

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

MAY 27, 2020

Pursuant to due call and notice thereof a regular meeting of the City Council of Little Canada, Minnesota was convened on the 27th day of May, 2020 in the Council Chambers of the City Center located at 515 Little Canada Road in said City.

Mayor John Keis called the meeting to order at 7:30 p.m. and the following members of the City Council were present at roll call:

CITY COUNCIL: Mayor Keis, Council Members Fischer, Torkelson, McGraw & Montour

ALSO PRESENT: City Administrator Chris Heineman, Community Development Director/Planner Corrin Wendell, Parks & Rec/Community Services Manager Bryce Shearen, Finance Director Brenda Malinowski, Public Works Director Bill Dircks, City Clerk Heidi Heller, Planning Consultant Bill Weber

In accordance with the requirements of Minn. Stat. Section 13D.021, the City Administrator has determined that an in-person meeting is not practical or prudent because of a health pandemic or an emergency declared under Chapter 12 of the Minnesota Statutes. Because of the health pandemic and emergency declaration, it has been determined that attendance at the regular meeting location by elected officials and members of the public is not feasible. Therefore, some or all of the City Council members may be participating by telephone or other electronic means. This meeting will be recorded in its entirety.

Members of the public may monitor the meeting on the CTV North Suburbs website (live stream) or use the meeting link provided on the city website prior to the meeting.

MINUTES

McGraw introduced the following resolution and moved its adoption:

RESOLUTION NO. 2020-5-68 – APPROVING THE MINUTES OF THE MAY 13, 2020 WORKSHOP MEETING AND THE MAY 13, 2020 REGULAR MEETINGS AS SUBMITTED

The foregoing resolution was duly seconded by Fischer.
Roll Call Vote: Keis/Torkelson/Fischer/Montour/McGraw
Ayes (5). Nays (0). Resolution adopted.

PUBLIC HEARING: AUTHORIZE SUBMISSION OF THE 2040 COMPREHENSIVE PLAN TO THE METROPOLITAN COUNCIL

Keis opened the Public Hearing to consider authorizing submission of the City's 2040 Comprehensive Plan to the Metropolitan Council.

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The Community Development Director/Planner explained that the 2040 Comprehensive Plan update process began in 2017. She noted that the Planning Commission has reviewed this draft and recommended that the Comprehensive Plan be submitted to the Metropolitan Council. She explained the review process done by the Metropolitan Council and stated that the City Council will have more opportunities to review the plan and have further discussions if needed before final adoption.

The Community Development Director/Planner reviewed the major theme of the Comprehensive Plan; Conserve solid neighborhoods while promoting private re-investment in aging commercial or industrial districts, guide infill and modest replacement housing, intensity development along Rice Street, protect surface water and improve walking and bicycling.

Fischer asked about the farm property in District 10, and wondered about the difference between high density versus higher density. Bill Weber, Planning Consultant, explained that this area could be developed with different types of housing, and he uses the term “higher density” to refer to something slightly more dense than townhomes. He noted that the term “high density” can make people nervous.

There was no one from the public present wishing to comment on this matter.

Upon motion by Montour, seconded by Fischer, the public hearing was closed.

Keis introduced the following resolution and moved its adoption:

***RESOLUTION NO. 2020-5-69– APPROVE RESOLUTION AUTHORIZING
THE METROPOLITAN COUNCIL TO REVIEW THE FINAL DRAFT OF THE
LITTLE CANADA 2040 COMPREHENSIVE PLAN***

The foregoing resolution was duly seconded by McGraw.
Roll Call Vote: Keis/Torkelson/Fischer/Montour/McGraw
Ayes (4). Nays (1). Torkelson. Resolution declared adopted.

**PUBLIC HEARING: ORDINANCE 841 AMENDING CITY CODE CHAPTER
3200, RENTAL HOUSING LICENSING AND ORDINANCE 842 AMENDING THE
LITTLE CANADA FEE SCHEDULE FOR RENTAL HOUSING LICENSE FEES**

Keis opened the Public Hearing to consider an ordinance amending City Code Chapter 3200, Rental Housing Licensing and to consider an ordinance amending the Little Canada Fee Schedule for rental housing license fees.

