

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

AGENDA
October 23, 2024 at 7:00 P.M.

- A. CALL TO ORDER:
- B. ROLL CALL: GUSTAFSON____ LEEHY__ MEYER ____

 WASSENBERG ____ MIELKE__

 STAFF PRESENT: LINEHAN____
- C. APPROVAL OF AGENDA
- D. PRESENTATION
- E. APPROVAL OF MINUTES:
 - 1. September 11, 2024 City Council Meeting Minutes
 - 2. September 11, 2024 City Council Special Workshop Minutes
 - 3. September 25, 2024 City Council Meeting Minutes
 - 4. September 25, 2024 City Council Special Workshop Minutes
- F. PUBLIC HEARINGS:
- G. CONSENT AGENDA:
 - 1. General Disbursements through 10/17/24: \$188,091.20
 - a. Payroll through 10/11/24: \$23,623.97
 - b. Wire Payments through 10/11/24: \$15,069.68
 - 2. City Licenses
 - 3. Elke Johnson 18-Month Step Adjustment
 - 4. Appointment of Sophie Nagel to the Environment Commission
- H. POLICY ITEMS:
 - 1. Consideration of Entering into a Contract for Police Services with the City of St. Anthony Village
 - 2. Partners in Energy Program - Adoption of Energy Action Plan
 - 3. Bid Release – Community Park Playground Design
- I. INFORMATION/ANNOUNCEMENTS:
- 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:

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

AGENDA
September 11, 2024 at 7:00 P.M.

- A. CALL TO ORDER: 7:00 PM
- B. ROLL CALL: GUSTAFSON_X_ LEEHY_Arrived after Roll Call_ MEYER_X_

WASSENBERG_X_ MIELKE_X_

STAFF PRESENT: LINEHAN_X_ LYNCH_X_ VAN DER WERFF_X_ OLSON_X_

- C. APPROVAL OF AGENDA

Councilmember Wassenberg motions to approve the meeting minutes;
Approved 4-0

- D. PRESENTATION

1. Partners in Energy - Energy Action Plan Presentation

Community Development Coordinator Lynch explains Falcon Heights has been working on creating an Energy Action Plan. The plan is designed to identify the barriers to implementation and work to implement those goals. They are currently at the drafting stage of the plan. An Energy Action Team, consisting of residents along with the Environment Commission, Councilmember Mielke, Partners in Energy, and the Center for Energy and Environment worked on the plan for the last 6 months. Through open houses, workshops, and a citywide survey they identified the City's energy-related goals and developed strategies for implementation. The Community Energy Survey had a great response, and Lynch shows common responses. She also shows the diversity of people who responded.

The vision for the plan is: Falcon Heights prioritizes energy strategies that lead to a sustainable and equitable future. Three focus areas were identified through data-driven approaches.

- Alleviating the Energy Burden
- Enhancing Energy Efficiencies in Buildings
- Embracing Clean, Renewable Energy

The Energy action plan goal for Falcon Heights is to decrease projected greenhouse gas (GHG) emissions by 50% by 2030 while reaching out to residents and businesses with energy programs and resources. This will result in a substantial 65% increase in dollars saved by our community members and businesses.

Lynch explains this is based on a baseline participation rate of 9% for residential and 11% for commercial and industrial participants. These are already strong participation rates. Goal is to increase both to a 12% participation rate. She shows the cumulative avoided greenhouse gas emissions through participation in the plan.

Next, Lynch explains how Xcel Energy Programs tracks models towards goals. Each program has savings associated with them, and that is counted towards reaching goals.

The plan has many different strategies with action items along with partnerships and resources that can be used to work towards those actions. There is also a detailed work plan. Lynch goes over some of the strategies in the plan that will help reach the goal.

- Partner with organizations such as the University of Minnesota and Minnesota State Fair
- Engage the community through workshops and outreach
- Support the community by connecting them with resources

Lynch provides key sections of the energy action plan. For implementation support, she has biweekly meetings with Partners in Energy for work plan tracking. They also have a marketing team to help with campaign materials. Xcel Energy also checks in regularly. Lynch provides additional resources available.

Mayor Gustafson thanks Lynch and Partners in Energy for all the work put in.

Councilmember Meyer likes the plan, especially transitioning to heat pumps, electric heating, and EV charging. He believes renewable clean energy terminology creates confusion because the goal is to decrease carbon emissions and renewable energy still creates carbon emission. He provides a personal experience from when he was at the State Fair with his own organization. The largest non-carbon producer is nuclear in the state of Minnesota. Meyer suggests, taking the data-driven approach, but not obfuscating what clean energy sources are. He talks about how clean energy in Minnesota such as solar and wind is dependent on the weather. He would prefer to refer to just clean energy and provide residents with all energy sources that are available in the state.

Councilmember Wassenberg provides his thanks for the report and is pleased to see all the actions. Focuses on promotion and awareness with the hopes of increasing action amongst residents. For focus area 2, he wonders about the payback period.

Deidre from Partners in Energy explains the multifamily building outreach involves a program from Xcel Energy. It's an assessment program where the building will get a report with recommendations on investments. It talks about voluntary standards and goals.

Councilmember Leehy states that it's important to note it's all optional. Deidre answers that everything in the report is optional/educational and is encouraged through incentives.

Mielke recognizes the energy action team for all their work and assistance in creating the energy action plan. Gustafson thanks everyone from the team for participating, as well as the Partners in Energy for their support.

Lynch explains the next steps. Leehy wonders about discussing the plan further at a workshop. Gustafson agrees.

E. APPROVAL OF MINUTES:

1. August 14, 2024 City Council Meeting Minutes
2. August 14, 2024 City Council Special Workshop Meeting Minutes

Councilmember Meyer motions to approve the meeting minutes;
Approved 5-0

F. PUBLIC HEARINGS:

G. CONSENT AGENDA:

1. General Disbursements through 9/4/24: \$98,674.10
 - a. Payroll through 8/31/24: \$25,271.46

- b. Wire Payments through 8/31/24: \$16,013.07
2. City Licenses
3. Resignation of Randi Lundell from the Parks and Recreation Commission
4. Resignation of Zach Lindstrom from the Community Engagement Commission
5. Resignation of Emma Kostecki from the Environment Commission
6. Tax Increment Finance District 1-3 - Falcon Heights Senior Apartments Note Payoff

Councilmember Leehy motions to approve the consent agenda;
Approved 5-0

Gustafson thanks Randi, Zach, and Emma for their time on the commissions. New opportunities are now available for residents if they see interest in joining any of the commissions.

Leehy recognizes Zach Lindstrom, as he was one of the youth commissioners.

H. POLICY ITEMS:

1. City Code Amendments Including Authorizing Accessory Dwelling Units, Modifying Parking Minimums, and General Code Amendments

Lynch explains City Codes frequently require updates. Since February the Planning Commission has been looking deeper into Code, to update and modernize it. They held a public hearing at their regular meeting regarding the code changes. Changes of Note to City Code Include:

- a. Addition of accessory dwelling units (ADU) to City Code. Lynch provides the specific language that is suggested to be added to City Code on top of existing zoning code guidelines.
 - i. She adds a letter of support was received from the Saint Paul Area Association of Realtors
 - ii. Meyer is asking for clarification on the height requirement. Lynch explains this matches the other language in Code
- b. Changes to parking minimums for multifamily properties. Lynch explains current City Code language, is being changed to one parking space per unit, and 1.25 spaces per multifamily dwelling unit with ten or less spaces that abut no street parking. They also removed the enclosed requirements.
 - i. Gustafson wonders about parking requirements for buildings of 11 units and more. Lynch explains the requirement is one space per unit regardless of street parking. He believes adequate parking creates a livable space for residents. Meyer comments he believes developers understand the market and parking requirements better. Gustafson believes they are more focused on building the building and not the livability of residents and neighbors. Leehy also looks at the impact of parking on residents and neighbors. She wanted 1.5 as a minimum. She believes 1.25 should be required across the board. Meyer notes more parking minimums creates large parking lots and decreases walkability. He understands the other sides. Leehy notes that not enough off-street parking creates people having to walk further to their cars. Mielke notes these are mostly focused on buildings along Larpenteur, which has sidewalks and mass transit.
- c. Other City Code updates include:
 - i. Trash Cans - Currently City Code states they cannot be seen from the road. Updated to state they can be placed behind the front line of the home. This would allow them to be seen from the street. After a review of the city, roughly 80% of the city is in violation of the current requirement.

- ii. Fall-out shelters and guesthouses removed from City Code.
- iii. Updated building chapter to include ADU permitting requirements for rentals and vacant structures

Lynch explains there are three ordinances and summary ordinances that include all the city code updates. She explains the Planning Commission held a Public Hearing on August 27 to allow residents a chance to speak.

Wassenberg is requesting clarification on a couple of items. Regarding parking at single-family residences. And about classifications and definitions in zoning districts.

Councilmember Meyer motions to approve Ordinance 24-04 and Summary Ordinance 24-04
Amending Chapter 113 of the Falcon Heights City Code;
Approved 4-1

Leehy motions to amend sections 9E and 13 R2 of Chapter 113 the Falcon Heights City Code,
to state the parking requirement for multifamily dwellings should be 1.25 spaces;
Approved 2-3
Motion to amend fails

Councilmember Leehy motions to Approve Ordinance 24-05 and Summary Ordinance 24-05
Amending Chapter 105 of the Falcon Heights City Code;
Approved 5-0

Councilmember Meyer motions to Approve Ordinance 24-06 and Summary Ordinance 24-06
Amending Chapter 38 of the Falcon Heights City Code;
Approved 5-0

2. Climate Action Plan Consultant Recommendation

Lynch explains in January of 2023 the City of Falcon Heights declared a climate crisis and authorized city staff to take action and develop a climate action plan to work toward a carefully planned transition to a clean energy economy. The Minnesota Pollution Control Agency (MPCA) developed a grant program for projects that develop or implement plans of action that enable local jurisdictions to adapt to extreme weather events and a changing climate. The City applied and was notified they were selected for the grant. Staff contacted three different consulting firms. After the review of the proposal, staff recommends acceptance of paleBLUeDot's proposal for the Climate Action Plan. Lynch explains they have created their own tools during the development of the company, allowing access to a database full of other cities' strategies and actions.

Linehan adds that the staff consulted with the City Attorney and they recommended adding a professional services agreement.

Meyer wonders how this works with the energy action plan. Lynch explains the energy action plan falls under the umbrella of the climate action plan. The climate action plan looks at more than just energy. He also wonders if there will be an alignment of schedules for the climate action plan and energy action plan. He is afraid it would be too taxing administratively.

Lynch answers, yes, it is, but the energy action plan is very communication-focused, and the Green corps member that will be starting soon will be able to assist.

Councilmember Mielke motions to approve Resolution 24-49 Accepting paleBLUEdot Proposal and Authorizing City Administrator to Enter Into Contract With paleBLUEdot For Climate Action Plan;
Approved 5-0

3. Acceptance of Metropolitan Council Livable Communities Act (LCA) Pre-Development Grant Program Award for Amber Flats

Linehan explains this item was on the agenda for the August 14th meeting, and it was tabled per council recommendation. Staff has been working with Amber Union on code violations, that are taking a longer time to rectify.

Wassenberg believes Buhl and Amber Union have shown good progress. He wants to ensure management continues to make progress and create a livable environment for their tenants.

Meyer clarifies the number of units for Amber Flats. Buhl proposed to lower the number of units to 92 to allow for 3-bedroom units, which is within the 5% administrative variance of the PUD.

Meyer and Mielke believe the developers should meet all code violations before allowing them to pass on the grant.

Linehan is working on setting up a meeting with the investors to talk through issues that are not necessarily code violations.

Councilmember Mielke motions to table the approval of Resolutions 24-50 and 24-51 to accept the award from the Metropolitan Council's Livable Communities Act, enter into a subgrant agreement with Buhl Larpenteur West, LLC for the distribution of the grant funds, and grant authority to the City Administrator to sign all documents related to accepting the grant, to October 9, 2024;
Approved 5-0

4. Assessment Manual Amendments

Linehan explains the amendment of the assessment policy would allow the City Council discretion to determine how to assess a property, whether it be per lineal foot (current), per parcel, or on an appraisal basis. The 2025 PMP project will include the full reconstruction of the streets within Falcon Woods, as well as a mill & overlay for east-to-west streets in Northome, and potentially alleyways. As the Falcon Woods neighborhood is not a traditional grid system and has no through traffic, engineering and the City Council have recommended adopting an equalized per-parcel assessment rather than a lineal foot method. Under this model, all properties would be assessed the same amount within the project area rather than a basis of how many lineal feet each parcel has.

Meyer wonders about the benefit assessment and how it would be determined which method to use for assessment. Linehan explains the engineers complete a feasibility report and determine then which method is best.

Councilmember Meyer motions to approve Resolution 24-51 amending the City's Assessment Manual to reflect the changes as recommended;
Approved 5-0

I. INFORMATION/ANNOUNCEMENTS:

Wassenberg notes they stenciled storm drains around the city to raise awareness on keeping the waterways clean.

Leehy shares the Community Engagement Commission is meeting on Monday, September 16. She notes there is an open spot with the commission. She acknowledges September 11th as a day to remember in our nation.

Meyer shares that he and his wife welcomed a girl into the world. He is looking forward to the citywide garage sale.

Mielke explains she attended an event at the Falcon Heights Elementary School. The Environment Commission met on Monday and discussed items that were passed today. She held the Renters Rights Workshop on Saturday, September 7. There was a good turnout, HOME line was there presenting and she thanks the staff for assisting.

Gustafson thanks staff for their work around the State Fair. The State Fair Task Force will debrief soon. A post-fair survey is made available for residents to share their experiences.

Linehan echoes Leehy comments. He thanks and appreciates staff for their work around the State Fair. He thanks the staff for their work on the front end. He appreciates Lynch for all the work around the climate and energy plans. Public Works was out today working on the city monuments and the Gazebo will also be freshened up. On October 26 from 2:00 to 5:00 PM there will be a fall event at City Hall in coordination with Gibbs Farm to celebrate fall and to tie in the 75th anniversary. As a heads-up, Friday, September 20 is the Roy Griak Invitational at Les Bolstad. A map of all garage sales is available on the City Website.

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: 8:57 PM

Councilmember Meyer motions to adjourn;
5-0

Randall C. Gustafson, Mayor

Dated this 23rd day of October, 2024

Jack Linehan, City Administrator

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

AGENDA

Wednesday, September 11, 2024
7:30 P.M.

A. CALL TO ORDER: 9:06 PM

B. ROLL CALL: GUSTAFSON_X_ LEEHY_X_
MEYER_X_ MIELKE_X_ WASSENBERG_X_

STAFF PRESENT: LINEHAN_X_ VAN DER WERFF_X_ OLSON_X_

C. POLICY ITEMS:

1. 2025 Proposed Budget: Workshop #3

Administrator Linehan explains that he changed the general budget to include updated figures and the latest estimates.

a. General Fund Update

i. Revenue: \$3,846,963 - 9.5% increase

1. Increase of 10.5% ad valorem taxes

2. The draft proposed levy is 10.12%, which is the median compared to other communities. Around \$151 per year for a median-valued home. Linehan acknowledges this is higher than past years due to unknown policing costs.

3. Increase in fiscal disparities of \$95,695.

ii. Expenditures: \$3,846,963 - 9.79% increase

1. \$1.85 million for law enforcement services. Based on St. Anthony Village (SAV) projections. This can be decreased but will allow for a manageable increase the following year. Linehan spoke with SAV after sending the proposed contract, to provide staffing by March 2025. SAV is on board, but wants to discuss this with all of the police. They are dedicated on making this work. A guaranteed funding source will help with recruiting. Linehan acknowledges it's a steep increase.

2. Councilmember Wassenberg wonders about their new department building. Linehan answers that he is unsure; there is the \$250,000 capital fund expense but will push back if asked for a much higher donation.

3. Councilmember Meyer wonders about the discussions with New Brighton. Councilmember Mielke adds the Ramsey County Sheriff's Office will cover us until March 1, 2025. Linehan states the idea is for SAPD to start then, through a ramp-up model, which is manageable with their current staffing.

4. Meyer wonders if SAPD and New Brighton would both

submit an RFP for policing. He believes it's a big cost. Mayor Gustafson explains that this is the cost of policing and would be the cost of a contract with RCSO. He adds that maybe not having a 24-hour presence, but a 24-hour response is sufficient and can reduce costs.

5. Linehan explains the levy can be lowered in December before being finalized.
- iii. \$21,000 for the commissioner's stipend.

b. Debt Service

- i. Linehan explains the debt levy comparison, as it will decrease with one bond being paid off.
- ii. Wassenberg wonders about the commissioners' stipend and paperwork for staff. Mielke answers it's to promote diversity and add accountability. Linehan explains this is just from a budget perspective. Staff will do more research into the implementation.

c. Budget narrative, the 2025 levy is increasing because:

- i. An increase in law enforcement cost to return to a community policing model
- ii. We are making commission participation accessible for all
- iii. We are investing in our staff
- iv. We are succession planning
- v. We are expanding our use of technology, including a new website and easier-to-search municipal code

d. Other Notes

- i. Mielke wonders about an increase in rental inspection costs. Linehan notes this will be covered by licensing fees, which will be discussed in December when looking at the City Fee Schedule.
- ii. There is an increase in the general fund of approximately \$5,000 to move away from paper packets and towards city-issued tablets.
- iii. Increase of \$10,000 for inclusion efforts.

2. Future Agenda Items

Linehan explains the Partners in Energy action plan will be discussed in October, and they will also continue discussing Amber Union code violations. Mielke wonders about discussing youth commissioners. Linehan recommends codifying it, as it is confusing for staff. Mielke notes New Brighton has a good policy. Gustafson wonders if it can be included with the commissioner stipend.

D. ADJOURNMENT: 9:35 PM

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.

Dated this 23rd day of October, 2024

Randall C. Gustafson, Mayor

Jack Linehan, City Administrator

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

MINUTES
September 25, 2024 at 7:00 P.M.

- A. CALL TO ORDER: 7:00 PM
- B. ROLL CALL: GUSTAFSON_X__LEEHY_X__ MEYER_X__

WASSENBERG_X_ MIELKE_X__

STAFF PRESENT: LINEHAN_X_ OLSON_X_ VAN DER WERFF_X_

- C. APPROVAL OF AGENDA

Councilmember Leehy motions to approve the agenda;
Approved 5-0

- D. PRESENTATION

- E. APPROVAL OF MINUTES:

- 1. August 28, 2024 City Council Meeting Minutes
- 2. August 28, 2024 City Council Special Workshop Meeting Minutes

Councilmember Wassenberg motions to approve the meeting minutes;
Approved 5-0

- F. PUBLIC HEARINGS:

- G. CONSENT AGENDA:

- 1. General Disbursements through 9/20/24: \$352,568.04
 - a. Payroll through 9/15/24: \$22,839.33
 - b. Wire Payments through 9/15/24: \$15,261.27

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

- H. POLICY ITEMS:

- 1. 2024 Pavement Management Project (PMP) Declare Costs to Be Assessed and Call for Assessment Hearing

Administrator Linehan explains the City Council is requested to call for an assessment public hearing to occur on Wednesday, October 9 at City Hall. Roselawn was improved this summer and the cost came in lower than estimated. If the assessment roll gets approved at the public hearing, residents have 30 days to pre-pay the assessment after approval on October 9. This is not a requirement and if residents decide to not pre-pay, the assessment roll will get sent to Ramsey County to be added to property taxes, which will then be assessed in 2025, with interest. There was no need for a bond, but there were still financial implications for the city. In acknowledgment of a decrease in the federal interest rate, the recommendation is to set the interest rate at 5.91%.

Councilmember Leehy motions to approve Resolution 24-52 ordering Assessment Hearing
for 2024 Pavement Management Project;
Approved 5-0

2. Adoption and Certification of the 2025 Preliminary Levy

Linehan notes City Staff and Council have been working on the 2025 budget since June. While staff acknowledges there were challenges, they feel confident with what's presented and propose a moderate increase. The largest cost is police services, as the city moves towards a community policing model. This is posing a rough increase of \$250k. Linehan adds the truth-in-taxation hearing will be on Wednesday, December 11 at 7:00 PM at Falcon Heights City Hall.

Councilmember Mielke wonders if this is the highest city tax rate. Linehan answers yes, higher than 2022. He is unsure about historical data but adds this will be the highest total general fund levy as budgets increase.

Councilmember Wassenberg clarifies the increase in the levy versus the increase in policing cost.

Councilmember Leehy notes that even though it's the highest levy, the percentage jump is not the highest, historically.

Councilmember Meyer wonders if Linehan could speak to how Falcon Height's tax rate compares to other cities.

Linehan explains that St. Paul is set around a 48% levy, and Roseville and New Brighton are in line with Falcon Heights at 37%. Some cities are lower. He notes the jump in higher levies across cities came once policing started becoming more expensive.

Councilmember Meyer motions to approve Resolution 24-53 Certification of the
Preliminary Levy for 2025;
Approved 5-0

3. Approval of Setting Truth in Taxation (TNT) Hearing Date of Wednesday, December 11th, 2024 at 7:00 p.m.

Councilmember Wassenberg motions to approve Resolution 24-54 Setting the Truth-
in-Taxation Hearing Date;
Approved 5-0

Mielke adds the truth in taxation hearing is very educational.

4. North Suburban Access Agreement Contract Renewal

Linehan explains that Falcon Heights has been working with North Suburban Access Corporation (NSAC) or NineNorth for many years along with other communities as part of the agreement. There is a slight increase in cost.

Wassenberg clarifies if the previous contracts were also of 3-year duration. Linehan answers yes.

Gustafson thanks NineNorth for their services.

Councilmember Mielke motions to approve the 2025 NineNorth NSAC Professional and Technical Services Agreement and authorize the City Administrator to execute all necessary documents;
Approved 5-0

I. INFORMATION/ANNOUNCEMENTS:

Leehy explains the Community Engagement Commission held their meeting last week, where they discussed more around the CERT program and they started discussing Human Rights Day. They also have an opening on the commission and she encourages residents to apply.

Meyer notes the Planning Commission met last night and they discussed laws around cannabis legalization.

Mielke attended the NineNorth board meeting and they are working on budgets, leasing, and licensing. Last week the State Fair Task Force met and they discussed the first post-fair survey results. In acknowledgment of the 75th anniversary, there will be a Falcon Heights-themed Trivia Night at Stout's on Tuesday, October 29 at 6:00 PM. Residents are encouraged to sign up. Spectators are welcome.

Linehan explains there will be a fall festival and a celebration of the 75th anniversary at City Hall on Saturday, October 26 from 1 PM to 5 PM. There will be music, food, and various activities. Gibbs Farm will also have its trick-or-treat event, and residents can attend both. Public Works finalized improvements of the Falcon Heights Monuments. They are also installing a sidewalk at Curtiss Field as there is a gap in the trail system that was identified by the Parks and Recreation Commission. The City welcomed Olivia, the Green Corps member. She will be at Falcon Heights for a year, and this is funded by a grant. A big project she is working on is creating a tree inventory of all boulevard trees in the city. Lastly, the state fair post survey is still open and he encourages residents to provide feedback.

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: 7:25 PM

Councilmember Leehy motions to adjourn;
Approved 5-0

Randall C. Gustafson, Mayor

Dated this 23rd day of October, 2024

Jack Linehan, City Administrator

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

MINUTES

Wednesday, September 25, 2024
7:30 P.M.

A. CALL TO ORDER: 7:32 PM

B. ROLL CALL: GUSTAFSON__X__ LEEHY__X__
 MEYER__X__ MIELKE__X__ WASSENBERG__X__

STAFF PRESENT: LINEHAN__X__ VAN DER WERFF__X__

C. POLICY ITEMS:

1. Potential Renewed Police Partnership with St. Anthony Village

Administrator Linehan highlights spots in the process of contract negotiations. St. Anthony Village Council had their workshop meeting last night. They are working through the request to start services earlier on March 1, 2025. Linehan met with St. Anthony Police Chief Spiess and City Manager Yunker to work through what this request would look like. St. Anthony recognized that renewing the relationship was important for the future of the department. As staffing remains a challenge, St. Anthony Village (SAV) and St. Anthony Police Department (SAPD) are working on bringing different recruitment and staffing concepts into the contract, such as:

- Expansion of the cadet program from 2 to 6.
 - o These cadets would not be dedicated purely to Falcon Heights but would serve the entire contract area and can help with non-emergency calls and be candidates for entry-level officer positions.
- Hiring bonuses
 - o a one-time hiring bonus program for lateral-level officers.
- Referral bonuses
- Retention bonuses
 - o To avoid losing officers during the transition process.

Councilmember Leehy and Mayor Gustafson agree these are good ideas, especially if they provide bonuses to new hires. Council also likes the referral bonus. Leehy appreciates the creativeness of the contract and the work put in by city leaders of both cities; it's starting to pay off.

Linehan states Chief Spiess wants to focus on building relationships and trust with Falcon Heights.

Councilmember Mielke adds that it was mentioned during the SAV workshop that an anonymous survey of officers showed that 80% are in favor of this contract.

The council discusses the shift in attitude between the two communities and feels like the work is starting to pay off.

Linehan explains other proposed contract changes. The cost of the contract is being discussed. There are talks of removing the ramp-up period and work towards a mutually agreed process, to avoid having specific numbers in the contract. The goal is to work towards full 24-hour coverage as soon as possible. The joint operations committee will further discuss details of the ramp-up period and hours of coverage. The hours the police are present will be impactful for the community; it will be focused on community building. For example, drive the whole city, each street, each alley.

Leehy wants to clarify the ramp-up period, to make sure its communicable to residents. She adds a starting goal would be helpful. Councilmember Wassenberg notes it will be an 8-hour presence, but a 24-hour response. He acknowledges the increase in the levy but adds that not all that money will be spent right away as officers will not be present for 24 hours. Mielke wonders, if there is room to bring down the levy, as we're promoting a community-based policing model, but it will not be like that right from the start of the contract. Linehan answers the increase is there to get to that point of community-based policing.

Gustafson adds that the city has been receiving a response model of policing and not community-based policing that is proactive and patrols actively. There will be more involvement, and community involvement takes time.

Linehan explains trust has to be built over time. It is a leap of faith by both communities. There is still a chance of no police coverage on March 1st if the contract does not work out. While there is enough mutual aid surrounding Falcon Heights that can respond, any kind of dedicated patrol coverage would be better. They can help with traffic enforcement around State Fair time. Speeding is also a big concern voiced to City Hall frequently by residents in neighborhoods. There will be more speed control.

Finally, there is a facility upgrade that has been in the works long before Falcon Heights showed interest in a partnership. The challenge is the true cost of the facility.

Council wonders about the next steps. Linehan answers SAV needs some time working through the contract, but Falcon Heights needs an answer as soon as possible as there is a deadline. Both cities will decide the end of October.

Linehan explains changes to the contract language. There are minimal severability clauses, as it's built on good faith, which is not always favorable by attorneys. Council notes good progress to the contract.

Wassenberg wonders about pricing models during the ramp-up period. Linehan explains this will need to be discussed. A blended pricing model can be instituted in the current department. The city would still be responsible for 27%. 3 officers vs 9 full times, should only be 3rd of the hard costs, but they still will be responding to calls 24/7, so Wassenberg is wondering what the formula is for that. Pricing will need to be further detailed for the ramp-up period. If staffing levels are not at what they want

them to be, to fully cover Falcon Heights, they need to be ready to have resources as to not take resources away from SAV and Lauderdale. Meyer explains he is happy to see light at the end of the tunnel. Wassenberg wonders about the interim period for staffing. Linehan explains their target date to be fully staffed is July 2026. To make the contract work, both parties are flexible in their staffing requirements, and negotiation clauses can be added to the contract.

D. ADJOURNMENT: 8:13 PM

Councilmember Mielke motions to adjourn;
Approved 5-0

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.

