

CITY OF FALCON HEIGHTS
Regular Meeting of the City Council
City Hall
2077 West Larpenteur Avenue

MINUTES
August 13, 2025 at 7:00 P.M.

A. CALL TO ORDER: 7:04 PM

B. ROLL CALL: GUSTAFSON_X_ LEEHY_X_(arrived at 7:10 PM) MEYER_X_

MIELKE_X_ WASSENBERG_X_

STAFF PRESENT: LINEHAN_X_

C. APPROVAL OF AGENDA

D. PRESENTATION

1. Proclamation Honoring Roland Olson's Service to the City of Falcon Heights

Gustafson reads the proclamation honoring Roland Olson. The Council thanks Olson for all his service to the City of Falcon Heights. Linehan also thanks Olson and notes the city is working on the transition, as he has been a key part of the city's finances. Olson thanks the council and the city and provides his favorite memory of the falcon medallion hunt during a winter event.

E. APPROVAL OF MINUTES:

1. July 23, 2025 City Council Regular Meeting Minutes

Councilmember Meyer motions to approve the meeting minutes;
Approved 5-0

F. PUBLIC HEARINGS:

G. CONSENT AGENDA:

1. General Disbursements through 8/7/25: \$545,534.67
Payroll through 7/27/25: \$26,178.12
Wire Payments through 7/27/25: \$17,161.45
2. Approval of Resolution 25-77 Approving the Be Active! Be Green! Park Bench Agreement
3. Approval of Pay Estimate #3 to Bituminous Roadways, Inc. for the 2025 Pavement Management Project
4. Authorization of Participation in MissionSquare 401(a) Retirement Plan for Qualifying Retiring Department Heads
5. Promotion of Assistant Finance Director Alyssa Landberg to the Position of Interim Finance Director
6. Appointment of Administrative Services Director Kelly Nelson as Falcon Heights' MetroINET Board of Directors Alternate

7. Approval of Resolution 25-79 Appointing David Smith to the Environment Commission
8. Approval of Resolution 25-80 Authorizing the Disposal of the Contents of in Community Park Building as Surplus
9. Approval of Creating Debt Service Fund 311 for the 2025 G.O. Tax Abatement and General Improvement Bond Series 2025A
10. Approval of Right-of-Entry Agreement Settlement – Private Residence on Moore St.

Mayor Gustafson motions to approve the consent agenda;
Approved 5-0

Linehan explains that with Olson's retirement, Landberg will be promoted to Interim Finance Director. She has been with the finance department as the Assistant Finance Director. Item 8 is to give staff the ability to officially dispose of any items at the Community Park Building that are unusable. The debt service fund (Fund 311) is needed to account for the financing of the G.O. Tax Abatement and Improvement Bonds Series 2025A.

Wassenberg gives a shoutout to staff for applying for and receiving the Be Active! Be Green! park bench grant, and their ability to find grant funding for the parks without burdening taxpayers.

H: POLICY ITEMS:

1. Approval of Amendment to the Administrative Manual - Minnesota State Fair Guidelines to Expand Parking Pass Variance Eligibility

The City's Administrative Manual serves as the guiding document surrounding the State Fair. In approving the policy in May, it was determined to only provide parking passes to residents "abutting a pay-by-mobile street". This means that those who do not have pay-by-mobile on their street but may rely on parking on pay-by-mobile streets are ineligible for a pass, and as such are ineligible to apply for a variance application.

Ineligible residents on Larpenteur, Hoyt, and other streets have raised concerns. A short-term solution would be to include language for residents who are otherwise ineligible for a pass, who may then also apply for a variance.

The Council sees this as a balancing short-term solution, one that the State Fair Task Force also supports. Meyer notes that having the data will be good for future years to make changes.

Councilmember Wassenberg motions to approve Resolution 25-81 Authorizing an Amendment to the Administrative Manual: Guidelines During the Minnesota State Fair;
Approved 5-0

Meyer wonders what the plan is for publicizing this change. Linehan explains that staff will contact residents who shared concerns; otherwise, it will be available for those who request it. Gustafson adds that information has also been shared in the e-newsletter.

