

State Fair Task Force

City Hall
2077 Larpenteur Avenue West

MINUTES

Thursday, July 6, 2023
6:30 p.m.

A. CALL TO ORDER: 6:30 p.m.

B. ROLL CALL:

Ross Allard	<input checked="" type="checkbox"/>	Georgiana May	<input type="checkbox"/>
Tom Brace	<input type="checkbox"/>	Paula Mielke	<input checked="" type="checkbox"/>
Vicki Brand	<input checked="" type="checkbox"/>	Jennifer Paulus	<input checked="" type="checkbox"/>
Rice' Davis	<input checked="" type="checkbox"/>	Christian Ruud	<input checked="" type="checkbox"/>
Mona McGarthwaite	<input checked="" type="checkbox"/>	Bob Tomlinson	<input checked="" type="checkbox"/>

Staff Liaison Jack Linehan

C. APPROVAL OF AGENDA

1. Motion by Davis, approved

D. APPROVAL OF MINUTES

1. June 29, 2023 Meeting Minutes
 - i. Motion made by Paulus, all in favor*

E. NEW BUSINESS

1. State Fair Representative - Presentation
 - i. Renee Alexander, CEO and Christina Noonan, marketing director*
 1. Shared "Please be kind" signs that will be available to residents to place in yards. Signs will be available by August 1. Discussed options for distribution.
 2. Discussed placing additional trash cans in neighborhoods. City staff will submit map suggesting placement. State Fair facility staff empties trash bins they provide.
 3. Parking / Park and Ride Update
 - a. Stated Metro Transit will add a 4th Express Bus System Lot in Blaine. Drop off at Gate 16.
 - b. Used to have 7 to 8 express lines, were just three lines in 2022. Issue in 2022 with bus lot staffing / Metro Transit losing 50 percent of lots.

- c. State Fair runs Park & Ride services. Have 33 locations. Number of lots hasn't changed over the last 7 to 8 years. Fair transportation team on lookout for more lots. Task force proposed asking new owners of Har Mar Mall. Allianz parking not an option with 4 games during fair.
 - d. Issue with drivers coming from out of state. Task force members asked that out of state bus drivers hired by fair receive training. Bus drivers drove through neighborhoods, didn't always follow speed limits.
 - e. Noonan said a State Fair employee lot is being added in Roseville.
 - f. Tomlinson asked if fair Park & Ride buses could pick up fairgoers at Lion's lot on Energy Park Drive.
 - g. Linehan asked if State Fair has explored letting fairgoers no when a fair parking lot is full so people don't arrive at the lot, learn it's full and frantically look for other parking, often in Falcon Heights. Suggested State Fair explore Park Nav app.
 - h. NE Transit Hub. Former State Fair General Manager Jerry Hammer mentioned at Town Hall meeting plans for a new transit hub in the NE quadrant of fairgrounds. Alexander said fair is behind on construction projects. A new hub is on their radar, but not in 2024 planning.
4. Hoyt Gate
- a. Christine Noonan suggested FH residents check events page on State Fair website to learn when gate may be closed. Task force asked that fair staff be consistent on keeping gate open on nonevent days.
<https://www.mnstatefair.org/fairgrounds-access/>
5. Contact Info
- a. Best contact info during fair:
guestservices@mnstatefair.org
 - b. 651-288-4559 – Guest Services
 - i. Hotline 651) 288-4400.
6. Attendance Caps
- a. Task force suggesting setting attendance caps to help reduce traffic and parking challenges. Alexander said difficult to count who has left. Had an attendance cap at mini fair on Memorial Day Weekend. Resulted in low crowd later in day, vendors not happy.
 - b. Alexander “not my goal as new CEO to set record attendance – experience is the priority”. Noonan said State Fair runs promotions and special pricing to divert more fairgoers to weekdays. Gates will close earlier this year to

stop last minute attendees who may be drawn by large crowd size and not the fair experience.

