul, and Minneapolis. The subject property is located 1/3 of a mile from the closest A-Line stops. A bus stop is also located one block from the subject property, Routes 61 and 87. Route 61 connects Minneapolis and Saint Paul via Larpenteur Ave. and Hennepin Ave. and Route 87 connects Falcon Heights to Roseville via Fairview Ave. The proposed development is also located near multiple major bike routes.</p> <p>Falcon Heights has two other senior housing facilities, 1666 Coffman and 1530 Larpenteur. 1666 Coffman is a 93-unit condo built on University of Minnesota land in the Grove neighborhood and is designed for former employees of the University. The total number of beds is 105 with 100 covered parking stalls and 40 uncovered on 6.5 acres. This is a ratio of 1.5 parking stalls per unit. The spatial distribution (stall/acre) is 21.5 stalls per acre.</p> <p>1530 Larpenteur is a part of a larger PUD for senior housing apartments located on the southeast corner of Larpenteur and Snelling near Arona St. The building has 56-units, 87-beds, and 55 total parking spaces, a majority underground. The ratio of units to parking spaces is less than 1 on 1.32 acres. The spatial distribution (stall/acre) is 41.7.</p> <p>The proposed subject property located at 1750 Larpenteur is located near the intersection of Fairview Ave. and Larpenteur Ave. The proposal is for a building with 68-units and 68 parking stalls, a majority of them underground. The ratio of units to parking spaces is 1 on 1.25 acres. The spatial distribution of (stall/acre) is 54.4.</p> <p>A ratio of one to one for parking stalls to units at the proposed development is in line with a similar PUD for senior housing in Falcon Heights. The proposal is the greatest parking to surface area in the City for this use.</p>