Randall C. Gustafson, Mayor

Dated this 23rd day of October, 2024

Jack Linehan, City Administrator

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PACKET: 03211 OCT 7 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-03089	CASH					
I-202410078970		TIRE DISPOSAL/KITCHEN SUPPLIE	63.43			
10/07/2024	APBNK	DUE: 10/07/2024 DISC: 10/07/2024		1099: N		
		TIRE DISPOSALS		101 4132-89000-000	MISCELLANEOUS	34.68
		KITCHEN SUPPLS/COUNCL WORKSHOP		101 4131-70110-000	SUPPLIES	28.75
		=== VENDOR TOTALS ===	63.43			
=====						
01-05171	FRA DOR INC					
I-2409188		RED MULCH AND BLACK DIRT	370.50			
10/07/2024	APBNK	DUE: 10/07/2024 DISC: 10/07/2024		1099: N		
		RED MULCH AND BLACK DIRT		101 4132-87010-000	BOULEVARD MAINTENANCE	370.50
		=== VENDOR TOTALS ===	370.50			
=====						
01-05440	LOFFLER COMPANIES, INC					
I-4816599		COPIER CHRS COLOR OVRAGE	193.12			
10/07/2024	APBNK	DUE: 10/07/2024 DISC: 10/07/2024		1099: N		
		COPIER CHRS COLOR OVRAGE		101 4112-87000-000	REPAIR OFFICE EQUIPMENT	193.12
		=== VENDOR TOTALS ===	193.12			
=====						
01-05908	METRO-INET					
I-2217		METERO INET OCT	4,132.00			
10/07/2024	APBNK	DUE: 10/07/2024 DISC: 10/07/2024		1099: N		
		METERO INET OCT		101 4116-85070-000	TECHNICAL SUPPORT	4,132.00
		=== VENDOR TOTALS ===	4,132.00			
=====						
01-06024	ON SITE SANITATION					
I-1790518		COMM PK PORTABLE TOILETR	260.00			
10/07/2024	APBNK	DUE: 10/07/2024 DISC: 10/07/2024		1099: N		
		COMM PK PORTABLE TOILETR		601 4601-85080-000	PORTABLE TOILET PARKS	260.00
I-1790519		CURTISS FIELD TOILET LEESS C	132.85			
10/07/2024	APBNK	DUE: 10/07/2024 DISC: 10/07/2024		1099: N		
		CURTISS FIELD TOILET LEESS CR		601 4601-85080-000	PORTABLE TOILET PARKS	132.85
		=== VENDOR TOTALS ===	392.85			

PACKET: 03211 OCT 7 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-06185	RAMSEY COUNTY					

I-ORRRV-002951		3RD QTR ELECTION CONTRACT	5,450.00			
10/07/2024	APBNK	DUE: 10/07/2024 DISC: 10/07/2024		1099: N		
		3RD QTR ELECTION CONTRACT		101 4115-80300-000	ELECTION CONTRACT	5,450.00
		=== VENDOR TOTALS ===	5,450.00			
=====						
01-06184	RAMSEY COUNTY - POLICE AND 911					

I-SHRFO - 002277		POLICE SVCS OCT	149,191.40			
10/07/2024	APBNK	DUE: 10/07/2024 DISC: 10/07/2024		1099: N		
		POLICE SVCS OCT		101 4122-81000-000	POLICE SERVICES	149,191.40
		=== VENDOR TOTALS ===	149,191.40			
		=== PACKET TOTALS ===	159,793.30			

PACKET: 03214 October 16 Payables
 VENDOR SET: 01 City of Falcon Heights
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
10265	AMERICAN ENVIRONMENTAL LLC					
I-3827		Televis Drainage in Falcon W	1,300.00			
10/16/2024	APBNK	DUE: 10/16/2024 DISC: 10/16/2024		1099: N		
		Televis Drainage in Falcon W		602 4602-87100-000	TELEVISIONING/CLEANING	1,300.00
=== VENDOR TOTALS ===			1,300.00			
=====						
01-06584	BRAD FINN - THE FINN BAND					
I-202410168973		Music for Fall Event	500.00			
10/16/2024	APBNK	DUE: 10/16/2024 DISC: 10/16/2024		1099: N		
		Music for Fall Event		101 4116-89010-000	SPECIAL EVENTS	500.00
=== VENDOR TOTALS ===			500.00			
=====						
01-03001	CAMPBELL KNUTSON					
I-323		Sept General Legal Matters	1,604.80			
10/16/2024	APBNK	DUE: 10/16/2024 DISC: 10/16/2024		1099: Y		
		Sept General Legal Matters		101 4114-80200-000	LEGAL FEES	1,320.00
		Sept Molnau Legal Matters		426 4426-81900-000	PROFESSIONAL/ATTORNEY SV	284.80
=== VENDOR TOTALS ===			1,604.80			
=====						
01-03110	CENTURY LINK					
I-202410168974		Landline Oct	71.05			
10/16/2024	APBNK	DUE: 10/16/2024 DISC: 10/16/2024		1099: N		
		Landline Oct		101 4141-85011-000	TELEPHONE - LANDLINE	71.05
=== VENDOR TOTALS ===			71.05			
=====						
3123	CINTAS CORPORATION					
I-4204832304		Floor Mats Svc 9/11	82.28			
10/16/2024	APBNK	DUE: 10/16/2024 DISC: 10/16/2024		1099: N		
		Floor Mats Svc 9/11		101 4131-87010-000	CITY HALL MAINTENANCE	82.28
I-4206269954		Floor Mats Svc 9/25	82.28			
10/16/2024	APBNK	DUE: 10/16/2024 DISC: 10/16/2024		1099: N		
		Floor Mats Svc 9/25		101 4131-87010-000	CITY HALL MAINTENANCE	82.28
=== VENDOR TOTALS ===			164.56			

PACKET: 03214 October 16 Payables
VENDOR SET: 01 City of Falcon Heights
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

POST DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
-----ID-----						
01-3117 CITY OF LITTLE CANADA						
I-20596		3rd Qtr Inspector Mileage	406.02			
10/16/2024	APBNK	DUE: 10/16/2024 DISC: 10/16/2024		1099: N		
		3rd Qtr Inspector Mileage		101 4117-81210-000	BUILDING INSPECTORS	406.02
=== VENDOR TOTALS ===			406.02			

01-06290 CITY OF ROSEVILLE						
I-242146		Sept Engineering	882.80			
10/16/2024	APBNK	DUE: 10/16/2024 DISC: 10/16/2024		1099: N		
		Sept Engineering		101 4133-80100-000	ENGINEERING SERVICES	116.88
		Sept Engineering 2023 PMP		429 4429-80100-000	ENGINEERING	765.92
=== VENDOR TOTALS ===			882.80			

01-03122 CITY OF ST PAUL						
I-IN60153		Asphalt Mix-11	150.98			
10/16/2024	APBNK	DUE: 10/16/2024 DISC: 10/16/2024		1099: N		
		Asphalt Mix-11		101 4132-75000-000	BITUMINOUS PATCHING	150.98
=== VENDOR TOTALS ===			150.98			

01-01012 COREMARK METALS						
I-5543043		Rolled Steel for Community Pa	45.64			
10/16/2024	APBNK	DUE: 10/16/2024 DISC: 10/16/2024		1099: N		
		Rolled Steel for Community Par		101 4141-70100-000	SUPPLIES	45.64
I-5544190		Rolled Steel for Community Pa	115.43			
10/16/2024	APBNK	DUE: 10/16/2024 DISC: 10/16/2024		1099: N		
		Rolled Steel for Community Par		101 4141-70100-000	SUPPLIES	115.43
=== VENDOR TOTALS ===			161.07			

01-03421 GENERAL REPAIR SERVICE						
I-83748		Lift Station Maintenance	755.00			
10/16/2024	APBNK	DUE: 10/16/2024 DISC: 10/16/2024		1099: N		
		Lift Station Maintenance		601 4601-87000-000	REPAIR EQUIPMENT	755.00
=== VENDOR TOTALS ===			755.00			

PACKET: 03214 October 16 Payables
 VENDOR SET: 01 City of Falcon Heights
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
05042	GERTENS					
I-959338/6		Blvd Tree Replacement	173.00			
10/16/2024	APBNK	DUE: 10/16/2024 DISC: 10/16/2024		1099: N		
		Blvd Tree Replacement		101 4131-87010-000	CITY HALL MAINTENANCE	173.00
=== VENDOR TOTALS ===			173.00			
01-05928	JOHNSON LITHO GRAPHICS OF EAU					
I-111308		Fall Newsletter	3,442.33			
10/16/2024	APBNK	DUE: 10/16/2024 DISC: 10/16/2024		1099: N		
		Fall Newsletter		101 4116-70420-000	NEWSLETTERS/INFORMATION	2,715.00
		Fall Newsletter Postage		101 4116-70500-000	POSTAGE	727.33
=== VENDOR TOTALS ===			3,442.33			
01-05908	METRO-INET					
I-2229		Milestone License - Security	700.00			
10/16/2024	APBNK	DUE: 10/16/2024 DISC: 10/16/2024		1099: N		
		Milestone License - Security		401 4401-90100-000	FURNITURE & EQUIPMENT	700.00
=== VENDOR TOTALS ===			700.00			
01-05843	MN NCPERS LIFE INSURANCE					
I-458800112024		2024 Life Insurance Nov	64.00			
10/16/2024	APBNK	DUE: 10/16/2024 DISC: 10/16/2024		1099: N		
		2024 Life Insurance Nov		101 21709-000	OTHER PAYABLE	39.52
		2024 Life Insurance Oct		204 21709-000	OTHER PAYABLE	1.60
		2024 Life Insurance Oct		601 21709-000	OTHER PAYABLE	16.16
		2024 Life Insurance Oct		602 21709-000	OTHER PAYABLE	6.72
=== VENDOR TOTALS ===			64.00			
01-05273	MN PUBLIC EMPLOYEES INSURANCE					
I-1443944		Nov Health Insurance	13,317.33			
10/16/2024	APBNK	DUE: 10/16/2024 DISC: 10/16/2024		1099: N		
		Nov Health Insurance		101 4112-89000-000	MISCELLANEOUS	13,317.33
=== VENDOR TOTALS ===			13,317.33			

PACKET: 03214 October 16 Payables
 VENDOR SET: 01 City of Falcon Heights
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
<hr/>						
01-0624	OCCUPATIONAL HEALTH CENTERS OF					
I-104066551		Drug Testing 10/8	86.00			
10/16/2024	APBNK	DUE: 10/16/2024 DISC: 10/16/2024		1099: N		
		Drug Testing 10/8		101 4132-89000-000	MISCELLANEOUS	86.00
=== VENDOR TOTALS ===			86.00			
<hr/>						
01-06053	OREILLY AUTO PARTS					
I-3243-448130		Battery and Battery Tender	108.92			
10/16/2024	APBNK	DUE: 10/16/2024 DISC: 10/16/2024		1099: N		
		Battery and Battery Tender		101 4132-70120-000	SUPPLIES	108.92
=== VENDOR TOTALS ===			108.92			
<hr/>						
01-06112	PIONEER PRESS					
I-924572540		Legals	243.36			
10/16/2024	APBNK	DUE: 10/16/2024 DISC: 10/16/2024		1099: N		
		Legals		101 4111-70410-000	LEGAL NOTICES	243.36
=== VENDOR TOTALS ===			243.36			
<hr/>						
01-07432	TOFT'S OUTDOOR SUPPLY					
I-5047		Tree Log and Brush Disposal	165.00			
10/16/2024	APBNK	DUE: 10/16/2024 DISC: 10/16/2024		1099: N		
		Tree Log and Brush Disposal		101 4134-84010-000	TREE TRIMMING	165.00
=== VENDOR TOTALS ===			165.00			
<hr/>						
01-05784	UPPER CUT TREE SERVICES					
I-6147		Remove Leads Over Sidewalk	125.00			
10/16/2024	APBNK	DUE: 10/16/2024 DISC: 10/16/2024		1099: N		
		Remove Leads Over Sidewalk		101 4134-84020-000	TREE REMOVAL	125.00
=== VENDOR TOTALS ===			125.00			
<hr/>						
01-05870	XCEL ENERGY					
I-202410168975		Electricity	2,620.58			
10/16/2024	APBNK	DUE: 10/16/2024 DISC: 10/16/2024		1099: N		
		Electricity		101 4131-85020-000	ELECTRIC	189.06
		Gas		101 4131-85030-000	NATURAL GAS	75.21
		Electricity		101 4141-85020-000	ELECTRIC/GAS	30.20
		Electricity		209 4209-85020-000	STREET LIGHTING POWER	6.05
		Electricity		209 4209-85020-000	STREET LIGHTING POWER	2,320.06
=== VENDOR TOTALS ===			2,620.58			

PACKET: 03214 October 16 Payables
VENDOR SET: 01 City of Falcon Heights
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
7194	ZARNOTH	BRUSH WORKS				
I-0199628-IN		Sweeper Brooms	1,256.10			
10/16/2024	APBNK	DUE: 10/16/2024 DISC: 10/16/2024		1099: N		
		Sweeper Brooms		602 4602-83025-000	SWEEPER PARTS/SUPPLIES	1,256.10
		=== VENDOR TOTALS ===	1,256.10			
		=== PACKET TOTALS ===	28,297.90			

** DIRECT DEPOSIT LIST *****

PAY PERIOD ENDING 10/15/2024
DIRECT DEPOSIT EFFECTIVE DATE 10/11/2024

#	NAME	AMOUNT
1006	JACK LINEHAN	3,057.73
1027	KELLY A NELSON	2,830.90
1029	ELKE VAN DER WERFF	1,779.05
1136	ROLAND O OLSON	3,282.06
1162	ALYSSA LANDBERG	1,245.33
1028	HANNAH B LYNCH	2,982.01
1168	DEAN T POPE	1,725.88
1033	DAVE TRETSVEN	2,065.72
1143	COLIN B CALLAHAN	2,939.16

TOTAL PRINTED: 9 21,907.84

11-2024 5:45 PM PAYROLL CHECK REGISTER
ROLL NO: 01 City of Falcon Heights

PAGE: 1
PAYROLL DATE: 10/11/2024

?	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
7	SIMONS, DAVID S	R	10/11/2024	1,716.13	093534

10-11-2024 5:45 PM PAYROLL CHECK REGISTER
PAYROLL NO: 01 City of Falcon Heights

PAGE: 2
PAYROLL DATE: 10/11/2024

*** REGISTER TOTALS ***

REGULAR CHECKS:	1	1,716.13
DIRECT DEPOSIT REGULAR CHECKS:	9	21,907.84
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	10	23,623.97

*** NO ERRORS FOUND ***

** END OF REPORT **

WIRE PAYMENTS

Oct 15 payroll

Fed With	8,480.17
St With	1,509.43
Pera	4,880.08
ICMA	200.00

15,069.68

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Meeting Date	October 23, 2024
Agenda Item	Consent G2
Attachment	N/A
Submitted By	Kelly Nelson Administrative Services Director / Deputy Clerk

Item	Approval of City License(s)
Description	The following individuals/entities have applied for <u>Holiday Tree Sales</u> for 2024. Staff have received the necessary documents for licensure. 1. Falcon Heights - Lauderdale Lions Club
	N/A
Attachment(s)	N/A
Action(s) Requested	Staff recommends approval of the City license applications contingent on background checks and fire inspections as required.

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Meeting Date	October 23, 2024
Agenda Item	Consent G3
Attachment	N/A
Submitted By	Jack Linehan, City Administrator

Item	Administrative and Communications Coordinator - Eighteen-Month Employee Step Adjustment
Description	<p>Elke Johnson was appointed by the City Council as Administrative and Communications Coordinator on March 22, 2023 and began employment on April 17, 2023. It is the practice of the City after six months and again at eighteen months of service to reward the employee with an increase in their base salary.</p> <p>Elke is an important part of our team at the City of Falcon Heights, and the step adjustment is a well-deserved salary modification.</p>
Budget Impact	There are available funds for this increase.
Attachment(s)	N/A
Action(s) Requested	I recommend that the Falcon Heights City Council approve a 5% step adjustment for Elke Johnson effective October 17, 2024.

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Meeting Date	October 23, 2024
Agenda Item	Consent G4
Attachment	Application and Resolution 24-59
Submitted By	Hannah Lynch, Community Dev. Coordinator

Item	Appointment of Sophie Nagel to the Environment Commission
Description	City staff and the current chairperson of the Environment Commission interviewed Sophie Nagel for the Environment Commission. Sophie is a Minnesota native who recently moved back to the area after receiving her degree in Sustainability in 2022 and traveling the United States by RV. She will bring valuable knowledge and expertise to the Environment Commission.
Budget Impact	N/A
Attachment(s)	<ul style="list-style-type: none"> • Commission Application • Resolution 24-59 Appointment of Sophie Nagel to the Environment Commission
Action(s) Requested	Staff recommends approval of attached resolution appointing Sophie Nagel to the Environment Commission.

City Commission Application

Submission #: 3513763

IP Address:

Submission Date: 09/27/2024 3:44

Survey Time: 22 minutes, 31 seconds

You have a new online form submission.

Note: all answers displaying "*****" are marked as sensitive and must be viewed after your login.

Please complete form below. Starred items are required. Press submit button to complete your application.

Date and Time

09/27/2024 03:21 PM

Full Name

Sophia Nagel

Full Address

1740 Larpenteur Ave W

Apt 1H

██

████

Phone

████████████████

Additional Phone

Email

██

How Long At Above Address?

4 months

In Which Capacity Would You Like to Serve?

I would love to serve on the Environmental Commission.

What is the Reason You Would Like to Serve?

I want to feel more connected to my community as I just moved to Falcon Heights this summer. Also I love helping and being more involved in what is going on around me.

List Prior (Previous) Public Service

Other Relevant Background (Other Comments)

Degree in Sustainability, Volunteering at multiple event to encourage zero waste, currently taking the Ramsey County Recycling Ambassador class

Thank you,
Falcon Heights, MN

This is an automated message generated by Granicus. Please do not reply directly to this email.

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

October 23, 2024

No. 24-59

RESOLUTION APPOINTING SOPHIE NAGEL TO THE ENVIRONMENT COMMISSION

WHEREAS, the Environment Commission serves in an advisory capacity to the City Council on all policy matters relating to energy use, air quality, recreation and aesthetic appreciation, green infrastructure, water, solid waste, and environmental education;

WHEREAS, City Staff, the Commission Chair, and Mayor Gustafson have interviewed Sophie Nagel and recommend appointment to the Falcon Heights Environment Commission.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Falcon Heights, Minnesota:

1. That the appointment of Sophie Nagel to the Falcon Heights Environment Commission is approved and adopted by the City Council of the City of Falcon Heights.

ADOPTED by the Falcon Heights City Council this 23rd day of October, 2024.

Moved by:

Approved by: _____

Randall C. Gustafson
Mayor

GUSTAFSON

In Favor

LEEHY

Against

MEYER

WASSENBERG

MIELKE

Attested by: _____

Jack Linehan
City Administrator

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Meeting Date	September 25, 2024
Agenda Item	Policy H1
Attachment(s)	Resolution 24-60
Submitted By	Jack Linehan, City Administrator

Item	Potential Renewal of Police Partnership with St. Anthony Village
Description	<p><u>Background</u></p> <p>In early 2024, officials from the City of Falcon Heights approached St. Anthony Village to explore the possibility of renewing a policing services partnership. Falcon Heights has contracted with the Ramsey County Sheriff's Office (RCSO) since January 2018, with the contract set to expire on December 31, 2024. The Ramsey County Sheriff's Office has agreed to provide an additional two months of coverage to help transition to a new agency. Falcon Heights is seeking a long-term policing services agreement starting on March 1, 2025.</p> <p>St. Anthony Village currently provides policing services to the City of Lauderdale and previously provided services to Falcon Heights between 1994 and 2017. The previous partnership was terminated by both cities in 2017 in the aftermath of the shooting of Philando Castile by a St. Anthony Village police officer. Since that time, both cities have continued to reflect on issues with the previous partnership and work on continuous improvements to better serve the public. Interested parties can learn about the progressive work the St. Anthony Police Department (SAPD) has undertaken prior to and following their partnership with the Department of Justice's Collaborative Reform for Technical Assistance from 2016 to 2018 here: https://www.savmn.com/494/Accountable-and-Transparent</p> <p>After initial exploratory discussions, on April 23, 2024, the St. Anthony Village City Council and the Falcon Heights City Council approved continuing the process of a renewed police services partnership with Falcon Heights, identifying several areas for review, including lessons learned from the previous relationship, a SWOT analysis of the police department, and the financial and staffing plans to support the expansion.</p> <p><u>Decision Timeline</u></p> <p>Falcon Heights explored temporary service options with neighboring agencies without success and requested an extension of services from RCSO. The RCSO offered extending coverage only until February 28, 2025 due to their own staffing</p>

concerns. As a result, Falcon Heights and St. Anthony agreed on a phased ramp-up of services beginning on March 1, 2025, detailed in Appendix A of the draft contract.

Lessons Learned from the Previous Partnership

Three key areas of concern were identified based on feedback from both communities:

- Fostering an effective relationship between the City Councils.
- Clearly defining service expectations, command authority, and policing strategies.
- Appropriately sharing financial impacts related to extraordinary incidents.

Council Relationships

It is recommended that the City Councils of St. Anthony, Falcon Heights, and Lauderdale foster ongoing communication and relationship-building, potentially through coordinated attendance at conferences or an annual joint meeting. This would enhance continuity and stability in the partnership as members change in each community.

Service Expectations

A Joint Operations Committee consisting of top administrative personnel from each city and command staff from the police department will meet quarterly to discuss police services and community needs.

Sharing Financial Impact

The contract will include provisions addressing the financial risks associated with extraordinary incidents, drafted in coordination with city attorneys and the League of Minnesota Cities Insurance Trust.

Police Department Staffing and Recruitment

St. Anthony Police Department's current authorized strength is 22 sworn officers, but due to retirements and recruitment challenges, they are operating with 19 officers. Additional officers are being recruited, with one candidate in the background process and one interview scheduled. To support the expansion of services to Falcon Heights, St. Anthony is proposing several initiatives:

- **Expansion of the Cadet Program:** The department plans to increase the number of cadets from two to six to improve long-term recruitment efforts. These cadets will assist with non-emergency calls and be candidates for future officer positions.
- **Hiring Bonuses:** One-time bonuses will be offered for lateral officers, with half paid upon completion of field training and the remainder after the probationary period.
- **Referral Bonuses:** Bonuses will be offered to employees who refer officers that are successfully hired and complete training.

- **Retention Bonuses:** To retain existing personnel, bonuses will be provided to staff who remain with the department throughout the 2025 transition period and in to 2026.

Facility Upgrades

The current police facility no longer meets the needs of a modern police department. St. Anthony Village is exploring two options:

1. **Public Safety Facility:** A joint facility for both the police and fire departments, estimated to cost \$12M - \$15M.
2. **Expanding the Existing Facility:** A lateral expansion of the current facility, estimated to cost \$5M.

Revenue from the renewed police services contract will help fund these upgrades, though additional state or federal funding will be required to fully cover the costs.

Contract

Staff has used the current contract with the City of Lauderdale to enhance and integrate Council feedback to address risks. The current draft is included in the packet for review. Various areas were updated including:

- Updated grammatical, clarifying and formatting changes throughout
- Definitions added and expanded language on services, termination and breach
- Expanded liability and financial risk sharing language added
- Addendum added to cover implementation phase:
- March 1, 2025 - Initial phase of patrol as able and 24/7 emergency response
- July 1, 2026 (or as agreed upon) - Mid-stage phase to commit to daily patrol and 24/7 emergency calls
- January 1, 2027 (or as agreed upon) - Full-stage phase of full staff and full services

Service Delivery

All parties agree that 24/7 dedicated patrol is the ideal model, and we will work towards that model once staffing allows. In the interim, we also recognize that we need to start staffing March 1, 2025 without a full contingent of staff. To allow this, we propose a ramp-up contract that includes the following:

- 24/7 emergency response - SAPD will respond to requests for service at all times starting March 1, 2025 as our primary police agency.
- SAPD will attempt to provide an average of 8 hours per day of active patrol in Falcon Heights, depending on staffing ability. The goal is to make the most of the time in the City with hours focused on peak activity periods.
- As the contract progresses and staffing increases, SAPD will aim to increase patrolling to 24/7 coverage. Full staffing is defined in the contract as 8.0 FTE additional sworn offices and 1.0 administrative support staff.

<p>Budget Impact</p>	<p><u>Contract Pricing</u> Given the short timeline to begin even minimal services, applying the proposed pricing approach in the initial stages would be extremely difficult. Staff from Saint Anthony Village and Falcon Heights have agreed that a “lump sum” pricing approach for the initial phases is appropriate for simplicity and ensuring there is no levy impact for Saint Anthony residents. Proposed pricing is below based on available hours of active patrol and covers all recruitment and training costs and all equipment costs. Falcon Heights will be billed monthly, and the Options Committee will determine when to move tiers:</p> <table border="1" data-bbox="357 604 1485 856"> <thead> <tr> <th></th> <th>8 Hour</th> <th>12 Hour</th> <th>16 Hour</th> <th>20 Hour</th> <th>24 Hour</th> </tr> </thead> <tbody> <tr> <td>Personnel</td> <td>\$686,433</td> <td>\$843,288</td> <td>\$1,010,143</td> <td>\$1,196,999</td> <td>\$1,423,854</td> </tr> <tr> <td>Equipment</td> <td>\$191,660</td> <td>\$191,660</td> <td>\$191,660</td> <td>\$191,660</td> <td>\$191,660</td> </tr> <tr> <td>Total</td> <td>\$878,093</td> <td>\$1,034,948</td> <td>\$1,201,803</td> <td>\$1,388,659</td> <td>\$1,615,514</td> </tr> </tbody> </table> <p>With costs unknown as of the preliminary levy, the City’s proposed 2025 budget was \$1.85M for police services, or an increase of \$150K from 2024. Staff will likely recommend an adjustment to the numbers for the 2025 budget to reflect the latest pricing.</p>		8 Hour	12 Hour	16 Hour	20 Hour	24 Hour	Personnel	\$686,433	\$843,288	\$1,010,143	\$1,196,999	\$1,423,854	Equipment	\$191,660	\$191,660	\$191,660	\$191,660	\$191,660	Total	\$878,093	\$1,034,948	\$1,201,803	\$1,388,659	\$1,615,514
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Total	\$878,093	\$1,034,948	\$1,201,803	\$1,388,659	\$1,615,514																				
<p>Attachment(s)</p>	<ul style="list-style-type: none"> • Resolution 24-60 • Draft Contract with SAV 10.17.24 																								
<p>Action(s) Requested</p>	<p>The City Council is requested to approve Resolution 24-60, which approves renewing the police services partnership with St. Anthony Village and authorizes staff to complete negotiations and finalize a draft contract to be effective March 1, 2025.</p>																								

CONTRACT AGREEMENT
FOR POLICING SERVICES

This Agreement is made and entered into as of _____, 2025 between the CITY OF ST. ANTHONY, a municipal corporation under the laws of the State of Minnesota ("St. Anthony") and the CITY OF FALCON HEIGHTS, a municipal corporation under the laws of the State of Minnesota ("Falcon Heights"), each a "Party" and collectively the "Parties".

I. RECITALS.

WHEREAS, Falcon Heights is in need of, and desires to contract for, the performance of "Policing Services" for and within the jurisdictional boundaries of Falcon Heights by and through the St. Anthony Police Department; and

WHEREAS, St. Anthony agrees to render such Policing Services on the terms and conditions hereinafter set forth; and

WHEREAS, this Agreement is authorized and provided for by the provisions of Minnesota Statutes § 412.221, Subd 2., § 471.59 and § 436.05.

NOW THEREFORE, in consideration of the foregoing and of the mutual promises set forth herein, the Parties hereto agree as follows:

II. DEFINITIONS.

The following terms used in this Agreement shall have the meanings given to them in this section.

- A. "**Agreement**" has the meaning set forth in the preamble to this Agreement and shall include all Exhibits and Appendices hereto.
- B. "**Applicable Law**" means all applicable laws, statutes, and ordinances, rules and regulations of any Governmental Authority.
- C. "**Business Day**" means any day other than a Saturday, Sunday or any day which is a federal holiday in the United States of America.
- D. "**Calls for Service Ratio**" The ratio which a single city's calls for service bears to the calls for service of all participating cities, expressed in percent to the nearest tenth of one percent.
- E. "**Contract Cities**" means Lauderdale, Falcon Heights and any other city that contracts with St. Anthony for Policing Services.
- F. "**Interest Rate**" means 0.04% per day or the maximum rate of interest allowed under Applicable Law, whichever is lower.
- G. "**Joint Operations Committee**" has the meaning set forth in section X.
- H. "**Policing Services**" has the meaning set forth in section IV.

- I. **“Population Ratio”** The ratio which a single city' s population bears to the population of all participating cities, expressed in percent to the nearest tenth of one percent.

III. TERM, TERMINATION, BREACH.

- A. **TERM.** The services to be performed under this Agreement will commence March 1, 2025, and shall continue through December 31, 2030 (“Term”), or until terminated pursuant to the provisions of this Agreement.
- B. **TERMINATION.** Either Party may terminate this Agreement for any reason or no reason by written notice of its intention not to renew mailed to an authorized representative of the non-terminating Party no later than two (2) years prior to the expiration of the Term. Upon the expiration or termination of this Agreement, Falcon Heights shall only be responsible to pay for the Policing Services rendered prior to the effective date of termination.
- C. **BREACH.** Either Party may terminate this Agreement in the event of a material breach of this Agreement by either Party, or any officer, employee, agent or authorized representative as follows: The non-breaching Party shall give the breaching Party a written notice specifying the alleged breach and ninety (90) days to cure the breach. If such breach (if curable) is not cured within such time, the non-breaching Party may terminate the Agreement effective within thirty (30) days upon written notice of termination.

IV. SERVICES.

St. Anthony, by and through its police department (“SAVPD”) will provide Falcon Heights with policing services as described herein. Such policing services shall be of a caliber identical to those currently provided to persons and property within St. Anthony.

