

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

MINUTES
July 8, 2026 at 7:00 P.M.

A. CALL TO ORDER: 7:07 P.M.

B. ROLL CALL: GUSTAFSON__X__ MAY__X__ MOGEN__X__

MIELKE__X__ WASSENBERG__X__

STAFF PRESENT: LINEHAN__X__

C. APPROVAL OF AGENDA

Council Member Mogen amended to add Policy Item H4
to Continue Discussion of State Fair Parking Passes;
Approved 5-0

D. PRESENTATION

There were no presentations.

E. APPROVAL OF MINUTES:

1. June 10, 2026 City Council Workshop Meeting Minutes
2. June 10, 2026 City Council Meeting Minutes
3. June 22, 2026 City Council Special Workshop Meeting Minutes
4. June 22, 2026 City Council Special Meeting Minutes

Council Member Wassenberg motioned to approve the
minutes;

Approved 5-0

F. PUBLIC HEARINGS:

There were no public hearings

G. CONSENT AGENDA:

1. General Disbursements through 7/2/26: \$16,685.24
Payroll through 7/2/26: \$19,969.54
Wire Payments through 7/2/26: \$18,158.96
2. Approval of Resolution 26-63 Authorizing the Purchase of Community Park
Furnishings
3. Approval of Resolution 26-64 Approving an Estoppel Certificate for Fairway
Commons, Limited Partnership
4. Approval of Resolution 26-65 Approving an Encroachment Agreement at 1670
Larpenteur Avenue (Fairway Commons)

5. Approval of Resolution 26-66 Approving the Declaration for Maintenance of Stormwater Facilities for Fairway Commons, Limited Partnership

Gustafson motions to approve the consent agenda;

Approved 5-0

Linehan noted that items 2 through 5 were all related to facilitating the Fairway Commons development.

H: POLICY ITEMS:

1. Approval of Ordinance 26-07 Amending Chapter 14 of the Falcon Heights City Code Concerning Commercial Parking Lot Licenses

Linehan introduced this item alongside H2, noting that both concern the regulation of commercial parking lots—a goal identified in the State Fair Task Force reports. He explained that the impetus for formalizing a licensing system arose from issues with third-party parking operators, including blocked fire lanes, vehicles parked multiple rows deep, and a lack of a reliable on-site contact. The Planning Commission had reviewed and unanimously approved the companion zoning amendment (H2).

Council Member Mielke confirmed that the three commercial lots currently selling parking are Stout's, Cox, and Warners' Stellian, and that the new Fairway Commons lot would not be operating paid parking this year.

Linehan confirmed he had spoken directly with the owners of the three active lots, all of whom were supportive of the licensing process.

Discussion touched on how the requirement would be communicated to businesses, particularly in multi-tenant commercial properties such as Falcon Crossing, where Linehan acknowledged it would be more appropriate to notify property management rather than individual tenant business license holders.

Mogen clarified that the license applies to selling parking as a privilege requiring application, rather than an automatic right of commercial properties. He also noted that the ordinance is not limited to the State Fair period, as the Planning Commission recommended a year-round license.

Council reached consensus that \$35 was an acceptable application fee for the current year, with the understanding that actual administrative costs would be tracked and the fee could be revisited in the future.

Council Member Mogen moved approval of Ordinance 26-07 Amending Chapter 14 of the Falcon Heights City Code Concerning Commercial Parking Lot Licenses; The motion carried 5-0

2. Approval of Ordinance 26-08 Amending Chapter 113 of the Falcon Heights City Code Concerning Commercial Parking Lot Licenses

Linehan explained that this companion ordinance updates the City's zoning code to align with the new licensing framework established under H-1. The Planning Commission identified that Chapter 113 did not explicitly list commercial parking as a permitted use in business districts, which this ordinance corrects. The Planning Commission unanimously recommended approval after removing the initial requirement limiting such lots exclusively to the two-week State Fair period.

Council Member Mogen moved approval of Ordinance 26-08 Amending Chapter 113 of the Falcon Heights City Code Concerning Commercial Parking Lot Licenses; The motion carried 5-0

3. Consideration of Amending the 2026 Fee Schedule Ordinance to Modify Parking Fines and to Establish a Commercial Parking Lot License Fee

Linehan introduced the proposed fee schedule changes, which included clarifying the City's two credit card processing fee structures (Payroc/iWorQ and AllPaid), establishing the \$35 commercial parking lot license fee, and creating a tiered administrative citation schedule for parking violations.

Discussion revealed that the proposed table contained formatting inconsistencies and that the existing \$50/\$100 seasonal parking fine structure had been struck through in a way that could eliminate fines that should remain. Linehan acknowledged that the document was not sufficiently clean for formal adoption and had been taken largely from workshop materials without adequate reformatting.

