

**CITY OF FALCON HEIGHTS**  
Regular Meeting of the City Council  
City Hall  
2077 West Larpenteur Avenue  
**MINUTES**  
October 26, 2022 at 7:00 P.M.

A. CALL TO ORDER: 7:01 p.m.

B. ROLL CALL: GUSTAFSON   X   LEEHY   X  

MEYER     WEHYEE   X   VACANT    

STAFF PRESENT: LINEHAN   X   FREIHAMMER   X  

C. APPROVAL OF AGENDA

Mayor Gustafson states that there is a different agenda that what appears on the website and that went out on Friday. We have the addition of and the Consent Agenda of item three the **2023 Ramsey County Select Committee on Recycling & The Environment (SCORE) Grant Submittal and Enter into Agreement with Ramsey County for Funding**. That was added to the Consent Agenda number three. That will cause reordering and renumbering the agenda, which will be addressed later in the meeting.

City Council Members Leehy and Wehyee  
motion to Approve the Agenda; approved 3-  
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D. PRESENTATION:

1. Receiving the Feasibility Report and Ordering Public Hearing for the 2023 Pavement Management Program (PMP)

Jesse Freihammer, the City Engineer, states that the proposed project involves milling the existing pavement, spot curb replacement, spot utility improvements and pavement replacement. Utility improvements for the project include the repair of selected storm sewer manholes and catch basins. As has been discussed during development of the CIP, the City Council has expressed the desire to complete maintenance on City streets that, if neglected for too long, would need to be reconstructed. The proposed mill and overlays included in the 2023 PMP achieves this, while also maintaining a neighborhood approach to minimize the inconveniences residents experience due to construction. Streets include:

- Holton Street, Larpenteur Avenue to Roselawn Avenue
- Albert Street, Ruggles Street to Roselawn Avenue
- Sheldon Street, Ruggles Street to Roselawn Avenue
- Ruggles Street, Holton Street to Hamline Avenue

Garden Avenue, from East Snelling Drive to Hamline Avenue, is proposed for pavement reclamation to address deficiencies in the pavement and base section of the roadway. This area is proposed for a significant amount of curb removal. Also proposed are impacted driveway replacements, and minor storm sewer and sanitary sewer work. The existing street design

changes at Holton, so staff recommends Council look at the new options as two segments. Segment 1 is west of Holton, Segment 2 is east of Holton and includes the elementary school. Different decisions can be made on the width of the roadway and if a pathway should be installed for each segment. The decisions can be made independent for each segment. Roadway Geometry was examined for benefits, including lowering driver speeds and decreasing stormwater run-off. Reduction of the roadway width would result in some loss of parking. Pathway Installation on the north side of the street was examined. Previous Council Action determined, if a pathway is installed with this project, costs would not be assessed and snow removal would be done by City staff. All proposed sidewalk options are located within the existing curb line so no further impacts to residents' yards or loss of driveway space would occur, even though the City has additional right of way and could exercise this right.

#### Segment 1 - Snelling to Holton Options

- Option 1 (Existing Street Design)
  - o Street Width 36 Feet
  - o 11-foot Drive Lanes
  - o 7-foot Parking Lanes on Both Sides
  - o No Sidewalk
- Option 2 (Existing Street Design Modified)
  - o Street Width 36 Feet
  - o 11-foot Drive Lanes
  - o 8-foot Parking Lanes on South Side
  - o 6-foot shoulder on North Side, No Parking
  - o No Sidewalk
- Option 3 (Concept B modified)
  - o Street Width 34 Feet (Narrowed 2 Feet by Moving the North Curb)
  - o 11-foot Drive Lanes
  - o 7-foot Parking Lane on South Side
  - o 5-foot shoulder on North Side, No Parking
  - o No Sidewalk
- Option 4 (Concept A)
  - o Street Width 29 Feet (Narrowed 7 Feet by Moving the North Curb)
  - o 11-foot Drive Lanes
  - o 7-foot Parking Lane on South Side
  - o 7-foot Sidewalk on North Side, Next to the Curb

