

CITY OF FALCON HEIGHTS
Regular Meeting of the City Council
City Hall
2077 West Larpenteur Avenue
MINUTES
January 25, 2023 at 7:00 P.M.

- A. CALL TO ORDER: 7:03 p.m.
- B. ROLL CALL: GUSTAFSON __X__ LEEHY __X__ MEYER __X__
WASSENBERG __X__ WEHYEE __X__

STAFF PRESENT: LINEHAN __X__

- C. APPROVAL OF AGENDA

The City Council approves the agenda; approved 4-0

- D. PRESENTATION

- E. APPROVAL OF MINUTES:

- 1. January 4, 2023 City Council Workshop Meeting Minutes
- 2. January 11, 2023 City Council Regular Meeting Minutes

Council Member Leehy motions to approve the minutes; approved 4-0

- F. PUBLIC HEARINGS:

- 1. 2023 Fee Schedule Ordinance

Jack Linehan, the City Administrator, states that there is an amended version that is a new addition with an addendum. Staff ran it by the City Attorney for additional fee change. Staff didn't note it at the beginning of the process but do note it now. The City originally adopted the fee schedule ordinance in 2007. Since then, it has been amended with minor changes via resolution. During that time, the City kept some of the fees, particularly the building permit fees, which were last changed in 2005. The City shares the same Building Inspector with the City of Little Canada and the same building fees. The City of Little Canada, in December of 2022, adopted a building permit increase that mimics the State's fee schedule. Linehan recommends that the City adopts these amended building permit fees. In addition, changing the right-of-way permit fees to match the City of Roseville's row right-of-way permit fees so that the City is covering its cost for contracting out to Roseville's Engineering Department to review the Cities right of way permits. Linehan mentions lowering the cost of the new resident handbook from \$10 to \$1 and raising the fee for room rentals at City Hall because the fees are lower than others in the area. The addendum to snow and ice removal is currently set to \$100 per hour or for a minimum of \$100. Recently there was an instance where Staff had to do snow removal at a commercial property on Larpenteur. They were noted, cited, and given plenty of time to remove the snow. Staff are proposing an amendment to the fee schedule to say instead of the \$100 per hour is the cost of abatement and that this cost shall include supervision, overhead equipment, hourly wages, and fringe benefits of the employees involved.

Mayor Gustafson opens the City Council meeting for the 2023 Fee Schedule public hearing.

No public comment is submitted.

Mayor Gustafson closes the 2023 Fee Schedule public hearing.

Council Member Leehy appreciates Linehan and Staff updating the fees and their help answering her questions at the City Council Workshop.

Council Member Wassenberg states that it makes sense to update the fee schedule every once -in-a-while and that the City was due for an update.

Council Member Meyer asks if it is worth tweaking the City Budget to address the additional revenue.

Linehan states overall, it should not make a major impact.

Mayor Gustafson states that the fee schedule is designed to cover the City's costs fairly and not to make a profit. Over the years, the City has reduced fees to incentivize certain initiatives, such as the residential solar permit. This fee schedule is catching up to some costs so that the City is not losing more money.

Linehan states that the major items on the fee schedule that would impact the budget are sanitary sewer, storm drainage, and recycling fees, which are already approved with the budget.

Council Member Meyer motions to approve Ordinance 23-01 Ordinance Amending the Fee Rate Schedule for the City of Falcon Heights relative to 2023 Water & Sewer Rates, 2023 Recycling Rates, Community Development Permit Fees, and City Hall Fee Facility Rental Rates; approved 4-0

Council Member Wassenberg motions to accept the proposed City Fee Schedule as amended on the snow removal process and other items; approved 4-0

Council Member Leehy motions to pass the Summary Ordinance to appear in the Pioneer Press; approved 4-0

G. CONSENT AGENDA:

1. General Disbursements through: 1/18/23 \$122,269.09
Payroll through: 1/15/23 \$21,359.98
Wire Payments through: 1/15/23 \$14,950.39