2. Approval of Amendment to the Administrative Manual – Personnel Policy to Include Voluntary Participation in the Minnesota State Retirement System (MSRS) Health Care Savings Plan

Linehan explains that back in May, the city offered a voluntary early retirement incentive program (VERIP). Under the plan, the City covers the amount of single health insurance for 36 months. To facilitate this, the City should implement a Health Care Savings Plan to distribute these funds to participating employees, who are required to retire through PERA. The City has one participant. The Minnesota State Retirement System (MSRS) offers a health care savings plan, open to all government employees in Minnesota. MSRS requires the City to modify its personnel policy to include this language. The attached resolution authorizes this change and was written by the City attorney. The one requirement is that the participant needs to retire, but it can be a benefit to future staff.

Councilmember Leehy motions to approve Resolution 25-82 authorizing the amendment to the personnel policy to include a Health Care Savings Plan to eligible retiring employees;
Approved 5-0

I. INFORMATION/ANNOUNCEMENTS:

Mielke explains the Environment Commission met on Monday and discussed boulevard trees. They also discussed the possibility of having food orders in green-to-go containers.

Meyer notes the Planning Commission had a joint workshop with the City Council to discuss processes around the Les Bolstad Golf Course. He feels the working relationship with the University of Minnesota has started strongly.

Leehy explains that the Community Engagement Commission will meet next week, where they will discuss Human Rights Day and the possibility of food distribution to address food insecurity.

Wassenberg notes the Parks Commission met and discussed the annual park audits, looking at what amenities could be improved or added, and also discussed community programming.

Gustafson recaps the joint workshop between the Planning Commission and City Council regarding the future of the Les Bolstad Golf Course. He highlights the creation of the visioning committee, which will assist the University in its creation of an RFP for potential developers. The State Fair will kick off next week. The city will mail out a special State Fair information mailer to all residents.

Linehan updates that staff are preparing for the State Fair. Public Works is preparing signage, letters with passes have been sent, and the second pass and variance requests are being processed. Parking ambassadors are being trained. Community Park renovations are in progress. Demolition has been delayed pending permits. Trees have been marked for removal, with efforts to preserve as many as possible. Equipment is being staged. The road construction project is nearing completion. Staff are working with Abdo on assessing the future of the financial department. The State Fair mailer will be sent out this week.

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.

Kristin Moeller – 1425 Hoyt Ave. W.

She is a long-time resident who enjoys the State Fair. She thanks the Council for voting on having the ability to apply for a variance for a pass. Kristin has questions regarding the State Fair parking rules. She expresses concerns about the impact of the program on residents on Hoyt Avenue.

Council responds that this will be analyzed once the program is finalized.

Mona McGarthwaite – 1412 Idaho Ave. W.

She thanks the council for their work. She recommends streamlining on social media.

Daniel Gardner – 1419 Hoyt Ave. W.

He reiterates that having physical passes that can be transferred between vehicles would be easier.

Amanda Faber - 1422 Larpenteur Ave. W.

They have 4 vehicles, and 1 driver has a large trailer. Parking is already difficult day-to-day, and they utilize side streets. She believes there needs to be consideration of how side streets can support the entire community.

Grace Wilson – Hoyt Ave. W.

Grace spoke about the proposed rezoning of the Les Bolstad Golf Course, emphasizing that the shift from open space to development is a significant concern for her. She expressed frustration with the process, stating that the council and the University appear to be prioritizing the interests of larger institutions over residents. Grace believes the sale is primarily intended to generate quick revenue to offset what she sees as poor financial management by the University's administration. She urged the council to consider amending the comprehensive plan so zoning does not automatically revert to single-family housing and encouraged them to carefully evaluate what zoning would best serve the community.

Georgiana May – 1477 California Ave. W.

Georgiana thanks Administrator Linehan, City staff, and the council for handling the pay-by-mobile program. She emphasizes that everyone is doing the best they can at this point. Once more data is known, it can be used to improve the program.

Gustafson reiterates that they take input from the community seriously.

K. ADJOURNMENT: 8:05 PM

Councilmember Meyer motions to adjourn;
Approved 5-0



Randall C. Gustafson, Mayor

Dated this 10th day of September, 2025



Jack Linehan, City Administrator