Falcon Heights agrees that the Principles and Practices of St. Anthony will prevail as the enforcement policies within Falcon Heights. A written statement of the current Principles and Practices of St. Anthony shall be provided to Falcon Heights prior to the effective date of this Agreement. Notwithstanding the foregoing and subject to the conditions set forth in Appendix A, such policing services can include but are not limited to the following:

- A. Patrol services, with random patrolling of all residential, business and public property areas during all shifts
- B. Police presence within the boundaries of Falcon Heights 24 hours each day
- C. Animal control services by the animal control service employed by St. Anthony
- D. Dispatching services are to be paid directly by the municipality served by Ramsey County Dispatch

- E. Enforcement of Minnesota State statutes and all ordinances of Falcon Heights which are intended to be enforced by police officers, with special attention being given to parking, winter and nuisance ordinances, but excluding ordinances which are primarily regulatory in nature such as zoning ordinances and building codes
- F. Ticketing for traffic violations
- G. Crime prevention programs that encourage community involvement and investment in the City of Falcon Heights; in appropriate cases, referrals will be made to the Northwest Youth and Family Services Youth Diversion Program
- H. Criminal investigative services
- I. Reports on police services and activities, including weekly, monthly, and annual police reports sent to Falcon Heights
- J. Responses to medical emergencies, fires and other emergencies. Responses shall include where appropriate: securing the scene for fire/rescue personnel, accompanying fire/rescue personnel to the hospital upon request of such personnel, and providing follow-up information to fire/rescue personnel upon request of such personnel
- K. Officers will be available at Falcon Heights City Hall to answer questions from, and provide information regarding police activities to Falcon Heights residents, business owners and staff on an as-needed basis as determined by SAVPD
- L. License inspections, background investigations and license enforcement services as called for under applicable state law or city ordinances
- M. Review and comment, upon request, of proposed Falcon Heights ordinances affecting police services or enforcement
- N. Follow-up on reported crimes with reporting party(s), including routine notification by telephone or mail as to the status of the investigation
- O. Special event traffic patrol services
- P. Attendance at public safety or City Council meetings as requested by Falcon Heights, and
- Q. Such other law enforcement functions and services as may be required by Falcon Heights that fall within the duties and functions of the type customarily performed by a municipal police department and are in congruence with the enforcement policies of SAVPD.

V. IV. **PAYMENT FOR SERVICES.**

In consideration of the services to be provided under this Agreement, Falcon Heights shall pay a pro-rated share of the St. Anthony Police Budget determined by a two -factor cost- sharing formula for each contract year. The factors of the formula, and the weight to be given to each, are defined as follows:

- A. **Population of Each Contract City.** The population of each Contract City and St. Anthony shall be computed from the then most recent Metropolitan Council estimate. Provided, however, that in a census year when there is a new census figure available of the year prior to the Contract Year, the new census figure shall be used.

- B. **Calls for Service.** A call for service is an event requiring a response, intervention or investigation by St. Anthony whether generated by a request from a citizen, law enforcement agency, or other person, or on the initiative of a police officer or a policy of the St. Anthony Police Department. Calls for service for each Contract City and St. Anthony shall be calculated by totaling the calls for service during the 12 -month period next preceding the current Contract Year.

- C. **Weight of Factors.** The weight to be allocated to each of the three factors is as follows will continue into the future unless changed by agreement of all Contract Cities and St. Anthony:

City Population 50%
 Calls for Service 50%

The Population Ratio and Calls for Service Ratio of each city shall be converted to dollars by multiplying each ratio of each city (expressed in percent) by the SAVPD budget final total and multiplying that product by the weight for each factor (expressed in percent) for the appropriate year.

VI. METHOD OF PAYMENT.

St. Anthony will bill Falcon Heights monthly for 1/12 of the annual fee, and Falcon Heights will promptly remit payments to St. Anthony within 30 days after receiving each billing from St. Anthony. St. Anthony shall submit an invoice to Falcon Heights on a monthly basis for 1/12 of the agreed upon annual fee. Falcon Heights shall promptly notify St. Anthony in writing of any invoice inaccuracies, missing documentation, charges not in accordance with the Agreement or of any other reason why the invoice is not fully approved. St. Anthony shall promptly cure any inaccuracies or other reasonable issues identified by Falcon Heights and resubmit a new invoice. If Falcon Heights fails to identify any such issues within three (3) Business Days following submission of such invoice to Falcon Heights, then such invoice shall be deemed approved. The amount owing under any invoice approved by Falcon Heights shall be payable to St. Anthony no later than thirty (30) Business Days from the date of receipt. Any late payment shall bear interest at the Interest Rate from the date such payment was due.

VII. INSURANCE.

Falcon Heights, at its expense shall procure and maintain in force for the duration of this Agreement the following minimum insurance coverages:

- A. **General Liability.** Falcon Heights agrees to maintain comprehensive municipal liability coverage in the minimum amount of \$2,000,000 per occurrence; \$2,000,000 annual aggregate. The policy shall cover liability arising from premises, operations, products-completed operations, personal injury,

advertising injury, and contractually assumed liability. St. Anthony shall be endorsed as additional insured.

- B. **Excess Liability.** Falcon Heights agrees to maintain excess liability coverage in the minimum amount of \$2,000,000 per occurrence. St. Anthony shall be endorsed as an additional insured.
- C. **Primary Insurance.** The coverage afforded to the additional insureds shall be primary and noncontributing with any other insurance maintained by the additional insureds.
- D. **Subrogation.** There shall be a waiver of subrogation in favor of the additional insureds.

Additional Insurance Conditions.

Falcon Heights shall, prior to receiving Policing Services, deliver to St. Anthony a Certificate of Insurance as evidence that the above coverages are in full force and effect.

St. Anthony, at its expense shall procure and maintain in force for the duration of this Agreement the following minimum insurance coverages:

- 1. **General Liability.** St. Anthony agrees to maintain comprehensive municipal liability coverage in the minimum amount of \$2,000,000 per occurrence; \$2,000,000 annual aggregate. The policy shall cover liability arising from premises, operations, products-completed operations, personal injury, advertising injury, and contractually assumed liability. Falcon Heights shall be endorsed as additional insured.

Automobile Liability. St. Anthony agrees to maintain motor vehicle liability coverage, including owned, hired, and non-owned automobiles, with a minimum

- i. \$2,000,000 combined single limit per occurrence.

Workers Compensation. St. Anthony agrees to provide Workers' Compensation insurance for all its employees in accordance with the statutory requirements of the State of Minnesota. St. Anthony shall also carry Employers' Liability Coverage with minimum limits are as follows:

- 1. \$500,000 – Bodily Injury by Disease per employee
- 2. \$500,000 – Bodily Injury by Disease aggregate
- 3. \$500,000 – Bodily Injury by Accident

Additional Insurance Conditions.

St. Anthony shall, prior to commencing the Police Services, deliver to Falcon Heights a Certificate of Insurance as evidence that the above coverages are in full force and effect.

VIII. LIABILITY.

- A. **Indemnification.** Except for automobile liability claims, Falcon Heights agrees to indemnify, defend, and hold harmless. St. Anthony and its officers, agents, and employees against any claim

for damages arising out of St. Anthony's or failure to perform its obligations under the terms of this Agreement. St. Anthony agrees to indemnify, defend, and hold harmless Falcon Heights and its officers, agents and employees from all auto liability claims arising out of St. Anthony's performance of its obligations under the terms of this Agreement.

St. Anthony shall not be responsible for the cost of any claims, alleged injuries, or damages received by any person or property resulting from any negligence, act, or omission of St. Anthony, its officers, agents, or employees in carrying out the terms and conditions of this Agreement except in instances where such costs exceed Falcon Heights' \$4 million dollar coverage. St. Anthony shall indemnify, defend, and hold harmless Falcon Heights only to the extent that such claims exceed \$4 million. If Falcon Heights' coverage limit is exhausted, Falcon Heights and its coverage provider shall have no further obligation to defend St. Anthony. However, upon the advice of defense counsel and the liability coverage provider for each party, Falcon Heights and St. Anthony may cooperate in the defense of any action. Nothing herein shall be construed to provide coverage or indemnification to an officer, agent, or employee of any Party for any act or omission for which the officer, agent, or employee, was not acting in the performance of the duties of their position, and/or is guilty of malfeasance in office, willful neglect of duty, or bad faith.

Except as otherwise specified, Falcon Heights shall not be called upon to assume any liability for the direct payment of any salaries, wages, or other compensation to any St. Anthony personnel performing services pursuant to this Agreement for said Falcon Heights, and St. Anthony hereby assumes said liabilities.

Except as otherwise specified, Falcon Heights shall not be liable for compensation or indemnification to any St. Anthony employee for injury or sickness arising out of the performance of services pursuant to this Agreement, and St. Anthony hereby agrees to indemnify, defend, and hold harmless Falcon Heights against any such claim.

St. Anthony, its officers and employees shall not be deemed to assume any liability for intentional misconduct or negligent acts of Falcon Heights or of any other officers, agent, or employee thereof, and Falcon Heights shall hold St. Anthony and its officers and employees harmless from, and shall defend and indemnify St. Anthony and its officers and employees against any claim for damages arising out of Falcon Heights' negligent performance or failure to perform its obligations pursuant to this Agreement.

- B. Attorney's Fees.** Should either Party resort to litigation to enforce this Agreement, the prevailing shall be entitled, in addition to such other relief as may be granted, to recover its own reasonable attorneys' fees and other costs associated in such litigation from the Party against whom enforcement was sought.
- C. Force Majeure.** Neither Party shall be liable for failure to perform its obligations under the Agreement if such failure results from circumstances unforeseen and beyond the reasonable control of the Party affected, which materially affects its performance hereunder (a "Force Majeure Event"). A Force Majeure Event includes, but is not limited to, fire, flood, typhoon, earthquake, terrorism, strike, or regional or national labor disputes. The affected Party will notify the other Party as soon as practicable after the occurrence of a Force Majeure Event, and shall use commercially reasonable efforts to mitigate or cure the effect of the Force Majeure Event. In the event that the Force Majeure Event continues for a period exceeding thirty (30) days, then either Party may terminate this Agreement upon written notice to the other Party. Neither Party shall pay damages to the other Party for termination of this Agreement due to a Force Majeure Event.

D. **Waiver.** Nothing in this Agreement shall constitute a waiver of the statutory limits on liability set forth in Minnesota Statute § 466 or a waiver of any available immunities or defenses. No exercise of any right or remedy by either Party shall constitute a waiver of any other right or remedy contained herein or provided by Applicable Law. Nothing herein shall be construed to provide insurance coverage or indemnification to an employee, official or agent of any Party for any act or omission for which the employee, official or agent is guilty of malfeasance in office, willful neglect of duty or bad faith.

IX. ADMINISTRATIVE RESPONSIBILITY.

Any Policing Services rendered to Falcon Heights will be under the sole direction of St. Anthony. The standards of performance, the hiring and discipline of officers assigned, and other matters relating to regulations and policies related to police employment, services and activities, will be within the exclusive control of St. Anthony. The Parties hereto expressly affirm the importance of work force diversity and St. Anthony agrees to use reasonable efforts, within applicable departmental budgetary limits, to recruit qualified female and minority police officers.

X. JOINT OPERATIONS COMMITTEE.

St. Anthony and Contract Cities will appoint members to a Joint Operations Committee. The Committee will consist of top administrative and police command staff and will meet at least once per quarter to ensure that this Agreement and the services performed pursuant to this Agreement are meeting the expectations of St. Anthony and the Contract Cities.

Parties will evaluate the staffing needs regularly as part of the Joint Operations Committee. Adjustments to the staffing plan will be made based on crime trends, call volumes, and other relevant factors to ensure optimal police service for all Contract Cities.

XI. COMMUNICATIONS, EQUIPMENT AND SUPPLIES.

St. Anthony will furnish all communication equipment and any supplies required for the performance of Policing Services under this Agreement.

XII. COOPERATION AND ASSISTANCE AGREEMENTS.

Falcon Heights will be included in all Cooperative Agreements such as Special Weapons and Tactics (SWAT), Violent Crimes Enforcement Team (VCET), entered into by the SAVPD with other police services units.

XIII. HEADQUARTERS.

Headquarters for services rendered to Falcon Heights under this Agreement will be located at offices owned or leased by St. Anthony. The citizens of Falcon Heights may notify headquarters or Ramsey County radio dispatch for police services requested either in person or by some other means of communication. St. Anthony officers may take routine telephone calls and complete routine reports for Falcon Heights at the Falcon Heights City Hall, and Falcon Heights will have facilities available to the officers at Falcon Heights City Hall for this purpose.

XIV. EMPLOYEES OF ST. ANTHONY.

Officers assigned to duty in Falcon Heights will at all times be employees of St. Anthony. All obligations with regard to workers compensation, PERA, withholding tax, insurance and similar personnel and employment matters will be the obligation of St. Anthony. Falcon Heights will not be required to furnish any fringe benefits or assume any other liability of employment to any officer assigned to duty within Falcon Heights.

XV. OFFICERS OF FALCON HEIGHTS.

The officer's assigned duty within Falcon Heights will be cross-deputized so as to enforce the laws of the Falcon Heights by proper action to be taken by the Falcon Heights City Council, and while performing services under this Agreement will be considered police officers of Falcon Heights. The Chief of Police of St. Anthony will furnish to the Falcon Heights City Administrator the names of all St. Anthony police officers assigned to Falcon Heights, and all such officers will be appointed officers of the City of Falcon Heights.

XVI. OFFENSES

All offenses within Falcon Heights charged by police officers under this Agreement will be charged in accordance with Falcon Heights' ordinances when possible; otherwise, the charge will be made in accordance with the laws of the State of Minnesota or the laws of the United States of America.

XVII. COMMUNICATIONS.

St. Anthony agrees to provide the Falcon Heights Administrator with weekly, monthly, and annual police reports, in a format as is mutually agreed to by the St. Anthony Police Chief and the Falcon Heights City Administrator.

The St. Anthony Police Chief will regularly communicate with the Falcon Heights City Administrator in order to ensure that Falcon Heights is knowledgeable about any police activity in the City, and at the request of the Administrator, the Police Chief will make presentations to the Falcon Heights City Council.

XVIII. PROSECUTION COSTS, REVENUES.

Falcon Heights will pay all costs of prosecution for all offenses charged within its boundaries or under its ordinances. Law Enforcement Assistance Administration ("LEAA") funds and all funds legally confiscated and property forfeited will be retained by St. Anthony. Revenue from fines levied within Falcon Heights will be paid to Falcon Heights. Peace Officer Standards and Training funds will be used for officer training.

XIX. REVIEW OF AGREEMENT.

From time to time the terms and conditions of this Agreement shall be reviewed and revised, as St. Anthony and Falcon Heights deem necessary.

XX. GENERAL PROVISIONS

- A. **Entire Agreement.** This Agreement, together with all Appendices and Exhibits hereto, embodies the entire agreement and understanding of the Parties with respect to the subject matter hereof and supersedes all prior or contemporaneous agreements and understandings of the Parties, whether verbal or written, relating to the subject matter hereof.
- B. **Assignment.** Neither Party shall assign its interests or rights under this Agreement to any third party without the prior written consent of the other Party, which shall not be unreasonably withheld.
- C. **Amendments.** Any modification or amendment to this Agreement shall require a written agreement signed by both Parties.
- D. **Compliance with Law.** In connection with Policing Services rendered hereunder, St. Anthony agrees to abide by all federal, state, and local laws, ordinances and regulations.
- E. **Governing Law.** This Agreement shall be governed by and interpreted in accordance with the laws of the State of Minnesota.

Jurisdiction. Any action or proceeding seeking to enforce any provision of, or based on any rights arising out of, this Agreement shall be brought against either of the parties in the jurisdiction of the Ramsey County District Courts and each of the Parties consents to the jurisdiction of such courts in any such action or proceeding and waives any objection to venue laid therein.

- F. **Government Data/Privacy.** St. Anthony agrees to abide by the applicable provisions of the Minnesota Government Data Practice Act, Minnesota Statutes, Chapter 13, HIPAA requirements and all other applicable state or federal rules, regulations or orders pertaining to privacy or confidentiality. St. Anthony understands that all of the data created, collected, received, stored, used, maintained or disseminated by St. Anthony in performing those functions that Falcon Heights would perform is subject to the requirements of Chapter 13. This does not create a duty on the part of St. Anthony to provide the public with access to public data if the public data is available from Falcon Heights, except as required by the terms of this Agreement.

- G. **Waiver.** The waiver by either party of any breach or failure to comply with any provision of this Agreement by the other Party shall not be construed as, or constitute a continuing waiver of such provision or a waiver of any other breach of or failure to comply with any other provision of this Agreement.

- H. **Notices.** All notices and other communications made pursuant to this Agreement must be in writing and shall be conveyed to the Parties by registered or certified mail, postage prepaid, or delivered by hand at the addresses set forth below:

Notice to St. Anthony: City of St. Anthony
3301 Silver Lake Rd NE
St. Anthony, MN 55418
Attn: City Manager

Notice to Falcon Heights: City of Falcon Heights
2077 Larpenteur Ave. W.
Falcon Heights, MN 55113
Attn: City Administrator

- I. **Severability.** If a court finds any portion of this Agreement to be contrary to law, invalid, or unenforceable, the remainder of the Agreement will remain in full force and effect.
- J. **Counterparts.** This Agreement may be signed in counterparts, each of which shall be deemed an original, and which taken together shall be deemed to be one and the same Agreement.
- K. **Headings.** Section headings are for reference only and are not intended to create substantive rights or obligations.
- L. **Effective Date.** This Agreement is effective on the date last executed by one of the Parties below.

The parties hereto have executed this Agreement as of the date first above stated.

CITY OF FALCON HEIGHTS

CITY OF ST. ANTHONY

By: _____
Mayor

By: _____
Mayor

By: _____
City Administrator

By: _____
City Manager

Date: _____

Date: _____

Appendix A: Contract Start-up Staffing

This appendix outlines the phased implementation of dedicated police staffing for Falcon Heights under the Agreement for Police Services between the City of St. Anthony and the City of Falcon Heights.

1. Initial Staffing Phase - March 1, 2025

By March 1, 2025, the City of St. Anthony will provide 3.0 full-time equivalent (FTE) officers who will be assigned to Falcon Heights. These officers will provide an average of 8 hours of daily coverage within the jurisdictional boundaries of Falcon Heights. This coverage will include continuous patrolling, and response to emergency and non-emergency calls at any time of the day. Coverage levels may be modified by mutual agreement of the Joint Operations Committee based on available staffing levels of the St. Anthony Police Department.

2. Second Staffing Phase - July 1, 2026

By July 1, 2026, the City of St. Anthony will increase the number of dedicated officers to 5.0 FTE officers, ensuring 24/7 coverage within Falcon Heights. This coverage will include continuous patrolling and response to emergency and non-emergency calls at any time of the day. This may be modified by mutual agreement of the Joint Operations Committee based on available staffing levels of the St. Anthony Police Department. This Staffing Phase will continue until the department has reached a total of 26 trained and self-sufficient police officers (completed field training) on staff.

3. Full Staffing Phase

The City of St. Anthony will continue to scale the number of sworn officers and non-sworn personnel until 8.0 FTE sworn officers and 1.0 FTE non-sworn personnel are hired to provide comprehensive police coverage for the entire contract area. The timeline for this growth will be mutually agreed upon by both cities based on available personnel.

Appendix B: Contract Start-up Pricing

This appendix outlines the phased pricing for Falcon Heights under the Agreement for Police Services between the City of St. Anthony and the City of Falcon Heights.

Pricing is based on available hours of active patrol and covers all recruitment and training costs and all equipment costs. Falcon Heights will be billed monthly, and the Options Committee will determine when to move tiers:

	8 Hour	12 Hour	16 Hour	20 Hour	24 Hour
Personnel	\$686,433	\$843,288	\$1,010,143	\$1,196,999	\$1,423,854
Equipment	\$191,660	\$191,660	\$191,660	\$191,660	\$191,660
Total	\$878,093	\$1,034,948	\$1,201,803	\$1,388,659	\$1,615,514

DRAFT

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

October 23, 2024

No. 24-60

**A RESOLUTION APPROVING TO ENTER INTO A CONTRACT AGREEMENT WITH THE
CITY OF ST. ANTHONY VILLAGE FOR POLICING SERVICES AND AUTHORIZING THE
MAYOR AND CITY ADMINISTRATOR TO EXECUTE SAID AGREEMENT**

WHEREAS, the City of Falcon Heights has reviewed its current policing service contract with the Ramsey County Sheriff’s Office, which is set to expire on December 31, 2024; and

WHEREAS, the Ramsey County Sheriff's Office has offered to temporarily extend the coverage until February 28, 2025 to allow a transition to a new police services provider; and

WHEREAS, the City of Falcon Heights, in the interest of maintaining a high level of public safety services, has explored alternative options for policing services, including re-establishing a partnership with the City of St. Anthony Village; and

WHEREAS, the City of Falcon Heights engaged community stakeholders and conducted an internal review to assess the benefits of contracting with the City of St. Anthony Village for police services; and

WHEREAS, the City of St. Anthony Village has expressed a willingness to enter into a policing services agreement and has completed a similar exploratory process to assess the potential partnership; and

WHEREAS, the City of Falcon Heights desires to enter into a formal contract agreement with the City of St. Anthony Village for the provision of police services for a term commencing on March 1, 2025, and continuing through December 31, 2030; and

WHEREAS, the City Council of Falcon Heights recognizes the importance of ensuring public safety and providing effective police services for its residents and businesses;

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Falcon Heights, Minnesota, that the City of Falcon Heights agrees to enter into a contract agreement with the City of St. Anthony Village for policing services starting on March 1, 2025, through December 31, 2030;

BE IT FURTHER RESOLVED, that the Mayor and City Administrator of the City of Falcon Heights are hereby authorized and directed to finalize and execute the necessary contract documents for police services between the City of Falcon Heights and the City of St. Anthony Village.

Moved by: _____ Approved by: _____

Randall C. Gustafson
Mayor

GUSTAFSON _____ In Favor
LEEHY _____
MEYER _____ Against
MIELKE _____
WASSENBERG _____

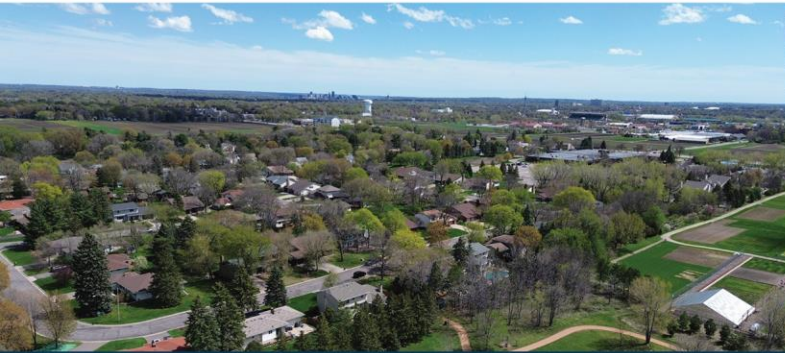
Attested by: _____
Jack Linehan
City Administrator

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Meeting Date	October 23, 2024
Agenda Item	Policy H2
Attachment	See below.
Submitted By	Hannah Lynch, Community Development Coordinator

Item	Partners in Energy Program - Adoption of Energy Action Plan
Description	<p>The Partners in Energy Program is a program from Xcel Energy that supports communities by helping them develop energy action plans, identify the barriers to implementation, and work to implement those goals. They assist with forming teams within the community to play a role in developing the Energy Action Plan by establishing energy objectives and strategies to help achieve community goals.</p> <p>For the past six months, the Environment Commission and Energy Action Team have worked with team members from Xcel Energy and the Center for Energy and Environment to support the community by characterizing its energy use, identifying the City’s energy-related goals, and developing engaging strategies to guide change toward Falcon Heights’ energy future.</p> <p>Starting in January 2024, this Energy Action Plan was driven by a series of open houses and planning workshops held in the community with a planning team committed to representing local energy priorities. The community was engaged through 3 surveys, 3 workshops, 2 open houses, 17 Energy Action Team participants, 63 community energy survey respondents, and over 100 people at open houses.</p> <p>The drafted Energy Action Plan is the outcome of this work. The Energy Action Plan will guide the City by outlining actions that connect the community through engaging residents, schools, business, and community organizations. The actions help connect people to resources to meet their energy needs while reaching the energy goals of the community as a whole.</p>
Budget Impact	None.
Attachment(s)	<ul style="list-style-type: none"> • Drafted Falcon Heights Energy Action Plan • Drafted Falcon Heights Energy Action Plan, Workplan • Drafted Memorandum of Understanding for Phase 2, Plan Implementation

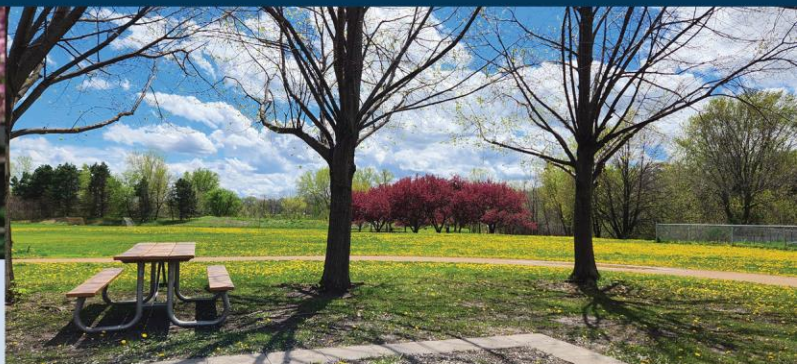
	<ul style="list-style-type: none">• Resolution 24-61 Adopting the City of Falcon Heights Energy Action Plan
Action(s) Requested	Staff requests City Council review and discuss Energy Action Plan and motion to approve Resolution 24-61 Adopting the City of Falcon Heights Energy Action Plan.



DRAFT

An Energy Action Plan for Falcon Heights

September 2024



PARTNERS IN ENERGY
An Xcel Energy Community Collaboration

ACKNOWLEDGEMENTS

Thank you to the following individuals who contributed to developing this Energy Action Plan. The content of this plan is derived from a series of planning workshops hosted by Xcel Energy's Partners in Energy. Partners in Energy is a two-year collaboration to develop and implement a community's energy goals. For information about the planning workshops, see Appendix D.

Energy Action Team

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GLOSSARY OF TERMS

4 x 50: Xcel Energy's privacy rule, which requires all data summary statistics to contain at least four premises, with no single premise responsible for more than 50% of the total. Following these rules, if a premise(s) is responsible for more than 50% of the total for that data set, it is/they are removed from the summary.

Beneficial Electrification: Xcel Energy defines beneficial electrification (BE) as the replacement of fossil fuel use with electricity that results in either lower costs, reduced emissions, or more effective use of the power grid.

British Thermal Unit (BTU): the amount of heat needed to raise one pound of water at maximum density through one degree Fahrenheit

Carbon-free: Carbon-free refers to sources of energy that will not emit additional carbon dioxide into the air. Wind, solar and nuclear energy are all carbon free sources but only wind and solar are renewable.

Carbon-neutral: Carbon-neutral, also described as "net zero", could include carbon-free sources but is broader and refers to energy that removes or avoids as much carbon dioxide as is released over a set period of time. Carbon-neutral is sometimes used to describe a site that produces an excess amount of electricity from a renewable energy source, such as solar, compared to what it consumes. That excess energy is put back into the grid in an amount that offsets the carbon dioxide produced from the electricity it draws from the grid when it is not producing renewable energy.

Community Data Mapping: A baseline analysis of energy data in a geospatial (map) format across the community.

Energy Conservation and Optimization Programs (ECO): Portfolio of approved utility energy efficiency and demand management programs. Minnesota electric utilities have a goal of saving 1.5% of their total energy sales each year via customer conservation efforts. Minnesota natural gas utilities have a goal of saving 0.5% of their total energy sales each year via customer conservation efforts. ECO programs help Minnesota households and businesses use electricity and natural gas more efficiently, lessening the need for new utility infrastructure. The Minnesota Department of Commerce, Division of Energy Resources (DER) oversees ECO to ensure that ratepayer dollars are used effectively in achieving those goals and that energy savings are reported as accurately as possible.

Decatherm (Dth): Quantity of energy that is equivalent to ten therms.

Demand Side Management (DSM): Modification of consumer demand for energy through various methods, including education and financial incentives. DSM aims to encourage consumers to decrease energy consumption, especially during peak hours, or to shift time-of-energy use to off-peak periods such as nighttime and weekend.

Direct Installation: Free energy-saving equipment installed by Xcel Energy or other organization, for program participants, that produces immediate energy savings.

Energy Burden: Percentage of gross household income spent on energy costs.

Energy Reduction: The result of behavior changes that cause less energy to be used. For example, setting the thermostat to a lower temperature *reduces* the energy used in your home during the winter. Since energy reductions can be easily reversed, they are not accounted for when calculating changes in energy usage.

Energy Savings: Comes from a permanent change that results in using less energy to achieve the same results. A new furnace uses X% less energy to keep your home at the same temperature (all things being equal), resulting in energy *savings* of X%. For accounting purposes, energy savings are only counted in the year the new equipment is installed.

Greenhouse Gases (GHG): Gases in the atmosphere that absorb and emit radiation and significantly contribute to climate change. The primary greenhouse gases in the earth's atmosphere are water vapor, carbon dioxide, methane, nitrous oxide, and ozone.

Grid Decarbonization: The current planned reduction in the carbon intensity of electricity provided by electric utilities through the addition of low- or no-carbon energy sources to the electricity grid.

Kilowatt-hour (kWh): A unit of electricity consumption.

Million British Thermal Units (MMBtu): A unit of energy consumption that allows electricity and natural gas consumption to be combined.

Metric Tons of Carbon Dioxide Equivalent (MTCO_{2e}): A unit of measure for greenhouse gas emissions. The unit "CO_{2e}" represents an amount of a greenhouse gas whose atmospheric impact has been standardized to that of one unit mass of carbon dioxide (CO₂), based on the global warming potential (GWP) of the gas.