Allard suggested State Fair track tickets sold in advance and then limit gate sales or limit attendance during set hours, similar to Como Conservatory. Mielke suggested setting caps on weekends and sharing that information widely to encourage attendance on other days.

7. Crime / Incident in 2022

- a. McGarthwaite asked what is being done to prevent/manage incidents at fair. Alexander said they have met with law enforcement agencies year round on this topic. State Fair is adding fence lines, more security cameras and more policing. Increase in perimeter security. Colonel Langer, head of Minnesota State Patrol, said his department will provide resources to ensure State Fair doesn't fail.

8. Revenue / Cost Sharing

- a. Signage
- b. Cameras, but complication
- c. Open to proposal for cost share for tangibles

9. Fireworks

- a. Alexander not open to limiting nights of fireworks or changing to drone (cost prohibitive, wind sensitive). Alexander said fireworks signals closing time approaching, time to head home. State Fair will share preliminary schedule for fireworks on each fair day. State Fair is thinking through impact of poor air quality on fair events. Will add fireworks to that list.

10. Ongoing Discussions

Alexander said would like to continue discussions with city. Task force proposed a post fair meeting.

2. Lawn Parking

- i. Task force members discussed pros and cons of lawn parking. Difference between lawn parking vs. driveway parking discussed.
- ii. Equity a concern with one-side parking
- iii. *Tomlinson made a motion to uphold the City's ban on lawn parking (3A), citing:*
 1. Inequity in opportunity. Residents on side of street where parking allowed could not sell lawn parking.
 2. Dangerous to pedestrians and alley access.
 3. Damage to curbs, tree roots, boulevards and public areas.

Motion made by Tomlinson; all in favor

3. No Sale of Parking on Lawns or Permeable surfaces

Task force members discussed concerns of extra traffic in neighborhoods if residents sold parking spaces. Davis made a motion to uphold the City's ban on sales of parking or State Fair permits.

Motion made by Davis; all in favor

4. Yard Sales / Vendors in Neighborhoods
 - i. Task Force suggested this for the August meeting agenda.
5. Review of Administrative Manual – Procedures Surrounding State Fair
 - i. Task Force suggested this for the August meeting agenda.
6. Share Contact Info
 - i. Members supported sharing contact information with each other via email but not online.

F. INFORMATION AND ANNOUNCEMENTS

1. Staff Liaison Report

G. ADJOURN

1. *Motion to adjourn at 8:35 p.m. by Davis, all in favor*

Next regular meeting date: Thursday, August 3, 2023



REQUEST FOR ACTION

Meeting Date	August 3, 2023
Agenda Item	E1
Attachment	
Submitted By	Jack Linehan, City Administrator

Item	Como District 10 Council
Description	The City has extended an invite to the Como District 10 Council to coordinate State Fair planning. If they attend, this will be an opportunity to discuss their efforts.
Budget Impact	N/A
Attachment(s)	N/A
Action(s) Requested	N/A



REQUEST FOR ACTION

Meeting Date	August 3, 2023
Agenda Item	E2
Attachment	Ordinances
Submitted By	Jack Linehan, City Administrator

Item	Pedicab Regulations
Description	<p>At the June 15th meeting, the Task Force discussed the issue with Pedicabs becoming more prevalent and disruptive to both traffic and noise issues.</p> <p>At our June 29th meeting, we reviewed pedicab ordinances of the City of St. Paul and the City of Minneapolis. The task force provided feedback on the ordinances.</p> <p>Staff will present a draft ordinance to review. This would not be in place for the 2023 State Fair, but could be considered for future years.</p>
Budget Impact	N/A
Attachment(s)	<ul style="list-style-type: none"> • Pedicab Ordinance Draft
Action(s) Requested	N/A

Sec. 46-6 – Pedicabs

- (a) *Definitions.* As used in this section, the following terms shall mean:

Darkness: Any time from one-half (½) hour after sunset to one-half (½) before sunrise or any time when visibility is obstructed by elements such as fog, rain or snow.

