

CITY OF FALCON HEIGHTS
Regular Meeting of the City Council
City Hall
2077 West Larpenteur Avenue
MINUTES
January 10, 2024 at 7:00 P.M.

A. CALL TO ORDER: 7:04 PM

B. ROLL CALL: GUSTAFSON_X__ LEEHY_X__ MEYER_X__

WASSENBERG_X__ MIELKE__

STAFF PRESENT: LINEHAN_X__

C. PRESENTATION

1. Resignation of Paula Mielke from the Parks and Recreation Commission

Mayor Gustafson motions to accept the resignation; approved 4-0

2. Oath of Office for Randy Gustafson to Mayor

3. Oath of Office for James Wassenberg to City Council Member

4. Oath of Office for Paula Mielke to City Council Member

A. CALL TO ORDER: 7:13 PM

B. ROLL CALL: GUSTAFSON_X__ LEEHY_X__ MEYER_X__

WASSENBERG_X__ MIELKE_X__

STAFF PRESENT: LINEHAN_X__ SMITH_X__ VAN DER WERF_X__

C. APPROVAL OF AGENDA

Councilmember Wassenberg would like to move Consent Agenda Item 8 and 10 to policy items.

Mayor Gustafson motions to approve the agenda; approved 5-0

D. State Fair Task Force Report

Georgiana May and Mona McGarthwaite present the State Fair Task Force Report. The Task Force held their first meeting in June. Councilmember Mielke thanks all members for participating.

McGarthwaite notes the task force had a meeting with CEO Renee Alexander and leadership team to discuss issues such as:

- Attendance caps
- Noise from fireworks

- Trash
- Revenue sharing or other financial support
- Perks and benefits for State Fair neighbors

Following the meeting, the Task Force obtained yard signs, more trash barrels around the City and the fireworks schedule.

May continues that throughout the meetings, the task force came up with recommendations, which include:

- Designate all streets in NE Quadrant neighborhood as no parking on the hydrant side of the street.
- Add temporary signage to help residents and visitors understand and follow parking rules.
- Double parking fines between August 15 to September 14.

McGarthwaite states the task force also had a post fair meeting with the State Fair Leadership Team where they discussed the following items:

- What implementations worked well in 2023?
 - o More trash barrels placed in neighborhoods
 - o Sharing fireworks schedule

They also discussed items such as reimbursement, revenue-sharing, providing multi-day passes for State Fair neighbors and parking issues.

May explains the task force also conducted a post State Fair resident survey to measure the effectiveness of recommendations implemented. Overall, the task force views the implementations as effective.

McGarthwaite and May provide the Task Force recommendations going forward. They include:

- Continue expanding temporary parking restrictions, adding temporary signage and refine city ordinances to provide more clarity on parking regulations
- Improve signage at crucial crossings such as Larpenteur Ave. and Fry Street.
- Provide more portable restrooms in neighborhoods.
- Extend State Fair regulations to other large-scale events.
- Regulate pedicabs during the State Fair.
- Officially codify current State Fair procedures to allow additional enforceability.
- Continue to engage with State Fair leadership as well as work with state legislators and elected officials from neighboring municipalities impacted by the State Fair.

Councilmember Mielke provides a brief overview of the State Fair History. In 1985, State Fair leadership lobbied for an amendment of the Minnesota Statute, basically limiting Falcon Heights' ability to regulate or levy taxes on the operations of the State Fair.

Administrator Linehan continues to explain that the State Fair, even though they are within the boundaries of Falcon heights, they are their own entity and therefore not regulated by the City. Falcon Heights provides limited services to the Fair, but our community is impacted by the State Fair.

McGarthwaite explains that financial solutions include exploring avenues for financial support or reimbursement from the State Fair or the State of Minnesota; possibly commission a financial impact study on the State Fair.

Mayor Gustafson thanks the task force for their time, research and thoughtful recommendations.

Councilmember Leehy wonders why 68% of residents felt fairgoers were respectful of private property.

Ross Allard answers that the State Fair suggested and provided yard signs that asked fairgoers to be respectful. He felt it was obvious for fairgoers that this is where people reside.

Councilmember Mielke adds that the resource guide put together by city staff was also helpful.

Councilmember Wassenberg is intrigued by commissioning a financial impact study on the State Fair and believes it could provide more leverage for Falcon Heights and potentially offset some of the City's costs.

Councilmember Mielke adds that there is an estimate of over 1,000 parking spots that Falcon Heights provides for fairgoers with no financial gain.

Councilmember Meyer wonders how many responses the post fair survey received.

Administrator Linehan answers around 163 responses were received.

