

**CITY OF FALCON HEIGHTS**  
Community Engagement Commission  
City Hall  
2077 West Larpenteur Avenue

**AGENDA - AMENDED**  
October 21, 2024 at 6:30 P.M.

- A. CALL TO ORDER:
- B. WELCOME:
- C. ROLL CALL:  
Karen Cooley-Kistler\_\_\_\_ Julie Ebbesen\_\_\_\_ Curt Stockford\_\_\_\_ Mishy Wang\_\_\_\_  
Rebecca Leighton\_\_\_\_ Denise King\_\_\_\_  
  
STAFF PRESENT:  
Elke Johnson\_\_\_\_  
  
COUNCIL LIAISON:  
Melanie Leehy\_\_\_\_
- D. APPROVAL OF AGENDA
- E. INFORMATION/ ANNOUNCEMENT
- F. APPROVAL OF MINUTES:
- G. AGENDA
  - Unfinished business
    - 1. Human Rights Day
    - 2. Apartment Outreach
- H. ADJOURNMENT:

*Next Regular Meeting is on Monday, November 18 at 6:30 PM*

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**CITY OF FALCON HEIGHTS**  
Community Engagement Commission  
City Hall  
2077 West Larpenteur Avenue

**MINUTES**

September 16, 2024 at 6:30 P.M.

- A. CALL TO ORDER: 6:36 PM
- B. WELCOME:
- C. ROLL CALL:  
Karen Cooley-Kistler\_\_X\_\_ Julie Ebbesen\_\_X\_\_ Curt Stockford\_\_ Mishy Wang\_\_X\_\_  
Rebecca Leighton\_\_X\_\_ Denise King\_\_
- STAFF PRESENT:  
Elke Van der Werff\_\_X\_\_
- COUNCIL LIAISON:  
Melanie Leehy\_\_X\_\_
- D. APPROVAL OF AGENDA
- Motion to approve agenda - Motion to approve Ebbesen, seconded by Cooley-Kistler -  
unanimously approved
- E. Information/ Announcements
- St Paul Art Crawl 10/4-6
- F. APPROVAL OF MINUTES:
1. June 17, 2024 Community Engagement Commission Meeting Minutes
- Motion to approve - Ebbesen - unanimously approved
- G. AGENDA
- Unfinished business
  - CERT training discussion
    - Van der Werff - suggests placing the conversation on hold until we know the new policing agency
    - Cooley-Kistler asks to clarify the timing, Van der Werff thinks the change will be taking place in March or possibly April
    - Van der Werff communicates that Ramsey County has CERT training programs currently.
    - Ebbesen asks if we should get everything in order to be ready to go when the policing contract is finalized. Van der Werff believes there will be a

- “ramp up” period with additional officers needing to be recruited and the staff will need to be trained.
- Leehy - suggests encouraging citizens to take the online introductory course. May need to budget a little towards the training to take care of binders and copies.
- Looking at possibly fall of 2025 to bring back discussions and/or training programs.
- Leehy - could discuss with St. Paul Fire for support.
- Apartment Outreach
  - King is absent but was going to reach out to apartment management to discuss options for outreach events
  - Leehy suggests possibly calling from city hall so caller ID shows that it would be an “official” call.
  - If e-mails are being sent Van der Werff and Leehy should be copied. Leehy suggests including language in an e-mail that says we may follow up with a phone call
  - Van der Werff will follow up with an update when she is able to connect with King.
  - Leehy suggests starting with senior apartments/condos as they regularly have social events.
- New Business
- Human Rights Day
  - Van der Werff - We had Just Deeds in 2021 and looking to now move forward with creating amendments internally starting next month. Staff will be able to offer deed amendments during business hours.
  - Leehy asks how many residents have reached out to request the amendment.
  - Ebbesen, Wang, Leighton, Leehy, Van der Werff all suggest that the city has evening availability to run an evening opportunity to have residents apply for the amendments.
  - Van der Werff believes residents or attorneys need to complete the form. The city is planning to contact residents that may have these covenants on their property with examples and step-by-step instructions and let them know when events are that they can come in and get assistance.
  - Kistler suggests event hours from 4:30 to 8 on Tuesday, December 10.

J. ADJOURNMENT: 7:47 PM

Motion to adjourn Ebbesen - unanimously approved

*Next Regular Meeting is on November, 18 at 6:30 PM*

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## ITEM FOR DISCUSSION

<b>Meeting Date</b>	October 21, 2024
<b>Agenda Item</b>	Human Rights Day
<b>Attachment</b>	<ul style="list-style-type: none"> <li>• Racial Covenant Letter for Homeowners</li> <li>• Form 40.10.1</li> <li>• Instructions to complete form 10.10.1</li> </ul>
<b>Submitted By</b>	Elke Johnson, Administrative & Communications Coordinator