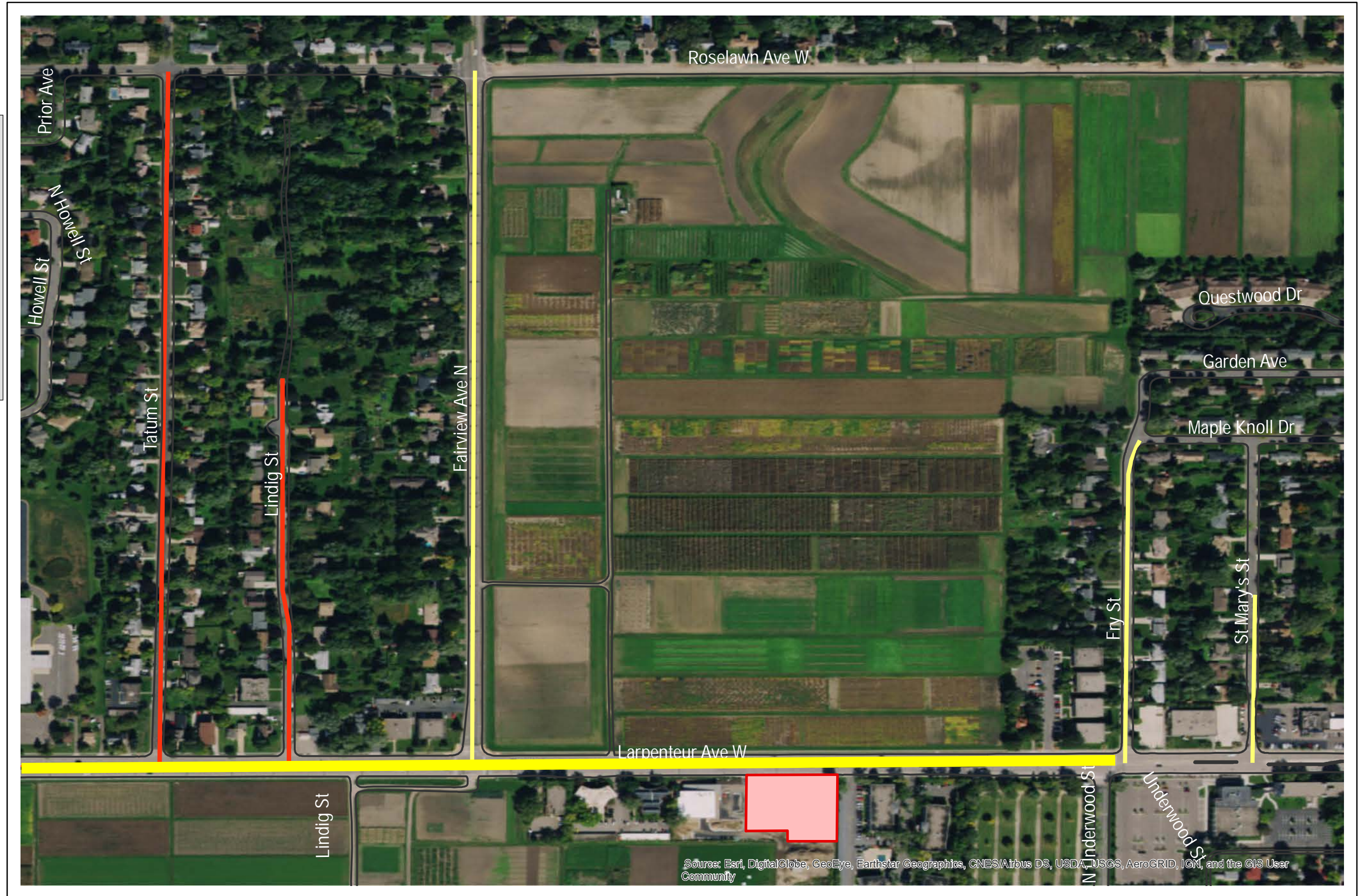
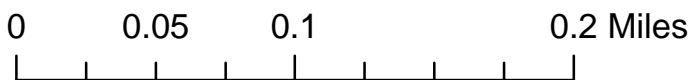
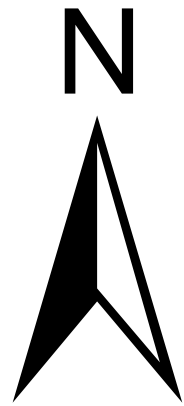
<b>Other</b>	

<b>Analysis</b>	<ul style="list-style-type: none"> <li>• Recommend one to one parking requirement for the proposed development at 1750 Larpenteur Ave.</li> </ul>
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	
<b>Actions Requested</b>	<ul style="list-style-type: none"> <li>• Recommend APPROVAL of PUD Text Amendment</li> </ul>

# Parking Conditions Near 1750 Larpenteur

**Key**

- 1750 Larpenteur
- No or Limited Parking
- Permit Parking Only
- Citations



## Paul Moretto

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**From:** Wojchik, Eric <Eric.Wojchik@metc.state.mn.us>  
**Sent:** Friday, April 28, 2017 12:34 PM  
**To:** Paul Moretto  
**Subject:** Hermes/Pohlad Site - Falcon Heights

Hi Paul,

It was great speaking with you yesterday. Given the fact that the PUD governs both the Good Acre and the 1.25 acre parcel at 1750 Larpenteur Ave West, this whole area would be considered one site in terms of your zoning regulations. The City passed an amendment to the Mixed Use Residential land use category in 2013, to allow flexibility in separating the residential and nonresidential uses in different buildings within a coordinated plan for a whole site. The other purpose of the text amendment is to explicitly include urban farming as a type of use that can be mixed with residential uses on land used as Mixed Use Residential.

Both the Good Acre parcel and 1750 Larpenteur Ave West fall under the Mixed Use Residential land use category, regulated by a single PUD for the whole site. Given this fact, and the definition & density range (28-50 du/a) of the Mixed Use Residential land use category, the proposed multi-family project at 1750 Larpenteur Ave West (net residential density of 48 units per acre) does not require a comprehensive plan amendment.

