

**MINUTES OF THE WORKSHOP MEETING
CITY COUNCIL
LITTLE CANADA, MINNESOTA**

AUGUST 28, 2019

Pursuant to due call and notice thereof a workshop meeting of the City Council of Little Canada, Minnesota was convened on the 28th day of August, 2019 at the City Center located at 515 Little Canada Road in said City.

Mayor John Keis called the meeting to order at 6:00 p.m. and the following members of the City Council were present at roll call:

CITY COUNCIL:

Mayor	Mr. John Keis
Council Member	Mr. Tom Fischer
Council Member	Mr. Christian Torkelson
Council Member	Mr. Mike McGraw
Council Member	Mr. Rick Montour

ALSO PRESENT:

City Administrator	Mr. Chris Heineman
Parks & Rec/Comm. Services Mgr.	Mr. Bryce Shearen
Finance Director	Ms. Brenda Malinowski
Public Works Director	Mr. Bill Dircks
City Clerk	Ms. Heidi Heller

Mayor Keis stated that the purpose of this evening's workshop is to discuss the 2020 budgets for the capital improvement plans, Ramsey County Sheriff's Department, and the Little Canada Fire Department.

**2020 CAPITAL
IMPROVEMENT
PLANS**

The Finance Director explained that staff will review the proposed 2020 capital improvement projects. The Building and Administration projects, and Fire Station projects were presented. The Public Works Director reviewed the parks & recreation capital improvements. These improvements included rink boards at the Old Fire Hall, and a score board at Gilbertson Field. Both items may be funded through a donation. Improvements at Spooner Park, Gervais Mill, Pioneer Park, Rondeau Park, Thunder Bay Park were also presented. He reviewed the public works capital improvements: new dump truck, rehabilitation of a generator, plate packer, LELY spreader, and scissor lift. He reviewed the 2020 proposed street projects and noted that Ramsey County has agreed to move forward with the County Road D project. This means that the City can also do Greenbrier Street next year. He noted that the County will install the sidewalk on

**MINUTES
CITY COUNCIL WORKSHOP
AUGUST 28, 2019**

the north side of County Road D when the rest of the road is reconstructed in 2023. He stated that the Little Canada Road sidewalk paver project is planned to be done next year, along with Allen Avenue, and a pond cleanout along Sextant Avenue. He noted that the Ramsey Washington Watershed District coordinates a pond cleanout project and invites cities to partner with them. The City Administrator explained that there are some funds in place for the Trout Brook Trail in case some action begins.

The Finance Director reviewed the 2020-2024 Capital Project Fund Balances for the General Capital Improvements Fund (400), Infrastructure Capital Improvements Fund (450), Park Land Acquisition Fund (456), Fire Equipment Replacement Fund (457), and 10% Gambling Contribution Fund (408) and the use of Local Government Aid within the budgets.

McGraw stated that he would like to have more workshop discussions where the Council can review items they would like to see in the budget, along with staff.

Montour stated that the Council has wanted to reduce the City's reliance on Local Government Aid in the General Fund, and he recommends moving more Local Government Aid funds in to the Capital Improvement Budget. He noted doing that would affect the amount of the levy.

The Workshop suspended at 7:27 p.m. until after regular Council meeting.

The Workshop meeting resumed at 7:52 p.m.

**2020 RAMSEY
COUNTY SHERIFF'S
DEPARTMENT
BUDGET**

The City Administrator reviewed the Ramsey County Sheriff's Department 2020 budget. He stated that there are some items in the budget that will have impacts to Little Canada's budget. He explained that the Sheriff's Department does not do a power shift anymore since they have lengthened their normal shift length. He stated that there are different parts to their budget and the formulas to determine each cities portion is being reviewed, but changes will likely not happen until 2021. He noted that there are increased needs, such as more investigators, as technology changes and improves.

The Council expressed concerns over the number of calls for service from certain apartment complexes. The City Administrator stated that \$54,000 was dedicated to an additional 12 hours per week for a deputy to concentrate on the apartments. He noted that the new code enforcement position will also get the rental license program running the way it should be, and establish relationships with the apartment managers. This could help to make sure the complexes are following the rental licensing requirements. There was Council consensus to cut the additional hours dedicated to the apartments and see if it makes a difference in the calls for service.

**MINUTES
CITY COUNCIL WORKSHOP
AUGUST 28, 2019**

**2020 LITTLE
CANADA FIRE
DEPARTMENT
BUDGET**

Keis stated the budget for the Fire Station repairs was moved out of the fire department's budget and into the City's budget since the City pays those costs and those funds do not need to sit in the Fire Department budget.

The five-year contract with the Fire Relief Association will be up and the Fire Department is requesting an increase in this funding. There was Council consensus to consider increasing the Fire Relief contribution from the current \$31,000.

There being no further business, the workshop was adjourned at 9:04 p.m.

John T. Keis, Mayor

Attest: _____
Christopher Heineman, City Administrator