<b>Item</b>	Human Rights Day
<b>Description</b>	<p>Human Rights Day is observed by the international community every year on December, 10<sup>th</sup>. It commemorates the day in 1948 the United Nations General Assembly adopted the <a href="#">Universal Declaration of Human Rights</a>.</p> <p>Human Rights Day will be held on Tuesday, December 10, 2024, at Falcon Heights City Hall. A time frame still needs to be secured. The theme will be removing racial covenants.</p> <p>On Wednesday, July 13, 2022, the Falcon Heights City Council took action to support the work of the Just Deeds project. As a result, Falcon Heights residents have the opportunity to acknowledge the historical discrimination caused by these covenants and to discharge them from their property records. Because Just Deeds relies on volunteer hours from attorneys and because a great number of homeowners requested that a racial covenant be removed from their property, the process has taken longer than anticipated.</p> <p>The City of Falcon Heights has now determined that City Staff with guidance from the Just Deeds Coalition can assist property owners wishing to remove a racial covenant from their property during Human Rights Day.</p> <p>Staff has drafted a letter to all homeowners that have a property with a racial covenant on their deed, along with instructions.</p> <p>Staff has been in contact with Mapping Prejudice, and Just Deeds, who have in turn reached out to the Ramsey County Records Office. Mapping Prejudice will be able to present at Human Rights Day. Just Deeds suggested having volunteer attorneys present at the event to assist residents with completing form 40.10.1.</p>
<b>Budget Impact</b>	TBD

<b>Attachment(s)</b>	<ul style="list-style-type: none"><li>• Form 40.10.1</li><li>• Racial Covenant Letter for Homeowners</li><li>• Instructions to complete form 10.10.1</li></ul>
<b>Action(s) Requested</b>	Continue discussions about this year's Human Rights Day Event.



10/18/2024

Dear Falcon Heights Resident,

Your property has been identified as having a racial covenant on your property record. Racial covenants are restrictions placed on residential properties (deeds, titles) from the 1940's to the early 1960's to prevent people who were not White from buying or occupying land. Most homeowners do not realize these exist. Standardized forms used during that time in real estate transactions contained these provisions which were seldom overlooked as part of the purchasing/closing process. A Supreme Court ruling in 1948 (Shelley v. Kraemer) ruled them unenforceable and in 1953 the Minnesota Legislature prohibited their use. However, they remain on the official records until they are legally removed – or discharged. While no longer enforceable, they remain a permanent part of your legal property record.

Examples of Racial Covenants:

DATE - 1946-04-23

COVENANT: *no person or persons other than of the Caucasian race shall be permitted to occupy said premises or any part thereof*

DATE - 1948-04-01

COVENANT: *No lot, plot, or parcel shall be sold, leased, mortgaged, used or occupied, nor any right thereto be granted, given, or permitted to any person, other than a member of the Caucasian race, except that this covenant shall not prevent occupancy by persons.*

On Wednesday, July 13, 2022, the Falcon Heights City Council approved a resolution to join the Just Deeds Coalition to help raise awareness and to assist property owners in discharging discriminatory covenants at no charge. With guidance from the Just Deeds project, Falcon Heights homeowners can disavow and renounce the restrictive covenants on their property records. Completion and filing of form 40.10.1 will remove (discharge) them from the legal property record, should you wish to do so, and there is no fee to do so.

Because Just Deeds relies on volunteer hours from attorneys and because a great number of homeowners requested that a racial covenant be removed from their property, the process has taken longer than anticipated.

The City of Falcon Heights has now determined that City Staff with guidance from the Just Deeds project can assist property owners wishing to remove a racial covenant from their property. On Tuesday, December 10, 2024 (INSERT TIME) the City will recognize Human Rights Day by administratively assisting residents to complete their form, notarize it, and submit



it on your behalf to Ramsey County.

Whether or not you previously requested a racial covenant to be removed from your property or if you would like to request to have one removed now, you are welcome to attend Human Rights Day on Tuesday, December 10<sup>th</sup> from (INSERT TIME).

Volunteers from Just Deeds, Mapping Prejudice, and staff from the Ramsey County Records Office and the City of Falcon Heights will be present to assist.

Attached, you will find a copy of the Minnesota Uniform Conveyance Form 40.10.1 to fill out and bring with you to City Hall. You will also find an example of a completed 40.10.1 form and instructions to help you complete it.

Do NOT sign your names near the bottom of page two until you are in front of a notary at your appointment at City Hall.

Alternatively, you can complete the form and have it notarized elsewhere and then mail it on your own to:

Ramsey County Recorder's Officer  
Attn: Todd Uecker  
90 Plato Blvd. W.  
Saint Paul, MN 55107

If you have questions, please feel free to contact City Hall at 651-792-7600.

Sincerely,

(Top 3 inches reserved for recording data)

**DISCHARGE OF RESTRICTIVE COVENANT AFFECTING  
PROTECTED CLASSES  
Minn. Stat 507.18**

**Minnesota Uniform Conveyancing Blanks  
Form 40.10.1 (2019)**

Pursuant to Minnesota Statutes, section 507.18, any restrictive covenant affecting a protected class, including covenants which were placed on the real property with the intent of restricting the use, occupancy, ownership, or financing because of a person's race, color, creed, national origin, or religious beliefs, is discharged and released from the land described herein.