#### Segment 2- Holton to Hamline Options

- Option 5 (Existing Design)
  - o Street Width 42 feet
  - o 12-foot Drive Lanes
  - o 9-foot parking South Side Only
  - o 9-foot Shoulder North Side Currently Signed No Parking.
  - o No Sidewalk
- Option 6 (Concept G)
  - o Street Width 32-foot (Narrowed 10 Feet by Moving North Curb)
  - o 12-foot Drive Lanes
  - o 8-foot Parking South Side Only
  - o Elimination of North Shoulder Currently Signed No Parking.
  - o No Sidewalk
  - o East of School Property: North Side Shoulder for School Pick-Up Queuing, No Sidewalk

- Option 7 (Concept F)
  - o Street Width 32-foot (Narrowed 10 Feet by Moving North Curb)
  - o 12-foot Drive Lanes
  - o 8-foot Parking South Side Only
  - o Elimination of North Shoulder Currently Signed No Parking.
  - o 6-foot Sidewalk
  - o 5-foot Boulevard Between Sidewalk and Curb Adjacent to the School Property
  - o East of School Property: North Side Shoulder for School Pick-Up Queuing, 7-foot Sidewalk, No Boulevard
  - o Bumpouts at Intersection to Eliminate Parking Near Intersection/Shorter Pedestrian Crossings

Ruggles Ave. Pathway:

The right-of-way connecting Ruggles Avenue from Pascal Street to Holton Street was evaluated for a pathway. The existing right of way (ROW) is 12 feet wide. The existing surface is unimproved so access can be limited to some users, particularly those in wheelchairs or those who are less mobile. Options for this pathway include installing a concrete sidewalk, installing a permeable paver sidewalk or doing no improvements. If improvements are not completed, consideration of vacating the right of way could be considered since the unimproved segment would not meet ADA standards. The total project cost for Falcon Heights is estimated to be \$1,688,000 if sidewalks are fully installed on Garden Avenue. This also includes contingencies and overhead costs. If Ruggles Pathway was added, this would add between \$35,000 and \$51,000 to the costs. This estimate applies to all options but is the highest cost scenario. All the street cost options are generally the same with only some minor estimated reductions. Funding for the project will be provided through assessments from the benefitting properties, utility funds, street infrastructure funds, and Municipal State Aid (MSA) funds.

A summary of the estimated project costs and funding sources are as follows:

Mill and Overlay Street Costs: \$427,000  
 Garden Avenue Street Costs: \$680,000  
 Garden Ave Sidewalk (West): \$172,000  
 Garden Ave Sidewalk (East): \$127,000  
 Storm Sewer Costs: \$242,000  
 Sanitary Sewer Costs: \$ 40,000

Funding:

Approximated Assessments: \$533,000  
 Street Fund: \$287,000  
 Municipal State Aid: \$586,000  
 Storm Sewer Fund: \$242,000  
 Sanitary Sewer Fund: \$ 40,000

The City's assessment policy for streets is that streets are assessed by the front footage of each lot. Residential corner lots are assessed 100% for the long side, 0% for the short side. Residential depth to be capped at 176 feet. Assessment rates for street improvements:

- Residential - 40% of the improvement
- Commercial/Multi-Residential - 60% of the improvement
- Tax-Exempt - 100% of improvement

Mill and Overlay Assessment Roll

- 96 parcels
- Total frontage = 8,705 feet (504 feet non-assessable)
- Estimated Assessment Rates
  - Residential = \$19.62/ft
  - Tax-Exempt = \$49.05/ft
- Average residential assessment = \$1,495.34
- Approximate residential range = \$1,100 to \$3,200

Garden Ave Assessment Roll

- 22 parcels
- Total frontage = 4,241 feet (553 feet non-assessable)
- Estimated assessment rate
  - Residential = \$64.14/ft
  - Tax-Exempt = \$160.34/ft
- Average residential assessment = \$8,844.57
- Approximate residential range = \$8,100 to \$11,300
- The City may choose to pursue a benefit appraisal on the properties to ensure the assessment proposed does not exceed the estimated benefit to the property, as required by Minnesota State Statute 429.

