

CITY OF FALCON HEIGHTS
City Council Special Workshop
City Hall
2077 West Larpenteur Avenue

MINUTES
Wednesday, July 24, 2024
7:30 P.M.

A. CALL TO ORDER: 7:23 PM

B. ROLL CALL: GUSTAFSON_X_ LEEHY_X_
 MEYER_X_ MIELKE_X_ WASSENBERG_X_

STAFF PRESENT: LINEHAN_X_ VAN DER WERFF_X_ FARLEY_X_

C. POLICY ITEMS:

1. Diversity, Equity, Inclusion and Belonging Report - William Farley, Administrative & Inclusion Intern

Administrator Linehan explains that Administrative & Inclusion Intern William Farley has been tasked with various projects this summer. He has been a great help for Falcon Heights and Lauderdale. He reviewed the DEIB efforts of the City and is providing a report and next steps.

Farley explains he has reviewed the City's DEIB efforts. He is including short-term and medium recommendations. He is hopeful these can act as a bridge for more community engagement surrounding DEIB and eventually provide the ability to craft long-term recommendations.

Farley describes the short-term recommendations. They could be implemented in roughly two years, with minimum budget impact, and will create a foundation for DEIB.

- Creating a language access policy. As more people speak a language other than English and as the city grows and becomes more diverse this will be a beneficial element to ensure everyone has the ability to interact with its government. He provides a sample policy.
- Inclusive Language Guide. This means being more intentional in creating an inclusive language in City Code. This reduces ambiguity in policy because sometimes our default language includes assumptions about who belongs. Gender is a common example, but another one is citizens, residents, community members
- An updated RCA Format. The updated format creates a section for geographic impact, identifying level of community engagement and how the policy aligns with the strategic goals of the City.
- Surveying City Interactions. This could give data on disparate experiences, and identify areas of improvement and long-term trends. He emphasizes the survey should be disaggregated by race and ethnicity.

- Goals for Commission Representation. Studies show diverse groups make better policies and represent the needs of the whole community. So commissions as a whole should roughly mirror the community
- Update Job Descriptions to include DEIB responsibilities.
- Establish an Onboarding Procedure. This could include IDI assessments. Onboarding should be for staff, Council, and Commissioners.

Farley continues with medium-term recommendations

- Professional Development of Staff. This continues from previous trainings that were done, such as the IDI. This will build the staff's ability to analyze systemic factors that influence their day-to-day operations
- Community Leadership Development. Filling appointed commissions has historically been a challenge, further amplified when trying to draw on marginalized communities. To address this the city should make an active effort to develop community leaders, particularly marginalized ones, who can serve on city commission and beyond city government
- Conduct an Annual Assessment. This will allow the measure of progress over time and create clear next steps. There are various tools for assessment. He recommends the Center for Economic Inclusion's Racial Equity Dividends Index.
- Empower a Commission to lead DEIBA Planning. This establishes ownership without siloing, it provides a consistent check-in, establishes institutional memory, and provides a clear mechanism for community engagement.

Administrator Linehan provides a disclaimer stating Farley was tasked with this as he can provide an independent assessment from an outsider.

Councilmember Leehy appreciates how Farley incorporated themselves into the presentation and did not present it as an us vs them. She appreciates weaving the work that has been done along with future goals into creating a solid foundation the City can continue to build on.

Councilmember Meyer thanks Farley for the presentation. He wonders about the sample Language Access Policy if another language is in addition to English or if for example, Spanish is their main language. Farley comments that the study does not mention this. Linehan notes staff is looking at doing an RFP for a new website management and this will be an item that can be looked at as a function to allow for easier translation services of the website.

Mayor Gustafson appreciates Farley's work and this provides great direction for the City.

Farley appreciates the comments and notes he feels Falcon Heights is open to working on improving their DEIB efforts.

Councilmember Wassenberg notes next steps would be going through the report and prioritizing which recommendations could be implemented.