As I stated previously, there are discrepancies in the current 2030 Plan that need to be addressed for this current planning cycle. For instance, the Mixed Use Residential land use category doesn't include the % of residential use, which is more typical of Mixed Use categories. Moreover, the Multi-family Residential category has inconsistencies in the density ranges detailed. These discrepancies can be addressed in the 2040 Update.

All the best,

Eric



### Eric Wojchik, MRTPI

Senior Planner | Sector Representative | Local Planning Assistance

[eric.wojchik@metc.state.mn.us](mailto:eric.wojchik@metc.state.mn.us)

651.602.1330

390 Robert Street North | St. Paul, Minn. 55101-1805 | [metro council.org](http://metro council.org)

CONNECT WITH US



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**From:** Wojchik, Eric  
**Sent:** Tuesday, April 11, 2017 12:44 PM  
**To:** Paul Moretto <[paul.moretto@falconheights.org](mailto:paul.moretto@falconheights.org)>  
**Subject:** Hermes/Pohlad Site - Falcon Heights

## EXHIBIT A

### DECLARATION OF EASEMENTS

THIS DECLARATION, is made as of this \_\_\_\_\_ day of \_\_\_\_\_, 2017, between Carl and Eloise Pohlad Family Foundation, a Minnesota nonprofit corporation ("Foundation").

### RECITALS

WHEREAS, Foundation is the owner of the real property parcels in Ramsey County, Minnesota legally described on **Exhibit A** attached hereto and made a part hereof by reference and designated as Lot 1 ("Lot 1") and ("Lot 2") thereon;

WHEREAS, the Foundation desires to reserve and declare perpetual, non-exclusive easements for the purpose of vehicular and pedestrian access, ingress and egress over designated areas of Lot 1 and Lot 2, which easements shall be appurtenant to Lot 1 and Lot 2 as provided for herein.

### AGREEMENT

NOW, THEREFORE, in consideration of One Dollar (\$1.00) and other good and valuable consideration and in consideration of the covenants contained herein, the Foundation declares as follows:

1. Cross Access Easement. The Foundation hereby declares for the benefit of all present and future owners of Lot 1 and Lot 2, and their respective successors and assigns, forever, a nonexclusive easement for the purpose of vehicular and pedestrian access over and across the following tract or parcels of land lying and being in the County of Ramsey and State of Minnesota, such easement described as follows, to wit ("Cross Easement Area"):

See attached **Exhibit B** and as depicted on attached **Exhibit D**

Said easement is for the use and benefit of the owners of Lot 1 and Lot 2 and their respective guests, servants, agents, representatives, licensees, and invitees for the purpose specified and shall be appurtenant to Lot 1 and Lot 2.

2. Access Easement. The Foundation hereby declares for the benefit of all present and future owners of Lot 2, and their respective successors and assigns, forever, a nonexclusive easement for the purpose of vehicular and pedestrian access over and across the following tract or parcels of Lot 1 lying and being in the County of Ramsey and State of Minnesota, such easement described as follows, to wit ("Access Easement Area"):

See attached **Exhibit C** and as depicted on attached **Exhibit D**

Said easement is for the use and benefit of the owners of Lot 2 and their respective guests, servants, agents, representatives, licensees, and invitees for the purpose specified and shall be appurtenant to Lot 1.

3. Maintenance. With respect to the Cross Easement Area and the Access Easement Area described above, the owners of Lot 2 shall be responsible for keeping such easement area properly maintained, in good repair, suitable for its intended use and in accordance with all applicable laws and ordinances, provided however, that the owners of Lot 1, its successors and assigns, shall reimburse the owners of Lot 2 for one-half (1/2) of any future cost of maintenance and major improvements to the Cross Easement Area or the Access Easement Area. Payment shall be made by the owners of Lot 1 within thirty (30) days of receipt of an invoice from the owner of Lot 2 evidencing such costs.