After the assessment hearing (Fall 2023):

- Pay in part or full, interest-free within 30 days
- Add to property taxes with interest:
  - Length and interest rate set by City Council
    - 7 years, Mill and Overlays
    - 10 years, Garden Avenue
    - Interest rate at 2% above current rate of return on City's portfolio
  - First payment due in 2024 with property taxes
- Hardship deferral
  - Homestead property
  - Age 65+, or retired by virtue of disability
  - Payment would be a hardship
  - Assessment will accrue interest while deferred and be due when the above no longer applies
  - Application available at City Hall

Please note, this schedule is subject to change. Council actions are denoted with "CC" and will take place at a public meeting:

CC Receive Feasibility report and Set Improvement Hearing	October 26, 2022
CC Improvement Hearing, Order Improvement, and Authorize Preparation of Plans & Specifications	November 9, 2022
CC Approve Plans & Specifications, and Order Advertisement for Bid	January, 2023
Bid Opening	February 2023
CC Award Contract	March 2023
Construction Start	Summer 2023
Substantial Completion	Fall 2023
CC Set Assessment Hearing	October 2023
CC Assessment Hearing	October 2023

Requested Council Actions:

Current Council meeting

- Adopt resolution receiving the feasibility report and ordering public hearing

November 9 Council Meeting – Public Hearing

- Hold Public Hearing
- Make decision on which improvements, if any to Ruggles Street.
- Make decision on which Garden Avenue layouts to proceed with for final design.
- Adopt resolution ordering improvement and authorizing preparation of plans and specifications.

Council Member Leehy recaps that the public hearing and the decision are on the same day, which is November 9<sup>th</sup> and asks if that is correct.

Freihammer says it is correct but the Council could choose to delay the decision, if needed. There is no timeframe on that, but typically that is how it is done. But, if Council needs another meeting, that is an option.

Jack Linehan, the City Administrator, states that similarly, we have discussed the Ruggles Pathway as well. But, if we needed more time, that's not critical on November 9<sup>th</sup>. So, if we need to do more research and more decision-making on that, we could hold that off.

Freihammer states that Ruggles Pathway, since it's not being assessed, can be added before we advertise for bids. But, the rest of the project really all needs to be decided before the Council order in the improvement, because the sidewalk on Garden and the layouts all affect the design going forward.

Mayor Gustafson asks for clarification. On November 9<sup>th</sup>, that is when we will hold the public hearing; that is what we are calling here for, right?

Freihammer says Yes. I should add if Council does approve the resolution tonight, we will post a notice and then mail it out to residents their proposed assessment with a notice. We will probably put that in the mail on Friday, so they will probably get that over the weekend or Monday. So, that will meet the ten-day requirement. Every resident will get an individual letter with their proposed assessment. Everyone's will be slightly different, depending upon the length of their lot.

Mayor Gustafson says on November 9<sup>th</sup>, we will finalize one of the options for each segment. choosing between option one through four for segment one, and choosing between options five through seven for segment two) and then decide on Ruggles as well, if needed. Or, we can postpone that one up until we go out for bid.

Freihammer says that is correct.

Linehan states the best time to have a final answer is probably about December, and probably our December Workshop will most likely be capital, just because, at this point, we can't really finalize our capital improvement plan until we know what the options are. So, if that date will be prior to our truth and taxation, at that point, we will adopt the budget. So, having the numbers for the budget would be helpful.

Mayor Gustafson thanks Freihammer for the feasibility report, which is a culmination of several years' worth of discussions and, this year, numerous community meetings.

Freihammer states we did do a summary of the meetings in the feasibility report. One of the appendices is a summary of the comments that we have either emailed or written down as comments. So, you will certainly see that in there, and then I am anticipating that we will get additional comments here on November 9th.

Mayor Gustafson says that he did receive an email today from Council Member Meyer, who was unable to be here. Council Member Meyer's comment was that he lives just three houses down from the Ruggles Path and that he and his wife use almost daily that path along with their dog, Daisy. "Though I understand the city's desire to ensure that the path is ADA compliant or vacated to the adjacent property owners, it's important to me, Eric, that we are able to preserve this pathway for the use of the neighborhood along with its rustic character. Eric will support initiatives to make this happen and is looking forward to more community input. As far as Garden Ave. is concerned, we need a sidewalk to ensure safety for our kids and residents. I am happy to see some great proposals to make that happen from our city engineer."