2. City License(s)
3. Charitable Gambling License – Falcon Heights Elementary PTA
4. 2023 Data Practices Officials
5. 2023 Pay Equity Report
6. Resignation of Shaun Curtin from Parks and Recreation Commission
7. Appointment of Paula Mielke to the Parks and Recreation Commission
8. Appointment of Eric Brenton to the Parks and Recreation Commission
9. DEED Subgrant Payment
10. Contract with Landform for ALTA Survey of Community Park
11. Delegated Contract Process (DCP) Agreement with MNDOT for Federal Funds

Council Member Wassenberg motions to discuss the items on the consent agenda prior to passing the consent agenda in one motion and address the items that have grammatical errors; approved 4-0

Council Member Wassenberg states some grammatical errors in the Data Practices Officials item.

Council Member Wehyee joins the City Council meeting.

The Council motions to close correcting grammatical errors on the Data Practices Officials item; approved 4-0

Council Member Meyer motions to approve the consent agenda; approved 5-0

H: POLICY ITEMS:

I. INFORMATION/ANNOUNCEMENTS:

Council Member Wehyee states that the Planning Commission met on Wednesday, January 24th, and could not attend.

Mayor Gustafson states that the Community Engagement Commission met on Wednesday, January 18th. The Commission did have a quorum but only had four of the seven members. So, the Commission decided to postpone office elections until the February Commission meeting. In addition, the Community Engagement Commission is working on the Spring Together event. The tentative date is Saturday, May 20th. The Mayor also thanks Public Works for keeping the streets navigable.

Linehan states the Planning Commission met last night to discuss various annual topics and other business items, including a proposed ordinance that would create licensing requirements for establishments selling THC. The ordinance was suggested by our City Attorney and is modeled after the City of Elk River. It would create steps similar to tobacco licenses. Discussion of the model ordinance is on the February 1st City Council Workshop agenda, with a public hearing on the ordinance for a future City Council meeting. An informal sketch review of the lot subdivision of the Community Park property. Before the sale, the City has to formally subdivide the lot from one 40-acre parcel into two parcels—the park and the farm fields. I presented the

informal sketch review on behalf of the potential petitioner, the U of M. With the Alta survey approved tonight, the plan is to hold a public hearing on the subdivision of the parcel at the February Planning Commission meeting, with formal approval by the City Council in early March.

Linehan states there are currently two vacancies on the Planning Commission and one on the Environment Commission.

Linehan states winter park programming has begun. Tae Kwon Do Basic and Advanced Classes - Jan 9 through February 7th on Tuesdays, Cardio Kickboxing January 5th - February 9th on Thursdays, Yoga Sessions - January 9th through March 6th on Mondays, and new - Breathwork Classes - February 16th through March 23rd on Thursdays at 7:00 p.m.

Linehan states the ice rink at Curtiss Field is open on weekdays from 4 p.m. to 8 p.m. and 10 a.m. to 5 p.m. Saturday, January 28th, and 10 a.m. to 6 p.m. on Sunday, January 29th. Also, for daily updates/availability, call the Weather Line at 651-792-7607

Linehan states AARP Foundation Tax-Aide Volunteers will be available at City Hall every Thursday from February 16th through April 13th, from 9 a.m. to 2 p.m., for free-of-charge tax assistance for taxpayers who are over 50 and have low to moderate income. Appointments are by appointment only. Call or email Assistant to the City Administrator Kelly Nelson at kelly.nelson@falconheights.org or at 651-792-7617 to reserve your appointment.

Linehan states Ramsey County hosted a virtual open house last night for the 2023 Cleveland Avenue reconstruction project, which will be a reconstruction of Cleveland between Buford and Larpenteur Avenue in Spring 2023. I attended the event, as did Interim City Engineer Stephanie Smith. A second, in-person open house is scheduled for Tuesday, February 7th, from 5 p.m. to 7 p.m. at the U of M St. Paul Student Center.

Council Member Wassenberg states that the League of Minnesota Cities has training for City Officials on THC.

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.


J. ADJOURNMENT: 7:50 p.m.

Council Members Leehy and Wehyee
motion to adjourn; approved 5-0



Randall C. Gustafson, Mayor

Dated this 8th day of February, 2023



Jack Linehan, City Administrator