Leehy notes back in 2016 the Community Engagement Commission started work for regular DEIB training which shows that the City is excited about this work and improving its efforts.

2. St. Anthony Village Proposed Draft Contract

Linehan explains since approval to move in to negotiations in late April, staff from both cities have been working with our city attorneys and legal counsel from the League of Minnesota Cities Insurance Trust (LMCIT) to develop a draft contract that could meet the needs of the primary stakeholders identified: the residents of Falcon Heights, St. Anthony Village, and Lauderdale, as well as the St. Anthony Police Department. Some highlights of the proposed contract include:

- Governance, to help ensure there is consistent oversight of the contract, the proposal includes revising language to reflect a joint operations committee at the staff level.
- Length/severability, both parties felt a contract length of five years was a good start as that matches the previous contract. Some cities are starting longer contracts as there are large investments in resources. But both cities felt a five-year contract would be a good start.

Wassenberg points out that the relationship is for eight years with the requirement of a three-year notice to terminate. Leehy wonders if this could be used to extend the contract. Wassenberg feels this is done by default.

Gustafson wonders if the first contract is five years and does it automatically renew. Leehy points out the 3-year notice requirement. Linehan states both parties have to provide notice three years in advance of canceling. So essentially it would roll into a new contract for two years. Anytime a party can be notified, in three years the contract is done.

Gustafson continues so there is the assumption of auto-renewal, but there is nothing in writing. The Council reviews the language in the contract. Linehan explains the contract with St. Paul Fire is based on a rolling contract. Wassenberg explains you get to negotiate the terms every five years. Gustafson wonders if it the contract rolls into a five-year contract or a one-year contract.

Linehan explains it does not include a renewal term, but requires a three-year notice to terminate. If this happens at the five-year mark that adds three years to the contract. This can be done at any time and it incentivizes to get to a new agreement and update contract terms. He continues, that there are risks on both sides as St. Anthony is hiring officers and this allows for appropriate time for the retirement of current officers, this also allows Falcon Heights time to build relations and to get to a new contract. Gustafson agrees it takes time to create a relationship and get to an agreement.

Leehy wonders why is it a five-year contract if it requires a three-year term time. Linehan states in practice this allows renewal and negotiation of terms every five years.

Gustafson wonders if there could be earlier termination under certain circumstances. And if the termination period could be two and a half years. Linehan answers it could get tricky. A termination notice will need to be sent to the other party three years before the termination date of the contract.

Councilmember Mielke wonders when the first payment is due once the contract is signed. Linehan answers the goal would be when services are rendered. St. Anthony

would like to see a contingency. Contract addendums and pricing are still being worked on.

Meyer suggests an edit to the termination clause. Council agrees.

Linehan feels this contract has fair terms and, a clear description of duties compared to the current police contract. St. Anthony Council suggested quarterly or monthly joint operations committee meetings monthly rather than once per year. Council agrees.

Mielke wonders about having the City of Falcon Heights' name on the squad cars that patrol in Falcon Heights. Linehan agrees this would be good.

Leehy wonders about participation in the CEC meetings, it is nice to have representation from the police and fire department. Linehan believes they will once they are fully staffed.

Meyer appreciates how call volume was part of the formula for calculating contract pricing but wonders how this was determined. Linehan explains they took a breakdown of the population and workload in that population. The idea is each city represents a percentage of the department and each contract city would pay for their portion of the total cost of law enforcement. Falcon Heights would be responsible for around 25- 30%. An increase or a decrease in the police budget hits each city proportionally.

Wassenberg wonders what is included in the police department budget. Linehan notes it's for operating and capital costs. This will be used to renovate their police building. Communications equipment will be provided.

Mielke is looking for an update on the recruitment of police officers. Linehan explains some cadets were let go, and St. Anthony remains concerned about hiring. They have high standards for their department, which is good but it doesn't make staffing up an easy process. The next step is making edits to the contract and continue to anticipate the cost. He is confident this is a setup for a long-term relationship. It allows for incremental changes/adjustments to the contract throughout time, and more control over the budget long term. It is similar to creating a department but with the benefits of an already existing department.