Megawatt (MW): A unit of electric power equal to 1 million watts.

Premise: A unique combination of service address and meter. For residential customers, this is the equivalent of an individual house or dwelling unit in a multi-tenant building. For business customers, it is an individual business, or for a larger business, a separately-metered portion of the business's load at that address.

Renewable Energy: For the purposes of this Energy Action Plan, renewable energy refers to solar and wind energy. Residents and businesses currently have the opportunity to subscribe to programs offered by Xcel Energy limited to these two renewable energy sources. Other forms of clean energy may be considered when programs become available to the community.

Renewable Energy Certificate (REC): For every megawatt-hour of clean, renewable electricity generation, a renewable energy certificate (REC) is created. A REC embodies all of the environmental attributes of the generation and can be tracked and traded separately from the underlying electricity. Also known as a Renewable Energy Credit.

Resilience: The ability to prepare for and adapt to changing conditions and withstand and recover rapidly from disruptions. Resilience includes the ability to withstand and recover from deliberate attacks, accidents, or naturally occurring threats or incidents.

Recommissioning: An energy efficiency service focused on identifying ways that existing building systems can be tuned up to run as efficiently as possible.

Solar Garden: Shared solar array with grid-connected subscribers who receive bill credits for their subscriptions.

Solar Photovoltaic (PV): Solar cells/panels that convert sunlight into electricity (convert light, or photons, into electricity, or voltage).

Subscription: An agreement to purchase a certain amount of something in regular intervals.

Therm (thm or therm): A unit of natural gas consumption.

Trade Partner: Trade Partners, also known as Trade Allies or Business Trade Partners, are vendors and contractors who work with business and residential customers servicing, installing, and providing consulting services regarding the equipment associated with utility rebate programs. Their support for utility programs can range from providing equipment and assisting with rebate paperwork, to receiving rebates for equipment sold.

FALCON HEIGHTS Energy Action Plan

Community Commitment

In the heart of Falcon Heights, a community nestled amongst the State Fair grounds and the University of Minnesota, citizens and City leaders embarked on a transformative journey to prioritize energy strategies that lead to a sustainable and equitable future.



Our Vision

Falcon Heights prioritizes energy strategies that lead to a sustainable and equitable future.

Focus Areas



The Energy Action Plan guides the city of Falcon Heights by outlining actions that connect the community through engaging residents, schools, businesses, and community organizations. The actions help connect people to resources to meet their energy needs while reaching the energy goals of the community as a whole.



THE CONTENT OF THIS PLAN IS DERIVED FROM A SERIES OF PLANNING WORKSHOPS AND EVENTS HOSTED BY XCEL ENERGY'S PARTNERS IN ENERGY AND THE CITY OF FALCON HEIGHTS. THANK YOU TO THE FALCON HEIGHTS ENERGY ACTION TEAM WHO CONTRIBUTED MANY HOURS OF SERVICE TO CREATING OUR VISION, GOALS, AND STRATEGIES FOR THIS PLAN.



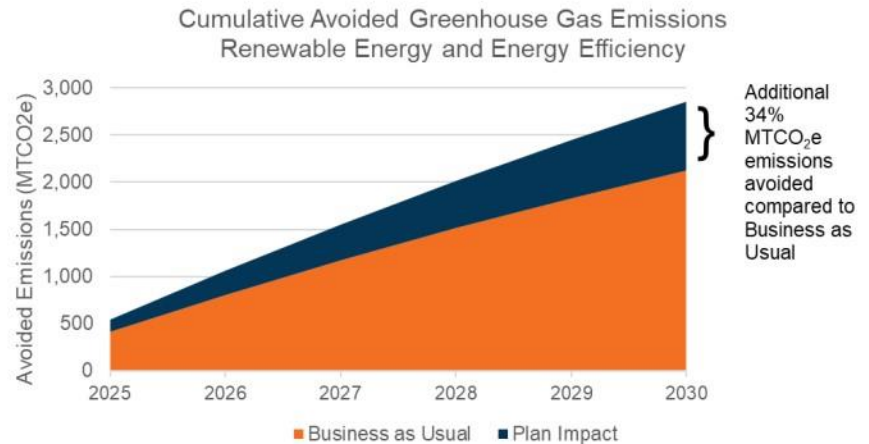
Energy Action Plan Goal



Falcon Heights will increase our energy savings by 50% and avoid an additional 34% of community-wide greenhouse gases by 2030 through additional participation in energy efficiency programs and on-going renewable energy participation.



This will result in a substantial 65% increase in dollars saved in our community.



Achieving the goal

Some of the strategies in the plan that will help reach our goal include

Partner

Work alongside the University of Minnesota and the Minnesota State Fair to collectively achieve greenhouse gas reduction in our community.

Engage

Host community workshops on energy topics and program opportunities.
Conduct outreach to building owners and managers with energy information.

Support

Connect residents and businesses with resources to meet their energy needs.
Create incentives for the community to take energy actions.

Impact and Results of Plan Implementation

This is the equivalent of avoiding over 11 million pounds of coal or 1,125,000 gallons of gasoline being burned, and the equivalent sequestering of carbon from 165,351 trees seedlings grown for 10 years!





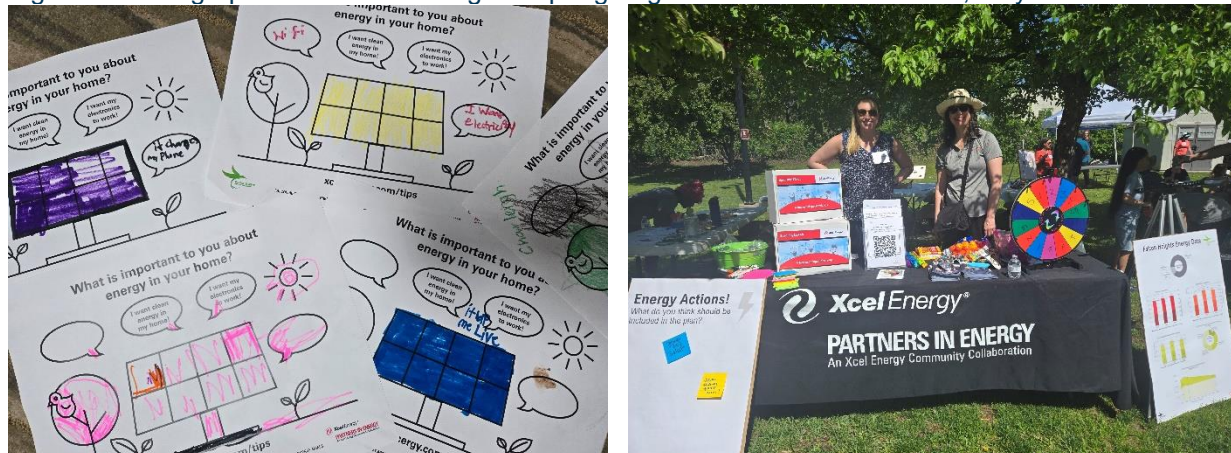
INTRODUCTION

Falcon Heights has made great progress toward their energy goals in our 2020 Comprehensive Plan through the creation of an Environmental Commission, GreenStep city participation, EV Smart Cities Program, SolSmart city participation, and renewable energy commitments. With an eye toward climate planning, an energy plan will advance and accelerate these efforts.

Our Engagement & Outreach Process

The creation of this Energy Action Plan was a six-month process to help support our community by characterizing its energy use, identifying our energy-related goals, and developing engaging strategies to guide change toward our energy future. Starting in January 2024, the Energy Action Plan was driven by a series of open houses and planning workshops held in the community with a planning team committed to representing local energy priorities in collaboration with City of Falcon Heights and Xcel Energy Partners in Energy. By the numbers, we engaged the community through 3 surveys, 3 workshops, 2 open houses, 17 Energy Action Team participants, 63 community energy survey respondents and over 100 people at open houses. See Appendix D for more information about the planning process and Xcel Energy Partners in Energy.

Figure 1. Photographs from Falcon Height's Spring Together event in Curtis Park, May 2024



Why We Want An Energy Action Plan

The City of Falcon Heights recognizes the urgency of addressing climate change and has committed to taking action by signing a resolution in January 2023 that declares a climate crisis. This commitment involves developing a City Climate Action Plan with input from residents, businesses and nonprofit organizations, in collaboration with other entities working on climate action in the community.

As a GreenStep City, Falcon Heights aims to contribute to Minnesota's goal of achieving net-zero emissions by 2040. A key aspect of this effort is addressing the energy inefficiency of the city's older homes and multi-family buildings. Partners in Energy can provide valuable expertise to assess the current energy situation and guide the City in implementing effective measures.

The Energy Action Plan is crucial for addressing several pressing issues, including inefficient housing, emissions from the State Fair, idling vehicles, potential redevelopment of the University of Minnesota golf course, and gaining a comprehensive understanding of the city's current energy landscape. By identifying and focusing on the most significant concerns, Falcon Heights can ensure that its efforts are strategic and impactful.



WHERE WE ARE NOW

An integral part of the Partners in Energy planning process is reviewing historical energy data to inform our community's energy baseline. Xcel Energy provided data on energy use, participation counts and utility energy conservation program savings for Falcon Heights, as detailed in the following sections. See *Appendix A: Baseline Energy Analysis* for a comprehensive picture of Falcon Heights baseline energy data.

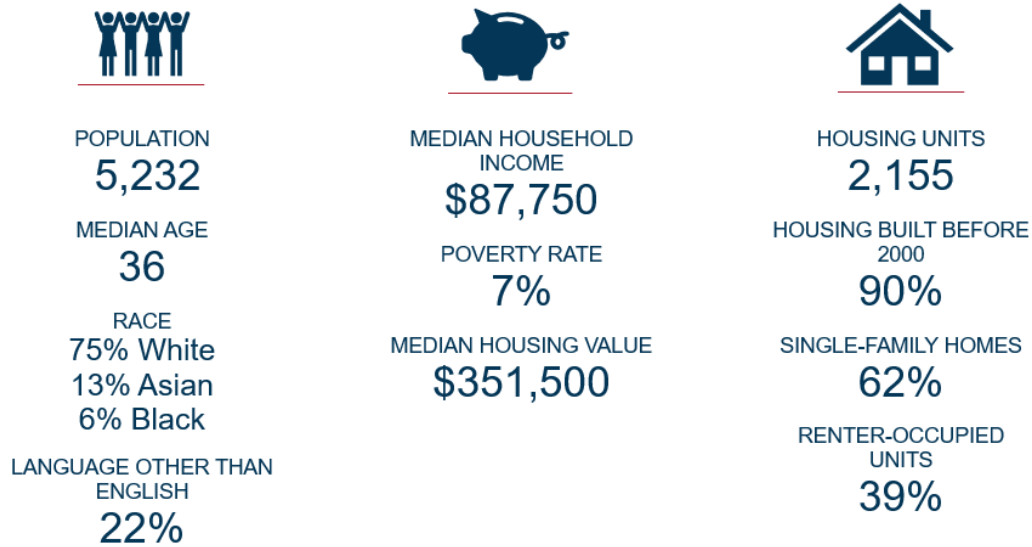
Community Demographics

As of 2022, Falcon Heights had a population of just over 5,200 people living in approximately 2,200 housing units.¹ Falcon Heights residents identify as White (75%), Asian (13%) and Black (6%), and 22% of residents speak a language other than English. Falcon Heights has a poverty rate of 7%, with a median household income of \$87,750. With 90% of its housing built before 2000, most Falcon Heights residents live in housing stock with significant opportunity for energy efficiency improvements because of aging buildings and equipment. Additionally, 39% of the housing units in Falcon Heights are renter-occupied, presenting unique opportunities for energy efficiency measures targeted at renters and property owners. *Figure 1* shows a community demographic profile for Falcon Heights.

¹ Data source: U.S. Census Bureau American Community Survey, 2022 5-year estimates

Figure 1. Overview of Falcon Heights community demographics

FALCON HEIGHTS COMMUNITY DEMOGRAPHIC SNAPSHOT

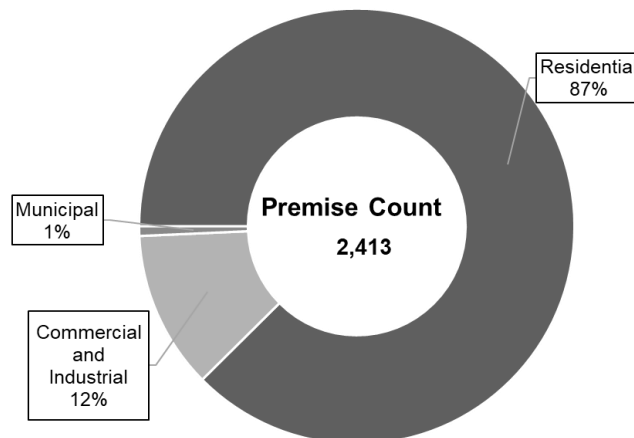


Energy Use and Savings

Premises

Xcel Energy provides electricity and natural gas to Falcon Heights residents and businesses. In 2023, Falcon Heights consisted of 2,413 distinct utility premises, which are a unique combination of service address and meter. For residential customers, this is the equivalent of an individual house or dwelling unit in a multi-tenant building. For business customers, it is an individual business, or for a larger business, a separately metered portion of the business' load at that address. Most Falcon Heights premises are residential, followed by a portion of commercial and industrial premises, and finally a small number of City-owned municipal premises (Figure 2).

Figure 2. Total premises by sector, 2022

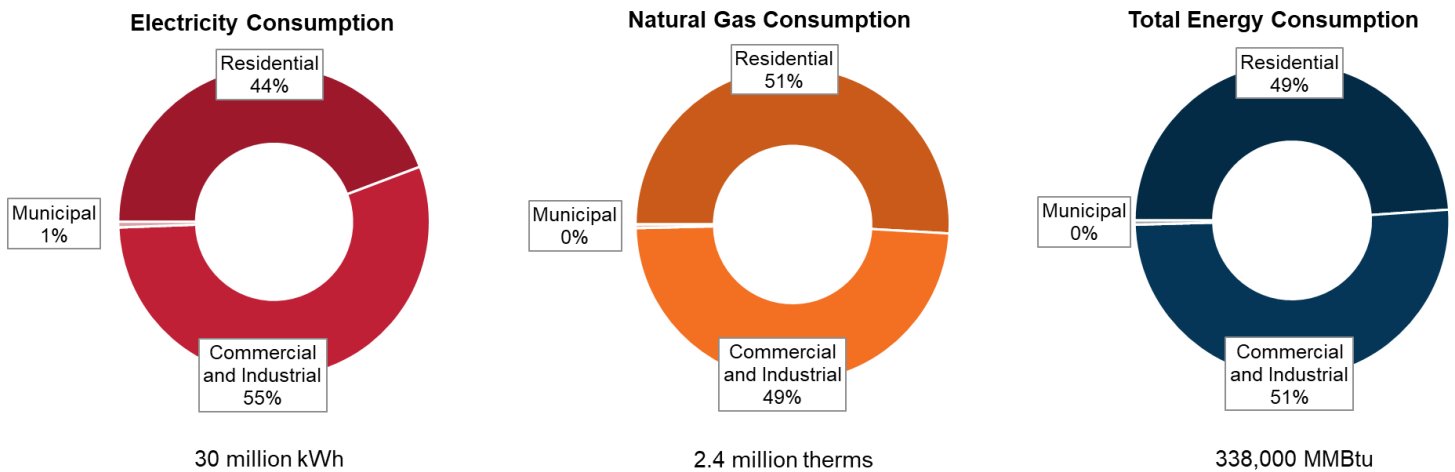


Grid Energy Use

On average over the baseline period (2021–2023), the Falcon Heights community consumes nearly 30 million kWh and about 2.4 million therms of natural gas each year across all sectors (Figure 3). To compare electricity and natural gas consumption on a common measure of energy, total energy consumption can be calculated by converting both electricity and natural gas into British thermal units, displayed here as million British thermal units (MMBtu).

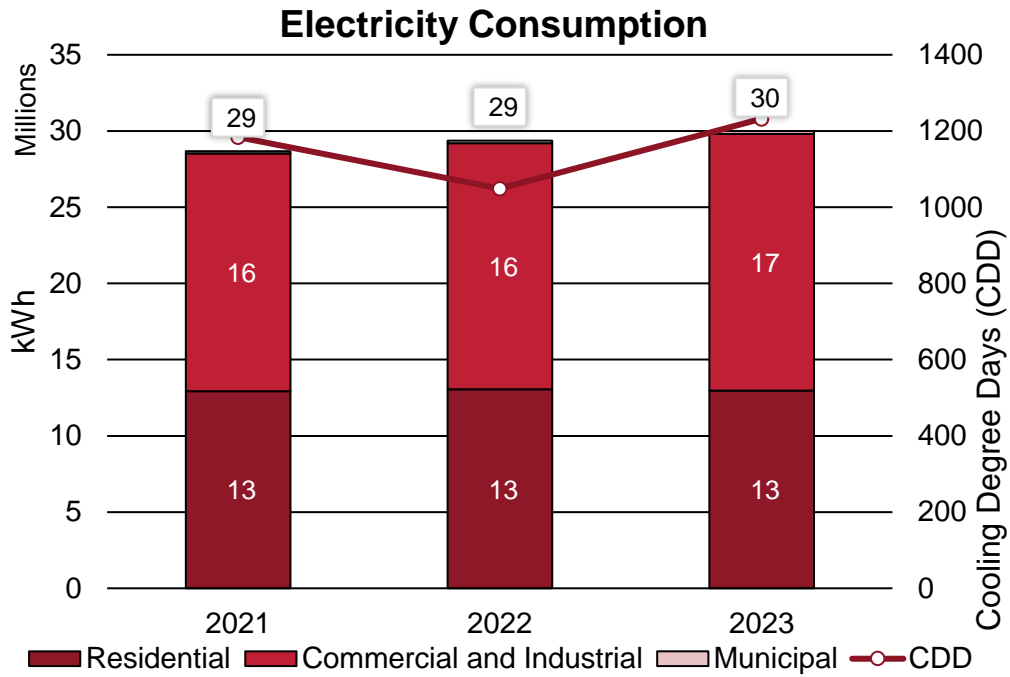
Although the commercial and industrial sector only makes up 12% of total premises in Falcon Heights, it accounts for over half the total energy consumption. Commercial and industrial premises use significantly more energy on average per premise than residential premises, a typical pattern for cities like Falcon Heights.

Figure 3. Average annual energy consumption by sector, 2021–2023



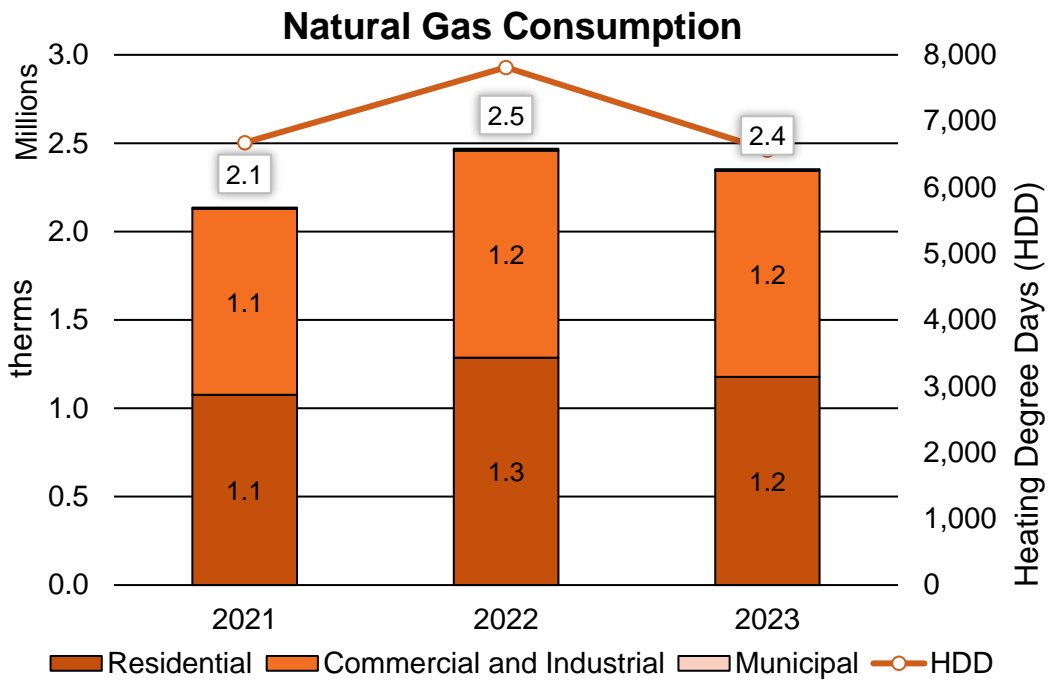
During the three-year baseline period, Falcon Heights saw an overall increase in electricity consumption, with a 5% increase in electricity consumption in 2023 compared to 2021. Electricity use in the residential sector increased slightly by 1% between 2021 and 2023, while the commercial and industrial sector increased by 8% over the same period; the municipal sector in Falcon Heights increased by 15% (Figure 4).

Figure 4. Electricity consumption by sector and cooling degree days, 2021–2023



Similarly, natural gas consumption in Falcon Heights was greater in 2023 compared to 2021, with an overall increase of 10% in community-wide usage. Natural gas consumption in the residential sector increased by 9% between 2023 and 2021, and 11% in the commercial and industrial sector over this period; the municipal sector saw an increase of nearly 50%, though the municipal sector makes up only a small portion of community-wide consumption (Figure 5). The fluctuations in natural gas consumption between 2021 and 2023 correlate with cooler temperatures, measured by heating degree days (HDD), as shown in the figure below.

Figure 5. Natural gas consumption by sector and heating degree days, 2021–2023



Energy Costs and Energy Burden

During an average year, Falcon Heights spends a total of about \$6.2 million on energy fuel costs for electricity and natural gas (Figure 6). More than half (54%) of these costs are spent by the commercial and industrial sector, with total annual average fuel costs at just over \$3.3 million. The remaining 46% is spent primarily by the residential sector, with an annual total of \$2.8 million, and the municipal sector, spending about \$30,000 annually on average.

Figure 6. Total average annual electricity and natural gas fuel costs by sector, 2021–2023

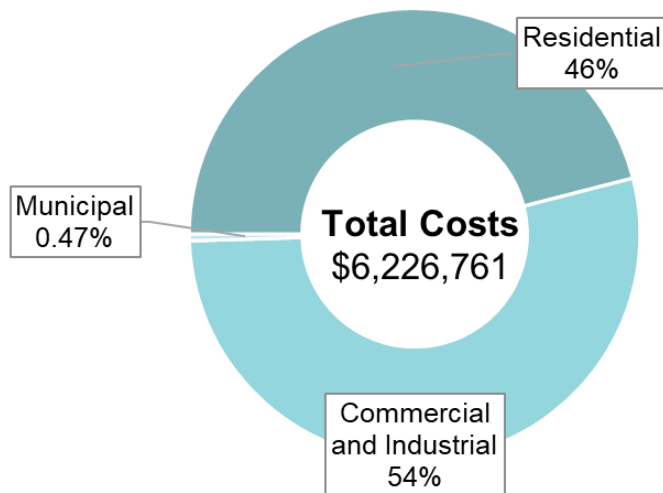


Table 1. Annual fuel costs by sector and fuel type, 2021–2023

Sector	Annual Electricity Costs	Annual Natural Gas Costs	Annual Cost per Premise
Residential	\$1,820,262	\$1,044,552	\$1,384
Commercial & Industrial	\$2,403,249	\$929,222	\$11,873
Municipal	\$22,055	\$7,421	\$1,734
Total	\$4,245,566	\$1,981,195	-

Energy burden is the percentage of income that a resident spends on energy bills. A high energy burden is defined as spending 6% or more of household income on energy costs, while a severe energy burden is 10% or greater of household income.² In Falcon Heights, the residents with the highest energy burden are those living in owner-occupied housing with incomes between 0–30% of area median income (AMI), with an estimated energy burden of 24% (Figure 7).³ Approximately **52** owner-occupied housing units fall within this category. Energy burden remains high for owner-occupied residents even as household income increases, until AMI is met. In renter-occupied housing, energy burden is highest for those with the lowest incomes but alleviated at higher rates of household income. *Figure 8* shows the distribution of households across these ranges of AMI, by owner status.

² ACEEE: *How High Are Household Energy Burdens? An Assessment of National and Metropolitan Energy Burdens across the U.S.* <https://www.aceee.org/research-report/u2006>

³ Energy burden data sourced from Department of Energy Low-Income Energy Affordability Data (LEAD) tool. <https://www.energy.gov/scep/slsc/lead-tool>

Figure 7. Average energy burden by owner status and median income

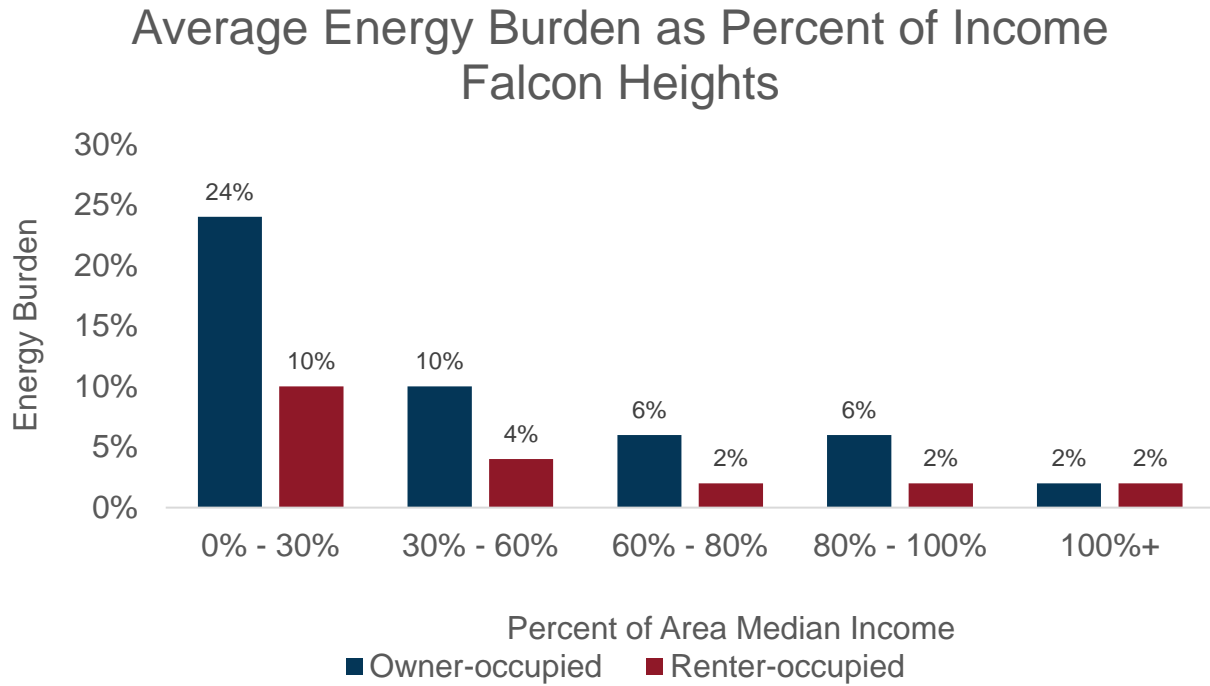
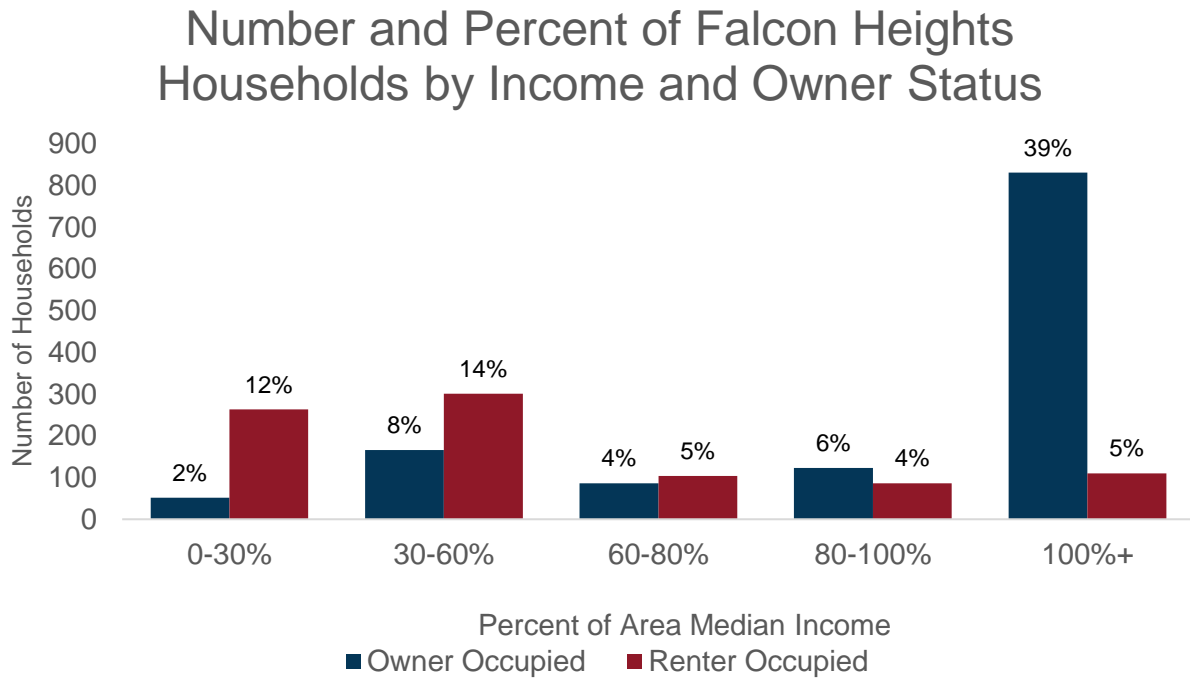


Figure 8. Household count and percent of total households by income and owner status in Falcon Heights



Greenhouse Gas Emissions

Greenhouse gas emissions are calculated for both electricity and natural gas consumption for all sectors in Falcon Heights (Figure 9). Energy-related greenhouse gas emissions in Falcon Heights in 2023 totaled to over 20,000 metric tons of carbon dioxide equivalent (MTCO₂e). In 2023, the commercial and industrial sector accounted for 52% of the total emissions, the residential sector made up about 47% of total emissions, and the municipal sector was responsible for the remaining nearly 1%.

