

ORDINANCE NO. 25-05

CITY OF FALCON HEIGHTS
RAMSEY COUNTY, MINNESOTA

AN ORDINANCE AMENDING CHAPTER 2, ARTICLE VI OF THE
FALCON HEIGHTS CITY CODE TO ESTABLISH COMPENSATION FOR
COMMISSION MEMBERS AND ADD A YOUTH COMMISSIONER ROLE

THE CITY COUNCIL OF THE CITY OF FALCON HEIGHTS ORDAINS:

Section 1. Section 2-115 of the Falcon Heights City Code is hereby amended to read as follows (additions are underlined and deletions are shown in strikethrough):

Sec. 2-115 - Duties, membership, terms, compensation, officers and meetings

(a) *Role of commissions; commissions composition.*

- (1) The commissions are designed to serve in an advisory capacity to the city council.
- (2) The city commissions shall not consist of more than seven members. The majority of members shall be residents of the city, unless otherwise designated in the administrative manual.

(b) *Specific duties.* Specific duties for each commission are included in the administrative manual.

(c) *Terms, vacancies, oaths.*

- (1) The term of office of all commission members shall be three years from the date of their appointment by the City Council. ~~Except for appointments to fill a vacancy, an appointment in any year shall be deemed effective as of January 1 of such year for purposes of computing the term.~~ No member shall serve more than two consecutive three-year terms unless otherwise specified in the administrative manual.
- (2) Members shall may hold office until their successors are appointed. ~~All members shall serve without compensation, but may be reimbursed for expenses as authorized and approved by the city council.~~

(d) *Removal.* Commission members shall be subject to removal with or without cause, by a four-fifths vote of the city council. Failure to attend meetings regularly shall be one basis for removal.

~~(d)~~(e) *Compensation.* Beginning August 1, 2025, compensation for the members shall be \$50 per meeting attended.

(e)(f) *Chairperson; officers.* Each commission shall elect a chairperson from among its appointed members for a term of one year. The commissions may create and fill such other offices as determined necessary.

(g) *Meetings, records, reports.* The commissions shall hold scheduled meetings, not less than one per calendar quarter. They shall adopt rules for the transaction of business and shall keep written public records of resolutions, recommendations and findings. On or before February 15 of each year, the commissions shall submit to the council work reports for the preceding calendar year.

(h) Youth Commissioner.

(1) Designation and role. Each commission, except the Planning Commission, may include one designated youth commissioner seat as part of the total seven member composition. The youth commissioner shall serve as a full voting member and contribute to all discussions and decisions of the commission.

(2) Eligibility. A youth commissioner shall:

- Be a resident of Falcon Heights.
- Be between the ages of 16 and 18 at the time of appointment.
- Be enrolled in high school or a recognized equivalent educational program.

(3) Term and appointment.

- The term of a youth commissioner shall be one year, with the option to be reappointed for up to two additional terms.
- Youth commissioners shall be appointed by the City Council following the standard application and interview process.

(4) Compensation. Youth commissioners shall receive the same compensation as other commission members, as specified in section 2-115(e).

(+)(5) Participation and voting. Youth commissioners shall have the same voting rights as other commissioners and shall count toward quorum requirements. They shall adhere to the same attendance and participation expectations as other commission members.

Section 2. This ordinance is effective immediately upon its passage and publication.

ADOPTED this 25th day of June, 2025, by the City Council of Falcon Heights, Minnesota.

CITY OF FALCON HEIGHTS

BY: 
Randall C. Gustafson, Mayor

ATTEST:



Jack Linehan, City Administrator