

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

**MINUTES**  
Wednesday, March 11, 2026  
6:00 P.M.

A. CALL TO ORDER: 6:01 PM

B. ROLL CALL:           GUSTAFSON\_X\_\_ MAY\_X\_\_  
                          MIELKE\_X\_\_ MOGEN\_X\_\_ WASSENBERG\_X\_\_

STAFF PRESENT:   LINEHAN\_X\_\_

C. POLICY ITEMS:

1. Rebuilding Together

Mielke explains she brought this item forward, to learn more from Tom about the work Rebuilding Together does. Tom Pfannenstiel, the Program Director of Rebuilding Together Minnesota, provides an overview of the organization and how they help people stay in their homes independently. They are a non-profit serving senior individuals with disabilities, veterans, and families in need. They have a critical home repair program and a safe at home program. They receive funding from several sources, through federal and state programs and donations. They have a building contractor license and hire sub-contractors but also work with numerous volunteers. They also get sponsored by private organizations such as Wells Fargo and Home Depot. They also try to work with municipalities and counties on funding. He provides examples of the projects the organization completes and the impact it has on individuals. Both the Home Repair and Safe at Home Programs require an application.

Mielke wonders if Pfannenstiel can provide more information about their partnership with St. Catherine University. Pfannenstiel explains that they collaborate with students in their occupational therapy department. They partner students with homeowners to write a report on updates needed in their homes. They also have occupational therapists who assist with this.

May wonders how Falcon Heights can partner with Rebuilding Together. Pfannenstiel provides the example of Carver County. They have the funding available, and Rebuilding Together provides the services to homeowners.

Mogen wonders if there is a sliding scale for people receiving assistance. Pfannenstiel explains that, depending on the grant funding source, it's between 50% and 80% AMI. He also wonders if there are volunteer opportunities.

2. Community Advisory Committee Selection Process

May explains the council should discuss what to do if more applicants are needed, and if there is a conflict of interest. She suggests scoring all applicants using an assessment tool. Following this, they should decide on an interview process before reviewing applications to ensure it's transparent and equitable. She is looking for directions from the council. Suggests using a 0 to 3-scale, unaggregated. Wassenberg wonders if this would be a mechanism used to determine which applicants to interview. Wassenberg thinks a more detailed rubric would be useful for the interviews.

Linehan wonders if the subcommittee reviews all applications, or if the staff liaison to each commission should review the applications for commission representatives and interview them.

Mielke asked who would review applications; May responded that ideally all Councilmembers would participate. Councilmember Mogen expressed concern about overcomplicating the process and proposed that all Councilmembers review and score applications using a standardized template, with results submitted to a subcommittee for primary review. The subcommittee would then determine which applicants to interview, have interviews and return recommendations to the full Council. Wassenberg supported a pre-screening approach, and Councilmember Mielke noted this would still allow for Council input.

Discussion also addressed desired applicant qualities. Mielke emphasized the importance of community connection and engagement. Mogen highlighted the importance of applicants being able to represent the broader community perspective. Wassenberg suggested prioritizing demonstrated community involvement over leadership experience. Council consensus indicated that the CAC's primary role is to represent the community as a whole.

Regarding conflicts of interest, Mogen stated that financial conflicts, if disclosed, would not necessarily be disqualifying. Gustafson raised concerns about potential conflicts involving close relationships, such as spouses, and the challenges this may present. May emphasized the need for unbiased review and interviews. Mielke expressed discomfort with appointing a Councilmember's spouse due to public perception concerns, while Wassenberg cautioned against excluding individuals from public service. Mogen supported leaving such determinations to the discretion of the subcommittee.

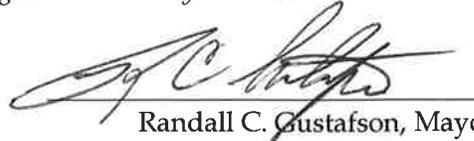
Linehan raised concerns about compliance with Open Meeting Law requirements and recommended using a standardized scoring system distributed via SurveyMonkey. Individual Councilmember responses would be compiled by staff and shared as raw data. He noted that applications are public data and suggested aggregating scores for ease of review, while May reiterated the value of maintaining unaggregated results to reflect the range of opinions.

Linehan confirmed that applications would close on Monday, March 16, at midnight, with materials distributed to the Council on Tuesday. Staff will develop and distribute the scoring survey, and Councilmembers agreed to include their names with submissions. May and Wassenberg will finalize the scoring template and develop interview questions.

D. ADJOURNMENT: 7:06 PM

Mayor Gustafson motions to adjourn the meeting;  
Approved

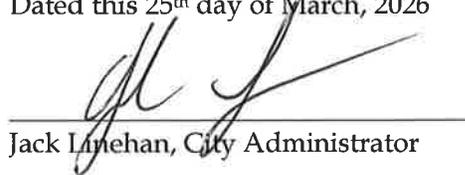
*DISCLAIMER: City Council Workshops are held monthly as an opportunity for Council Members to discuss policy topics in greater detail prior to a formal meeting where a public hearing may be held and/or action may be taken. Members of the public that would like to make a comment or ask questions about an item on the agenda for an upcoming workshop should send them to [mail@falconheights.org](mailto:mail@falconheights.org) prior to the meeting. Alternatively, time is regularly allotted for public comment during Regular City Council Meetings (typically 2nd and 4th Wednesdays) during the Community Forum.*



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Randall C. Gustafson, Mayor

Dated this 25<sup>th</sup> day of March, 2026



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Jack Lynchan, City Administrator