

CITY OF FALCON HEIGHTS
Regular Meeting of the City Council
City Hall
2077 West Larpenteur Avenue
MINUTES
October 12, 2022 at 7:00 P.M.

- A. CALL TO ORDER: 7:02 p.m.
- B. ROLL CALL: ANDREWS A GUSTAFSON X LEEHY X
MEYER WEHYEE X
STAFF PRESENT: LINEHAN X

C. APPROVAL OF AGENDA

Leehy motions for Approval of the
Agenda; approved 3-0

- D. PRESENTATION:
1. Recognition of Kay Andrews' Service

Mayor Gustafson states that Council Member Kay Andrews has sent a letter of resignation to the City and resigned from the City Council effective today, October 12th, 2022. In addition, Kay Andrews became a resident of the City of Roseville after 31 years of living in Falcon Heights. The City Council has a resolution honoring Kay Andrews' service to Falcon Heights. The proclamation states **WHEREAS**, Council Member Kay Andrews served as President and CEO of Northeast Youth and Family Services, collaborating with various agencies, including 15 municipalities, 3 school districts and 5 police departments to provide community-based support services and mental health counseling to the northeastern suburbs of Ramsey County. Council Member Kay Andrews provided 33 years of service to NYFS and the community, and, in recognition of this, a facility opened in 2021 was named the Kay Andrews Discovery Center; and **WHEREAS**, Council Member Kay Andrews has resided in Falcon Heights since 1992; and **WHEREAS**, Council Member Kay Andrews has served on the Planning Commission, the Human Rights Commission, and the Inclusion and Policing Task Force, with the desire to create a strengthened, safe, inclusive and more collaborative community where all people are *welcomed, included and safe*; and **WHEREAS**, Kay Andrews was appointed to the Falcon Heights City Council and took an Oath of Office on January 8, 2020; and **WHEREAS**, Council Member Kay Andrews tendered her resignation from the Falcon Heights City Council effective October 12, 2022; and **WHEREAS**, Council Member Kay Andrews has honorably dedicated herself to serving her community and the residents of Falcon Heights and is a bright example of public service. **NOW THEREFORE BE IT RESOLVED** that I, Mayor, Randall C. Gustafson, on behalf of the City Council of the City of Falcon Heights, Minnesota, do hereby honor and recognize Kay Andrews for her contributions and service to the City of Falcon Heights as a councilmember. May this proclamation be provided to Kay Andrews in recognition for her years of service to the community.

Council Member Wehyee states it has been a pleasure working with Kay Andrews. Kay has always presented what I think is a balanced perspective on many of the issues we have considered on City Council and has been a great addition to the team. It was a pleasure starting my political career alongside of her.

Council Member Leehy states it has been a pleasure to know Kay Andrews, as a neighbor, friend and colleague in serving young people, being that they've bone done similar work, and to have heard of all of her hard work, which has impacted many lives. Then, stepping forward to be a part of the inclusion and policing task force that we worked on together and then on City Council. Thank you so much for being the loving and wise person you are and for your dedication to Falcon Heights. You will be deeply missed, and we wish you the best.

Mayor Gustafson thanks Kay very much and states it has been a pleasure. Your service to the citizens and the City of Falcon Heights during your 30 years as a resident and an active one is appreciated.

Council Members Leehy and Wehyee
motion to Recognize Kay Andrews' Service;
approved 3-0

E. APPROVAL OF MINUTES:

1. September 28, 2022 City Council Regular Meeting Minutes
2. October 5, 2022 City Council Workshop Meeting Minutes

Council Member Wehyee motions for Approval
of Minutes; approved 3-0

F. PUBLIC HEARINGS:

G. CONSENT AGENDA:

1. General Disbursements through: 10/6/22 \$32,412.76
Payroll through: 9/30/22 \$20,711.11
Wire Payments through: 9/30/22 \$14,013.33
2. Accept the Resignation of Kay Andrews from the City Council and Declare a Vacancy
3. Approve Two-Year Extension Agreement with Tennis for Recycling Services

Council Member Leehy motions to Approve the
Consent Agenda; approved 3-0

H. POLICY ITEMS:

I. INFORMATION/ANNOUNCEMENTS:

Council Member Leehy requests that when Jack Linehan, the City Administrator, gives his updates, that he includes clarification for those concerned about a passageway on Ruggles.

Council Member Wehyee states that the Planning Commission will meet on October 25th. The Planning Commission has not met since September.