State of Minnesota, County of

I/we \_\_\_\_\_ having an ownership or other  
*(insert name(s) of Owner(s))*

interest in all or part of the real property described herein, solemnly swear that the contents of this form are true to the best of my/our knowledge, except as to those matters stated on information and belief, and that as to those matters I/we believe them to be true.

Name and address of Owner(s):

The real property owned by Owner(s) is located in \_\_\_\_\_ County, Minnesota, and is legally described as follows

Owner(s) \_\_\_\_\_ swear(s) and affirm(s) that  
*(insert name(s) of Owner(s))*

Owner(s) is/are 18 years of age or older and is/are not under any legal incapacity and that the information provided in this form is true and correct based on the information available and based on reasonable information and belief:

- (1) a restrictive covenant which had the intent to restrict the use, occupancy, ownership, or financing of this property based on a protected class, including race, color, creed, national origin, or religion, existed at one time related to the property described in this form;

- (2) the restrictive covenant is contained in an instrument dated \_\_\_\_\_, and recorded as Document Number \_\_\_\_\_ (or in Book \_\_\_\_\_ of \_\_\_\_\_, Page \_\_\_\_\_) in the Office of the County Recorder of \_\_\_\_\_ County, Minnesota;  
*(month/day/year)*
- (3) restrictive covenants relating to or affecting protected classes are unenforceable and void pursuant to Minnesota Statutes, sections 507.18 and 363A.09, the United States Constitution, and the Minnesota Constitution;
- (4) Minnesota Statutes, section 507.18, provides for the discharge of a restrictive covenant of the nature described herein through the use of this statutory form to permanently discharge such covenants from the land described herein and release the current and future landowner(s) from any such restrictive covenant related to or affecting protected classes;
- (5) the instrument containing such restrictive covenants shall have full force in all other respects and shall be construed as if no such restrictive covenant was contained therein; and
- (6) the filing of this form does not alter or change the duration or expiration of covenants, conditions, or restrictions under Minnesota Statutes, section 500.20.

The affiant(s) know(s) the matters herein stated are true and make(s) this affidavit for the purpose of documenting the discharge of the illegal and unenforceable restrictive covenants affecting protected classes.

\_\_\_\_\_  
Affiant (Owner's signature)

\_\_\_\_\_  
Affiant (Owner's signature)

Signed and sworn to before me on \_\_\_\_\_, by \_\_\_\_\_  
*(month/day/year)*  
\_\_\_\_\_  
*(insert name(s) of Affiant(s)/Owner(s))*

(Stamp)

\_\_\_\_\_  
*(signature of notarial officer)*

Title (and Rank): \_\_\_\_\_

My commission expires: \_\_\_\_\_  
*(month/day/year)*

THIS INSTRUMENT WAS DRAFTED BY:  
*(insert name and address)*

**Instructions to complete a Minnesota Uniform Conveyance Form 40.10.01 (enclosed)**

1. Visit the Mapping Prejudice map here: <https://mappingprejudice.umn.edu>.
2. Scroll down to about halfway and click on “See all Covenants.”
3. Scroll the cursor over your property
4. Click the mouse
5. A pop-up will appear that contains your legal description of your property (Addition, Lot, Block Number)
6. This information goes on the first page where it asks for “The real property owned . . . ., The date of the Covenant – fill that in the first blank of question 2 on page w.
7. The document number goes in the second blank
8. At the very bottom left-hand corner of the page, there is a place to insert name and address after: “THIS INSTRUMENT WAS DRAFTED BY”
  - a. You write in your name and address there.
9. Be sure to sign the form in front of the notary; do NOT sign it before.
10. Make an appointment at City Hall. If you are unable to attend on December 10 (INSERT TIME) you may ask for an alternative time. City Hall is open Monday-Friday between 8:00 AM and 4:30 PM.
11. Either the City can mail your form on your behalf or you may mail it yourself to Ramsey County at the below address.

Ramsey County Recorder’s Office  
Attn: Todd Uecker  
90 Plato Blvd W  
Saint Paul, MN 55107

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## ITEM FOR DISCUSSION

<b>Meeting Date</b>	October 21, 2024
<b>Agenda Item</b>	Apartment Outreach
<b>Attachment</b>	N/A
<b>Submitted By</b>	Elke Johnson, Administrative & Communications Coordinator

<b>Item</b>	Apartment Outreach Plan
<b>Description</b>	<p>Based on recent discussions, it has been identified by the Community Engagement Commission there should be more outreach to apartment dwellers to cultivate a sense of belonging in Falcon Heights.</p> <p>CEC has started discussions around an apartment outreach plan. Commissioners have identified that they should write up a script that can be used to reach out to apartment managers and owners. They started discussions around a timeline. They will need availability of 1 or 2 councilmembers.</p>
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	N/A
<b>Action(s) Requested</b>	Staff suggest continuing the discussion for apartment outreach plan