4. Binding Effect. The terms and provisions of this Declaration shall inure to the benefit of and be binding upon the heirs, legal representatives, successors and assigns of the owners of Lot 1 and Lot 2. The covenants and easements herein created and contained in this Declaration shall be considered covenants running with the land.

5. No Publication Dedication. The Foundation does not intend to dedicate the Cross Easement Area and the Access Easement Area to the public in general, nor is the Foundation evidencing an undertaking to make a public dedication of the Cross Easement Area or the Access Easement Area in the future.

6. Termination. The easement created hereby is intended to be permanent and may only be terminated by written agreement of the Foundation or its successors or assigns.





## EXHIBIT A

### **Legal Description**

The real property lying in the County of Ramsey, State of Minnesota and legally described as follows:

**Lot 1:**

Lot 1, Block 1, Urban Farm Project Addition, Ramsey County, Minnesota

**Lot 2:**

Lot 2, Block 1, Urban Farm Project Addition, Ramsey County, Minnesota

**EXHIBIT B**

**Legal Description – Cross Easement Area**

**EXHIBIT C**

**Legal Description – Access Easement Area**





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## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	June 7, 2017
<b>Agenda Item</b>	Item #2
<b>Attachment</b>	Letter of Interest
<b>Submitted By</b>	Sack Thongvanh

<b>Item</b>	Ramsey County Sheriff's Office – Policing Services
<b>Description</b>	In April during a special meeting, the City Council authorized the City Administrator to issue a Request for Interest (RFI) to surrounding law enforcement agency for policing services.
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	<ul style="list-style-type: none"> <li>· Request of Interest Letter – Ramsey County Sheriff's Office</li> </ul>
<b>Action(s) Requested</b>	The next steps would be to authorize the City Administrator to work with the Sheriff's Office.



## Ramsey County Sheriff's Office

Jack Serier, Sheriff

---

### Office of the Sheriff

425 Grove Street • Saint Paul, Minnesota 55101

Phone: 651-266-9308 • Fax: 651-266-9301

[www.RamseyCountySheriff.us](http://www.RamseyCountySheriff.us)

April 27, 2017

Sack Thongvanh, City Administrator  
City of Falcon Heights  
2077 West Larpenteur Avenue  
Falcon Heights, MN 55113

Dear Mr. Thongvanh,

I am writing you today with regard to the Request for Statement of Interest for Police Services to the City of Falcon Heights letter I received on April 14, 2017. As your Sheriff, I believe I have an obligation to enter into a discussion about your request.

The Ramsey County Sheriff's Office has an overall budget of approximately \$55 million. Close to \$8 million of this budget is comprised of our Contract Cities Group revenue for the law enforcement services we provide to Arden Hills, Shoreview, Vadnais Heights, Gem Lake, Little Canada, North Oaks, and White Bear Township.

I am very familiar with the contracting process as Sheriff. Earlier in my tenure with the Ramsey County Sheriff's Office, I served as the Undersheriff for Public Safety Services from 2012-2015. This Undersheriff position serves as the "police chief" for our Contract Communities.

The Ramsey County Sheriff's Office represents one form of law enforcement services with two service model options. The two service model options we provide are as follows:

1. Entering into an independent contract between the Ramsey County Sheriff's Office and the City of Falcon Heights based on services you wish to have provided as a community.
2. Entering into a contract with the Contract Cities Group which then contracts with the Ramsey County Sheriff's Office for services you wish to have provided as a community. This option is a shared cost model which typically reduces costs for communities involved. It requires petitioning the Contract Cities Group, which is its own entity, for involvement in their contractual arrangement with the Sheriff's Office as the contracted provider of services.

At the core of community policing is a community engaged in how it wants law enforcement services to be provided to enhance community safety and wellness. My interest is to help your community understand the options available to them and not to bid against other communities for this service. I am willing to discuss this further with the City of Falcon Heights if you are interested in the options the Ramsey County Sheriff's Office has to offer.