Figure 9. Energy-related greenhouse gas emissions, 2021–2023

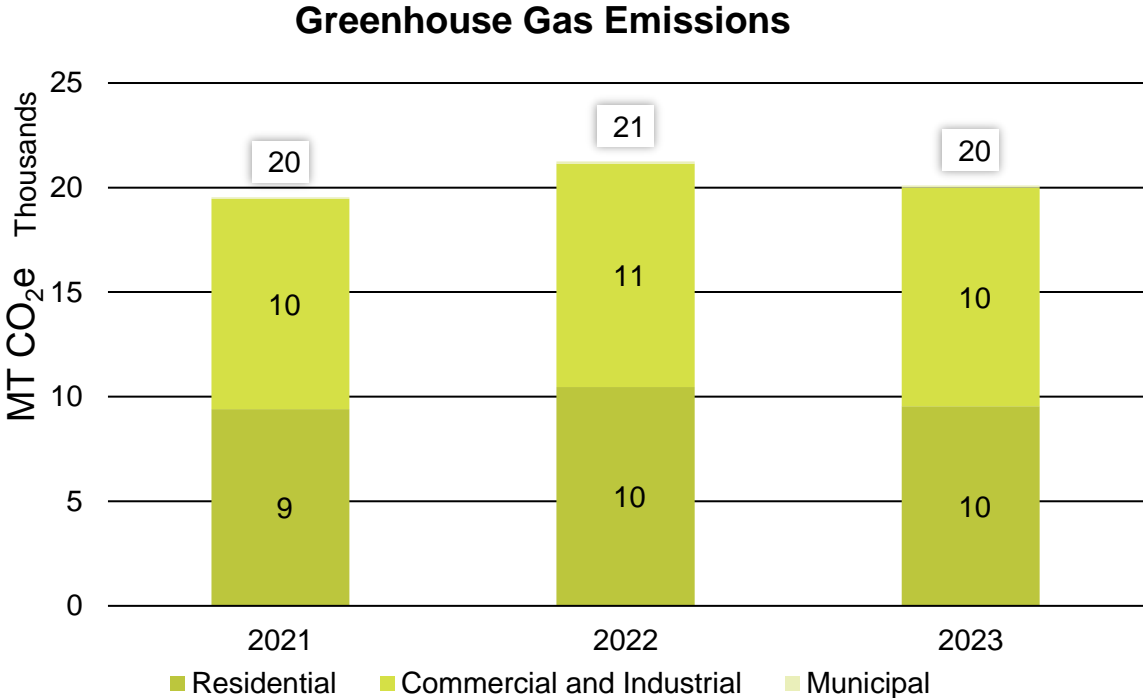
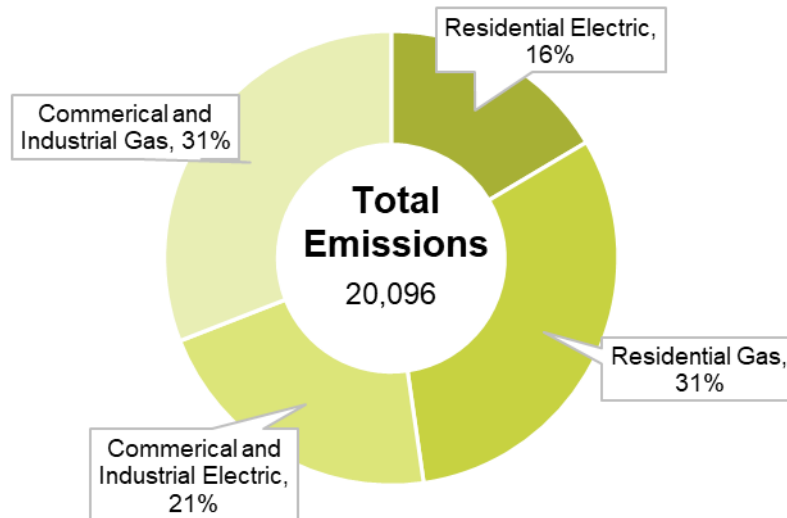


Figure 10 shows the breakdown of greenhouse gas emissions by both sector and fuel type in 2023. The largest proportion of greenhouse gas emissions (62%) came from natural gas consumption, with an even split between the commercial and industrial and residential sectors. The remaining energy-related emissions were from electricity emissions, where the commercial and industrial sector accounted for about 21% of community-wide electricity emissions and the residential sector accounted for 16%. As Xcel Energy decarbonizes its grid, the overall proportion of electricity emissions is expected to decrease over time, which will make natural gas emissions higher as a proportion of total energy-related emissions.

Figure 10. Energy-related greenhouse gas emissions by sector and fuel type, 2021–2023

2023 Greenhouse Gas Emissions (MTCO₂e)



Renewable Energy

Falcon Heights residents and businesses support renewable energy through Xcel Energy subscription programs, community solar gardens and on-site offerings (Table 2). In Falcon Heights, most renewable energy support comes from the residential sector, where 180 residents subscribe to Renewable*Connect and Renewable*Connect Flex amounting to a total of 818,449 kWh subscribed in 2022. Additionally, as of 2023, 36 residents have on-site solar and 25 residents participate in Solar*Rewards Community, which allows residents and businesses to subscribe to community solar gardens without needing equipment installed.

Table 2. Participation and kWh subscriptions in Xcel Energy renewable energy offerings, 2022 and 2023⁴

	Residential	Commercial & Industrial	Municipal
Renewable*Connect & Renewable*Connect Flex® (2022)			
Subscriber Count	180	0	0
Total Annual Electricity Subscribed (kWh)	818,449	0	0
Community Solar Gardens – Solar*Rewards® Community (2023)			
Subscriber Count	25	5	6
Total Annual Electricity Subscribed (kWh)	169,924	180,904	55,508
On-Site Solar – Solar*Rewards® and Net-Metering (2023)⁵			
Subscriber Count	44	8	-
Total Electricity Capacity (kW)	316	742	-

In addition to renewable energy program participation from residents, as of 2023, five commercial and industrial customers in Falcon Heights have on-site solar, one of those installations is on the City Hall building. Five commercial and industrial customers subscribe to Solar*Rewards Community along with six municipal subscribers.

Energy Efficiency Program Participation & Savings

Both residential and commercial and industrial premises in Falcon Heights are already participating in Xcel Energy’s efficiency offerings for which they can receive rebates for upgrading equipment, receiving a building audit or managing their demand through rate savings programs, among other opportunities. Participation in these programs results in energy savings for participants. In Falcon Heights, residents and businesses saved an annual average of 222,000 kWh of electricity per year over the three-year baseline period, and 39,000 therms of natural gas (Table 3).

⁴ 2023 metrics for Renewable*Connect and Renewable*Connect Flex program participation in Falcon Heights were not available at the time of energy action planning.

⁵ Source: Xcel Energy 2023 Community Energy Report for Falcon Heights

Table 3. Falcon Heights average program participation and savings by sector in Xcel Energy DSM offerings, 2021–2023

Program Sector	Average Annual Participation	Average Electricity Savings (kWh)	Average Natural Gas Savings (therms)
Residential	200	35,374	15,660
Income-Qualified	2	517	63
Commercial & Industrial	32	186,183	23,326
Total	233	222,074	39,049

Program participation in Falcon Heights occurs most in select Xcel Energy efficiency offerings for each sector. Residents participated in and saw the most energy savings from Residential Heating and Cooling, where residents receive rebates for upgrading to more efficient equipment (Table 4). In the income-qualified sector, residents are participating in Home Energy Savings Program and the low-income version of Home Energy Squad (Table 5). In the commercial and industrial sector, businesses are already participating in numerous programs, with the highest participation in HVAC+R Efficiency, the highest electricity savings from the Lighting Efficiency program and the greatest natural gas savings from Efficiency Controls (Table 6).

Table 4. Average program participation and savings in Xcel Energy residential DSM programs, 2021–2023

Residential Program	Average Annual Participants	Average Annual Electricity Savings (kWh)	Average Annual Natural Gas Savings (therms)
Home Energy Audit	18	-	-
Home Energy Squad	11	5,894	388
Insulation Rebate	7	1,515	2,524
Refrigerator Recycling	7	6,237	-
Residential Heating and Cooling	87	20,551	12,201
Residential Saver's Switch	22	24	-
Smart Thermostat	39	1,074	380

Table 5. Average program participation and savings in Xcel Energy income-qualified residential DSM programs, 2021–2023

Income-Qualified Program	Average Annual Participants	Average Annual Electricity Savings (kWh)	Average Annual Natural Gas Savings (therms)
Home Energy Savings Program	1	381	52
Low-Income Home Energy Squad	1	136	11

Table 6. Average program participation and savings in Xcel Energy commercial and industrial DSM programs, 2021–2023

Commercial & Industrial Program	Average Annual Participants	Average Annual Electricity Savings (kWh)	Average Annual Natural Gas Savings (therms)
Efficiency Controls	2	0	9,207
HVAC+R Efficiency	19	13,419	3,817
Lighting Efficiency	1	27,060	-
Multi-Family Building Efficiency	2	21,091	1,044
Small Business Lighting	1	4,428	0
Smart Thermostats for Business	5	1,294	257



WHERE WE ARE GOING

Energy Vision Statement

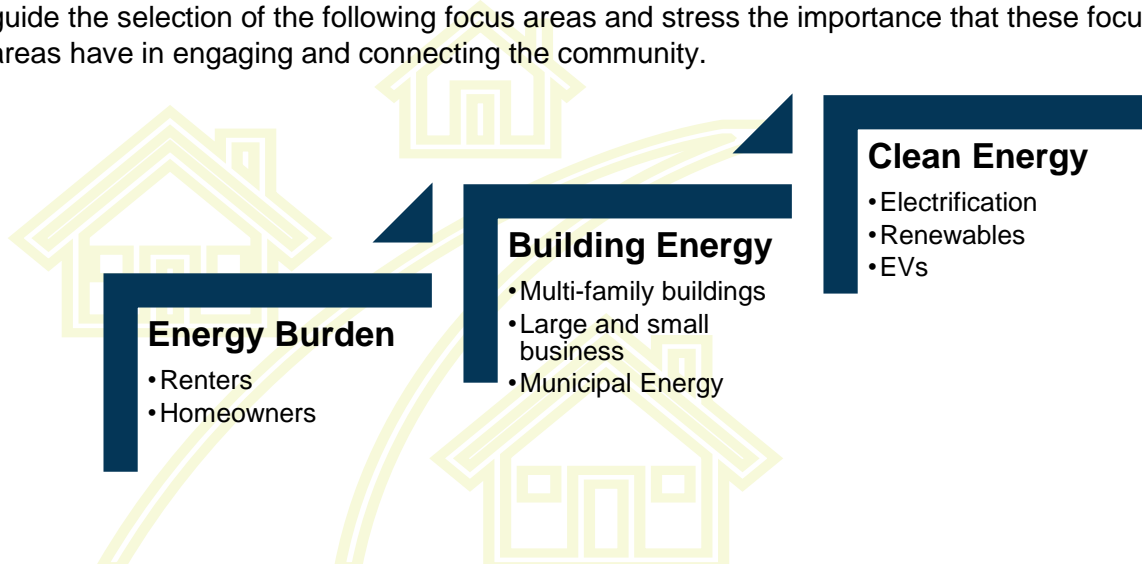
During the planning process, the Energy Action Team created a vision statement for this Energy Action Plan. This statement helped guide the planning process and reflects the intention of the community.

Vision Statement

Falcon Heights prioritizes energy strategies that lead to a sustainable and equitable future.

Focus Areas

To achieve a community-wide commitment to energy stewardship, the Energy Action Team identified the following focus areas to prioritize strategies and resources. They used the data to guide the selection of the following focus areas and stress the importance that these focus areas have in engaging and connecting the community.



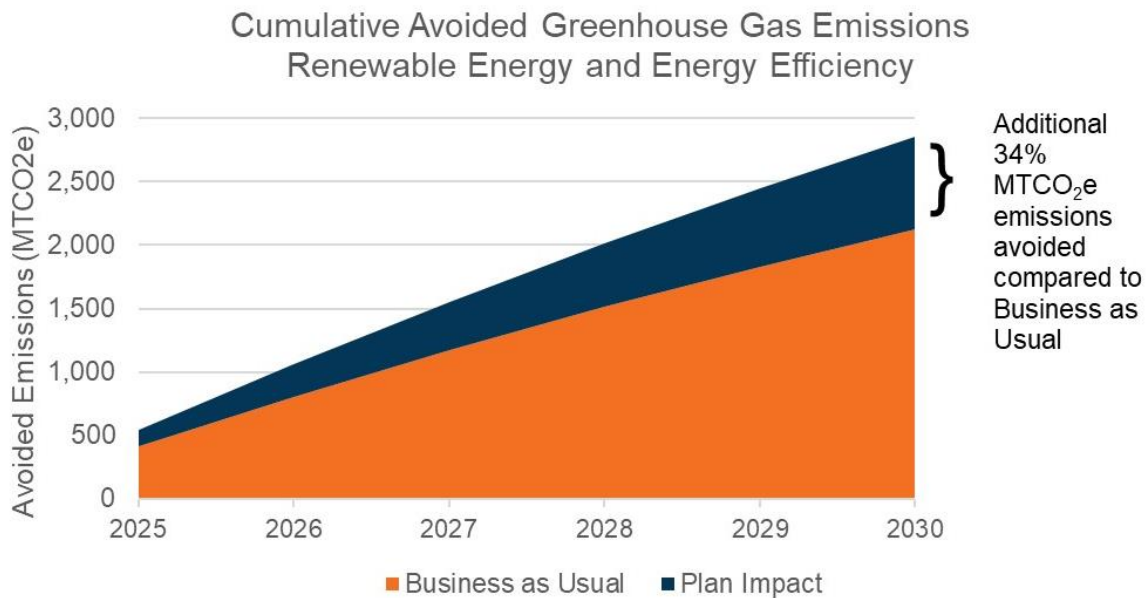
These focus areas were chosen to provide a holistic approach to energy stewardship and aid in meeting the community’s energy needs and goals.

Community Goal

The Energy Action Team set goals that complement the existing energy and climate goals using the utility data, a feel for the community’s ambition level and a feasible timeline.

Goal: Falcon Heights will increase energy savings by 50% and avoid an additional 34% of community-wide greenhouse gas emissions by 2030.

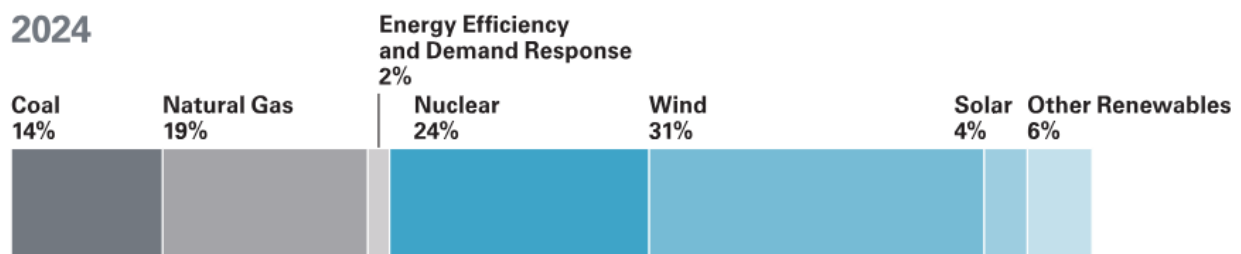
Figure 11. Cumulative Avoided Greenhouse Gas Emissions (Xcel Energy Data)

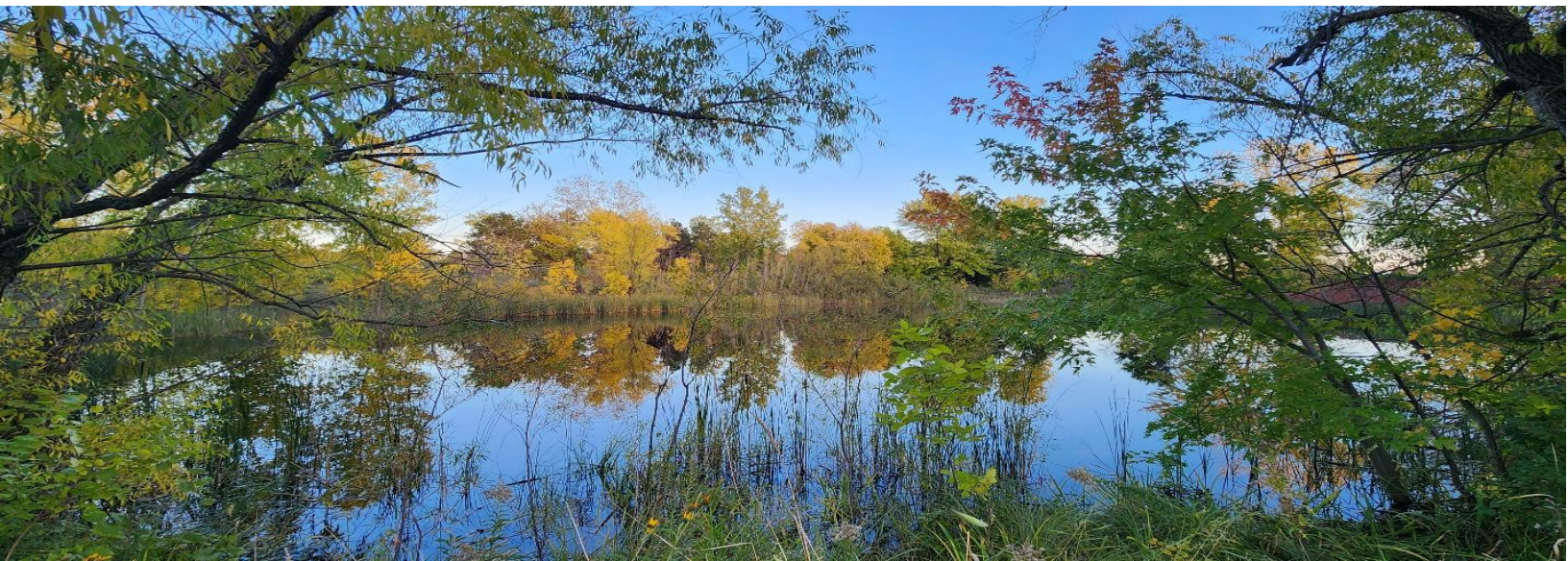


Xcel Energy Fuel Mix, Certified Renewable Percentage and Goals

Falcon Heights is served by Xcel Energy for the community’s electric and natural gas needs. Community members can understand their own fuel mix by understanding the utilities current mix and [goals for the future](#). An energy portfolio can be found on the [Xcel Energy website](#), as well as the [Certified Renewable Percentage](#) and [future energy goals](#).

Figure 12. Xcel Energy 2024 Power Generation in the Upper Midwest





HOW WE ARE GOING TO GET THERE

The following strategies, organized by focus area, have timelines that help prioritize the work into short, medium and long-term actions. The timeframes associated with these categories are meant to fit within the Partners in Energy implementation period for the program to best support these actions as Falcon Heights continues to implement this plan in subsequent years. The Energy Action Team also identified specific communication tools, financing options and community partners as a part of this plan. These potential partners and communication organizations have not yet agreed to be a part of this work but are mentioned in each strategy to be considered.

Our community also intends to consider the full lifespan of any product or program that might be a part of these strategies, with the intent to create a more circular economy as a part of our goal to reduce greenhouse gasses.

A Connected and Educated Community

Through these comprehensive high-level strategies, Falcon Heights will foster a more connected and more educated community. By addressing energy burdens, enhancing building efficiencies and embracing clean and renewable energy, the city will create a sustainable and resilient environment for all its residents. United by a common goal, the people of Falcon Heights will not only improve their own lives but also set an inspiring example for communities everywhere.

Focus Area 1:

Alleviating Energy Burden on Homeowners and Renters

The City of Falcon Heights understands that energy costs can be a significant burden, especially for those with limited incomes and inefficient homes. The City will launch a series of strategic actions aimed at easing high energy burden and ensuring that all residents can afford to keep their homes warm and lights on.



Strategy 1: Conduct Energy Outreach in Schools

Falcon Heights Elementary School will be encouraged to integrate energy education into their curriculum, teaching students about conservation and efficiency. These young ambassadors can take their knowledge home, sharing energy-saving tips and resources with their families.

Actions:	Partnerships / Resources:
A) Identify school and teacher partnerships and work with those partners to understand classroom needs.	Teachers, School Board, City of Falcon Heights, Empowered Schools (see action 1D)
B) Develop materials and activities that support appropriate energy engagement according to school partners.	Partners in Energy, City of Falcon Heights, Xcel Energy student toolkit
C) Ask school library or other entities to host educational events regarding energy efficiency and clean energy.	Elementary school library and University of Minnesota libraries
D) Encourage partnering with EmPowered Schools program to Neighboring School Districts	Empowered Schools, Falcon Heights Elementary School, Roseville School District
E) Utilize the Minnesota GreenStep School Program to show students that their school is leading the way in energy conservation and reducing environmental impacts.	MN GreenStep School Program , Falcon Heights Elementary School, City of Falcon Heights
Communication:	Direct communication with elementary school and City of Falcon Heights
Timeline:	1–6 months

Strategy 2: Develop Neighborhood Energy Liaisons

Local liaisons, equipped with energy knowledge, will play a crucial role in bridging the gap between resources and residents. These trusted neighborhood figures will provide personalized guidance on energy-saving practices and available support programs, focusing on equity and inclusion.

Actions:	Partnerships / Resources:
A) Call for community volunteers by the City.	Community Engagement Commission (CEC), Environment Commission, City of Falcon Heights
B) Provide Xcel Energy and supporting energy resources to the volunteers to share with their neighbors / associations.	Neighborhood Liaisons at CEC, Homeowner Associations, City of Falcon Heights, Partners in Energy
C) Develop resources for volunteers to share with neighbors (e.g., template emails, National Night Out activities, NextDoor posts, website content, etc.).	Neighborhood Liaisons at CEC, City of Falcon Heights, Partners in Energy, Falcon Heights GreenCorps Member
Communication:	City of Falcon Heights website / newsletter, handouts, emails, social media
Timeline:	1–6 months

Strategy 3: Increase Access to Renter Resources

To support renters, the City will promote access to various Xcel Energy programs and resources, including assistance programs for energy bills and weatherization services. The City will ensure that renters are well-informed and can easily access the help they need.

Actions:	Partnerships / Resources:
A) Provide renters with information about applicable energy rebates	Xcel Energy, City of Falcon Heights, resident groups, Multi-family building owners/managers, Falcon Heights GreenCorps Member
B) Raise awareness of assistance programs for those renters who are affected by a higher energy burden or lower-income household.	Xcel Energy, City of Falcon Heights, census data, resident advocacy groups, food shelves
Communication:	City of Falcon Heights direct to renter community
Timeline:	1–6 months

Strategy 4: Promote Home Energy Assessments

An emphasis on free home energy audits will empower residents to identify inefficiencies in their homes. Armed with this information, they will be able to take steps to reduce their energy consumption and costs. They may also become more aware of available rebates and other incentives.

Actions:	Partnerships / Resources:
A) Promote home energy assessments	Partners in Energy, City of Falcon Heights, Xcel Energy
B) Showcase residents who have had home energy assessments and made improvements in their home as a result.	City communications, Partners in Energy
Communication:	Events, CEC, Environment Commission, NextDoor website or other websites
Timeline:	6-12 months

Strategy 5: Provide Accessible Energy Communication

Developing clear and accessible communication channels will be vital. The City of Falcon Heights will establish partnerships with local media and/or community organizations to disseminate information about energy resources, ensuring that all residents are aware of the support available to them.

Actions:	Partnerships / Resources:
A) Create an Energy Action Hub on the City of Falcon Heights' website to disseminate information about energy resources.	Partners in Energy, City of Falcon Heights, Falcon Heights GreenCorps Member
B) Establish partnerships with community organizations and/or Falcon Heights specific publications to bring awareness to residents.	Park Bugle (nonprofit community newspaper), City of Falcon Heights, Falcon Heights Church
C) Include energy educational resources on the City of Falcon Heights email newsletter.	City of Falcon Heights
Communication:	City communications
Timeline:	1-6 months

Strategy 6: Highlight Energy Saving and Clean Energy Testimonials

Promoting positive experiences that residents have had with the home assessments and other energy projects could increase their demand. The City of Falcon Heights will encourage residents to share their testimonials and experiences publicly to inspire more residents and business owner to participate.

Actions:	Partnerships / Resources:
A) Showcase positive testimonials in the City's newsletter, blog and articles in local media.	Park Bugle, Partners in Energy, City of Falcon Heights
B) Postcard mail out campaign of testimonials from residents to other residents,	Partners in Energy, City of Falcon Heights
C) Postcard mail out campaign of testimonials from business owners to other businesses.	Partners in Energy, City of Falcon Heights
D) Share testimonials at St Paul Chamber of Commerce meetings.	Energy Action Team members, St Paul Chamber of Commerce, Environment Commission
Communication:	Post card mail outs, newsletters, emails, blogs, and presentation
Timeline:	6–12 months

Strategy 7: Develop and Sustain Partnerships that Support Community Energy Equity Goals

Developing relationships with key partners will help reach Falcon Heights energy and equity goals while helping community members thrive.

Actions:	Partnerships / Resources:
A) Connect with Commonwealth Terrace Cooperative (CTC) to Improve Living Conditions through energy projects for Student Housing	CTC, Xcel Energy, U of MN,
B) Form partnership with neighboring city councils to coordinate energy equity projects that are mutually beneficial	City of Falcon Heights, St. Paul, Roseville, Lauderdale
Communication:	Energy Action Team, City Communications
Timeline:	12-24 months

Focus Area 2:

Enhancing Energy Efficiencies in Buildings

Improving energy efficiency in buildings will be another cornerstone of Falcon Heights' strategy. The City's approach will combine regulatory measures, incentives, and outreach to create a culture of energy efficiency across all types of buildings.



Strategy 1: Support Energy Improvements

To encourage landlords to invest in energy efficient upgrades, the City will tie energy improvements in rental properties to deductions in rental license fees. This will make it financially beneficial for landlords to improve living conditions for tenants.

Actions:	Partnerships / Resources:
A) Create and promote City incentives and/or recognition for energy efficient multi-family buildings.	City of Falcon Heights, Partners in Energy
B) Review and revise City code to remove barriers to more energy efficient multi-family buildings.	City of Falcon Heights, Planning Commission, Environment Commission, City Council
C) Encourage multi-family buildings to periodically re-invest in energy efficient improvements that have a reasonable payback period.	City of Falcon Heights, City Council
D) Support incentives for retrofits and redevelopment of existing multi-family buildings to improve energy while respecting the historic integrity of buildings and communities.	City of Falcon Heights, City Council
Communication:	City communications
Timeline:	12–24 months

Strategy 2: Incentivize and Recognize Energy Efficiency Projects

The City of Falcon Heights will introduce creative motivations to motivate residents and businesses to reduce their energy consumption. E.g. Monthly drawings for gift cards, yard signs recognizing energy efficient homes and public acknowledgments

Actions:	Partnerships / Resources:
A) Be present at community events with resources and tips to encourage businesses and residents to reduce energy consumption.	City of Falcon Heights, Falcon Heights Elementary School, Senior Center, State Fair, Falcon Heights Farmers' Market
B) Request that homeowners who have made significant energy efficiency improvements temporarily display an energy conservation yard sign.	Partners in Energy, City of Falcon Heights
C) Publicly acknowledge homeowners and business owners in the City's email newsletter for energy conservation efforts.	Falcon Heights' Email Newsletter, Partners in Energy
Communication:	City website and e-newsletter, in-person community events
Timeline:	6-12 months

Strategy 3: Partner with the State Fair to Encourage Energy Projects

The annual State Fair can become a platform for promoting energy projects. Interactive exhibits and demonstrations could showcase innovative energy solutions, inspiring residents and visitors alike to adopt more sustainable practices.

Actions:	Partnerships / Resources:
A) Draft proposal to partner with State Fair to encourage joint energy projects.	Minnesota State Fair, City of Falcon Heights, Environment Commission
Communication:	City communications
Timeline:	6-12 months

Strategy 4: Encourage Efficient Electric Heating Technologies

To further enhance energy efficiency, Falcon Heights will encourage the adoption of electric heating options in buildings. Incentive programs and educational campaigns will highlight the long-term savings and environmental benefits of switching to cold climate heat pumps and heat pump rooftop units.

