

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

**MINUTES**  
March 25, 2026 at 7:00 P.M.

- A. CALL TO ORDER: 7:04 PM
- B. ROLL CALL: GUSTAFSON\_X\_\_ MAY\_X\_\_ MOGEN\_X\_\_  
MIELKE\_X\_\_ WASSENBERG\_X\_\_

STAFF PRESENT: LINEHAN\_X\_\_

- C. APPROVAL OF AGENDA

Gustafson notes the agenda was amended to add the authorization of a change order for the Community Park Improvement Project.

Councilmember Mielke motions to approve the agenda as amended;  
Approved 5-0

- D. PRESENTATION

- E. APPROVAL OF MINUTES:

- 1. March 4, 2026 City Council Special Workshop Meeting Minutes
- 2. March 11, 2026 City Council Workshop Minutes
- 3. March 11, 2026 City Council Regular Meeting Minutes

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

- F. PUBLIC HEARINGS:

- G. CONSENT AGENDA:

- 1. General Disbursements through 3/20/26: \$99,852.13  
Payroll through 3/12/26: \$21,496.27  
Wire Payments through 3/20/26: \$15,240.49
- 2. Approval of City Licenses

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

- H. POLICY ITEMS:

- 1. Consideration of a Contract with the City of Lauderdale to Provide Street Sweeping Services Through 2028

Linehan explains that Falcon Heights has discussed with Lauderdale about potentially providing street sweeping services. The City of Falcon Heights has provided snowplowing in Lauderdale since 2022. Falcon Heights purchased a refurbished street sweeper, and bringing on a partner would further help finance this. This would be a multi-year agreement until 2028. The annual cost for Lauderdale would be \$20,000 with an annual increase of 3%. If approved, the service would start this spring.

Mogen notes there is no potential escalator for potential cost increases for Falcon Heights that might occur if fuel costs or dumping costs increase. He would ask staff to track mileage and costs spent on providing this service to Lauderdale, so this can be taken into consideration upon renewing the contract. Gustafson assumes this is already being done for snowplowing. Linehan answers, yes, Public Works generally tracks their mileage.

May wonders where debris is being dumped. Linehan explains that the first sweep is dumped at the transfer site at the State Fair because it often contains salt, and the City pays for disposal from a private third party. Thereafter, it's dumped at Ramsey County compost sites in the fall, which private contractors are not allowed to do. During the fall, they can sweep often, resulting in cleaner catch basins and safer streets.

Wassenberg adds that this is a win-win situation.

Councilmember Mogen motions to approve a contract with Lauderdale to provide street sweeping services for the community;  
Approved 5-0

2. Approval of Resolution 26-24 Approving a Contract with TimeSaver OffSite Secretary, Inc. for Recording Minutes

Linehan explains that the city council discussed this item at the workshop, to outsource minute-taking to a third party. This firm is used by many cities in the area. Minute-taking is time-consuming, allowing staff to focus on other duties. This is not time-sensitive.

May wonders what the process is, would staff still review the recording as well? Linehan answers that the firm would provide draft minutes to staff, which are then reviewed and edited if needed, but staff wouldn't also review the entire recording.

Mogen wonders if a total estimate could be provided from the other firm, as well as for less detailed minutes. Linehan answers yes.

Mayor Gustafson motions to table Resolution 26-24 Approving a Contract with TimeSaver OffSite Secretary, Inc. for Recording Minutes  
Approved 5-0

3. Approval of Resolution 26-25 Authorizing Change Order #2 with New Look Contracting, Inc. for the Falcon Heights Community Park Improvements Project FH-01

Linehan notes that the contractor flagged that there was no mop sink. The benefit is that if the shelter gets rented out, we can require the renter to clean up.

Mogen expresses concern, as this requires a change in the kind of water heater, and thinks it's better to have an on-demand water heater. Linehan explains he is waiting for a response from the contractors. May agrees with Mogen's concerns.

Mogen proposes negotiating an on-demand system and adding one for the mop sink, instead of having 1 storage kind water heater for all the sinks. Linehan says that they installed the floor plumbing and are pouring the flooring, but are waiting for a final answer. The council continues to discuss options. Linehan will discuss with the contractor to get the best solution.

Council discusses amending the resolution to add: whereas the City Council is interested in maintaining an on-demand water heating system and is authorizing the City Administrator to negotiate the change order.

Councilmember Mielke motions to approve amended Resolution 26-24 Authorizing Change Order #2 with New Look Contracting, Inc. for the Falcon Heights Community Park Improvements Project FH-01;  
Approved 5-0

I: INFORMATION / ANNOUNCEMENTS:

May explains the Environment Commission continues to plan the Sustainability Fair; it will be on Saturday, April 18, from 11 AM to 2 PM at Falcon Heights City Hall. They are looking for more volunteers to assist with the event.

Mielke notes she and May attended the Ramsey County Active Communities meeting to learn about different grants available for transportation projects. The Community Engagement Commission met and continues to work on a new mission statement. They also discussed plans for Spring Together, which will be on May 16, from 3 to 5 PM at Curtiss Field Park and will feature the Falcon Heights Orchestra. She also attended various board meetings.

Mogen announces the Planning Commission met with the developer for Fairway Commons, who is looking for an amendment on the existing PUD that was in place for Amber Flats. The new developer is proposing 110-unit apartment buildings for 55+. The Planning Commission is recommending it for approval by the City Council at their next meeting. Additionally, the commission also approved the compliance with the comprehensive plan for the city to purchase the Get Pressed property at 1407 Larpenteur Ave. W.

Linehan explains that the next installment of "Discover Falcon Heights" is launching soon and will cover snow clearing by the Public Works department. Staff will reach out to all candidates who showed interest in the CAC. Staff will be meeting with the University of Minnesota for an update on the Les Bolstad Golf Course Redevelopment. Linehan provides an update from neighboring communities and where they are at with appointing a member to the CAC. Lastly, work resumed at Community Park. Staff is working on finalizing the grant agreement with the DNR. A purchase agreement for 1407 Larpenteur Ave. W. will be brought to the next City Council meeting. American Environmental is going around cleaning and televising city sewer lines.

Mogen adds that for the Community Advisory Committee, the plan is to appoint members at the April 22 meeting of the City Council.

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: 7:47 PM

Councilmember Mielke motions to adjourn the meeting;  
Approved 5-0

Dated this 8<sup>th</sup> day of April, 2026



Jack Linehan, City Administrator

  
Randall C. Gustafson, Mayor