

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

**MINUTES**  
Wednesday, June 14, 2023  
7:00 p.m.

- A. CALL TO ORDER: 7:02 PM
- B. ROLL CALL: GUSTAFSON\_X\_ LEEHY\_X\_ MEYER\_X\_  
WASSENBERG\_X\_ WEHYEE\_X\_

STAFF PRESENT: LINEHAN\_X\_

- C. APPROVAL OF AGENDA

Administrator Linehan notes minor changes to the agenda. The State Fair Task Force Appointments was moved from the Consent Agenda to Policy Items in order to add a resolution and keep them numbered correctly.

Councilmember Wehyee motions to approve the amended agenda; approved 5-0

- D. PRESENTATION  
1. Neal Kwong Award – Zach Lindstrom

In honor of Neal’s memory, the City of Falcon Heights has the Neal Kwong Youth Citizenship Award presented by the Kwong family. This award is granted annually to one person between the age of 12 and 19, who displays outstanding leadership, volunteerism, or citizenship while making contributions to the Falcon Heights community.

Councilmember Leehy continues, Mr. Gary Kwong would recommend awarding the Neal Kwong Citizenship Award to Zach Lindstrom. Kindness to others and showing this in actions, not just in words, is important to Zach. Zach volunteers his time in an effort to help bring positive change to issues important to him and to benefit his community. He currently serves on the Community Engagement Commission, volunteers at the Bell Museum, will captain his school’s debate team this fall, and serves on a social justice group called the Youth Executive Board. Zach wishes to make a positive impact and lead others whenever possible and is a true example of an outstanding Falcon Heights citizen.

Mayor Gustafson reads the Resolution, presents the Award to Zach Lindstrom. Zach thanks the Mayor and Council for the Award and speaks a few words as to why he volunteers.

2. Third Sphere – Diversity and Leadership Training Proposal

Administrator Linehan provides a background to this project. The City is working towards a more inclusive and caring community and recognized the importance of internal training for

staff and Council first and foremost. After researching various options, Third Sphere consulting agency stood out. Dr. Ramón Pastrano and Dr. Jonathan Stuart are here to present their proposal.

Dr. Ramón Pastrano thanks City Council and Staff for the opportunity to present.

Dr. Jonathan Stuart introduces himself through Zoom, he was a long-term Falcon Heights resident and used to be a volunteer Fire Fighter. Dr. Jonathan Stuart currently resides in St. Paul and teaches at the University of Minnesota. Together with Dr. Ramón Pastrano, they have worked with numerous organizations in the sphere of cultural competence.

Dr. Ramón Pastrano is originally from the Dominican Republic and moved to Minnesota over 30 years ago, where he worked as a Naval officer and for a pharmaceutical company. Dr. Ramón Pastrano and Dr. Jonathan Stuart have worked with Fortune 100 companies, major Minnesota sports teams and other cities, such as Las Vegas, Forest Lake and Minneapolis. They help organizations create a more inclusive community by having them look at themselves first and work from the inside outwards. Dr. Ramón Pastrano continues that everyone has differences and similarities and they look at the idea of cultural competence which accounts for these differences and similarities. Understanding ourselves first is the key to understanding how to work with others. Our own experiences shape our values, beliefs, feelings, and worldview, which then becomes the lense through which people make decisions around the world. Helping leaders understand this process, helps them make better decisions. Dr. Ramón Pastrano explains that everyone filters information differently. The first step they do with organizations they work with, is help develop a vocabulary and creating shared meanings. Dr. Ramón Pastrano defines the terms diversity (the who), inclusion (the what), equity (the skill) and intercultural competence (the how). The goal is to understand and to develop the skills and abilities needed to navigate and adapt without losing yourself, rather to broaden your own perspective. When we do those four things right, people feel like they belong. The first phase encompasses the Intercultural Development Inventory (IDI) and this tool is used to increase one's intercultural competence. The second phase is helping understand what is the current culture and how can that culture be strengthened and more inclusive.

Councilmember Wassenberg looks forward to the IDI and help learn more about himself.