Pedicab: A nonmotorized three-wheel bicycle that transports or is capable of transporting passengers on attached seats. A pedicab is not power assisted. A pedicab shall not exceed one-hundred twenty (120) inches in length and sixty six (66) inches in width.

Pedicab business: The business of operating one (1) or more pedicabs for the recreational or physical transportation of the general public for profit, not-for-profit, or as a free service accepting tips or displaying advertising.

Pedicab driver: Any person who operates, drives, or propels a pedicab.

Pedicab driver license: A license granted in accordance with this chapter.

Pedicab trailer: A two (2) wheeled vehicle no wider than fifty-five (55) inches and capable of carrying a maximum of three (3) passengers and securely attached and locked to the pedicab vehicle. Children aged twelve (12) and under are not allowed to ride in a trailer unless accompanied by an adult.

Pre-arranged pedicab services: Pedicab service for events such as weddings, group transportation, tours or similar events which are pre-arranged with the pedicab company.

Street: Any street or roadway under the jurisdiction of the city.

Vehicle means every device in, upon, or by which any person is or may be transported or drawn upon a highway or street.

- (b) *License required.* No person shall engage in the pedicab business without a license required under this section; and no person shall operate a pedicab, engaged in a pedicab business, without a pedicab driver license required under this section.
- (c) *License fee.* The annual fee for a pedicab business license shall be as established in the City Fee Schedule, for each pedicab in operation on the streets at any time during the license year; and the annual fee for a pedicab driver license shall be as established in the City Fee Schedule for each pedicab driver in operation on the streets at any time during the license year.
- (d) *When licenses expire.* Licenses under this section shall expire on
- (e) *License number.* All pedicabs shall be assigned a number or number series by the licensing official. The number assigned shall be displayed on the lower left rear side of the pedicab and shall be a minimum of three (3) inches in height and in a contrasting color that does not blend into the paint color of the pedicab. All trailers attached to a pedicab shall display the same number of the pedicab so attached on the trailer.
- (f) *License application.* Application for a pedicab license under this section shall be made on forms provided by the city and shall contain such information as the city may require, including the name, address and telephone number of the applicant; whether the applicant is a natural person, partnership, corporation or unincorporated association; the names and addresses of all partners, if a partnership, or of all officers and directors, if a corporation; and

the names and addresses of all persons authorized to operate a pedicab on behalf of the licensee.

Application for a pedicab driver license under this chapter shall be made on forms provided by the city and shall contain such information as the city may require, including the name, address, and telephone number of the applicant. Each pedicab license shall indicate the name of the pedicab company for which the driver works. No pedicab driver shall drive for a different pedicab company without first notifying the city and obtaining a new driver's license indicating the new pedicab company. Every pedicab driver shall meet and maintain the following requirements in order to hold a pedicab driver license:

- (1) Possess a valid Minnesota driver license or a valid driver license from their home state. Those with out of state driver licenses must not have a currently cancelled, revoked or suspended Minnesota driver license. Those with out of state driver licenses, must provide a certified copy of their driving and criminal history from their home state.
 - (2) Be a minimum of eighteen (18) years old.
 - (3) Shall not have had more than three (3) moving violations in the last three (3) years and no more than two (2) moving violations in the last year.
 - (4) Shall not have been convicted of a felony within the past five (5) years;
 - (5) The provisions of Minnesota Statutes, Chapter 364 shall govern the eligibility of an applicant or license holder to acquire or maintain a pedicab driver license based on a prior or present criminal conviction or convictions.
 - (6) Shall not have been convicted of careless driving, reckless driving or any violation of Minn. Stat. § 169A (driving while impaired) within the past three (3) years.
- (g) *Insurance Required.* No license shall be issued or renewed without proof of general liability insurance on the form required by the city. The policy of insurance shall be in the limits of not less than one hundred thousand dollars (\$100,000.00) for injury or death to one (1) person, three hundred thousand dollars (\$300,000.00) for each occurrence, and one hundred thousand dollars (\$100,000.00) for property damage. Proof of insurance shall comply with section of this Code.
- (h) *Inspections.* The city shall require an annual pedicab inspection and may designate minimum safety standards for equipment and body defects. Pedicabs found to not meet the minimum inspection standards may be identified as “out of service” and shall not operate until such defects have been repaired and approved by the city.