Tom Brace comments that having discussions with the League of Minnesota Cities could help with legislative solutions.

Ricé Davis asks Council how they want to move forward with the recommendations from the Task Force.

Mayor Gustafson answers that Council will continue to discuss recommendations at City Workshop meetings. He appreciates the Task Force for coming up with solutions that work for all neighborhoods of the city.

Councilmember Wassenberg agrees and thinks it would be beneficial to further discuss the Task Force report during a City Council workshop.

5. Northwest Youth & Family Services Presentation

Gustafson introduces Northwest Youth & Family Services (NYFS), an organization that the City has a long-standing relationship with.

Angela Lewis-Dmello, the President and CEO of NYFS presents. She has a background as a clinical social worker and moved to administrative work early on. She was also the Executive Director of another mental health agency. Angela has been with the organization for over a year. NYFS was founded in 1976. After moving to the organization, it was clear to Lewis-Dmello that there was need for rebranding and a refresh of the organization and she assisted with that. Lewis-Dmello continues by providing a background on the organization. They support youth and the whole family as they believe they are the building blocks of healthy communities. They are dedicated to trauma-informed and culturally-responsive care. There is also a focus on ensuring access to care by reducing financial, linguistic, cultural, and logistical barriers.

This is done through a sliding fee scale that makes mental health accessible for underinsured, uninsured and low-income.

They have long-standing relationships within the community that include municipalities, law enforcement agencies and school districts. The board is comprised of City Council members from municipal partners.

Lewis-Dmello explains NYFS updated their mission, vision statements and values. The organization also focuses on creating the best environment for providers to thrive and do the work sustainably. They also launched a strategic plan 2023 - 2026 focusing on the following four core pillars:

1. Ensure culturally responsive practices are prioritized in all aspects of the organization and embedded within all programs.
 2. Grow financial stability and sustainability to expand mission impact in alignment with our organizational values.
 3. Build a framework for programs that clarifies and enhances our provision of high-quality services.
 4. Mature as a prominent, recognized and respected resource for our communities.
- NYFS focuses on being an accessible resource to partners and community members.

Lewis-Dmello provides stats for 2022-2023. They had a total of 603 clients across 5 programs with 11,630 appointments and the top 3 diagnoses treated were:

1. Generalized Anxiety Disorder
2. Major Depressive disorder
3. Post-traumatic Stress Disorder

Lewis-Dmello describes the fiscal picture for 2022-2023. The organization has various kinds of revenue, mostly through third-party billing of insurance, as well as rental income, municipality contract revenue and grants. The majority of expenses goes towards staff salaries.

The organization has various mental health programs. These programs are divided into clinic-based mental health, school-based mental health through an embedded model, and adolescent day treatment. They also have community service programs, which are divided up into 3 programs. The youth diversion program serves as an alternative to traditional justice system. They also have community connections program, which is a 7-week program open to adolescents. Lastly, they have a community advocacy program.

Lewis-Dmello states that in the previous year, NYFS has focused on stabilizing, refreshing and growing. They rebranded, welcomed a new municipal partner and launched new programs and services. For the next 12 months, NYFS will continue to expand the size of clinic-based therapy team, develop additional group therapy services and launch a domestic and sexual violence program.

Councilmember Wassenberg wonders how many staff NYFS has with the vast amount of program and services that are being offered.

Lewis-Dmello answers they have 45 dedicated staff members and interns.

Councilmember Meyer thanks Lewis-Dmello for educating everyone on mental health and all the programs that NYFS has available for the community. He wonders what a youth advocate is.

Lewis-Dmello explains youth or adult advocates provide legal advocacy and connections between available resources. There are lot of training systems in place in Minnesota for these roles.

Councilmember Leehy thanks Lewis-Dmello for the presentation and appreciates the effort of bringing in more BIPOC providers. She wonders what resources there are for staff that experience burnout.

Lewis-Dmello answers she has a lot of experience with this problem. She is able to provide numerous solutions and trainings throughout the state. She notes that a lot of it is the system's responsibility and it is key that the work environment is supportive of providers. It is difficult as they are working with a system that is already not supportive of this kind of work.

Councilmember Leehy appreciates it and commends the NYFS for all their work. She is excited for the City to share this resource with residents of all ages.