Dr. Ramón Pastrano adds it's one of many tools, activities and experiences that are part of the whole process.

Councilmember Wehyee asks how Third Sphere's approach sets themselves apart from other approaches.

Dr. Ramón Pastrano answers, that their approach does not include guilt, shame or blame as this does not help transform people. Second, their organization uses the neuroscience and psychology behind it, helping people understand how the brain functions and why it operates the way it does. Instead of making people look at it from a deficit standpoint, they're making people look at it from an equitable standpoint. He continues that they look for the root cause of the problem.

Councilmember Leehy comments, she appreciates Dr. Ramón Pastrano speaking of these building blocks as tools as well as the addition of personal coaching. It's much more effective this way, then just going through the IDI and receiving the report to read individually.

Dr. Ramón Pastrano agrees. He explains that as part of the IDI, participants take an online inventory, then there is a group presentation and then participants spend 45-60 minutes in

one on ones with Third Sphere's coaches reflecting on their report and setting up an Intercultural Development Plan (IDP).

Councilmember Meyer asks what the phases are after phase two.

Dr. Ramón Pastrano answers that phase two could look different for each organization as this phase is based on the outcome of phase one. This phase helps understand how to work together now that everyone in the organization knows who they are. During this phase, organizations can reflect on what is working well and what is not working well and what will this look like in the future. This phase also allows organizations to connect with their community and invite them in.

Dr. Jonathan Stuart adds that phase three is open and is not yet finalized for the City of Falcon Heights.

Mayor Gustafson thanks Dr. Jonathan Stuart and Dr. Ramón Pastrano for the presentation and asks Council for comments.

Councilmember Leehy comments that today is historical for Falcon Heights. The City is putting action to words that they have been speaking towards for several years. She believes with the assistance of Third Sphere we will be able to get on track with creating a more inclusive community and creating a sense of belonging like Dr. Ramón Pastrano stated.

Councilmember Meyer motions to pass Resolution 23-39 to approve the proposal by Third Sphere; approved 5-0

### 3. Juneteenth Proclamation / Holiday Change to Personnel Policy

Administrator Linehan explains this proclamation and the Holiday Change is a follow up from last week's City Council workshop discussion. City Council directed City Staff to include the Juneteenth Holiday in the Personnel Policy. Administrator Linehan introduces Administrative and Inclusion Intern Fredi Ponce Parra and thanks him for the work on this Proclamation, the CROWN Act, the Third Sphere proposal and his assistance with the 2024 State Bonding Request.

Councilmember Wassenberg reads Resolution 23-40, proclaiming June 19<sup>th</sup> as Juneteenth day – an official city holiday, into the record.

Councilmember Wehyee comments that he feels privileged to have the opportunity to vote on this important piece of legislation. It's an accomplishment he would look back on proudly.

Councilmember Meyer comments he was reflecting back on Juneteenth and trying to remember hearing about this Holiday and it was kind of glossed over in history class. Juneteenth is special as it underscores that it was a long fight and not something that happened overnight. He is very excited to see this Holiday become a City Holiday a year sooner than required.

Councilmember Leehy expresses her gratitude to her colleagues being in favor of this and taking the steps for this day to be acknowledged and placed into official manuals as Juneteenth. She shares a poem she wrote back in 2017, reflecting on Juneteenth.

Councilmember Leehy motions to pass Resolution 23-40, Proclaiming June 19<sup>th</sup> as Juneteenth day – an official city holiday; approved 5-0

#### 4. CROWN Act Personnel Policy Amendment

Administrative and Inclusion Intern Ponce Parra introduces the CROWN Act, which stands for "Creating a Respectful and Open World for Natural Hair", which bans racial discrimination based on hair. This resolution would authorize the City Administrator to amend the Personnel Policy to include racial discrimination based on hair.

Councilmember Leehy comments that the CROWN Act is needed to ban racial discrimination based on hair, for example, interns were told to wear their hair straight if they plan to succeed in the corporate world. Processing hair has also caused chronic health issues, tumors and even death. Councilmember Leehy adds she is very much in favor of moving this forward and having this CROWN Act added to the personnel policy.