Actions:	Partnerships / Resources:
A) Create targeted outreach programs to educate business owners and owners of multi-family buildings about the benefits of electric heating options.	City of Falcon Heights, Partners in Energy, Falcon Heights GreenCorps Member
B) Host workshops and informational sessions to highlight benefits of adopting efficient electric heating technologies.	Owners/managers of multi-family buildings, City of Falcon Heights, Partners in Energy
C) Encourage building owners who have already installed air source heat pumps to share their success stories with other building owners through presentations, open houses and business networking events.	Owners/managers of multi-family buildings, City of Falcon Heights, Chamber of Commerce
D) Assist businesses and workforce to keep up to date on technological advances in building energy. Provide outreach to local businesses to assist in these educational efforts.	Owners/managers of multi-family buildings, City of Falcon Heights, Chamber of Commerce, Partners in Energy
E) Recommend energy improvements for rental properties during annual inspections. Provide an opportunity to educate building owners about energy improvements annually, giving updates on electrification technology and available incentives.	Owners/managers of multi-family buildings, City of Falcon Heights
Communication:	City communications, City e-newsletter
Timeline:	6-12 months

Strategy 5: Form Climate Action Partnership with the University of Minnesota

Partnering with the University of Minnesota could reduce carbon emissions. The City will seek collaboration with the University to reduce carbon in the atmosphere and add electric vehicle (EV) chargers.

Actions:	Partnerships / Resources:
A) Draft a proposal for collaboration between the City Council and the University of Minnesota and find a way forward.	City Council, University of Minnesota, Energy Action Team
B) Advocate for increasing EV charging infrastructure on and off campus.	University of Minnesota, Partners in Energy, EV toolkit, City of Falcon Heights
C) Encourage charging infrastructure on new developments and retrofits, especially multi-family buildings and businesses. Support the continued development of charging infrastructure for EVs.	University of Minnesota, Partners in Energy, EV toolkit, MF building owners/managers, City of Falcon Heights, Environment Commission, Planning Commission
Communication:	City communications to University of Minnesota
Timeline:	6-12 months

Strategy 6: Collaborate with Metro Transit

Work with Metro Transit to have electric buses on the Rapid Transit A Line and Route 121 to reduce GHG emissions. The City will make official requests and inquiries to Metro Transit to help make this possible.

Actions:	Partnerships / Resources:
A) Draft, send and follow up on a request to Metro Transit to have electric buses on routes.	City Council, Metro Transit, and Energy Action Team
Communication:	City communications to Metro Transit
Timeline:	12-24 months

Strategy 7: Reduce Costs of Home Energy Assessments for Residents

Create a program that would pay for residents to have complimentary or reduced cost home energy assessment visits. The City could eliminate any financial objection for residents.

Actions:	Partnerships / Resources:
A) Address economic barriers for residents who may be hard to reach or under-represented in the community and increase home energy assessment visits by promoting free visits.	Community Engagement Commission (CEC), Environment Commission, City of Falcon Heights
Communication:	City communications through CEC, City newsletter
Timeline:	6-12 months

Strategy 8: Showcase Existing Energy Projects in Homes and Businesses

Provide opportunities for tours of voluntary residents' homes or local businesses who have exemplary energy efficient integrations. These could also be showcased at a local energy fair. The City will encourage and support events like these to increase the adoption of energy efficient technologies.

Actions:	Partnerships / Resources:
A) Identify homes and businesses that have already undergone energy projects.	City of Falcon Heights, Partners in Energy
B) Recognize those who would wish to participate in open house tours and set up tour dates for groups to visit.	City of Falcon Heights, Resident volunteers
C) Host a local energy fair in Falcon Heights and encourage citizen and local business participation.	City of Falcon Heights, Partners in Energy, Business Partners
Communication:	City e-newsletter to residents
Timeline:	1–6 months

Focus Area 3:

Embracing Clean, Renewable Energy



In our quest for a sustainable future, Falcon Heights residents will also focus on clean, renewable energy. Our strategies will aim to make renewable energy accessible and practical for everyone in our community. For the purposes of this plan, renewable energy is focused on solar and wind programs as that is what is available to residents through the utility. Should other clean energy programs become available, those will also be considered in these strategies.

When a resident or business participates in an Xcel Energy renewable energy program, renewable energy credits (RECs) may be kept by the customer or delegated back to Xcel Energy depending on the program. To learn more about RECs and how they work, visit <https://mn.my.xcelenergy.com/s/renewable/renewable-energy-claims>

Strategy 1: Support a Group-Buy Solar Option

The City of Falcon Heights will support or organize a group-buy solar option, making it easier and more affordable for residents to install solar panels. By pooling their purchasing power, residents may access significant discounts on solar installations.

Actions:	Partnerships / Resources:
A) Explore a collaboration with solar groups to help residents and businesses bulk buy solar.	City of Falcon Heights
B) Pursue grants to assist with the installation of solar panels on homes and businesses. This financial support will make renewable energy a viable option for more residents, reducing the City's overall carbon footprint.	City of Falcon Heights
Communication:	City communications to SUN
Timeline:	12-24 months

Strategy 2: Solar Arrays on Future Buildings

The City will continue to lead by example, installing solar panels on future public buildings like what was done for City Hall as well as promote future buildings in the city to accommodate arrays where feasible.

Actions:	Partnerships / Resources:
A) Request proposals for solar installations on any future municipal buildings.	City of Falcon Heights
B) Partner with one or more solar installation companies to recommend to buildings in the City.	City of Falcon Heights and solar installation companies
C) Explore grants for installation of solar for businesses and buildings.	City of Falcon Heights, State and Federal grant programs
Communication:	City Staff to Solar Installation companies
Timeline:	12-24 months

Strategy 3: Promote Renewable Subscription and On-site Options for Residents

Existing Xcel Energy programs allow residents to install on-site solar as well as subscribe to wind and solar energy programs to support renewable energy. These programs can be especially helpful to renters and homeowners with shaded roofs families who cannot, or don't want to invest in on-site options.

Actions:	Partnerships / Resources:
A) Encourage subscription and on-site opportunities to residents during events and on the City website.	City of Falcon Heights, Partners in Energy, Xcel Energy
B) Share incentives for renewable energy options with renters though email and mailing campaigns.	Partners in Energy, Multi-family building owners/managers, resident groups
Communication:	City e-newsletter to residents, workshops, events, etc.
Timeline:	6-12 months

Strategy 4: Partner with the University of Minnesota to Encourage Clean Energy

A partnership with the University will bring cutting-edge research and innovation to the community. Collaborative energy projects will benefit the City, providing new solutions and technologies to enhance sustainability.

Actions:	Partnerships / Resources:
A) Reach out to the University of Minnesota to form a collaboration centered on clean energy technologies.	City of Falcon Heights, University of Minnesota, Partners in Energy
B) Partner with the University of Minnesota to help share incentives for clean energy programs to multi-family building owners, residents and students.	University of Minnesota, Multi-family building owners/managers, Partners in Energy
Communication:	City communications to University of Minnesota
Timeline:	6-12 months

Strategy 5: Establish a Reliable Workforce in Clean Energy Applications

Falcon Heights will establish support systems to help residents enter and access skilled workforce versed in current energy technologies that support the City's growing energy initiatives.

Actions:	Partnerships / Resources:
A) Host workshops to educate the community on clean and renewable energy topics and resources while connecting professionals with residents and residents with training options.	Partners in Energy, Xcel Energy, public spaces/hosts, resident and business partners
B) Support and promote workforce opportunities in the clean energy industry	Xcel Energy, City of Falcon Heights, Partners in Energy, workforce partners
Communication:	City e-newsletter to residents, workshops, events
Timeline:	12-24 months

Energy Action Plan Impact

Achieving the energy efficiency and renewable energy targets laid out in this plan will result in increased energy efficiency program participation, greater electricity and natural gas savings, and an increase in avoided greenhouse gas emissions compared to a business as usual (BAU) scenario. Compared to the BAU scenario of 1,352 program participants between 2025 and 2030, the goal scenario projects an additional 384 participants in Xcel Energy DSM offerings over this time for a total of 1,736 participants (Table 7).

Table 7. Business as usual and goal scenario target participation in Xcel Energy DSM offerings, by sector, 2025–2030

Sector	Participation Count – Business as Usual	Participation Count – Goal Scenario	Plan Impact (Count)
Residential	1,164	1,524	360
Commercial & Industrial	188	211	24
Total	1,352	1,726	384

As a result of additional participation in Xcel Energy efficiency program offerings, residents and businesses will save energy. Electricity and natural gas savings can be compared by converting each fuel to the common denominator of million British thermal units (MMBtu). As a result of the energy action plan implementation, energy savings in Falcon Heights are modeled to increase by 52% in the goal scenario as compared to the BAU scenario (Table 8).

Table 8. Business as usual and goal scenario target first-year energy savings in Xcel Energy DSM offerings, by sector, 2025–2030

Sector	MMBtu Savings – Business as Usual	MMBtu Savings – Goal Scenario	Plan Impact (MMBtu Savings)
Residential	10,168	13,878	3,719
Commercial & Industrial	17,807	28,591	10,783
Total	27,975	42,469	14,493

These energy savings may translate into dollar savings for residents and businesses, which are estimated using sector-specific rates per kWh of electricity and per therm of natural gas. The projected increase in energy efficiency programs would result in an estimated 65% increase in dollar savings community-wide from first-year energy savings.

Table 9. Business as usual and goal scenario target dollar savings from first-year energy efficiency savings, by sector, 2025–2030

Sector	Dollar Savings – Business as Usual	Dollar Savings – Goal Scenario	Plan Impact (Dollar Savings)
Residential	\$92,256	\$126,290	\$34,034
Commercial & Industrial	\$179,622	\$321,424	\$141,803
Total	\$271,878	\$447,715	\$175,837

Taken together, this increase in program participation for energy efficiency offerings, as well as ongoing participation in renewable energy offerings, will result in a 34% increase in avoided greenhouse gas emissions community-wide compared to BAU (Table 10).

Table 10. Business as usual and goal scenario greenhouse gas emissions avoidance from energy efficiency and renewable energy program participation, by sector, 2025–2030

Sector	Greenhouse Gas Avoided – Business as Usual (MTCO _{2e})	Greenhouse Gas Avoided – Goal Scenario (MTCO _{2e})	Plan Impact (MTCO _{2e})
Residential	1,229	1,414	194
Commercial & Industrial	907	1,439	532
Total	2,126	2,853	726

Greenhouse Gas Community Goal Equivalencies

The greenhouse gas goal number equivalencies are equal to the following according to estimates from the EPA⁶:



1.1 Million Gallons of Gasoline Burned



1 Million Lbs. of Coal Burned



165 Thousand tree seedlings grown for 10 years

⁶ US EPA, OAR. *Greenhouse Gas Equivalencies Calculator*. 28 Aug. 2015, <https://www.epa.gov/energy/greenhouse-gas-equivalencies-calculator>.



HOW WE STAY ON COURSE

This Energy Action Plan is a living document. Goals and strategies will be assessed and refined as needed based on data and community staff capacity.

Data and Reporting

Partners in Energy will provide biannual progress reports with metrics of success and overall progress toward goals for Xcel Energy rebates and programs. These reports will be available publicly and shared with both the community and Energy Action Team.

If available, ad hoc participation reports for specific Xcel Energy programs (e.g., Home Energy Squad) can be provided to measure success of campaigns and to determine if we need to change course.

Project Management and Tracking

Partners in Energy will host regular project management check-in calls with staff to ensure we stay on course to achieve our strategies.

If necessary, an implementation check-in meeting with the Energy Action Team can be convened to assess progress toward goals and discuss strategy refinement.

Energy Action Team Commitment

The Energy Action Team formed to create this plan will support implementation by participating in the strategies that they are passionate about and by connecting the City to networks and resources that they uniquely have access to.

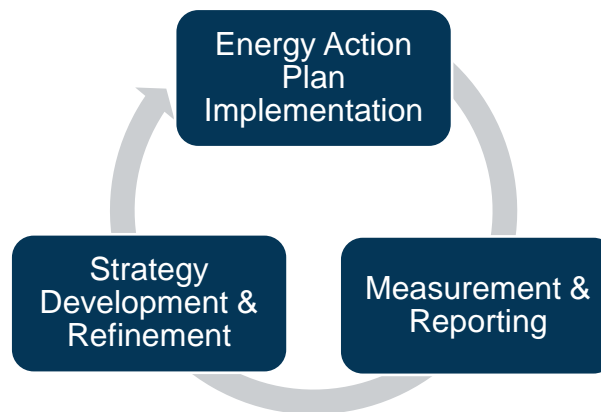
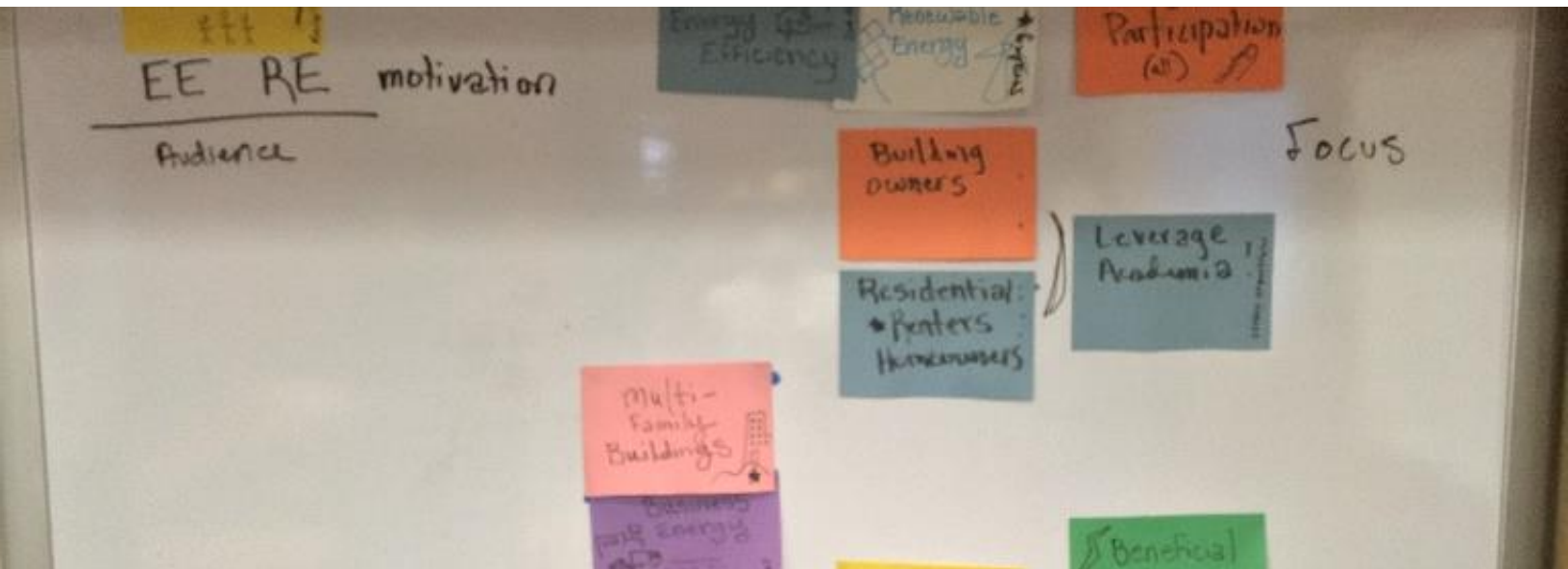


Figure 13. Actions and Tracking



APPENDIX A: IMPLEMENTATION WORK PLAN

This appendix gives additional detail for each strategy, including the implementation team and tasks, timeline, and goals. This appendix will serve as a work plan for the Energy Action Team and Partners in Energy.

Focus Area	Strategy	Action Items	2024		2025		2025		2026		
			Q4	Q1	Q2	Q3	Q4	Q1			
Alleviating energy burden for homeowners and renters	1) Conduct Energy Outreach in Schools	A Identify school and teacher partnerships and work with those partners to understand classroom needs									
		B Develop materials and activities that support appropriate energy engagement according to school partners									
		C Ask school library or other entities to host educational events regarding energy efficiency and clean energy									
		D Encourage partnering with "EmPowered Schools" program to Neighboring School Districts									
		E Utilize the Minnesota GreenStep School Program to show students that their school is leading the way in energy conservation and reducing environmental impacts									
	2) Develop Neighborhood Energy Liaisons	A Call for community volunteers by the City									
		B Provide Xcel Energy and supporting energy resources to the volunteers to share with their neighbors / associations									
		C Develop resources for volunteers to share with neighbors (e.g., template emails, National Night Out activities, NextDoor posts, website content, etc.)									
	3) Increase Access to Renter Resources	A Provide renters with information about applicable energy rebates									
		B Raise awareness of assistance programs for those renters who are affected by a higher energy burden or lower-income household									
	4) Promote Home Energy Assessments	A Promote home energy assessments									
		B Showcase residents who have had home energy assessments and made improvements in their home as a result									
	5) Provide Accessible Energy Communication	A Create an Energy Action Hub on the City of Falcon Heights' website to disseminate information about energy resources									
		B Establish partnerships with community organizations and/or Falcon Heights specific publications to bring awareness to residents									
		C Include energy educational resources on the City of Falcon Heights email newsletter									
	6) Highlight Energy Saving and Clean Energy Testimonials	A Showcase positive testimonials in the City's newsletter, blog and articles in local media									
		B Postcard mail out campaign of testimonials from residents to other residents									
		D Postcard mail out campaign of testimonials from business owners to other businesses									
		D Share testimonials at St Paul Chamber of Commerce meetings									
	7) Develop and Sustain Partnerships that Support Community Energy Equity Goals	A Connect with Commonwealth Terrace Cooperative (CTC) to Improve Living Conditions through energy projects for Student Housing									
		B Form partnership with neighboring city councils to coordinate energy equity projects that are mutually beneficial									

Enhancing Energy Efficiencies in Buildings	1) Support Energy Improvements	A	Create and promote City incentives and/or recognition for energy efficient multi-family buildings						
		B	Review and revise City code to remove barriers to more energy efficient multi-family buildings						
		C	Encourage multi-family buildings to periodically re-invest in energy efficient improvements that have a reasonable payback period						
		D	Support incentives for retrofits and redevelopment of existing multi-family buildings to improve energy while respecting the historic integrity of buildings and communities						
	2) Incentivize and Recognize Energy Efficiency Projects	A	Be present at community events with resources and tips to encourage businesses and residents to reduce energy consumption						
		B	Request that homeowners who have made significant energy efficiency improvements temporarily display an energy conservation yard sign						
		C	Publicly acknowledge homeowners and business owners in the City's email newsletter for energy conservation efforts						
	3) Partner with the State Fair to Encourage Energy	A	Draft proposal to partner with State Fair to encourage joint energy projects						
	4) Encourage Efficient Electric Heating Technologies	A	Create targeted outreach programs to educate business owners and owners of multi-family buildings about the benefits of electric heating options						
		B	Host workshops and informational sessions to highlight benefits of adopting efficient electric heating technologies						
		C	Encourage building owners who have already installed air source heat pumps to share their success stories with other building owners through presentations, open houses and business networking events						
		D	Assist businesses and workforce to keep up to date on technological advances in building energy. Provide outreach to local businesses to assist in these educational efforts						
		E	Recommend energy improvements for rental properties during annual inspections. Provide an opportunity to educate building owners about energy improvements annually, giving updates on electrification technology and available incentives						
	5) Form Climate Action Partnership with U of M	A	Draft a proposal for collaboration between the City Council and the University of Minnesota and find a way forward						
		B	Advocate for increasing EV charging infrastructure on and off campus						
		C	Encourage charging infrastructure on new developments and retrofits, especially multi-family buildings and businesses. Support the continued development of charging infrastructure for Evs						
	6) Collaborate with Metro Transit	A	Draft, send and follow up on a request to Metro Transit to have electric buses on Route 121 and on the Rapid Transit A Line						
	7) Reduce Costs of Home Energy Assessments for Residents	A	Address economic barriers for residents who may be hard to reach or under-represented in the community and increase home energy assessment visits by promoting free visits						
	8) Showcase Existing Energy Projects in Homes and Businesses	A	Identify homes and businesses that have already undergone energy projects						
		B	Recognize those who would wish to participate in open house tours and set up tour dates for groups to visit						
C		Host a local energy fair in Falcon Heights and encourage citizen and local business participation							
Embracing Clean and Renewable Energy	1) Support a Group-Buy Solar Effort	A	Explore a collaboration with solar groups to help residents and businesses bulk-buy solar						
		B	Pursue grants to assist with the installation of solar panels on homes and businesses. This financial support will make clean energy a viable option for more residents, reducing the City's overall carbon footprint						
	2) Solar Arrays on Future Buildings	A	Request proposals for solar installations on future municipal buildings						
		B	Partner with one or more solar installation companies to recommend to buildings in the City.						
		C	Explore grants for installation of onsite solar on businesses and buildings						
	3) Promote Renewable Subscription and On-site Options for Residents	A	Encourage subscription and on-site opportunities to residents during events and on the City website						
		B	Share incentives/benefits for clean energy options with renters through email and mailing campaigns						
	4) Partner with the University of Minnesota to Encourage Clean Energy	A	Reach out to the University of Minnesota to form a collaboration centered on clean energy technologies						
		B	Partner with the University of Minnesota to help share incentives for clean energy programs to multi-family building owners, residents and students						
	5) Establish a Reliable Workforce in Clean Energy Applications	A	Host workshops to educate the community on clean energy topics and resources while connecting professionals with residents and residents with training options						
B		Support and promote workforce opportunities in clean energy industry							



APPENDIX B: BASELINE ENERGY ANALYSIS

Data were provided by Xcel Energy for all Falcon Heights premises for 2021–2023. Xcel Energy provides electric and natural gas service to the community. The data helped the Energy Action Team understand energy use and opportunities for energy conservation and renewable energy in Falcon Heights. Data included in this section establishes a baseline against which progress toward goals will be compared in the future.

Electricity and Natural Gas Premises

As of 2023, there were 2,413 distinct premises in Falcon Heights (Table 11). Most premises are residential (2,113), followed by commercial and industrial (283) and finally municipal buildings (17).

Table 11. Premise counts by sector, 2021–2023

Sector	2021	2022	2023	Average
Residential	1,985	2,113	2,113	2,070
Commercial & Industrial	280	279	283	281
Municipal	17	17	17	17
Total	2,282	2,409	2,413	2,368

Electricity and Natural Gas Consumption and Trends by Sector

In an average year, Falcon Heights consumes about 29 million kWh of electricity and 2.3 million therms of natural gas community-wide

Table 12). Total energy consumption increased by 8.4% over the baseline period, stemming from a 4.6% increase in electricity consumption and 10.2% increase in natural gas consumption over the baseline period.

Table 12. Annual energy consumption by sector and fuel type, 2021–2023

Fuel Type	Sector	2021	2022	2023	Average
Electricity (kWh)	Residential	12,936,232	13,060,714	12,989,092	12,995,346
	Commercial & Industrial	15,591,597	16,149,072	16,827,067	16,189,245
	Municipal	156,347	172,349	179,618	169,438
	Total	28,684,176	29,382,135	29,995,777	29,354,029
Natural Gas (therm)	Residential	1,076,235	1,287,519	1,177,128	1,180,294
	Commercial & Industrial	1,052,794	1,170,143	1,165,722	1,129,553
	Municipal	6,088	10,494	9,110	8,564
	Total	2,135,117	2,468,156	2,351,960	2,318,411
Total (MMBtu)	Residential	151,762	173,315	162,032	162,370
	Commercial & Industrial	158,478	172,115	173,986	168,193
	Municipal	1,142	1,637	1,524	1,434
	Total	311,382	347,067	337,542	331,997

Electricity and natural gas consumption often vary in accordance with weather patterns. Hotter summers indicate a greater need for cooling, which may correlate with increased electricity use for space cooling. The need for cooling is measured in cooling degree days (CDD). Colder winters indicate a higher need for heating, which may correlate with increased natural gas usage for space heating. The need for heating is measured in heating degree days (HDD). The coldest winter over the baseline period occurred in 2022, which correlated with the highest annual natural gas consumption in the community (Table 13).

Table 13. Degree days in Falcon Heights, 2021–2023

	2021	2022	2023
Cooling Degree Days	1,184	1,049	1,232
Heating Degree Days	6,678	7,812	6,565

Greenhouse Gas Emissions and Trends

In Falcon Heights, overall energy-related greenhouse gas emissions, as measured in metric tons of carbon dioxide equivalent (MTCO_{2e}), increased in 2023 compared to 2021 by about 3%

Table 14). To calculate energy-related emissions in Falcon Heights, preliminary and third-party verified emissions factors from Xcel Energy's Upper Midwest Fuel Mix were used, as well as a standard emissions factor for natural gas consumption (Table 15). As Xcel Energy completes third-party verification for its latest grid emissions factors, the emissions factors used to estimate greenhouse gas emissions may change slightly.

Table 14. Energy-related greenhouse gas emissions in MTCO_{2e} by sector and fuel type, 2021–2023

Fuel Type	Sector	2021	2022	2023	Average
Electricity emissions (MTCO_{2e})	Residential	3,703	3,626	3,299	3,543
	Commercial & Industrial	4,463	4,483	4,274	4,407
	Municipal	45	48	46	46
	Total	8,210	8,157	7,619	7,995
Natural Gas emissions (MTCO_{2e})	Residential	5,712	6,833	6,247	6,264
	Commercial & Industrial	5,587	6,210	6,187	5,995
	Municipal	32	56	48	45
	Total	11,331	13,099	12,482	12,304
Total Energy-Related Emissions (MTCO_{2e})	Residential	9,414	10,459	9,547	9,806
	Commercial & Industrial	10,050	10,693	10,461	10,401
	Municipal	77	104	94	92
	Total	19,541	21,255	20,101	20,299

Table 15. Emissions factors used to calculate energy-related greenhouse gas emissions, 2021–2023⁷

Fuel Type	2021	2022	2023
Electricity Emissions Factor (lbs/MWh)	631	612	560
Natural Gas Emissions Factor (MTCO _{2e} /Dth)	0.05307	0.05307	0.05307

⁷ Xcel Energy 2022. Carbon Dioxide Emission Intensities, <https://www.xcelenergy.com/staticfiles/xcel-responsive/Environment/Carbon/Carbon-Emission-Intensities-Info-Sheet.pdf>

Energy Costs

In an average year, all premises in Falcon Heights spent a collective total of \$6.2 million on fuel costs for both electricity and natural gas (Table 16). Falcon Heights residents accounted for 46% of the total spend in an average year (\$2.9 million), business customers made up more than half of the total at 53.5% (\$3.3 million), while the municipal sector made up the remaining 0.5% (\$30,000). Residential premises spent an annual average of \$1,384 per premise on fuel costs; commercial and industrial premises spent \$11,973 per premise; and municipal premises spent \$1,734 on average.

Table 16. Annual energy costs by sector and fuel type, 2021–2023

Fuel Type	Sector	2021	2022	2023	Average	Average Annual Cost Per Premise
Electricity	Residential	\$1,666,640	\$1,850,931	\$1,943,769	\$1,820,447	\$879
	Commercial & Industrial	\$1,942,398	\$2,569,858	\$2,697,491	\$2,403,249	\$8,634
	Municipal	\$18,354	\$23,584	\$24,226	\$22,055	\$1,297
	Total	\$3,627,392	\$4,444,373	\$4,665,486	\$4,245,750	-
Natural Gas	Residential	\$711,950	\$1,300,086	\$1,121,104	\$1,044,380	\$504
	Commercial & Industrial	\$607,201	\$1,131,086	\$1,049,379	\$929,222	\$3,339
	Municipal	\$3,451	\$9,968	\$8,843	\$7,421	\$437
	Total	\$1,322,602	\$2,441,140	\$2,179,326	\$1,981,023	-
Total	Residential	\$2,378,590	\$3,151,017	\$3,064,873	\$2,864,827	\$1,384
	Commercial & Industrial	\$2,549,599	\$3,700,944	\$3,746,870	\$3,332,471	\$11,973
	Municipal	\$21,805	\$33,552	\$33,069	\$29,475	\$1,734
Total		\$4,949,994	\$6,885,513	\$6,844,812	\$6,226,773	

Energy Burden

Energy burden is the percentage of income that residents spend on energy. In Falcon Heights, residents who own their homes and make 30% or less of the area median income (AMI) spend up to 24% of their household income on energy costs (Table 17). In the same AMI group, residents who rent their homes are estimated to spend up to 10% of their household income on energy costs. Energy burden is higher for residents in owner-occupied housing compared to renters in Falcon Heights.

Table 17. Energy burden by unity occupancy and area median income⁸

Percent of Area Median Income	Energy Burden		Household Count	
	Own	Rent	Own	Rent
0–30%	24%	10%	52	263
30–60%	10%	4%	166	301
60–80%	6%	2%	86	104
80–100%	6%	2%	123	86
100%+	2%	2%	831	110
Total	2%	1%	1,258	864

⁸ Source: Department of Energy Low-Income Energy Affordability Data Tool

Program Participation and Savings

Residents and businesses in Falcon Heights are already participating in energy efficiency offerings from Xcel Energy, which result in energy savings for residents and commercial customers. While fewer commercial and industrial premises participated in these programs during the baseline period, their participation resulted in larger overall savings per premise.