Please let me know if you need further clarification from me with regard to this letter. As your Sheriff, I am committed to making sure you receive excellent law enforcement services that meet your needs as a community whether those come from our Office or another law enforcement agency.

Respectfully,

A handwritten signature in black ink, appearing to read "Jack Serier". The signature is stylized and includes a large, circular flourish at the end.

Jack Serier  
Ramsey County Sheriff

- cc: Julie Kleinschmidt, Ramsey County Manager  
Scott Williams, Ramsey County Deputy Manager  
Victoria Reinhardt, Ramsey County Commissioner  
Rafael Ortega, Ramsey County Commissioner  
Jim McDonough, Ramsey County Commissioner  
Mary Jo McGuire, Ramsey County Commissioner  
Blake Huffman, Ramsey County Commissioner  
Janice Rettman, Ramsey County Commissioner  
Toni Carter, Ramsey County Commissioner  
Terry Schwerm, Chair of Contract Cities Group





*The City That Soars!*

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	June 7, 2017
<b>Agenda Item</b>	Item #3
<b>Attachment</b>	Inclusion Recommendations
<b>Submitted By</b>	Sack Thongvanh

<b>Item</b>	Falcon Heights Task Force Inclusion Recommendations
<b>Description</b>	See attached recommendations by the Falcon Heights Task Force on Policing and Inclusion.
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	· Inclusion Recommendations
<b>Action(s) Requested</b>	The action on the Falcon Heights Task Force Inclusion Recommendations will be placed on the June 14 <sup>th</sup> City Council regular agenda.

# Values and Recommendations for Strengthening Inclusion in our Community

Recommendations from *Falcon Heights Task Force on Policing & Inclusion*

to City Council

for discussion at 6/7/17 Council Work Session and action at 6/14/17 Council meeting

## Background

This Task Force was charged by the City Council to articulate community values, identify community needs, and recommend programming and policies to be an inclusive and welcoming place for residents and guests of Falcon Heights. These recommendations are a set of principles and concrete ideas for transforming our community to continually combat stereotyping and prejudice and to advance mutually respectful relationships and the inclusion of all.

The foundation of all of these recommendations is that fundamental issues of inclusion and exclusion have left many people feeling that they do not fully belong in our community. As we pursue specific implementation actions, we need to sustain an all-encompassing commitment to fight racism and other kinds of discrimination and exclusion. *We need to do relational, financial, legal, and occupational development work to address inequity and build trust so that everyone is included in our community.*

To create these recommendations, we began by articulating the following Statement of Community Values, which we then translated into implementation recommendations. We generated these statements and recommendations by listening to community members' ideas, as expressed in listening sessions hosted by the City Council, a series of four Community Conversations held in conjunction with the Task Force, and in other community meetings and public forums. We also familiarized ourselves with programs and policies (from our region and beyond), which we learned about through sharing our own experiences, reading about efforts other communities are making, and dialoguing with 10 subject matter experts who participated in four guest panels with the Task Force. And, as a Task Force comprised of 11 committed individuals with diverse experiences and perspectives, we deliberated thoughtfully over 13 regular task force meetings as well as in our individual dialogues with other residents and guests of Falcon Heights.

## Statement of Community Values

We assert and uphold these values for our community, including residents and guests, in our relationships with one another and in city government services, leadership, and policies.

**Leadership.** We aspire to become known for our leadership in creating community relationships of mutual respect and welcome, for equity in service to the community, and for working to recognize and heal historic patterns of disparity and exclusion.

**Trust, transparency, and accountability.** We believe that mutual well-being is created through mutual trust. We value relationships of mutual respect, learning, and honesty in communication among community members and city government. We value transparency, communication, and respecting diverse perspectives in governance.

**Equity, justice, and anti-discrimination.** We value protecting and treating all residents and visitors equally and fairly under the law. We value equity in the provision of public services and in the city's response to concerns. We recognize the persistent work we must do, individually and collectively, to reject and remedy prejudice, bias, and discrimination within individuals, the community, and in our government and policing.