The city shall reserve the right to examine and inspect each and every licensed pedicab at any reasonable time. The intent of such an inspection is to ensure compliance with the rules established herein.

Failure to submit a pedicab to an annual or periodic inspection, or classification of a pedicab as “out of service,” may result in the seizure of the pedicab license by the inspector. The inspector shall hold a seized license until the pedicab is inspected and found to be in a safe condition. In the event of such a seizure, the inspector shall immediately notify the licensee in writing, specifying in detail the cause for seizure and stating that the licensee has a right to a hearing on the seizure. Said notice and hearing shall follow the procedures set forth in section Sec 30-47 of this code.

- (i) Hours of operation. No person shall operate a pedicab for hire on a public street during the hours of 9:00 p.m. to 7:00 a.m. Upon written application by a licensee, the city has the discretion to waive this prohibition for special events.
- (j) *Vehicle operation.* Every pedicab shall be operated in compliance with all applicable federal, state and local traffic laws, and in a manner so as to assure the safety of persons and property.
- (k) *Operating restrictions and conditions.*
 - (1) No pedicab shall be operated upon a public sidewalk or other city property where the operation of a pedicab is prohibited.
 - (2) No pedicab shall use any public street or other public property as a waiting or parking area unless such area is a legal motor vehicle parking area or as permitted pursuant to section xx-xx, or in an established pedicab stand. Parked pedicabs shall not be attached to any object in accordance with Falcon Heights Code of Ordinances section xx-xx.
 - (3) No pedicab driver shall consume an alcoholic beverage while on duty or allow any passenger of the pedicab to drink or consume alcoholic beverages or to possess an open container of alcoholic beverages.
 - (4) All pedicabs shall be clean and maintained in a good state of repair. All pedicabs shall be maintained by the company so as to be well painted and have a damage or deterioration free appearance, and in safe operational condition. Pedicabs shall be, at all reasonable times, subject to inspection by the licensing official.
 - (5) All pedicabs shall display a valid license decal, centered on the rear of the pedicab vehicle or between the turn signals, issued by the city, and the name and phone number of the licensee, and the schedule of the rates or fees charged for passenger services.
 - (6) Pedicab drivers shall have in their possession a valid driver's license, proof of insurance and a pedicab driver license while in control of any pedicab, and shall operate the pedicab in compliance with all applicable federal, state, and local traffic laws, Falcon Heights Code Ordinances and in a manner so as to assure the safety of persons and property.
 - (7) All pedicab operators shall obey and comply with any lawful order or direction of any police officer, traffic control agent, or city official, and shall refrain from the use of any profane language or from interference with such officials while in the performance of their duties.
 - (8) No pedicab driver shall have in his or her possession a lighted cigarette, cigar, or pipe while driving a pedicab which is occupied by a passenger.
 - (9) A pedicab driver license issued under this chapter shall be coterminous with the licensee's driver license. Any time that a licensee's driver's license is suspended, revoked, or cancelled, his or her pedicab driver's license shall likewise be immediately suspended, revoked, or cancelled. The pedicab driver's license shall immediately be surrendered to the city until such time his or her driver's license is reinstated.
 - (10) No pedicab driver shall permit more than three (3) passengers to be carried in a pedicab except that passengers weighing forty (40) pounds or less may be seated on the lap of a passenger who occupies a permanently affixed seat, and at no time shall the

driver allow any passenger to ride in any area of the pedicab that was not specifically designed as a seat. No more than three (3) passengers shall be allowed in any affixed trailer except that passengers weighing forty (40) pounds or less may be seated on the lap of a passenger who occupies a permanently affixed seat.