Mayor Gustafson states that the Community Engagement Commission will be meeting Monday, October 17th, at 6:30 p.m. in the City Hall Chambers. The Commission will discuss Human Rights Day and update the new resident packet. The Park and Recreation Commission will have two new members. The City is still looking for someone from the community to step up for the St. Paul Water Board. More information on the St. Paul Water Board is on the City website. Or, give the Mayor a call to walk you through the process.

Council Member Leehy asks if there is a deadline for the St. Paul Water Commission.

Linehan states that Friday, October 14th is the deadline. The City has not received any applicants for the Commission.

Council Member Leehy asks whether the notice describes the requirements for serving on that Commission.

Linehan states that the description outlines the requirements. In addition, the St. Paul Water Commission meets monthly in person. The term ends December 31st, 2023, so it is about a 14-month commitment.

Linehan states:

- **Public Works Street Sweeping**
 - Public Works completed street sweeping of all Falcon Heights streets last week. Street sweeping will continue periodically throughout the fall until snow falls.
 - A reminder to residents: please do not rake leaves in to the street. The street sweeper cannot take that additional volume of leaves, and it is an ordinance violation.
 - Residents did a great job last week keeping leaves out of the street, which made the pass through the community smoother and without equipment clogging
- **iWorQ Permitting System**
 - We are excited to announce the launch of our iWorQ public portal.
 - Residents and contractors can now apply for a wide range of permits entirely online, from fence permits to mechanical permits.
 - Residents can also search active permits and see a full list of open permits. That is public information. If residents were curious if there were active permits on a home they wished to purchase, they could see that. Or, if they saw a contractor working on a roof and were curious if they had a permit for it, they could look it up and check as well.
 - This new software will save staff time and improve service delivery to residents at a minimal cost. A review is still required and the timeline is two days to two weeks; we try to stay on the low end of that.
 - To view the iWorQ public portal and apply for permits, visit the www.falconheights.org, click on “I Want to” -> “Apply For” -> Permits. A button on the permitting page will take you to the iWorQ portal.
- **Falcon Woods 2025 PMP Neighborhood Meeting**
 - Wednesday, October 19th at 6:30 PM in Council Chambers

- The meeting will discuss the planned reconstruction of roads in Falcon Woods occurring in 2025 to give residents an early overview.
- **Ruggles Pathway Update**
 - The city has been contacted by neighbors in the Northeast Quadrant concerned about the proposed Ruggles Pathway.
 - I want to clarify that no decision has been made, and Engineering is including various options in their feasibility report.
 - The Ruggles Pathway has long been identified by the City as a site that needs to be brought up to code to meet the requirements of the Americans with Disabilities Act. The current “goat path” does not meet federal requirements for wheel chair accessibility.
 - The next step in the process will be on Wednesday, October 26th at 7PM, when Engineering presents the 2023 PMP Feasibility Report to the City Council.
 - If the Council accepts the report, that will trigger a public hearing held on Wednesday, November 9th at 7PM. Notice of the public hearing will be sent to all residents impacted by the 2023 PMP by mail.
 - Residents are encouraged to attend the November 9th Public Hearing, as afterwards the City Council will make a final recommendation on the entirety of the 2023 PMP, including the Ruggles Pathway.
- **Amber Union Update**
 - Certificate of Occupancy was issued for the main building on September 30th.
 - Some residents began moving in on October 1st.
 - The western annex building is aiming to have a Certificate of Occupancy issued at the end of October.
 - A ribbon cutting and open house for neighbors is being planned to coincide with the opening on the annex building in late October/early November. Dates and formal invites are still being worked out with the developer and property management company.
- **Council Vacancy**
 - Following tonight’s declaration of vacancy, recruitment for Kay Andrews’ replacement for her term expiring December 31st, 2023 will begin on Thursday, October 13th. Applications will be made available on our website and in-person at City Hall. Applications will close on Wednesday, October 26th. The replacement process will include interviews by the Council and potentially a citizen panel, following both past practices and Minnesota State Statute.

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.

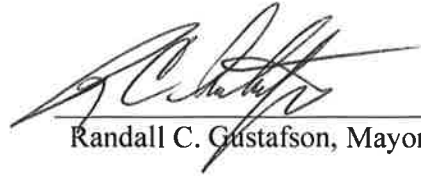
K. **ADJOURNMENT:** 7:22 p.m.

Motion by Council Member Leehy to adjourn the City Council Meeting; approved 3-0

Dated this 12th day of October, 2022



Jack Linehan, City Administrator



Randall C. Gustafson, Mayor