**Welcome and inclusion.** We value diversity, welcoming all people with respect and dignity, and creating authentic relationships that honor our shared humanity despite our differences. We aspire to harmonize the needs of all while understanding varied individual needs, across generations, across racial or ethnic or religious groups, and across other aspects of our rich identities. We recognize the need to work together to heal and overcome divisions in our community. We commit to work continuously to forge strong relationships and to be a place where everyone is recognized and welcomed as part of our community.

**Awareness:** We value seeking diverse perspectives, listening with an open mind, and taking time to learn from others. We commit to recognizing and working to address our individual and collective biases.

**Courageous Action.** We value taking individual and collective responsibility to uphold these values, including having the courage to name and confront problems and to pursue solutions and healing when these values are not upheld. We recognize that everyone has the responsibility for being engaged and challenge others when we see or hear hurtful actions or comments.

**Safety:** We value safety, including protecting residents and guests from personal harm and protecting groups from prejudice, discrimination, and hostility. Respect for life and minimizing harm to all are our highest priorities in public safety and policing. We believe that mutual safety is built through mutual trust.

## Implementation Recommendations

### Premises

**Address the sources of exclusion.** Again, the context and premise of these recommendations is that fundamental issues of inclusion and exclusion have left many people feeling that they do not fully belong in our community. As we pursue specific implementation actions, we need to sustain an all-encompassing commitment to fight racism and other kinds of discrimination and exclusion. The following implementation suggestions are *starting points* for comprehensive work that needs to be done to build relationships across difference, to build trust in the community among those who have felt left out, and to work on building the financial, legal, and occupational resources of excluded groups.

Across all of the following recommendations, these principles should be applied:

**Create two special resources to mobilize implementation and accountability of these recommendations.** Specifically, the Task Force strongly recommends that the City Council make a commitment to create and sustain these two structures, for at least 3-5 years. It is critical that the city make this commitment now to sustain the work over this period, to make sure that this work lifts off and is sustained.

- 1) Create a dedicated Truth, Racial Reconciliation, and Healing committee of some kind to have responsibility for sustaining attention and accountability for these recommendations.
- 2) Dedicate city staff time (through reassigning existing staff time or expanding capacity through consulting or new staffing) to forge partnerships, find grants, and recruit and support volunteers to accomplish all of these efforts.

**Make continuous efforts.** Inclusion is never done. We need to be continually attentive to how accessible and inclusive we, as a city, are being, and keep recommitting ourselves to improvement.

**Use what we have.** Whenever possible, we recommend integrating these ideas into structures that are already in place. For example, we recommend enhancing the welcome packet for new residents to include resources for building connections across differences.

**Inclusion is community-based work.** City government and leaders have a key role to play, but the City is not the only source of leadership and action for community healing and reconciliation. We recognize and value the work of other community organizations and volunteers, and ask that the City Council commit city staff effort (through a reassignment or an expansion of staffing capacity) to build its own capacity to participate and to support these efforts.

**Invest resources.** In some cases, we are simply recommending that successful, existing programs and systems be sustained or reframed. In other cases, we recommend new investments to leverage new opportunities. For example, the city could amplify the work of community organizations and volunteers by enhancing the city website, providing training or other support for community volunteers, or a writing grants to expand partnerships with community institutions that have skill and passion for this work.

**Provide a variety of options and avenues for people to get involved.** Inclusion means providing variety in the types of activities to appeal to different people's styles, skills, and availability. Varying the times and locations, providing childcare, and minimizing cost will make opportunities more accessible.

**Recommendation: Invest significantly to address persistent sources of disparities and exclusion.**

- Provide workshops to support people to build their knowledge and resources for legal, financial, and occupational opportunities and rights. This is an important step to address inequity.
- Build up career pathways program for low-income or minority youth. Other communities have had success with a variety of models for summer employment, internships, apprenticeship, and small enterprise development programs through partnerships among local high schools, businesses, business associations, and city government.
- Invest in continuously sustaining and expanding affordable housing options.