Mayor Gustafson reads Resolution 23-41, amending the personnel policy to include requirements by the CROWN Act, into the record.

Councilmember Leehy motions to pass Resolution 23-41, amending the Personnel Policy to include requirements by The CROWN Act; approved 5-0

#### E. APPROVAL OF MINUTES:

1. May 24, 2023 Regular Meeting Minutes
2. June 7, 2023 Workshop Meeting Minutes

Councilmember Wehyee motions to approve the meeting minutes; approved 5-0

#### F. PUBLIC HEARINGS:

#### G. CONSENT AGENDA:

1. General Disbursements through 6/7/23: \$111,428.07  
Payroll through 5/31/23: \$19,992.20  
Wire Payments through 5/31/23: \$12,459.09
2. Amendment to City Administrator Contract Agreement
3. Safe Step LLC Saw-cutting Proposal
4. ~~State Fair Task Force Appointments~~

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

Mayor Gustafson comments on agenda item G2. Amendment to City Administrator Contract Agreement and summarizes the conclusions of the closed session that took place at the last City Council Meeting on May 24, 2023. The City Council is very pleased with the first year of Administrator Linehan and the work he has been doing.

Councilmember Wehyee adds it has been a pleasure seeing Administrator Linehan grow into his role as the leader of our City. He is also impressed by his institutional knowledge.

H: POLICY ITEMS:

1. Tree Trimming Budget Increase

Mayor Gustafson states that since the pandemic and due to other factors, the City trees have been somewhat neglected and need trimming. The contractor, Upper Cut Tree Services, has trimmed all street and right-of-way obstructions prior to the start of the 2023 PMP Project and the City already spent what was originally budgeted for tree trimming. Each tree needs 360-degree trimming. To complete this, Interim Public Works Director Callahan is requesting to increase the funds in order to complete this.

Administrator Linehan explains the City budgeted \$30,000 for tree trimming for 2023. Annually, the City rotates through the neighborhoods in which it has the contractor trim trees. In 2022, the City spent \$0 on tree trimming due to Upper Cut being unable to start work before the end of the year. This factor, along with the COVID-19 pandemic, halted tree trimming and the City must now catch up. It was determined by Uppercut and resident demand that significantly more trimming is needed than what was budgeted for.

Mayor Gustafson adds that funds are available in the General Fund through our projected surplus.

Councilmember Leehy motions  
to approve the tree trimming budget increase; approved 5-0

2. 2024 State Bonding Request Application- Community Park

Administrator Linehan explains this policy item is an authorization request for City Staff to apply for the 2024 State Bonding Cycle in the amount of \$1,000,000. Funds will be used for necessary replacements and renovations of Community Park. The City had applied in 2022, but the bonding bill was not approved. The City did not apply in 2023, because it didn't officially own Community Park yet. In 2023, staff identified ways to fund the park building and still believes State Bonding is an appropriate use of funds and therefore wants to apply for State Bonding. Additionally, the City applied for the Minnesota Outdoor Recreation Grant Program.

Councilmember Wassenberg wants to clarify if this State Bonding request is a debt taken on by the state and funds are provided to the City of Falcon Heights like a grant and it's not a debt taken on by the City. He also asks if there are any matching requirements or other obligations.

Administrator Linehan answers that it is a debt taken on by the state, but there is a matching requirement. As part of the application, the City has to show how much the project is estimated to cost and what percentage we are asking the state to provide.

Councilmember Wehyee motions to pass Resolution 23-42,  
to submit the proposed Bonding Request  
for Community Park; approved 5-0

3. State Fair Task Force Appointments

Administrator Linehan clarifies staff noticed that with the appointment of the State Task Force it would be appropriate to have a resolution, therefore the item was moved from the Consent Agenda to Policy Items as mentioned earlier in the meeting. At the June 7<sup>th</sup> City Council Workshop, the City Council has recommended appointing all of the interested members. The Task Force is scheduled to meet the first and third Thursday of each month at 6:30, starting June 15<sup>th</sup>. Following the State Fair, the Task Force would meet monthly through

its scheduled sunset date of December 31<sup>st</sup> or whenever final recommendations are made to the City Council.