- (11) At no time shall anyone other than a licensed pedicab driver be allowed to operate the pedicab.
 - (12) At no time shall a pedicab driver play or allow the playing of any amplified sound equipment in violation of Sec 14-104 and Sec 22-47(e) of the Falcon Heights Code of Ordinances.
 - (13) Pedicab drivers must be properly attired with a shirt, pants or shorts and secure footwear.
 - (14) Pedicab drivers shall not stop to load or unload passengers or their belongings in the intersections of any street, crosswalks or in any manner or other location that would be considered unsafe. No pedicab shall load or unload in any such manner that will in any way impede or interfere with the orderly flow of traffic on the streets.
 - (15) It shall be unlawful for any pedicab owner or driver to allow or cause to be operated a pedicab in any unsafe manner or operating condition.
 - (16) In the event that a passenger leaves an article in the pedicab, the driver shall immediately attempt to return it. If the driver is unable to immediately return the article, it shall be turned into the pedicab company office at the end of the driver's shift or the first available opportunity.
 - (17) Any pedicab not in compliance with the minimum requirements of this section will be cited and placed "immediately-out-of-service." Any vehicle which has been so removed from service shall not be returned to service until such vehicle has been approved by the licensing official for service.
- (l) *Vehicle safety and equipment standards.* No pedicab owner or driver shall operate or allow the operation of a pedicab on any street unless the pedicab meets the following equipment and safety standards:
- (1) Tires shall be of a size appropriate for the pedicab with no mismatched tires. There shall be no cuts to the tire, localized worn spots that expose the ply, or visible tread wear indicators.
 - (2) The pedicab shall be equipped with a fully operational horn or bell.
 - (3) It shall be unlawful for a licensee to operate, or cause to be operated, a pedicab that is not equipped with a front and rear braking system capable of being manipulated by the licensee from his normal position of operation and is capable of causing a pedicab with a loaded passenger compartment to come to a complete stop within a distance of fifteen (15) feet from a speed of ten (10) miles per hour in a linear path of motion when each wheel of the pedicab is in contact with the ground on dry, level, clean pavement. The braking system controlling the rear wheels shall be hydraulic or mechanical disc or drum brakes which are unaffected by rain or wet conditions.

- (4) Every pedicab shall be equipped with the operational equipment set forth in the subsections below:
 - a. A headlight capable of projecting a beam of white light for a distance at a minimum of three hundred (300) feet which shall be clearly visible during darkness and must be illuminated at all times during darkness.
 - b. A side mounted mirror affixed to the pedicab to reflect to the pedicab driver a view of the street for a distance of at least two hundred (200) feet from the rear of the pedicab.
 - c. A red tail light and brake light affixed to the rear of the pedicab which must be visible for a distance of at least five hundred (500) feet from the rear of the pedicab and must be illuminated at all times during darkness. Turn signals must be affixed to the front and rear of the vehicle.
 - d. All pedicabs shall have reflectors on each pedal, the front of the pedicab frame, mounted on the spokes of each wheel, and a red reflector mounted on each side of the rear of the pedicab, at least one (1) inch from the outer edge and centered.
- (5) No more than one (1) trailer may be attached to any pedicab. All attached trailers must be equipped with turn signals and red tail lights.
- (m) *Advertising on pedicabs.* Advertisements shall only be allowed on the manufactured body of the pedicab as permitted by this section. No banners, poles, flags, detached signs, or any other addition or object will be permitted. No amplified sound for the purpose of advertising or solicitation for passengers shall be allowed on a pedicab.
- (n) *Pedicab company licenses.* Every licensed pedicab company shall:
 - (1) Take affirmative measures to insure that all of its owners and drivers comply with the terms of this chapter.
 - (2) Be responsible for the operation of an unlicensed pedicab driver.
 - (3) Insure that no pedicab is operated in unsafe mechanical condition or continues to operate after it has been ordered out of service.
 - (4) Promptly respond to all requests for information from the department of licenses and consumer services.
 - (5) Promptly report any and all accidents involving pedicabs operating in Falcon Heights to the licensing official.
 - (6) Every licensed pedicab company shall be deemed the agent for service of all notices, orders, and other correspondence from the City of Falcon Heights to pedicab drivers operating under their company license.
- (o) *Revocation or suspension.* In addition to all other penalties, any violation of the terms of this section shall be grounds for revocation, suspension, or nonrenewal of the license provided for in this section.