E. APPROVAL OF MINUTES:

1. November 29, 2023 City Council Special Workshop Meeting Minutes
2. December 13, 2023 City Council Regular Meeting Minutes

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

F. PUBLIC HEARINGS:

1. 2024 Roselawn Avenue Resurfacing Project

City Engineer Smith notes the 2024 Pavement Management Project (PMP) will be done in conjunction with Roseville as Roselawn Avenue is the border between both municipalities. The project will be between Hamline Ave and Snelling Ave. Roselawn consists of a two-lane road with traffic in each direction. It also has a parking lane and a sidewalk. The proposed improvements are

- Mill existing pavement layer
- Repave 2" new asphalt
- Curb and gutter replacement
- Minor stormwater improvements (not assessed)

Other public agencies involved are MnDOT, The City of Roseville and Capitol Region & Rice Creek Watershed Districts. St. Paul Regional Water Services was going to be involved, but they no longer need to do the proposed work. Private utilities include Xcel Energy, CenturyLink, Comcast MCI and Zayo. The project's estimated cost is \$98,000. The vast majority is for street cost and a small amount for storm sewer costs. The project will be funded through approximated assessments, the street fund, municipal state aid (MSA) and the storm sewer fund.

Smith explains that according to the City's assessment policy, residential lots will be assessed at 40% of the improvement cost for streets. Streets are assessed by the front footage of each lot. Residential corner lots are assessed 100% for the long side, 0% for the short side. Four adjacent parcels are not assessed, as their adjacent side is the short side.

The assessment roll includes 13 parcels. The estimated assessment rate is \$19.94 per feet. The approximate residential range is \$1,500 to \$2,800.

Smith states there will be an assessment hearing in fall of 2024. After the hearing and the assessment is approved by Council, residents can pre-pay the assessment interest-free for 30 days. Following the pre-payment period, the assessment roll will be turned over to Ramsey County, the City's fiscal agency, to be added to property tax rolls with interest. There is an opportunity for hardship deferral, but there are certain requirements.

Smith explains there was an open house on Thursday, January 4th for residents to ask questions and provide comment. She then describes the proposed project timeline that is subject to change and the requested council actions for the current meeting.

Councilmember Meyer motions to close the public hearing; approved 5-0

Councilmember Meyer wonders if residents have to meet all requirements to qualify for hardship deferral and wonders if anyone below 65 has requested this hardship deferral. He wonders if this could be discussed in a City Council Workshop meeting for future projects.

Administrator Linehan answers that it follows Minnesota Statute. Residents have reached out to the City and explored the option, but decided not to pursue because of the long-term impacts, which he then explains.

Councilmember Wassenberg is curious about what the annual assessment rate is after the assessment roll has been added to property tax rolls, before interest rate.

Councilmember Mielke wonders what solution will be provided for the crosswalk by Simpson. She also wonders about the plantings at the Snelling Ave. and Roselawn Ave. intersection.

Smith answers that it will be further studied as plans are finalized. The plantings are part of stormwater requirements. The intersection of Snelling and Roselawn is part of MnDOT's jurisdiction and was not part of comprehensive plans, whereas Hamline was.

Councilmember Leehy asks about the watershed district requirements and is curious about MSA and what all it is comprised of other than gas tax.

Administrator Linehan answers that it is only comprised of gas tax and is allocated to cities with more than 5,000 residents. The City is a certified complete city and therefore also received these funds annually.

Councilmember Leehy wonders if there is an open house for the residents on the Roseville side of Roselawn Ave.

Smith answers yes, but a date needs to be determined still.

Administrator Linehan highlights the beneficial partnership with the City of Roseville.

Councilmember Leehy motions to Adopt Resolution 24-02 Resolution Ordering Improvement and Preparation of Plans and Specifications for the 2024 Pavement Management Program; approved 5-0

G. CONSENT AGENDA:

1. General Disbursements through 01/05/24: \$150,306.54
Payroll through 12/31/23: \$23,692.14
Wire Payments through 12/31/23: \$14,898.53
2. Approval of City License(s)
3. Designation of Official Depositories for 2024
4. Review Elected Official Out-of-State Travel Policy
5. Appoint Acting Mayor
6. Commission Member Reappointments
7. Mile Reimbursement Rate for 2024
- ~~8. Council Appointment as Liaison for City Commissions~~
9. Designation of Official Newspaper
- ~~10. Review and Adopt Council Standing Rules and Council/Advisory Commission Roles and Guidelines~~
11. Reconfirming Designation of 2024 Polling Locations
12. 2024 Data Practices Officials
13. Appointment of Robert Haight to the Parks and Recreation Commission
14. Appointment of Erin Williams to the Parks and Recreation Commission
15. Approve Purchase of Public Works Plow Truck
16. Approval of Joint Grant Application with the City of Lauderdale - MCMA Internship Program

Councilmember Leehy motions to approve the Consent Agenda; approved 5-0

Mayor Gustafson states that acting mayor will be Councilmember Meyer if Mayor Gustafson is absent. He also thanks commission members Ebbesen and Cooley-Kistler for continuing on the CEC and new Parks and Rec Commission members Haight and Williams for being appointed.