Over the baseline period, the residential sector saved an average of 35,374 kWh annually and 15,660 therms from 200 participants on average annually (Table 18). The income-qualified residential sector saved an average of 517 kWh and 63 therms from two participants on average.

Table 19). Finally, the commercial and industrial sector saved an average of 186,183 kWh and 23,326 therms from 32 participants on average (Table 20).

Table 18. Annual residential sector participation in and savings from Xcel Energy efficiency offerings, 2021–2023

Residential Program	2021			2022			2023		
	Count	Savings (kWh)	Savings (therms)	Count	Savings (kWh)	Savings (therms)	Count	Savings (kWh)	Savings (therms)
Home Energy Audit	5	0	0	19	0	0	29	0	0
Home Energy Squad	5	3258	318	10	6368	275	19	8056	571
HomeSmart	6	0	0	8	0	0	8	0	0
Insulation Rebate	10	1801	3384	4	474	1104	8	2269	3085
Refrigerator Recycling	15	12260	0	4	4305	0	3	2147	0
Residential HVAC	89	26492	11058	93	16619	13888	80	18543	11657
Residential Saver's Switch	21	24	0	43	45	0	3	3	0
Smart Thermostat	34	1674	920	36	598	165	47	950	55
Whole Home Efficiency	0	0	0	1	235	499	0	0	0
Total	185	45,509	15,680	218	28,644	15,931	197	31,968	15,368

Table 19. Annual income-qualified participation in and savings from Xcel Energy residential efficiency offerings, 2021–2023

Income-Qualified Residential Program	2021			2022			2023		
	Count	Savings (kWh)	Savings (therms)	Count	Savings (kWh)	Savings (therms)	Count	Savings (kWh)	Savings (therms)
Home Energy Savings Program	1	1,065	0	0	0	0	2	79	156
Low-Income Home Energy Squad	0	0	0	1	408	18	1	0	15
Multi-Family Energy Savings Program	0	0	0	0	0	0	0	0	0
Total	1	1,065	0	1	408	18	3	79	171

Table 20. Annual commercial and industrial program participation in and savings from Xcel Energy efficiency offerings, 2021–2023

Commercial & Industrial Program	2021			2022			2023		
	Count	Savings (kWh)	Savings (therms)	Count	Savings (kWh)	Savings (therms)	Count	Savings (kWh)	Savings (therms)
Custom Efficiency	0	0	0	0	0	0	1	0	8,430
Data Center Efficiency	0	0	0	0	0	0	0	0	0
Energy Design Assistance	0	0	0	1	356,667	17,820	0	0	0
HVAC+R Efficiency	2	1,761	142	6	0	6,741	49	38,496	4,568
Lighting Efficiency	2	76,608	0	1	682	0	1	3,891	0
Multi-Family Building Efficiency	5	63,274	3,133	0	0	0	1	0	0
Saver's Switch for Business	1	2	0	0	0	0	0	0	0
Small Business Lighting	2	8,181	0	0	0	0	1	5,104	0
Smart Thermostats for Business	6	1,933	385	10	1,950	385	0	0	0
Total	18	151,759	3,660	18	359,299	24946	53	47,491	12,998

Renewable Energy Support

There is existing support for renewable energy in Falcon Heights, with 241 residents, 10 commercial and industrial customers and 6 municipal buildings supporting renewable energy through either subscriptions or on-site solar (Table 21, Table 22). At the time of the planning process, 2023 Renewable*Connect and Renewable*Connect Flex data were not available.

Table 21. Xcel Energy renewable energy subscription program participation and electricity subscribed in Falcon Heights, 2022 and 2023

	Residential	Commercial & Industrial	Municipal
Renewable*Connect & Renewable*Connect Flex® (2022)			
Subscriber Count	180	0	0
Total Annual Electricity Subscribed (kWh)	818,449	0	0
Community Solar Gardens – Solar*Rewards® Community (2023)			
Subscriber Count	25	5	6
Total Annual Electricity Subscribed (kWh)	169,924	180,904	55,508
Total Xcel Energy Subscription Renewable Energy Support			
Subscriber Count	205	5	6
Total Annual Electricity Subscribed (kWh)	988,373	180,904	55,508

Table 22. Xcel Energy on-site solar program support in Falcon Heights, 2023

On-Site Solar – Solar*Rewards® and Net-Metering (2023)⁹	Residential	Commercial & Industrial
Subscriber Count	44	8
Total Electricity Capacity (kW)	316	742

⁹ Source: Xcel Energy 2023 Community Energy Report for Falcon Heights



APPENDIX C: METHODOLOGY FOR MEASURING SUCCESS

As part of implementation support, Partners in Energy will provide biannual progress reports for Xcel Energy participation and savings data for Falcon Heights. All goals will be measured against the Falcon Heights three-year baseline of 2021–2023 data unless otherwise noted.

The following section defines the three-year baseline against which progress is measured, including Xcel Energy programs included in the baseline.

Community-Wide Goal

Falcon Heights will increase energy savings by 52% and avoid an additional 34% of community-wide greenhouse gas emissions by 2030 through additional participation in energy efficiency programs and on-going renewable energy participation. This amounts to an additional 14,000 MMBtu of energy savings and 700 additional MTCO_{2e} of greenhouse gas emissions avoided.

Focus Area Goals

Alleviating Energy Burden on Homeowners and Renters: Residential Energy Efficiency

- Engage 248 residents annually in Xcel Energy’s energy efficiency programs.
- Save 2,292 MMBtu of energy annually, for a total of 13,751 MMBtu saved through residential energy efficiency program participation between 2025 and 2030.

This goal will be measured by comparing actual program participation against the business as usual (BAU) scenario. Total goal progress will be measured from January 2025 through December 2030. *Table 23* identifies annual program participation targets and total energy efficiency savings to meet this goal. These targets are based on current Xcel Energy programs and estimated savings. If Xcel Energy offers new programs for residents, these will be included in this calculation at the discretion of the City of Falcon Heights and Partners in Energy.

Table 23. Annual residential energy efficiency participation and total savings from select Xcel Energy offerings, 2025–2030

Program	Annual BAU Participation	Annual Participation Target	Total Participants, 2025–2030	Total Energy Savings, 2025–2030 (MMBtu)
Efficient New Home Construction	0	1	6	86
Home Energy Audit	18	23	136	-
Home Energy Squad	11	21	128	665
Insulation Rebate	7	12	74	2,599
Residential Heating and Cooling ¹⁰	87	112	674	9,957
Refrigerator Recycling	7	7	44	128
Residential Saver's Switch	22	22	134	0
Smart Thermostat	39	49	294	314

Alleviating Energy Burden on Homeowners and Renters: Income-Qualified Residential Energy Efficiency

- Engage 6 income-qualified residents annually in Xcel Energy energy efficiency programs.
- Save a total of 116 MMBtu through income-qualified residential energy efficiency program participation between 2025 and 2030.

This goal will be measured by comparing actual program participation against the BAU scenario. Total goal progress will be measured from January 2025 through December 2030. *Table 24* identifies annual program participation targets and total energy efficiency savings to meet this goal. These targets are based on current Xcel Energy income-qualified programs and estimated savings. If Xcel Energy offers new income-qualified programs for residents, these will

¹⁰ Xcel Energy filed a new Triennial DSM plan in 2021, which resulted in some programs being reorganized and renamed. The Residential HVAC group now includes Residential Cooling, Residential Heating, Residential Heating and Cooling, and Water Heater Rebate.

be included in this calculation at the discretion of the City of Falcon Heights and Partners in Energy.

Table 24. Annual income-qualified residential energy efficiency participation and total savings from select Xcel Energy offerings, 2025–2030

Program	Annual BAU Participation	Annual Participation Target	Total Participants, 2025–2030	Total Energy Savings, 2025–2030 (MMBtu)
Home Energy Savings Program	1	2	12	78
Low Income Home Energy Squad	1	3	16	38
Low Income Multi-family Building Efficiency	0	1	6	-

Enhancing Energy Efficiencies in Buildings: Business Energy Efficiency

- Engage 42 commercial & industrial customers annually in Xcel Energy energy-efficiency programs.
- Save 4,765 MMBtu annually for a total of 28,591 MMBtu saved through commercial & industrial energy efficiency program participation between 2025 and 2030.

This goal will be measured by comparing actual program participation against the BAU scenario. Total goal progress will be measured from January 2025 through December 2030.

Table 25 identifies annual program participation targets and total energy efficiency savings to meet this goal. These targets are based on current Xcel Energy commercial and industrial programs and estimated savings. If Xcel Energy offers new commercial and industrial programs for businesses, these will be included in this calculation at the discretion of the City of Falcon Heights and Partners in Energy.

Table 25. Annual commercial and industrial energy efficiency participation and total savings from select Xcel Energy offerings, 2025–2030¹¹

Program	Annual BAU Participation	Annual Participation Target	Total Participants, 2025–2030	Total Energy Savings, 2025–2030 (MMBtu)
Business Energy Assessments	0	1	6	4,816
Custom Efficiency	0	1	2	1,686
Energy Design Assistance	0	1	4	10,496
Efficiency Controls	2	2	10	5,524
HVAC+R Efficiency	19	23	138	3,105
Lighting Efficiency	1	3	20	1,385
Multi-Family Building Efficiency	2	2	12	1,058
Saver's Switch for Business	0	0	2	0
Small Business Lighting	1	3	18	272
Smart Thermostats for Business	5	7	44	248

Embracing Clean, Renewable Energy

- Retain residential participants in Xcel Energy’s renewable energy subscription programs, Renewable*Connect and Renewable*Connect Flex.
- Save 687 MTCO_{2e} of greenhouse gas emissions.

This focus area will be measured by comparing actual program participation in Renewable*Connect and Renewable*Connect Flex against the BAU scenario. No increase in participation was projected for this goal between January 2025 and December 2030.

Table 26 identifies the 2030 participation and kWh target to meet this goal. These targets are based on current participation and subscriptions to Renewable*Connect and Renewable*Connect Flex. If Xcel Energy offers renewable subscription programs for

¹¹ The sum of total Custom Efficiency and Energy Design Assistance participants does not add to the annual participation target over the goal period due to rounding.

residents, these will be included in this calculation at the discretion of the City of Falcon Heights and Partners in Energy.

Table 26. Annual renewable energy subscription participation and total GHG savings 2025–2030

Program	Baseline Residential Participants	Baseline kWh Subscribed	Target Residential Participants in 2030	Total Greenhouse Gas Emissions Saved, 2025–2030 (MTCO₂e)
Renewable*Connect Flex	189	733,692	189	646
Renewable*Connect¹²	14	46,650	14	41
Total	203	780,342	203	687

¹² As of 2024, Renewable*Connect is at capacity and not accepting new subscribers



APPENDIX D: XCEL ENERGY'S PARTNERS IN ENERGY PLANNING PROCESS

About Xcel Energy's Partners in Energy

Xcel Energy is an electric and natural gas utility that provides the energy that powers millions of homes and businesses across eight Western and Midwestern states. Each community Xcel Energy serves has its own unique priorities and vision for its energy future. The energy landscape is dynamically changing with communities leading the way in setting energy and sustainability goals. To continue to innovatively support their communities, Xcel Energy launched Partners in Energy in the summer of 2014 as a collaborative resource with tailored services to complement each community's vision. The program offerings include support to develop an energy action plan or electric vehicle plan, tools to help implement the plan and deliver results, and resources designed to help each community stay informed and achieve their outlined goals.

Plan Development Process

The content of this plan is derived from a series of planning workshops held in the community with a planning team committed to representing local energy priorities and implementing plan strategies.

The planning process **began with an open house** at City Hall where the people came to give input into the plan's vision and strategy. The open house also served as a place for residents to ask questions about the Partners in Energy Program, Xcel Energy's goals, and what resources and support will be provided for the plan. There was also a community energy survey in English, Spanish, and Somali that launched at that time to seek similar input into the plan.

The Energy Action Team, made up of Environment Commission members, residents, and city staff, then met for a **workshop** to digest the community's input, survey responses, and look at the community's energy baseline data. They also shaped the vision and focus areas of the plan.

The team then met for a **virtual meeting** to hear about utility programs and more community energy survey results and review workshop outcomes.

A **second open house** set at the Falcon Heights Spring Together Event, showcased the community energy data, invited community input while engaging families, youth, and the business community.

Finally, the Energy Action Team came together for a **workshop** that rounded out the planning effort by bringing together a full picture of the community’s input, developed strategies, and discussed the implementation of the plan.



Partners in Energy Process for Success



Resources from Xcel Energy for Implementation

Focus Area	Strategy	Action Items	2024	2025	2025	2025	2025	2026
			Q4	Q1	Q2	Q3	Q4	Q1
Alleviating energy burden for homeowners and renters	1) Conduct Energy Outreach in Schools	A	Identify school and teacher partnerships and work with those partners to understand classroom needs.					
		B	Develop materials and activities that support appropriate energy engagement according to school partners					
		C	Ask school library or other entities to host educational events regarding energy efficiency and clean energy					
		D	Encourage partnering with "EmPowered Schools" program to Neighboring School Districts					
		E	Utilize the Minnesota GreenStep School Program to show students that their school is leading the way in energy conservation and reducing environmental impacts					
	2) Develop Neighborhood Energy Liaisons	A	Call for community volunteers by the City					
		B	Provide Xcel Energy and supporting energy resources to the volunteers to share with their neighbors / associations					
		C	Develop resources for volunteers to share with neighbors (e.g., template emails, National Night Out activities, NextDoor posts, website content, etc.)					
	3) Increase Access to Renter Resources	A	Provide renters with information about applicable energy rebates					
		B	Raise awareness of assistance programs for those renters who are affected by a higher energy burden or lower-income household					
	4) Promote Home Energy Assessments	A	Promote home energy assessments					
		B	Showcase residents who have had home energy assessments and made improvements in their home as a result					
	5) Provide Accessible Energy Communication	A	Create an Energy Action Hub on the City of Falcon Heights' website to disseminate information about energy resources					
		B	Establish partnerships with community organizations and/or Falcon Heights specific publications to bring awareness to residents					
		C	Include energy educational resources on the City of Falcon Heights email newsletter					
	6) Highlight Energy Saving and Clean Energy Testimonials	A	Showcase positive testimonials in the City's newsletter, blog and articles in local media					
		B	Postcard mail out campaign of testimonials from residents to other residents					
		D	Postcard mail out campaign of testimonials from business owners to other businesses					
		D	Share testimonials at St Paul Chamber of Commerce meetings					
	7) Develop and Sustain Partnerships that Support Community Energy Equity Goals	A	Connect with Commonwealth Terrace Cooperative (CTC) to Improve Living Conditions through energy projects for Student Housing					
		B	Form partnership with neighboring city councils to coordinate energy equity projects that are mutually beneficial					
Enhancing Energy Efficiencies in Buildings	1) Support Energy Improvements	A	Create and promote City incentives and/or recognition for energy efficient multi-family buildings					
		B	Review and revise City code to remove barriers to more energy efficient multi-family buildings					
		C	Encourage multi-family buildings to periodically re-invest in energy efficient improvements that have a reasonable payback period					
		D	Support incentives for retrofits and redevelopment of existing multi-family buildings to improve energy while respecting the historic integrity of buildings and communities					
	2) Incentivize and Recognize Energy Efficiency Projects	A	Be present at community events with resources and tips to encourage businesses and residents to reduce energy consumption					
		B	Request that homeowners who have made significant energy efficiency improvements temporarily display an energy conservation yard sign					
		C	Publicly acknowledge homeowners and business owners in the City's email newsletter for energy conservation efforts					
	3) Partner with the State Fair to Encourage Energy	A	Draft proposal to partner with State Fair to encourage joint energy projects					
	4) Encourage Efficient Electric Heating Technologies	A	Create targeted outreach programs to educate business owners and owners of multi-family buildings about the benefits of electric heating options					
		B	Host workshops and informational sessions to highlight benefits of adopting efficient electric heating technologies					
		C	Encourage building owners who have already installed air source heat pumps to share their success stories with other building owners through presentations, open houses and business networking events					
		D	Assist businesses and workforce to keep up to date on technological advances in building energy. Provide outreach to local businesses to assist in these educational efforts					
		E	Recommend energy improvements for rental properties during annual inspections. Provide an opportunity to educate building owners about energy improvements annually, giving updates on electrification technology and available incentives					
	5) Form Climate Action Partnership with U of M	A	Draft a proposal for collaboration between the City Council and the University of Minnesota and find a way forward					
		B	Advocate for increasing EV charging infrastructure on and off campus					
		C	Encourage charging infrastructure on new developments and retrofits, especially multi-family buildings and businesses. Support the continued development of charging infrastructure for Evs					
	6) Collaborate with Metro Transit	A	Draft, send and follow up on a request to Metro Transit to have electric buses on Route 121 and on the Rapid Transit A Line					
	7) Reduce Costs of Home Energy Assessments for Residents	A	Address economic barriers for residents who may be hard to reach or under-represented in the community and increase home energy assessment visits by promoting free visits					
	8) Showcase Existing Energy Projects in Homes and Businesses	A	Identify homes and businesses that have already undergone energy projects					
		B	Recognize those who would wish to participate in open house tours and set up tour dates for groups to visit					
		C	Host a local energy fair in Falcon Heights and encourage citizen and local business participation					
Embracing Clean and Renewable Energy	1) Support a Group-Buy Solar Effort	A	Explore a collaboration with solar groups to help residents and businesses bulk-buy solar					
		B	Pursue grants to assist with the installation of solar panels on homes and businesses. This financial support will make clean energy a viable option for more residents, reducing the City's overall carbon footprint					
	2) Solar Arrays on Future Buildings	A	Request proposals for solar installations on future municipal buildings					
		B	Partner with one or more solar installation companies to recommend to buildings in the City.					
		C	Explore grants for installation of onsite solar on businesses and buildings					
	3) Promote Renewable Subscription and On-site Options for Residents	A	Encourage subscription and on-site opportunities to residents during events and on the City website					
		B	Share incentives/benefits for clean energy options with renters through email and mailing campaigns					
	4) Partner with the University of Minnesota to Encourage Clean Energy	A	Reach out to the University of Minnesota to form a collaboration centered on clean energy technologies					
		B	Partner with the University of Minnesota to help share incentives for clean energy programs to multi-family building owners, residents and students					
	5) Establish a Reliable Workforce in Clean Energy Applications	A	Host workshops to educate the community on clean energy topics and resources while connecting professionals with residents and residents with training options					
B		Support and promote workforce opportunities in clean energy industry						

Memorandum of Understanding Phase 2 – Plan Implementation

Hannah Lynch
Community Development Coordinator/Planner, City of Falcon Heights
2077 Larpenteur Ave W,
St Paul, MN 55113

The intent of this Memorandum of Understanding is to recognize the achievement of the City of Falcon Heights in developing an Energy Action Plan. Northern States Power Company doing business as Xcel Energy, through its Partners in Energy offering, has supported the development of this Energy Action Plan. This document outlines how the City of Falcon Heights and Xcel Energy will continue to work together to implement this Energy Action Plan. The term of this joint support, as defined in this document, will extend from November 1, 2024, through April 30, 2026.

Xcel Energy will support Falcon Heights in achieving the goals of its Energy Action Plan in the following ways:

All Implementation Activities

- Support strategy team organization, meetings, and communication.
- Support tracking and reporting progress to goals with bi-annual progress reports during implementation.
- Provide support for community events.
- Serve as liaison between City and Xcel Energy Account Managers and communications staff and develop a detailed outreach plan to engage residents and businesses.
- Assist in the development of a recognition program, including supporting the development of format, application, and award criteria.
- Support partnerships with other community organizations.
- Develop campaign details and designed, co-branded, community materials for campaign promotions.
- Facilitate Xcel Energy data requests to measure campaign impacts as needed outside of normal data reporting.

Alleviating Energy Burden on Homeowners and Renters

- Create printed and digital media for promoting programs, incentives and resources.
- Develop materials and activities that support appropriate energy engagement according to school partners
- Provide supporting energy resources to the volunteers to share with their neighbors / associations.
- Develop resources for volunteers to share with neighbors (e.g., template emails, National Night Out activities, NextDoor posts, website content, etc.)
- Help to showcase residents who have had home energy assessments and made improvements in their home as a result, and include testimonials in the City's newsletter, blog, and articles in local media.

- Create an Energy Action Hub for the City of Falcon Heights' website to disseminate information about energy resources
- Design postcard mail out campaign of testimonials from residents to other residents and from business owners to other business owners.

Support funded by Xcel Energy for this strategy is not to exceed 63 hours. These hours will include those provided through the Partners in Energy team from Center for Energy and Environment and do not include support provided by Xcel Energy internal program staff.

Enhancing Energy Efficiencies in Buildings

- Create and promote City incentives and/or recognition for energy efficient multi-family buildings
- Design energy savings displays (e.g. yard signs, window clings, etc.) for homeowners, who have made significant energy efficiency improvements.
- Assist with targeted outreach programs to business owners and owners of multi-family buildings about the benefits of electric heating options.
- Design marketing materials that highlight benefits of adopting efficient electric heating technologies.
- Encourage the adoption of electric heating options in buildings with incentive programs and educational campaigns.
- Showcase existing homes and businesses and recognize the best examples.

Support funded by Xcel Energy for this strategy is not to exceed 73 hours. These hours will include those provided through the Partners in Energy team from Center for Energy and Environment and do not include support provided by Xcel Energy internal program staff.

Embracing Clean, Renewable Energy

- Develop and print clean energy resources for events.
- Design materials that show renewable energy program options and available incentives.
- Create and share case studies for residents and businesses.
- Design digital and physical content for clean energy tabling and for the City website that provides info about clean energy programs and options for residents.
- Share incentives for clean energy options with renters through email and mailing campaigns
- Establish support systems to help residents navigate available clean energy resources
- Support and promote workforce opportunities in the clean energy industry

Support funded by Xcel Energy for this strategy is not to exceed 42 hours. These hours will include those provided through the Partners in Energy team from Center for Energy and Environment and do not include support provided by Xcel Energy internal program staff.

Project Management and Reimbursed Expenses

- Provide presentation content outlining Partners in Energy process, identified focus areas and goals, and benefits to community to be presented to Council as part of update process.
- Facilitate regular check-in meetings, track and report energy impacts and activities (process annual data from Xcel Energy) and help coordinate implementation kick-off activities.
- Provide up to \$1,450 for reimbursed expenses related to printing and distribution of co-branded marketing materials, venue fees, food, and other related needs associated with outreach and education. Xcel Energy funding will not be provided for the purchase of alcohol.

Support funded by Xcel Energy for project management is not to exceed 108 hours. These hours will include those provided through the Partners in Energy team from Center for Energy and Environment and do not include support provided by Xcel Energy internal program staff.

Falcon Heights commits to supporting the Energy Action Plan to the best of its ability by:

- Achieving the energy savings impacts outlined in the energy action plan and shown in the table below:

Falcon Heights Conservation Goals

	Electricity Savings (in kWh)	Natural Gas Savings (in therms)
Baseline Historic Energy Savings	333,000	59,000
Incremental Plan Energy Savings (11/1/24-4/31/26)	261,000	21,000
Total Plan Energy Savings (baseline + plan energy savings)	594,000	80,000

- Performing the coordination, tracking, and outreach duties as outlined in the Energy Action Plan that include but are not limited to the following:

Energy Action Plan Actions and Campaign Activities

- Review and approve any collateral created for campaigns.
- Leverage city networks and departments to communicate and promote campaigns to various audiences.
- Serve as a conduit between community and the campaigns.
- Work with other city departments to coordinate relevant activities for implementation.
- Work to develop a city benchmarking program, incentives, and sustainable building policy.
- Table at local community events to promote campaigns.
- Develop relationships with other organizations and community groups to help implement strategies.

Energy Efficiency Actions and Campaign Activities

- Edit and approve marketing materials.
- Use City webpage and communication tools to share case studies and other campaign materials.
- Distribute packets of materials to appropriate departments and follow up as materials are shared with audiences.
- Develop and implement a benchmarking structure.

Renewable Energy Actions and Campaign Activities

- Table at events to promote campaigns.
- Share renewable energy options through city communications and website.
- Help find residents and resources for case studies.
- Develop renewable energy incentives to compliment federal and utility incentives.
- Educate City residents about rebates and incentives for renewable energy.

Actions to Reduce Energy Burden and Campaign Activities

- Promote discounted or free Home Energy Squad visits by increasing awareness in the community.
- Create an Energy Action Hub on the City of Falcon Heights website to disseminate information about energy resources
- Showcase residents who have had an Home Energy Squad visit and made significant improvements in their home using Xcel rebates.
- Promote access to various Xcel Energy programs and resources to renters
- Develop neighborhood liaisons who will provide guidance on energy-saving practices and available support programs to their neighbors.

Project Management

- Participate in coordination and tracking of scheduled check-ins, activities, and events.
- Provide Xcel Energy an opportunity to review marketing materials to assure accuracy when they incorporate the Xcel Energy logo or reference any of Xcel Energy's products or services.
- Share the plan document, supporting work documents, collateral, and implementation results from the Energy Action Plan with the public. The experience, successes, and lessons learned from this community will inform others looking at similar or expanded initiatives.
- Share progress on upcoming sustainability planning as it relates to activities outlined in the Energy Action Plan

Single Points of Contact

All communications pertaining to this agreement shall be directed to Hannah Lynch on behalf of Falcon Heights and Sofia Troutman on behalf of Xcel Energy.

Legal Applicability and Waiver

This is a voluntary agreement and not intended to be legally binding for either party. This Memorandum of Understanding has no impact, nor does it alter or modify any existing Franchise Agreement or other existing agreements between Xcel Energy and Falcon Heights. Parties agree that this Memorandum of Understanding is to memorialize the intent of the Parties regarding Partners in Energy but does not create a legal agreement between the Parties. It is agreed by the Parties that nothing in this Memorandum of Understanding will be deemed or construed as creating a joint venture, trust, partnership, or any other legal relationship among the Parties. This Memorandum of Understanding is for the benefit of the Parties and does not create third party rights. Nothing in this Memorandum of Understanding constitutes a waiver of Falcon Heights ordinances, Falcon Heights regulatory jurisdiction, or Minnesota’s utility regulatory jurisdiction.

Xcel Energy is excited about this opportunity to support Falcon Heights in advancing its goals. The resources outlined above and provided through Partners in Energy are provided as a part of our commitment to the communities we serve and Xcel Energy’s support of energy efficiency and renewable energy as important resources to meet your future energy needs.

For Falcon Heights:

For Xcel Energy:

Signature:

Signature:

Name:

Name:

Title:

Title:

Date:

Date:

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

October 23, 2024

No. 24-61

RESOLUTION ADOPTING THE CITY OF FALCON HEIGHTS ENERGY ACTION PLAN

WHEREAS, the City of Falcon Heights in partnership with Xcel Energy and the Minnesota Center for Energy and Environment (MNCEE) has worked to draft an Energy Action Plan as part of the Partners in Energy program; and

WHEREAS, an Energy Action Team was formed with community members, City staff, MNCEE staff, and Xcel Energy staff to collaboratively develop the Energy Action Plan as part of the planning phase; and

WHEREAS, the City of Falcon Heights Energy Action Plan will guide action to develop and implement the community's energy goals.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Falcon Heights, Minnesota:

1. That the Falcon Heights Energy Action Plan is adopted and is effective as of the date of this resolution.
2. The City of Falcon Heights will move into the plan implementation phase (Phase 2) of the Partners in Energy program.

Adopted by the Falcon Heights City Council this 23rd day of October, 2024.

Moved by:

GUSTAFSON
LEEHY
MEYER
WASSENBERG
MIELKE

_____ In Favor
_____ Against

Approved by: _____

Randall C. Gustafson
Mayor

Attested by: _____

Jack Linehan
City Administrator

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Meeting Date	October 23, 2024
Agenda Item	Consent H3
Attachment(s)	Request for Proposals for Community Park Playground; Resolution
Submitted By	Jack Linehan, City Administrator

Item	Release of RFP for furnishing playground equipment and associated surfacing to be furnished and installed at Community Park
Description	<p>The attached Request for Proposal (RFP) will notify qualified playground manufacturing representatives that the City is accepting proposals and designs for playground equipment and rubber play area surfacing at Community Park. The City will accept proposals through November 21, 2024. The Parks and Recreation Commission would then meet on December 2, 2024 to suggest any revisions or customizations and make a recommendation to the City Council at a December meeting.</p> <p>By mid-December, the City would solidify the final playground design and place an order for equipment in order to secure 2024 pricing.</p> <p>The RFP lays out the project plans the City has to improve Community Park, including demolishing and constructing a new playground with rubberized surfacing throughout.</p>
Budget Impact	Funds are budgeted in the 2025 capital budget for the playground upgrade.
Attachment(s)	<ul style="list-style-type: none"> • Request for Bids for Community Park Playground • Resolution 24-62
Action(s) Requested	Staff recommends that City Council authorize the City Administrator to give notice that the City of Falcon Heights is requesting bids for playground equipment and rubberized surfacing as well as installation at Community Park.