The City Clerk stated that since both ordinances on the agenda relate to the rental license program changes, she would be combining the discussion. She explained that staff has been working on revamping the City’s rental housing licensing program and reviewed the final

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program changes, City Code amendments and staffing plan with the Council at the May 13, 2020 Council Workshop. She stated that Ordinance 841 has been drafted with the amendments to City Code Chapter 3200, Rental Housing Licensing, that were reviewed with the Council at the May 13 Workshop. She noted that most rental housing owners and managers have been notified of the ordinance and tonight's public hearing, and no comments have been received.

The City Clerk explained that Ordinance 842 amends the Fee Schedule by updating the Rental License Fees as part of the revamped city rental housing licensing program. She noted that the rental housing licenses will now be for a 1-year period instead of a 2-year period. She stated that these license fees also include an inspection done by a city staff housing inspector. She noted that currently rental property owners are responsible for hiring and the cost of an independent housing inspector in addition to the city license fee.

The City Clerk reviewed the proposed license fees and how they compare to neighboring cities license fees. She also reviewed how the budget will be impacted this year and noted that since the licenses will now be annual instead of two-year licenses, it will help the budget because it will be consistent annual revenue.

Mohammad Farooqi, rental property owner, asked if the changes did not work, would the city make changes again next year. The City Clerk stated that there may be slight modifications, but the City does not anticipate changing the overall program again.

Upon motion by McGraw, seconded by Montour, the public hearing for Ordinance 841 was closed.

Fischer introduced the following resolution and moved its adoption:

RESOLUTION NO. 2020-5-70 – ADOPT ORDINANCE 841, AMENDING CITY CODE CHAPTER 3200 RENTAL HOUSING LICENSING AND APPROVE PUBLICATION OF A SUMMARY ORDINANCE

The foregoing resolution was duly seconded by McGraw.
Roll Call Vote: Keis/Torkelson/Fischer/Montour/McGraw
Ayes (5). Nays (0). Resolution adopted.

Upon motion by Montour, seconded by Keis, the public hearing for Ordinance 842 was closed.

McGraw introduced the following resolution and moved its adoption:

RESOLUTION NO. 2020-5-71 – ADOPT ORDINANCE 842 AMENDING THE LITTLE CANADA FEE SCHEDULE FOR RENTAL HOUSING LICENSE FEES

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The foregoing resolution was duly seconded by Montour.
Roll Call Vote: Keis/Torkelson/Fischer/Montour/McGraw
Ayes (5). Nays (0). Resolution declared adopted.

CONSENT AGENDA

Montour introduced the following resolution and moved its adoption:

***RESOLUTION NO. 2020-5-72– APPROVING THE CONSENT AGENDA
WHICH CONTAINS THE FOLLOWING:***

****APPROVAL OF THE VOUCHERS***

The foregoing resolution was duly seconded by Keis.
Roll Call Vote: Keis/Torkelson/Fischer/Montour/McGraw
Ayes (5). Nays (0). Resolution declared adopted.

COVID-19 UPDATE

The City Administrator reported that Phase 2 of the State’s re-opening plan will start on June 1. He noted that City Hall will re-open and a clear shield has been installed at the front counter to protect both staff and customers. He explained that Ramsey County received CARES ACT funds and will be providing grants to small businesses with less than 20 employees and less than \$1 million in revenue annually. He stated that each business can qualify for up to \$7,500 for direct costs related to re-opening.

The City Clerk reported that staff has been working with the owners of Gordie’s Place, Hoggsbreath and Mama T’s on their plans to expand their outdoor seating in order to be able to have customers at their locations. She noted that they have all provided site plans and updated insurance proving that their outdoor space is covered under their liquor liability policy. She stated that staff is making this easy since we do not want to create extra work for these businesses that are desperately trying to survive.

There being no further business, the meeting was adjourned at 8:44 p.m.

John T. Keis, Mayor

Attest:

Christopher Heineman, City Administrator