REQUEST FOR ACTION

Meeting Date	August 3, 2023
Agenda Item	E3
Attachment	
Submitted By	Jack Linehan, City Administrator

Item	Hoyt Parking – Snelling to Arona
Description	<p>Residents on the block of Hoyt east of Snelling have a unique problem that has not been addressed yet. They are one of the only areas within Northome that do not have alleyways, so their driveways go to Hoyt. Since they are so close to the fair, backing out of driveways is difficult. Many Uber/Lyft drivers use the shoulder here for passengers. The property to the further west on this block has a E Snelling Service Drive address and as such gets a parking permit for E Snelling Service Drive. The resident furthest east on the block has a driveway off Arona.</p> <p>A resident on the block has requested parking permits for herself and neighbors to allow parking on E Snelling Service Drive. It is requested that the task force considers this request.</p>
Budget Impact	N/A
Attachment(s)	N/A
Action(s) Requested	Consider whether residents of this block should be given parking permits for E Snelling Service Drive, or if another solution is warranted.



REQUEST FOR ACTION

Meeting Date	August 3, 2023
Agenda Item	E4
Attachment	Map
Submitted By	Jack Linehan, City Administrator

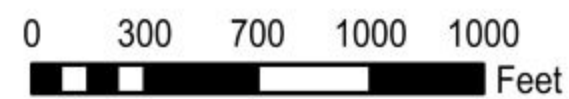
Item	Draft of State Fair Neighborhood Garbage Map
Description	As mentioned at our last meeting with State Fair representatives, they are open to providing more garbage cans in the community. Staff has created a draft map. We ask the task force to review and see if modifications are needed. We are trying to strike a balance of a reasonable ask that the State Fair can accomplish servicing while also covering our needs.
Budget Impact	N/A
Attachment(s)	Garbage Map
Action(s) Requested	Consider the attached proposed garbage map.



Base Map



Prepared by:
City of Roseville Engineering Department
4/26/2023



BaseMap



Data Sources and Contacts:
 * Ramsey County GIS Base Map (4/03/23)
 * City of Roseville Engineering Department
 For further information regarding the contents of this map contact:
 City of Roseville, Engineering Department,
 2660 Civic Center Drive, Roseville MN

DISCLAIMER:
 This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-792-7075. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.



REQUEST FOR ACTION

Meeting Date	August 3, 2023
Agenda Item	E5
Attachment	
Submitted By	Jack Linehan, City Administrator

Item	Ticketing vs Towing
Description	A quick discussion on the distinction made by law enforcement for when to tow vs. when to ticket.
Budget Impact	N/A
Attachment(s)	N/A
Action(s) Requested	N/A



REQUEST FOR ACTION

Meeting Date	August 3, 2023
Agenda Item	E6
Attachment	
Submitted By	Jack Linehan, City Administrator

Item	“Do Not Block Driveway” Temporary Signage
Description	It has been brought up that some in Northome that have driveways to the street have issues with vehicles blocking. A discussion on whether signage is needed for these residents.
Budget Impact	N/A
Attachment(s)	N/A
Action(s) Requested	N/A



REQUEST FOR ACTION

Meeting Date	August 3, 2023
Agenda Item	E7
Attachment	
Submitted By	Jack Linehan, City Administrator

Item	Noise Ordinance / Fireworks Regulations
Description	A discussion on whether the task force wants to further explore whether regulations are possible surrounding fireworks at the State Fair.
Budget Impact	N/A
Attachment(s)	N/A
Action(s) Requested	N/A