Council Members raised concerns about the lack of clarity in distinguishing standard parking violations from the new administrative citations issued by parking ambassadors.

Mogen argued that adopting ambiguous language would create problems for the public record. After extended discussion, the Council agreed that the parking fine language required further refinement before adoption.

Council agreed to table the parking fine components and return with a cleaner, properly formatted ordinance at the July 22 meeting. The Council expressed consensus that the \$35 commercial lot license fee and the credit card processing fee clarifications were acceptable in substance, but the full ordinance should be brought back in final form.

This item was tabled and will be brought back to the July 22, 2026 City Council meeting.

4. Continued Discussion of State Fair Parking Passes

The Council engaged in a substantive discussion on the structure of the residential parking pass program ahead of the mailing cycle. Linehan noted that 1,500 physical static-cling passes had already been ordered, based on approximately 600 eligible properties, and that passes would be mailed in late July.

The key policy question was whether the second pass available to residents should remain a physical cling or be converted to an electronic pass tied to a specific license plate, consistent with the city's new T2 Systems parking enforcement platform.

After considerable discussion, the Council reached the following consensus:

Physical pass (1st pass): One physical cling pass will continue to be mailed automatically to eligible households. This pass remains flexible and transferable.

Electronic pass (2nd pass): Residents wishing to register a second vehicle may submit a request form. Upon approval, they will receive an electronic registration code tied to a specific license plate. No vehicle registration was previously required for the second pass, and this change tightens accountability while benefiting enforcement through the T2 system.

Hardship passes (3rd and 4th passes): These will continue to require a separate application with documented justification, processed at the administrator's discretion. Upon approval, they will receive an electronic registration code tied to a specific license plate.

Eligibility expansion: Council affirmed consensus to include residents on Hoyt Avenue and Larpenteur Avenue (the streets newly incorporated into the paid parking program) in the initial mailing alongside the established eligible streets.

May also raised the specific situation of Falcon Town Square residents, who rely on street parking due to limited lot availability. She requested that staff explore sending a separate communication to that community regarding the hardship pass option, particularly in the event that building management does not resolve access concerns directly.

Linehan indicated these policy directions were sufficient to allow staff to prepare materials and would be formalized through a resolution amending the administrative manual, to be presented at the July 22 meeting.

I: INFORMATION / ANNOUNCEMENTS:

May reported that the Peace Garden Unity Day event was held the previous evening on City Hall grounds. She noted the upcoming Lawn and Garden Tour on Saturday, July 18, from 9:00 AM to noon, organized by the Environment Commission. Sign-ups remained open that day, and master gardeners would be present at several gardens. She noted the Peace Garden would be included in the tour, with parking available on Fry or St. Mary's.

Wassenberg had no announcements.

Mielke reported that the Community Engagement Commission would meet on July 20th. She also highlighted that the Heights Community Orchestra would be performing at Garden Community Church on July 23rd from 6:00 to 8:00 PM.

Mayor Gustafson noted that the Parks and Recreation Commission would meet the following evening to review park audits, and announced that the City's Ice Cream Social would be held the following Thursday at City Hall from 5:00 to 7:00 PM.

Wassenberg added a plug for Rosetown Playhouse, which was presenting "Big Fish" that weekend and the next at Como Pavilion. It was noted Rosetown Players was founded by Falcon Heights residents.

Linehan provided the following updates:

- The Ice Cream Social on July 17 would be held at City Hall due to ongoing work at Community Park; trees had just been planted.
- The following Wednesday, the Community Advisory Committee (CAC) would hold its regular meeting from 6:30–7:30 PM, followed by a joint special workshop session with the City Council beginning at 7:30 PM. Rachel Development, the selected buyer for the Les Bolstad Golf Course property, would present their RFP submission to both bodies. The meeting would be televised by NineNorth.
- The Fairway Commons project (Valair) is closing on the property Friday and plans to begin construction on Monday, starting with the parking lot.
- Megan Siddons, the new Administrative and Communications Coordinator, began work that week, bringing the City to full staff.
- Construction quiet hours will be enforced for the Valair project.

J: COMMUNITY FORUM:

No members of the public came forward. The Community Forum was closed.

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: 8:20 P.M.

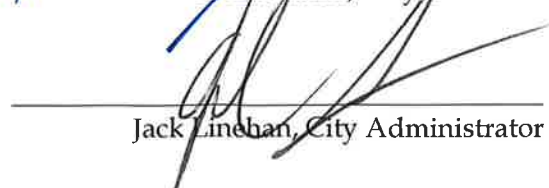
Mielke motioned to adjourn the meeting;
Approved 5-0

*Amendments to the agenda are noted in **bold** for additions and ~~striketrough~~ for removals.*

Dated this 22nd day of July, 2026



Randall C. Gustafson, Mayor



Jack Linehan, City Administrator