Wassenberg adds several smaller items and oversight management is taken care of by SAPD. However, it is made clear in the contract that SAPD has the final word and will take changes from Falcon Heights as advice. He reiterates the insurance aspect of the contract and it looks like St. Anthony Village is responsible for some liability. Linehan notes that LMCIT offers each city \$2 million in general liability and cities can buy excess liability. If there is a case for police liability in Falcon Heights, we are the primary for insurance, but if a settlement hits the cap, the remainder is the responsibility of St. Anthony. The majority of risk for police departments is much lower. They are still working on pricing.

Linehan explains the strategy and plans for policing in 2025. He met with the New Brighton Public Safety Director and City Manager. They had conducted a study of their police services and provided a report for the New Brighton City Council. One recommendation is expanding services to other cities but doing a trial run first for a

year. Falcon Heights could pose an opportunity for a trial run. Their department offers police and fire, but limited overtime opportunities for their staff, and expanding services could allow for overtime for their department.

Gustafson believes the New Brighton one-year contract would be a good opportunity for them and a good opportunity for Falcon Heights.

Wassenberg states New Brighton could provide a longer transitional period if SAPD continues to have issues with hiring.

3. Tenants' Rights Workshop

Linehan and Mielke have discussed hosting a Tenant's Rights Education Workshop provided by HOME Line. There should be child care and food. There would be a cost to the group, as well as the cost to provide food and potentially rental space or childcare. The estimate is approximately \$1,500 for the workshop.

Mielke explains fees can be waived if the City provides their promotions. The HOME Line attorney would come in and review the renter's rights with tenants, provide a Q&A and an interpreter would be present as well. Because space is limited, she booked a community space in September at Roseville Library, which seats 150.

Wassenberg wonders about hosting it at a space in Falcon Heights as he is concerned with transportation. A possibility is the auditorium at Amber Union.

Mielke believes it would be uncomfortable for Amber Union tenants to ask difficult questions.

Gustafson suggests the Falcon Heights elementary school cafeteria.

Leehy wonders why a location within Falcon Heights could not be used for its residents. She believes adding a Spanish interpreter would be beneficial. Then she wonders about any space at the U of M.

Mielke notes there is a cost to utilize the school and any space on Campus poses parking difficulties. The library is free to rent and provides a great space for kids.

Meyer states it would be great if it is a walkable distance. But he agrees the library provides a great free space.

Leehy believes it's good to have seminars for renters. It could even be beneficial for homeowners to learn about renters' rights as well.

Gustafson wonders if it is open to renters in single-family homes. He suggests sending out mailers to all renters in the City.

Mielke is worried about costs, an estimate for the workshop is \$1,500 which has to include food, an interpreter, and a mailer. She wants to ensure this is an event where renters feel comfortable asking difficult questions. She reiterates the attorney fees could be waived if promotion is provided by the City.

The Council thinks this is a great idea and is in support of the investments.

Wassenberg wonders about child care at the library and until which time this is provided.

Mielke notes it's suggested by HOME line to provide child care, but she would not promote it. She reserved Saturday afternoon on September 7. The library is open until 5 PM.

D. ADJOURNMENT: 9:10 PM

Councilmember Leehy motions to adjourn;
Approved 5-0



Randall C. Gustafson, Mayor

Dated this 14th day of August, 2024



Jack Linehan, City Administrator

DISCLAIMER: City Council Workshops are held monthly as an opportunity for Council Members to discuss policy topics in greater detail prior to a formal meeting where a public hearing may be held and/or action may be taken. Members of the public that would like to make a comment or ask questions about an item on the agenda for an upcoming workshop should send them to mail@falconheights.org prior to the meeting. Alternatively, time is regularly allotted for public comment during Regular City Council Meetings (typically 2nd and 4th Wednesdays) during the Community Forum.