Mayor Gustafson appreciates the patience of the applicants, while the City was waiting to receive more applications. He reads Resolution 23-43, appointing the State Fair Policies and Procedures Review Task Force, into the record.

Councilmember Leehy extends her gratitude to each community member for stepping up and participating in this much needed Task Force.

Councilmember Meyer motions to pass Resolution 23-43, appointing the State Fair Policies and Procedures Review Task Force; approved 5-0

#### I. INFORMATION/ANNOUNCEMENTS:

Councilmember Wassenberg appreciates the Parks & Recreation Commission along with the Community Engagement Commission moving forward with their planning of the Ice Cream Social Event on July, 20 and has no further announcements.

Councilmember Leehy is very grateful and happy for the items that were voted on today.

Councilmember Meyer had a great time at the Spring Together event and is looking forward to the upcoming City events. He adds for everyone to take the Air Quality alerts seriously.

Councilmember Wehyee was present at the Parks & Recreation Commission and Community Engagement Commission joint meeting.

Mayor Gustafson informs he was present at the 2023 PMP Neighborhood meeting, during which the construction schedule was presented. Residents can sign up on the website for updates to stay informed. Construction is scheduled to be completed before the start of the State Fair. There was also a small neighborhood meeting, where residents were able to look at sketches of a potential proposal to replace the vacant "Get Pressed" lot. Nothing is official yet; the developer was able to hear where their proposal may need some changes prior to submitting an official application to the Planning Commission. Night to Unite will take place on August, 1. Residents can register to have deputies from the Ramsey County Sheriff's Office visit their block party, registration closes on July, 14. More information can be found on the City of Falcon Height's website. Lastly, Mayor Gustafson will be attending the League of Minnesota Cities Conference in Duluth next week.

Administrator Linehan informs everyone of a Juneteenth Celebration on June, 17 at Central Park in Roseville, which is being organized by Do Good Roseville and the City of Roseville. On June 5<sup>th</sup>, the Parks & Rec Commission and the CEC had their joint meeting during which they recapped Spring Together, discussed Ice Cream Social, Fall Programming, amending the calendar and a Fitness Court Grant proposal. He also notes that 2023 PMP starts next week, the specific streets impacted and the construction schedule are listed on our website as well as on Roseville's website. Next week the contractor will start by reclaiming Garden Ave. with a grinder machine, taking off the top layer of the pavement. There is also some small utility work, but the goal is to keep access to driveways and the roads open the majority of the time. Permeable Pavers will be used to pave Ruggles Pathway. The City used resident input to choose the color of the pavers. The contractor has to be done on August 18<sup>th</sup>, prior to the State Fair. If they are not done by then, there will be escalation penalties. All parties are confident that they will be done by the State Fair. For Public Works, Upper Cut will continue tree trimming in the Northeast Quadrant. Public Works is also doing sidewalk panel replacements. Administrator Linehan would like to put Restoration, which is on July 6<sup>th</sup> at the Peace Garden and Unity Day, which is on July 7<sup>th</sup> in front of City Hall on people's

calendar. Back to the fifties is June 23<sup>rd</sup> through the 25<sup>th</sup> at the Fairgrounds. The City will be putting up additional temporary no parking signs along the Snelling Service Drive. The Planning Commission will have their meeting on June 27<sup>th</sup>, during which they will have an informal sketch review of the proposal for 1407 Larpenteur Ave. Administrator Linehan stresses, no action is happening during this meeting. Lastly, he thanks the Council for their kind words, contract modification and allowing him to run the day-to-day operations of the City. He truly enjoys working for the City.

Councilmember Wehyee notes the next Community Engagement Commission meeting will take place on July, 17.

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: 8:54 PM

Councilmember Wehyee motions to adjourn the meeting; approved 5-0

  
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Randall C. Gustafson, Mayor

Dated this 14<sup>th</sup> day of June, 2023

  
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Jack Linehan, City Administrator