**City of Falcon Heights
Parks & Recreation Department
2077 West Larpenteur Avenue
Falcon Heights, MN 55113**

NOTICE OF REQUEST FOR QUOTE

Falcon Heights Park Playground Equipment
City of Falcon Heights, MN

On behalf of the City of Falcon Heights, this notice is hereby given that quotes will be considered by the City of Falcon Heights for furnishing and installing playground equipment and rubber play area surfacing for Falcon Heights Park until 1:00 p.m. local time on November 22, 2024. All quotes must be emailed to rslipka@wsbeng.com by the deadline date established.

All quotes must be clearly marked "Falcon Heights Park Playground Equipment Quote".

The play equipment provider will be under direct contract with the OWNER for furnishing and installing all play equipment and associated rubber play area surfacing.

Notice of Request for Quote

A. REQUEST FOR QUOTE

- 1) The OWNER is inviting quotes for furnishing playground equipment and associated surfacing to be furnished and installed at Falcon Heights Park.

B. INSTRUCTIONS FOR QUOTE

- 1) Those interested in submitting a proposal are encouraged to provide their contact information to the project contacts listed below. This will allow all interested parties to receive addenda or changes to the RFP. Individuals who do not submit contact information to the Contacts shall be solely responsible for independently verifying if any addenda or other changes have been issued for this RFP by contacting the Contacts in writing prior to the submission deadline.
- 2) **Project Contacts:** Proposals should include all plan drawings, renderings and estimates and shall be submitted in digital format to the following Project Contacts by the deadline provided.

Robert Slipka, WSB
rslipka@wsbeng.com
651.201.5949
- 3) All questions or requests for clarification concerning this RFP should be submitted in writing to the Project Contacts listed above. The City shall not be responsible for the delay in the transmission of any request for clarification or other communication. The City will make all questions and answers available to all interested parties.
- 4) The City is not responsible for any expenses or costs incurred by the proposers in connection with this RFP process and submitting a proposal. This includes, but is not limited to, costs associated with preparing the proposal and the playground design and in participating in any site visits.
- 5) Respondent's taking exception to any part or section of this RFP shall indicate such exception on a separate page of their bid / design proposal. Failure to indicate any exceptions shall be interpreted as the respondent's intent to fully comply with all requirements as written. A detailed explanation and reasoning must be made for each item for which exception is taken in order for consideration to be given to the respondent.

C. PROPOSAL OUTLINE REQUIREMENTS

All proposals should include the following:

- 1) All proposals shall clearly define the proposer's contact information including an email address, mailing address and telephone number.
- 2) Executive summary of the bid with a line-item breakdown indicating unit prices.
- 3) Scaled plan drawings in electronic format (JPG, PDF, or TIFF) accurately illustrating proposed equipment, safety zones and access points to equipment within the container(s) and identification of locations for tiles at slide exits, beneath swings and at access/transfer stations. Selected vendor will be required to provide AutoCAD file of equipment and layout.
- 4) **Note that perimeter fence is planned around entire container, play vendor should show this in their renderings and take into account as part of their design and layout.**

- 5) Detailed listing of all play elements and major components identifying age group and ADA to non-ADA components.
- 6) Documentation confirming all products identified in the bid conform to all applicable ASTM guidelines and requirements.
- 7) All surfacing materials must meet current CPSC guidelines, ASTM F1951, ASTM F1292, ASTM F3351, and ASTM F3313 standards.
- 8) The playground design shall meet current ADA guidelines for accessibility and accessible events. Proposals shall include a description or table indicating how the proposed play elements meet current ADA guidelines for accessible play features. The inclusion of an independent play piece or identification of play features that provide more all-inclusive play benefits shall be taken into consideration and identified on the submittals.
- 9) Provide documentation identifying any products that currently conform to applicable United States CPSC guidelines.
- 10) Provide documentation identifying which products are currently IPEMA certified.
- 11) Provide a description of warranty and services for all elements.
- 12) All-inclusive price on the bid proposal for purchase and installation of the playground equipment and poured-in-place rubber surfacing, including all freight, delivery, and related charges. This shall include an audit of the playground following completion of the installation for confirmation all equipment is in compliance by a Certified Playground Safety Inspector.
- 13) Include 2-Dimensional design layout (footprint, equipment plan, safety zones) corresponding to their respective quote. 2-D plans shall clearly indicate each piece of play equipment / play event proposed including safety zones that fit within safety zone limits defined in the attached RFQ plan set. Include equipment cut sheets for each play feature/element. Alternate layouts are encouraged, but not required.
- 14) It is encouraged though not required to include 3-Dimensional design layouts.
- 15) Use earth-tone colors (browns, tans, greens, etc...) in all preliminary plan and perspective graphics.
- 16) All play vendor company logos and information must be located on the side or bottom of all plan and perspective graphics (so they can easily be removed for online engagement effort).
- 17) Identify anticipated schedule for delivery with a purchase order date expected no later than late Fall 2024. It is anticipated that the playground container area will be level and ready for equipment by August 1, 2025.
- 18) All equipment upon completion of installation shall be in new condition. It is the responsibility of the proposer to repair or replace any damage done during the installation, either to the equipment, surfacing, or work by others, until the City provides final acceptance to the playground.
- 19) The successful contractor awarded this project shall furnish and assign a manufacturer's parts and equipment warranty and will specify the minimum amount of product liability insurance it carries.
- 20) The successful contractor shall furnish the OWNER with one set of manuals for the park that include the following:
 - a. Complete technical / maintenance information specific to the play equipment installed for this project.

- b. Complete parts information specific to the play equipment installed for this project.
- 21) Supplied Quote Form written in ink or typewritten (all information must be complete).
- 22) Any proposal submitted that does not include the required information, as stated in this Request for Proposals, shall be deemed ineligible.

D. METHOD OF AWARD

- 1) Award will be made by Owner after authorization approval by the Falcon Heights City Council. The OWNER reserves the right to reject any and all quotes, waive any irregularities and award a contract that is in the best interest of the City of Falcon Heights. Once a quote is accepted and awarded, the OWNER reserves the right to work with the selected vendor to further customize and/or enhance the playground equipment and to make necessary adjustments to the size of the playground container/limits.
- 2) Vendor will develop agreement with the OWNER under a state purchasing agreement for purchase, delivery and installation of play equipment. Payment in full shall be made within 30 days following receipt of invoice or payment request by Contractor and final acceptance of the installed unit(s) and according to the City of Falcon Heights claims dates.

E. STATUS OF INDEPENDENT CONTRACTOR

Contractor is, and at all times, shall be an independent Contractor supplying the services herein mentioned. Contractor is not an agent of the City and is not entitled to the benefits provided by the City to its employees. City shall have no responsibility with respect to withholding any taxes or any acquisition of health, unemployment or any other insurance with respect to the Contractor or the Contractor's employees. Contractor specifically warrants and represents that all such items are the Contractor's responsibility as an independent Contractor rendering services herein. The City shall not be responsible for any of the Contractor's supplies or equipment. It is agreed that nothing in this contract is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the Contractor and the City or as constituting the Contractor as the agent, representative or employee of the City for any purpose or in any manner whatsoever.

F. SITE INSPECTION

The location for the proposed play structures are at Falcon Heights Park, located at 2050 Roselawn Ave W, Falcon Heights, MN 55113. Currently the City is anticipating a full park redevelopment project with site construction anticipated to begin in Spring 2025 and a site substantial completion date of September 1, 2025. Proposers are encouraged to visit the site to review the existing conditions, however, the site will be fully redeveloped.

Proposers shall satisfy themselves as to the conditions under which they will be obliged to perform the contract, if selected. Furthermore, all proposers must specify in their bid any environmental conditions, space requirements, electrical power or other needs that affect the proposed system installation. It must be understood by the respondent that all systems and equipment must be designed to fit within the general limits of physical areas of the proposed site. By submitting a bid, it is understood by the bidder that all systems, equipment and safety zones must be designed to fit within the safety zone limits and existing concrete curb. The bidder must verify the equipment and safety zones fit within the container prior to installation. Any additional requirements deemed necessary by the vendor must be so noted in their bid.

The playground container as shown is preliminary and may be subject to modifications by the City as the site design is finalized. Any modifications that may affect the playground container will be identified and coordinated with the selected proposer. Any additional requirements deemed necessary by the vendor must be so noted in the proposal submitted.

G. PLAYGROUND DESIGN SPECIFICATIONS

- 1) Play equipment must maintain a minimum 12-inch clearance from all adjacent inside border edges and allow enough space between adjacent safety zones to account for site tolerances. Any deviations from the proposed size and shape of the container must be identified on plan submittals.
- 2) The attached graphics are for illustrative purposes only and the Contractor may obtain digital information for the site from WSB. An AutoCAD file of preliminary design plan has been included.

H. PLAYGROUND EQUIPMENT

- 1) General

It is the intent of these specifications to purchase new, current production playground equipment meeting or exceeding the specifications herein described.

Budget (not to exceed amount)

The Owner has established a maximum budget as noted below for each specific area which includes delivery and installation of playground equipment, drain tile, and surfacing. The Owner will facilitate, under separate contract, removal and disposal of existing playground equipment, footings, and surfacing. New playground equipment shall include excavation for footings, footings, foundations, removal of waste materials (including excess earthen spoils), delivery, installation, drain tile, P.I.P rubber surfacing, taxes and fees. Damages to any existing features not noted for removal shall be at the PLAY VENDOR'S expense. Quotes exceeding this amount need not be submitted, however alternate quotes are encouraged that allow for maximization of playground features and space. In addition, the OWNER reserves the right to accept or reject quotes regardless of price, if in the best interest of the City of Falcon Heights.

Desired Features

- Play Area: The play area should be innovative, inclusive and multi-generational. Vendor should take this into account on quantity and location of ADA vs non-ADA features.
- **Note that perimeter fence is planned around entire container, play vendor should show this in their renderings and take into account as part of their design and layout.**
- For this park, the equipment will need to fit within an allocated space of approximately 7,200 sf. as shown on attached plans. This area is approximate and the final container size will be coordinated by WSB and the selected vendor. Equipment design will be a key factor in the selection of PLAY VENDOR. PLAY VENDOR to establish a design that reflects the results from the survey. Please refer to the attached survey results for play equipment selection.

Play Container

The play equipment will be required to fit within the proposed allocated space. The new play container will be constructed including new perimeter curbing and connection to walks. Final design of play container curb will be coordinated with final play equipment selection and layout. Play container will be sloped at appr. 1%. Play container will be subcut to minus 12 inches (or depth defined by PLAY VENDOR) from top of play curb by site contractor. Installation of new play curb and connection walk will be completed by site contractor.

Play Container Surfacing

The PLAY VENDOR will be responsible for furnishing and installing certified wood fiber as part of the base bid and as a bid alternate ADA engineered poured-in-place (PIP) rubber surfacing within the play container that shall meet all ASTM requirements for safety and accessible surface requirements to comply with all current ADA requirements for accessibility and accessible events. PIP rubber surfacing to be assumed as a two-color 50/50 blend with one color being black.

Color Selection

The OWNER will select colors for equipment based on standard color choices available from the manufacturer. Quotes shall indicate the standard colors choices that are available.

2) Americans With Disabilities Act (ADA)

There are specific guidelines for the number of accessible play events for each play structure; all plans must conform to these guidelines. When designing a play structure, the number of individual play components used, will be counted as a collection, to determine the minimum required accessible components. In addition, the OWNER encourages designs that accommodate sight and hearing impairments as well as mobility impairments. Please refer to the ADA Accessibility Guidelines for Play Areas (Access Board, 1331 F Street NW – Suite 1000, Washington, DC 20004-1111 <http://www.access-board.gov/> for specific details and guidelines. Bidder must provide documentation and certification that the proposed play equipment design meets or exceeds the minimum ADA requirements along with tables indicating how the play equipment meets the guidelines for accessible events and shall clearly note their recommended location for these items, along with access points, transfer stations, etc.

3) Safety Standards

In the interest of safety, all play structure equipment, and layout (as applicable), at a minimum shall meet or exceed the guidelines set forth by the following regulatory agencies:

- a) IPEMA – proposers shall be members of the International Play Equipment Manufacturers Association and their manufactured product shall be endorsed by this third party certification.
- b) ISO 9001 – this International Organization shall certify Bidders for Standardization. It is used to measure manufacturing standards and to certify company compliance with quality control systems covering design, development, production, installation, inspection and testing.
- c) ASTM F1487-07 – American Society for Testing and Materials Standard Consumer Safety Performance Specifications for Playground Equipment for Public Use will be used to determine if the proposed products and proposed play equipment layout meet and exceed technical standards utilized in manufacturing.
- d) CPSC guidelines for Public Playgrounds and Play Equipment – All proposed products and proposed play equipment layout should meet and exceed the requirements set forth by the Consumer Product Safety Commissions, an independent agency within the United States Federal Government.
- e) TÜV – An international testing and certification organization based in Europe. All products approved by TÜV are considered “safety tested” by an independent third party.¹

- f) CSA – Canadian Standards Association is an independent developer of technical standards utilized in evaluating a multitude of products; especially children’s play equipment. ¹

¹= for quotes based on equipment designed and manufactured outside of the United States.

I. CONTRACTOR/INSTALLATION PROCESS SPECIFICATIONS

- 1) Proper assembly and installation of playground equipment are crucial for structural integrity, stability, and overall safety. The contractors who assemble and install playground equipment should not deviate from the manufacturer’s instructions. The PLAY VENDOR shall employ dedicated/manufacturer certified installers to install the playground equipment. Upon completion of the installation, contractor will remove all refuse from the site in an orderly fashion including earthen spoils generated from excavations of footings and play equipment installation. Subgrade shall be clean with smooth uniform gradients prior to installing wood fiber surfacing.
- 2) Default: The City may terminate the contract at any time if the Contractor is found by the City to be in default of any of its terms. If the City terminates the contract, the City may procure the services similar to those so terminated and the Contractor shall be liable to the City for any excess costs for similar supplies and services, unless the Contractor provides acceptable evidence that failure to perform the contract was due to a cause beyond the control and without the fault or negligence of the Contractor.
- 3) Data Practices: The Contractor shall have access to data collected or maintained by the City as deemed by the City as necessary to perform the Contractor’s obligation under the contract. Such data will be provided to the proposer as governed by the Minnesota Governmental Data Practices Act, Minnesota Statutes Chapter 13. The Contractor agrees to maintain all data obtained from the City consistent with the requirements of the Data Practices Act. The Contractor will not release or disclose the contents of data classified as not public to any person except at the written direction of the City. The Contractor agrees to defend and indemnify the City from any claim, liability, damage, or loss asserted against the City as a result of the Contractor’s failure to comply with the requirements of the Data Practices Act.
- 4) Severability: The provisions of the executed contract are severable. If any portion of the contract is, for any reason, held by a court of competent jurisdiction to be contrary to law, such decision shall not affect the remaining provisions of the contract.
- 5) Waiver: Any waiver by either party of a breach of any provision of the executed contract shall not affect, in any respect, the validity of the remainder of the executed contract.
- 6) Entire Agreement: The executed contract supersedes all oral agreements and negotiations between the Contractor and the City relating to the subject matter hereof, as well as any previous agreements presently in effect between the parties relating to the subject matter in the contract. Any alterations, amendments, deletions, or waivers of the provisions of the executed contract shall be valid only when expressed in writing and duly signed by the parties, unless otherwise provided herein.
- 7) Venue: The Contractor agrees that this contract shall be construed and governed by the laws of the State of Minnesota.

J. INSURANCE REQUIREMENTS

No Contractor or Subcontractor shall commence work under this contract until he/she has obtained at his/her own cost and expense, all insurance required by this Section, such

insurance and the insurance companies to be approved by the City and maintained by the Contractor or Subcontractor, as the case may be, until final completion of the Work.

Worker's Compensation, Unemployment Compensation and Employer's Liability Insurance:

The Contractor shall take out and maintain for the duration of this contract Worker's Compensation Insurance, Unemployment Compensation Insurance and Employer's Liability Insurance as required under the laws of the State of Minnesota.

1) Commercial General Liability Insurance

The Contractor shall take out and maintain during the life of this contract such commercial general liability insurance as shall protect him/her from all claims for bodily injury including accidental death as well as from all claims for Property Damage arising from operations under this contract.

The minimum limits which are required are: \$1,000,000.00 for each occurrence and \$2,000,000.00 aggregate limit for injuries including accidental death to any one person, for injuries including accidental death resulting from one accident and for property damage.

Such policy shall include coverage for:

Injury to or destruction of any property arising out of the collapse of/or structural injury to any building or structure due:

To grading of land, excavation, borrowing, filling, backfilling, tunneling, pile driving, cofferdam work or caisson work, or,

To moving, shoring, underpinning, raising or demolition of any building or structure removal or rebuilding of any structural support thereof.

Injury to or destruction of wires, conduits, sewers, pipes, mains, or other similar property, or any apparatus in connection therewith, below the surface of the ground, if such injury or destruction is caused by or occurs during the use of mechanical equipment for the purpose of grading of land, paving, excavation or drilling, or injury to or destruction of property at any time resulting there from.

Injury to or destruction of any property arising out of blasting or explosion.

2) Automobile Insurance:

The Contractor shall carry Automobile Insurance on all automotive equipment owned, rented or borrowed in the minimum amounts of \$1,000,000.00 in the aggregate for injuries including accidental death to any one person, for injuries including death resulting from any one accident, and for property damage.

3) Owner's Protective Liability and Property Damage Insurance:

The Contractor shall provide Owner's Protective Liability and Property Damage Insurance in the name of the City and the Engineer, insuring against bodily injury and property damage liability in the limits set forth above for which they may become legally obligated to pay as damages sustained by any persons, caused by accident and arising out of operations performed for the named insured by independent contractors and general supervision thereof. In lieu of Owner's Protective Liability and Property Damage Insurance the Contractor shall list the City and Engineer as an Additional Insured.

4) Indemnity:

The Contractor agrees to hold harmless and indemnify the City, and its officers, officials, employees and agents, including without limitations, the Engineer, from every claim,

action, cause of action, liability, damage, expense or payment incurred by reasons of any bodily injury including death, or property damage attributable to the negligence or otherwise wrongful act or omission, including without limitation, breach of a specific contractual duty, of the Contractor or the Contractor's agents or employees, or of anyone for whose acts any of them may be liable. Claims against Contractor for failure to obtain and keep in force the insurance required by this Contract shall not be limited by the provisions of the immediately preceding sentence. (Minn. Stat. Ch. 337).

5) Builder's Risk-Fire and Extended Coverage Insurance:

If the nature of the entire installation or portion thereof is such that it is insurable against the perils of fire, extended coverage, vandalism and malicious mischief, such insurance shall be procured and maintained by the Contractor on behalf of Contractor, the City and the Contractor's Subcontractors, on a completed value form.

6) Evidence of Insurance:

Insurance certificates evidencing that the above insurance is in force with companies acceptable to the City and in the amounts required shall be submitted to the City Clerk for examination and approval concurrently with the execution of the contract, after which they shall be filed with the City Clerk. In addition to the normal information provided on the insurance certificates, each shall specifically provide that:

- a) Coverage is included for blasting, collapse and underground hazards.
- b) The contractual liability hazard has been insured.
- c) Contractor shall list the City and WSB as an additional insured on its commercial general liability policy. The 2004 edition of ISO additional insured endorsement CG 20 10 is not acceptable. If ISO additional insured endorsement CG 20 is used, then it must be a pre 2004 edition.

K. DATA PRACTICES/RECORDS

All data created, collected, received, maintained or disseminated for any purpose in the course of this Contract is governed by the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, any other applicable state statute, or any state rules adopted to implement the act, as well as federal regulations on data privacy.

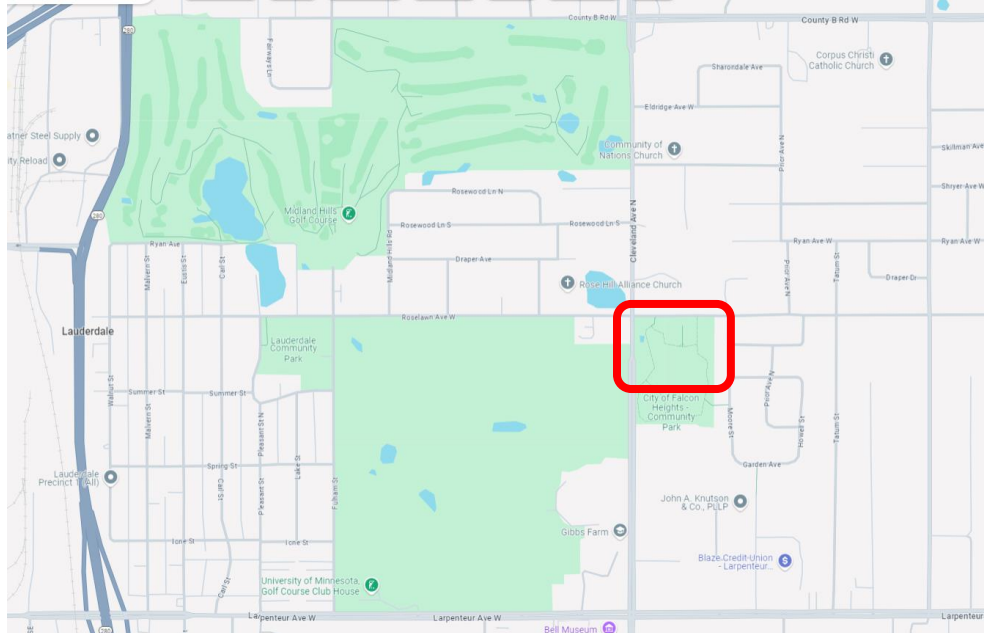
L. WORKING HOURS

No equipment shall be started prior to 7:00 a.m. each morning or run later than 9:00 p.m. Monday through Friday, and 8:00 a.m. and 7:00 p.m. Saturday, Sunday and holidays (New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving and Christmas). The Contractor must receive written approval from the Owner to work on Saturdays, Sundays, or Holidays.

Falcon Heights Park Playground Equipment Information

- A. Maximum Budget
 - 1. **\$225,000: Play Area with EWF**
- B. Play Equipment Requirements
 - 1. 2-3/8" min. dia. posts for 2–5-year-old play equipment
 - 2. 5" min. dia. posts for 5–12-year-old play equipment
- C. Color Choices
 - 1. The OWNER will select colors for equipment based on standard color choices available from the manufacturer.
- D. Park Address

Falcon Heights Park is located at 2050 Roselawn Ave. W., Falcon Heights, MN 55113.
- E. Equipment Container Area Layout (dwg)
 - 1. Note that perimeter fence is planned around entire container, play vendor should show this in their renderings and take into account as part of their design and layout.
 - 2. See attached plan Sheet A – Masterplan and provided Autocad format *.dwg file.



Falcon Heights Park State Purchasing Agreement for Playground Equipment, Delivery and Installation

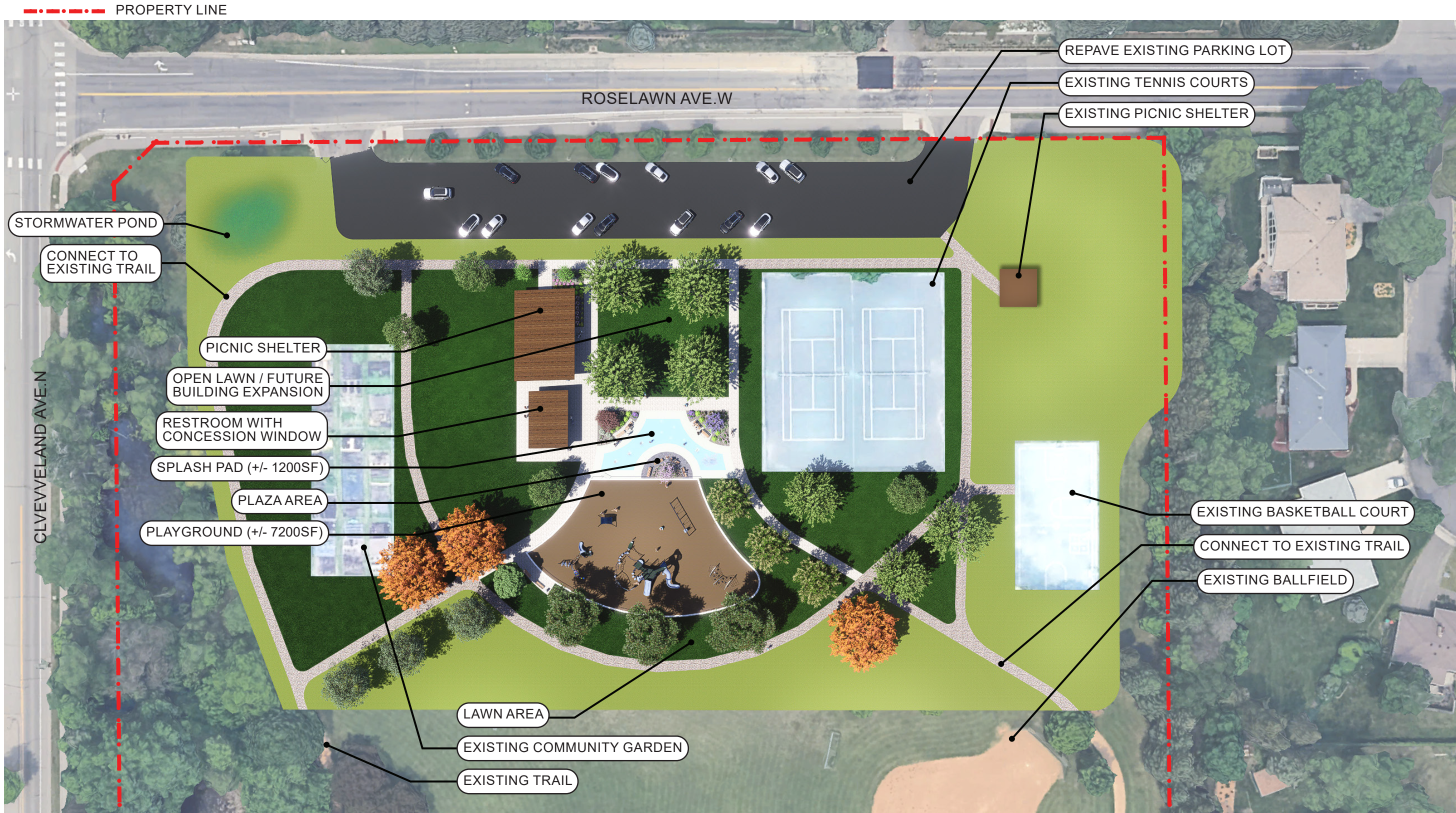
Falcon Heights Park Playground Equipment and Installation Quote City of Falcon Heights		
QUOTE ITEMS		
I.	Product Warranty (in years)	Provide documentation
II.	Color Selection	Provide documentation
III.	Play Equipment Cost (include a labeled schematic or product listing) ¹	\$
IV.	Delivery Cost (of Playground Equipment) ¹	\$
V.	Installation Cost (of Playground Equipment) ^{1,2}	\$
VI.	Installation of Drain Tile and Pea Gravel (200 linear feet) ^{1,3}	\$
VII.	Engineered Wood Fiber (7200 square feet) ^{1,3,4}	\$
TOTAL COST		
VIII.	Total Cost of III. – XI. (complete) ¹	\$
IX.	Approximate Delivery/Installation based on selection and approval in late Fall 2024 or early Spring 2025	
ADD ALTERNATE COST		
X.	Poured in Place Surfacing (7200 square feet) ^{1,3}	\$

¹ = All cost submissions should include all applicable tax implications (i.e. Sales Tax, etc.)

² = Includes all labor, excavation for concrete footings, concrete footings, attachments, dumpster, removal packaging and waste materials including excess earthen spoils and all other required appurtenances

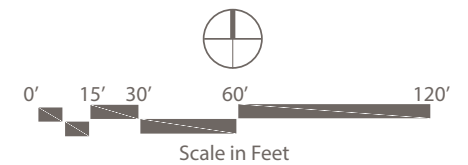
³ = Estimated quantity, actual price will be paid out per measurement quantity provided. Cost includes all associated subbase (granular or concrete) materials and excavation

⁴ = The following season/year, install approximately 3” of EWF over the container for settling.



Falcon Heights Community Park | Concept 1

Falcon Heights, Minnesota
 September 6, 2024 | WSB Project number: 023655-000



**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

October 23, 2024

No. 24-62

**RESOLUTION AUTHORIZING THE REQUEST FOR QUOTES FOR THE
COMMUNITY PARK PLAYGROUND**

WHEREAS, the City of Falcon Heights purchased Community Park from the University of Minnesota in May 2023 with plans to renovate it; and

WHEREAS, the City of Falcon Heights hired WSB, a civil engineering and planning firm as project manager in August 2023; and

WHEREAS, the proposed Community Park playground renovation is outlined in the Notice of Request for Quote prepared by WSB and sets the maximum price of playground equipment at \$225,000; and

NOW THEREFORE BE IT RESOLVED by the Council of the City of Falcon Heights, Minnesota:

1. That the Mayor and the City Administrator are hereby authorized and directed to solicit playground quotes from various playground vendors not to exceed the City’s budget.

ADOPTED this 23rd day of October, 2024 by the City Council of Falcon Heights, Minnesota.

Moved by:

Approved by: _____
Randall C. Gustafson
Mayor

GUSTAFSON _____ In Favor
LEEHY
MEYER _____ Against
MIELKE
WASSENBERG

Attested by: _____
Jack Linehan
City Administrator