Administrator Linehan comments on Consent Agenda Item 16. He notes MCMA is a statewide association for City Managers. They offer an annual program for internships. The City is planning on having a summer intern again. Administrator Linehan reached out to the City Administrator of Lauderdale to coordinate an internship partnership. Lastly, as Ramsey County is replacing their plow truck fleet, they sell trucks to surrounding municipalities for a great price and are already completely outfitted. In case of a big winter storm, Public Works can deploy the entire fleet to be able to provide great service to all residents.

H: POLICY ITEMS:

1. **Council Appointment as Liaison for City Commissions**

Councilmember Wassenberg appreciates being appointed to the Parks Commission and is excited to continue his appointment with the upcoming projects.

Councilmember Mielke would like the Council Liaison appointment to be more transparent and would like to discuss the item during a future City Council Workshop.

Councilmember Meyer supports Councilmember Mielke. He enjoys the Environment Commission but also sees the benefit of having discussions around the appointment and having the opportunity to serve on other commissions.

Councilmember Leehy is excited to be appointed as a liaison to the Community Engagement Commission after being a former commission member and chair.

Mayor Gustafson apologizes for not being more transparent in the appointment.

Councilmember Leehy comments that appointment of Council Liaison has historically been done by the Mayor in Falcon Heights. She also wonders how that would work out as commissions are meeting before the next City Council Workshop.

Councilmember Mielke notes the commission meetings are open to the public.

Councilmember Mielke and Councilmember Meyer would like to further discuss at a City Council workshop meeting.

Councilmember Mielke motions to table Council Liaison Appointment Liaison for City Commissions to Council Workshop; approved 3-2

2. **Review and Adopt Council Standing Rules and Council/ Advisory Commission Roles and Guidelines**

Council discusses moving Policy Item 2 to a City Council Workshop meeting.

Mayor Gustafson wonders if there is a particular item that any councilmember would like to amend.

Councilmember Wassenberg feels it's in regards to appointment of Council Liaison. He notes it would be useful to provide more detail on what the role of a Council Liaison is and to discuss this in a City Council Workshop meeting.

Administrator Linehan comments that standing rules are in effect unless there is a motion that supersedes this. It is common practice to approve certain items at the first Council meeting of the year to ensure the group is in consensus of operations.

Mayor Gustafson wonders if Council can approve most of the standing rules and guidelines, make a recommendation to review parts of the rules and guidelines at a City Council Workshop meeting and then make amendments at the following City Council meeting.

Councilmember Mielke feels it would be beneficial to review guidelines as a group at a workshop meeting to ensure they are current before approving them.

Councilmember Meyer wonders if both policy items can be tabled and be reviewed at the next City Council Workshop.

Councilmember Mielke motions to table Policy Item 2 Review and Adopt Council Standing Rules and Council/ Advisory Commission Roles and Guidelines to Council Workshop; approved 3-2

I. INFORMATION/ANNOUNCEMENTS:

Councilmember Mielke announces that this is the 75th year of the City of Falcon Heights and she is the 11th female to serve on Falcon Heights City Council.

Councilmember Meyer congratulates and welcomes Councilmember Mielke.

Councilmember Leehy has no announcements.

Councilmember Wassenberg congratulates and welcomes Councilmember Mielke.

Mayor Gustafson informs residents of upcoming Martin Luther King Jr. Day on Monday, January 15.

Administrator Linehan informs residents that Public Works is ready for snow.

The City is aware of the negative effects of salting the roads, and, as a GreenStep 5 City, Public Works is very discretionary with their salt use. Public Works has been out salting and they have also been flooding the ice rinks at Curtiss Field and the Grove. They are hopeful to open the ice rinks next week. Falcon Heights and RCSO are working to finalize an interim contract. Lastly, on Monday, January 22, there will a Falcon Heights Community Engagement Night organized by the CEC in partnership with Third Sphere. This event is family-friendly and an opportunity to grow together as a community. Lastly, City Hall is closed on Monday, January 15 in observance of Martin Luther King Jr. Day.

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.

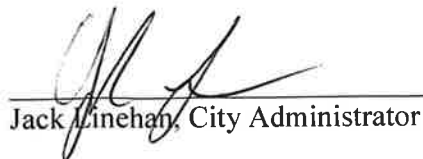
K. ADJOURNMENT: 9:17 PM

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



Randall C. Gustafson, Mayor

Dated this 10th day of January, 2024



Jack Linehan, City Administrator