## Recommendation: Promote reconciliation, healing, and inclusion through connecting Falcon Heights with community partners doing excellent work in these areas.

For example:

- Partner with the Science Museum of Minnesota, to expand Falcon Heights participation in their programming on race and our shared humanity.
- Work with the Minnesota Historical Society, Ramsey County Recorder's Office and Registrar of Titles Office, or The Historyapolis Project at Augsburg College to support documentation and research to make visible historic policies and patterns, such as redlining and racially restrictive property covenants, that continue to shape our community.
- Partner with Ramsey County Libraries to launch a "book of the year" or ongoing book clubs for people interested in expanding their knowledge of diverse cultures and history.
- Recognize and promote the potential of local businesses to support this work. For example, encourage residents to hold community gatherings in their spaces, advertise that guests driving through the city can provide feedback on the community by stopping in local businesses, or involve local employers in youth development programs.
- Expand partnerships with the University of Minnesota to bring more attention specifically to these areas of work. The Center for Urban and Regional Affairs, the Art of Hosting community of practice, and Center for integrative Leadership have already supported this work, but there are many other options for partnership.
- Work with foundations that are committed to improving diversity and inclusion, restorative justice, police-community relationships, or related issues, to secure funding or direct technical assistance for the programming, training, or events listed here. The Task Force's research suggests that the Wilder Foundation, Bush Foundation, Kellogg Foundation, JAMS Foundation and the St. Paul or Minneapolis Foundations may be interested. The National Initiative for Building Community Trust and Justice has resources and toolkits.
- Work with existing organizations to provide support and training on how to build relationships across differences. Living Room Conversations provides tools and resources to allow people to connect and hear different perspectives in small group conversations. There are a number of training programs operating nationwide that have resources, including: Hope in the Cities; Sustained Dialogue; Alaska Native Dialogues on Racial Equity Toolkit; Training for Change; and Race Forward – Racial Equity Impact Assessment. Arts can be a way for people to connect; Intermedia Arts in the Twin Cities or Laundromat Art Project out of New York City do this kind of work.

## Build commitment and capacity through reframing existing resources

- Use the city website and newsletter to emphasize the importance of this work and make it accessible. On the city website, ensure that information about our values, resources for community work on inclusion, and opportunities to participate are accessible, timely, and easy to find. Expand the newsletter to consistently include highlights on diversity and inclusion and push people to new opportunities and resources on the website.

- Expand the city's information packets for block parties to include resources on how to build relationships across differences, from having courageous conversations to knowing where to turn for help with neighbor disputes.
- Use the newsletter and website to support the related work that other community groups are doing, for example to promote events in the schools.
- Use the neighborhood welcome packet to emphasize that all are welcome, and provide resources to new community members. Find a way to partner with landlords so they have the most up to date packets to share with new tenants.
- Sustain and expand city trainings on implicit bias and de-escalation. We suggest that these be open not only to city staff, but sometimes also to residents and others who are interested. Other communities have very successfully strengthened their commitments and capacities by having diverse groups of people go through the training together. This could be an exciting programming opportunity to explore with foundations.
- Embed diversity and inclusion awareness and skill development into the summer camps offered through the city.
- Use the park and recreation event structure that is already in place to advertise opportunities to participate and to hire temporary employees support learning circles, book or movie clubs, or trainings on how to have courageous conversations.

#### Support and sponsor events within the community to foster inclusion.

- Continue to host the events currently in place (ice cream socials, block parties), but enhance them by having special activities, resource people, or information to engage people in building relationships across difference.
- Keep the community conversations going, to intentionally bring people together but also allowing for organic relationship building. Foundation support may be available to support this.
- Host book and/or movie clubs and discussions relevant to racial inequity and inclusion topics.
- Connect events with the work the Community Engagement Commission is already doing.