Council Member Wehyee motions to Receive the Feasibility Report and Order a Public Hearing for the 2023 Pavement Management Program (PMP) for November 9, 2022; approved 3-0

E. APPROVAL OF MINUTES:

1. October 12, 2022 City Council Regular Meeting Minutes

Council Member Leehy motions to approve the Minutes; approved 3-0

F. PUBLIC HEARINGS:

G. CONSENT AGENDA:

1. General Disbursements through: 10/20/22 \$222,924.42  
Payroll through: 10/15/22 \$23,798.22  
Wire Payments through: 10/15/22 \$16,067.73
2. City Licenses
3. **2023 Ramsey County Select Committee on Recycling & The Environment (SCORE) Grant Submittal and Enter into Agreement with Ramsey County for Funding**
4. Appointment of Michael Tracy to Parks Commission
5. Appointment of Randi Lundell to Parks Commission
6. Flexible Benefits Plan Amendment

Mayor Gustafson thanks Michael Tracy and Randi Lundell for becoming a commission member for the Parks and Recreation Commission.

TomFaust says that he is happy to serve on the Commission and that he has been to no meetings yet. But, he looks forward to it and hopes to contribute.

Randi thanks the Council for the opportunity. Randi worked at the University of Minnesota for 25 years, grew up in St. Anthony Park near here, and raised her kids in neighboring Roseville. So, I feel like I am very much a part of this community and am looking forward to working with the City Council.

Mayor Gustafson states that the Parks and Recreation Commission is going to be a great deal in this next year as we look to renovating Community Park and changing it, getting it rebuilt and

useful again and getting it mobilized. So, you have picked a great time to step forward and be a part of an exciting effort. Thank you.

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

H: POLICY ITEMS:

I. INFORMATION/ANNOUNCEMENTS:

Council Member Wehyee states that, although he was unfortunately able to make it, the Planning Commission met yesterday.

Mayor Gustafson states the Community Engagement Commission met last week. We are finalizing the plans for Human Rights Day, which is going to be on December 8<sup>th</sup>. The plan is to hold it at the elementary school in the cafeteria. The event is going to be a resource fair type of setup, touching on some of the issues that we have run into the past, such as food insecurity, and we are in the process of working with Keystone to be drop off for food donations or a drop off where we support the school's food shelf efforts. We are going to have representatives from JustDeeds and International Institute. Zach Lindstrom is trying to come up with something that is going to engage children, and so then, whole families will show up and make it kind of fun. We are going to get some food involved somehow too, whether we get one of our local food producers who have something to make it worthwhile, or else we will just have apples and caramel. We will have bottled water because we have a good supply of that on hand. Also, we want to make sure that everyone is safe for trick or treating next week.

Linehan states

- **City Council Vacancy**
  - The City promoted the City Council vacancy in all communication channels starting on Thursday, October 13<sup>th</sup>, including a press release, which was sent to all local media. It was picked up with a story in the Pioneer Press.
  - Applications closed today at noon.
  - In total, the City received three applications. Any postmarked by today and in the mail would still be eligible for consideration.
  - Council can review the applications and provide feedback on the next steps in the application process at the November 2<sup>nd</sup> Workshop meeting.
  - We may want to retool our process since we had less applications than we thought we might receive.
- **November 8<sup>th</sup> General Election**
  - The 2022 General Election is less than two weeks away.
  - Once again, Falcon Heights will have two polling locations, depending on where you live:
    - Falcon Heights Church – United Church of Christ
    - Falcon Heights City Hall
    - We have a link to a map to find your polling place on our website at [www.falconheights.org/residents/elections](http://www.falconheights.org/residents/elections).
  - Early voting is currently open, but City Hall is not an early voting place, nor is it a ballot drop off location.

- Early Voting is available at two locations:
  - Ramsey County Plato Building
  - Ramsey County Library – Roseville.
- **Falcon Woods 2025 PMP Neighborhood Meeting**
  - Wednesday, October 19<sup>th</sup> 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**
  - Residents adjacent to Ruggles pathway have requested a meeting. The meeting will be on Thursday, October 27<sup>th</sup> at Falcon Heights Church at 5PM.
  - I plan to meet with the residents to hear their concerns and explain the feasibility report.
  - I will report back their concerns to the Council.

Mayor Gustafson says one observation on knowing where to vote, the dividing line is really Snelling Avenue. So, if you live in Falcon Heights East of Snelling, vote at Falcon Heights United Church, and if you live West of Snelling, come here to City Hall and vote.

Council Member Wehyee says Happy Halloween, everyone.

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: 7:41 p.m.

Council Member Leehy motions to adjourn; approved 3-0

Dated this 9th day of November, 2022

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Jack Linehan, City Administrator

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Randall C. Gustafson, Mayor