

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

**MINUTES**  
October 7, 2020  
6:30 P.M.

**NOTE: THIS MEETING WAS HELD BY WEB CONFERENCE**

- A. CALL TO ORDER: 6:31 p.m.
- B. ROLL CALL: ANDREWS X GUSTAFSON X LEEHY X  
MIAZGA X WEHYEE X
- STAFF PRESENT: THONGVANH X WALTER
- C. PRESENTATIONS:  
1. CTV Updates and Agreement

Dana Healy, NineNorth (formerly CTV)

Historically, the company has billed at an hourly rate of \$33/hour, and they will be shifting to an a la carte cost of \$172 per meeting. In addition, they would like to propose an added value that would provide social media content and analytics support. The value of the social media service would be \$5,720 per year, but we are offering it to the city at a cost of zero.

CTV is undergoing a brand shift after 30 years. The shift to NineNorth would acknowledge the shift away from cable TV and the move to other types of digital content. The branding will be rolled out in January.

Mayor Gustafson

Would the social media content be posted to the NineNorth platform or shared with Falcon Heights staff to post on our channels?

Dana Healy

We set up a cloud-based file sharing system, meet monthly to coordinate strategy, create the content, and then put it into the box. We also create a posting calendar.

Mayor Gustafson

After 2022, would we be charged for the social media service?

Dana Healy

If you would want the service for beyond 2021, yes it would be a yearly cost moving forward. The meetings will cost about \$6,200 per year.

D. POLICY ITEMS:

1. Bee Ordinance Updates

Ryan Kryzos, Interim Community Development Coordinator

The ordinance was recently reviewed by Council at a workshop in August. Since then, the Environment and Planning Commissions have reviewed the ordinance and both have recommended approval. Since Council last reviewed the draft, the flyaway barrier regulations were simplified to make administration and compliance easier. There was also a change to allow for further scrutiny in cases where an allergy is a concern.

2. Garden Ordinance Updates

Ryan Kryzos, Interim Community Development Coordinator

The ordinance has made its way through the subcommittee. Since May, the group met 5 times to prepare a draft ordinance. The subcommittee conducted a survey to identify a survey that would be acceptable to the community. The garden ordinance will draw significantly from the native landscaping ordinance that the city already has, however the draft garden ordinance limits this to personal use of gardens by the homeowner on site. The Environment Commission will review the ordinance on Monday October 12, and there will be a public hearing in front of the Planning Commission on October 27.

3. The Hendrickson PUD Amendment Update

Ryan Kryzos, Interim Community Development Coordinator

The original plans for the development showed pavers under the turf to reinforce the surface and allow for fire access in the event of an emergency, but the pavers were never installed. Fire officials reviewed the site and decided that the pavers were not necessary for fire access. The Planning Commission reviewed their recommendations and held a public hearing on the request to amend the PUD to formally allow for the change at their meeting on September 22 and recommended approval of the PUD amendment. There were no comments from the public and no one attended the meeting. If the City were to deny the request, the property owner would need to install the pavers; approving the request does not result in any changes to the site. The request will go before Council at the regular meeting later this month.

4. Ramsey County Sheriff's Office Request

Administrator Thongvanh

The RCSO was able to secure a less costly helmet and shield, which reduces the cost to Falcon Heights to about \$19,500. Contract City managers and administrators scrutinized the request to ensure that the request was reasonable.

Council Member Leahy

With this being COVID-related, will this be coming from our CARES funding?

Administrator Thongvanh

Yes. This is to add new equipment; this would prevent sharing of equipment while more individuals are asked to respond at the same time due to increased numbers of protests in recent months. If there are no additional concerns, I will bring this to the next Council meeting.

5. City Logo

Administrator Thongvanh

Council Member Leehy volunteered to work with staff on the logo design. We secured a graphic artist to help with the logo.

Council Member Leehy

We have focused on trying to develop something that is unique to Falcon Heights. We wanted to stick with the color green, while creating a design that showed a falcon soaring.

6. CARES Act Funding

Administrator Thongvanh

There is a November 15 deadline for the city to allocate CARES funding, and if the city does not use it by that date it reverts back to Ramsey County, and eventually the state if the county does not use it. I have been working with MMB and our auditors on our requirements for reporting on the use of the funds. We've been purchasing PPE, as well as technology upgrades and improvements to City Hall's ventilation system.

7. Small Business and Non-Profit Relief Funding

Administrator Thongvanh

Some other communities are administrating programs in-house, or working with a third party to administer. The City of Roseville is using a third party to administer the business and residential portion of their program, which eats a portion of their program dollars. In the packet, I've illustrated what other cities are doing and how they're supporting businesses and non-profits. One non-profit organization that would be a potential recipient is the Como-Falcon Heights Nurse program.

Council Member Leehy

Another idea would be to purchase iPads to support students who don't have access to technology through school.

Council Member Miazga

It may be worth using a third party to avoid overburdening city staff with the program administration.

Administrator Thongvanh

If council members can look at the materials and examples and within a few weeks, send me what they like about them, we'll continue to work on putting together a comprehensive idea. We'll bring this back for discussion at the November council workshop.

E. INFORMATION/ANNOUNCEMENTS

Council Member Miazga

I went to the Curtiss Field event with Council members Wehyee and Leehy.

Council Member Leehy

The Curtiss Field event was filmed and it's available on the CTV website. Secondly, there was a Parks and Recreation Commission meeting on Monday.

Council Member Wehyee

I was fortunate enough to attend the event at Curtiss Field. I also attended one of the Night to Unite block parties last evening.

Mayor Gustafson

I attended the Night to Unite block party on Albert Street. The fire department distributed a handout to residents at the event that contained some misinformation about per resident cost this year and in the next budget year.

Administrator Thongvanh

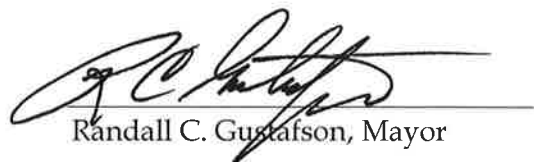
The number quoted on the handout did not take into account the debt service that is attributed to the fire department, which is part of their budgeted operations. The results from the RFI will likely be included in our discussion at the November workshop.

This year, the Lions will be using the community park building for holiday tree sales. They will be adhering to guidelines on COVID and are submitting a plan to ensure safety of operations.

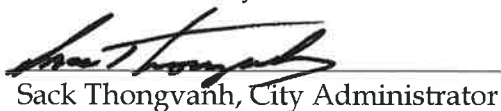
Regarding the warming house at Curtiss Field for the ice rink, staff are concerned that having a facility this year will not be possible due to COVID-19 precautions.

I'm continuing to work with the CEC on the community conversations. We're hoping to have 3 events this fall.

F. ADJOURNMENT: 8:20 p.m.

  
Randall C. Gustafson, Mayor

Dated this 7th day of October, 2020

  
Sack Thongvanh, City Administrator