

AGENDA
LITTLE CANADA CITY COUNCIL
WEDNESDAY, MAY 9, 2018

CALL TO ORDER – Workshop Meeting – 6:00 p.m.

Roll Call

1. Joint Workshop with the Little Canada Fire Department
- Adjourn
-

CALL TO ORDER – Regular Meeting – 7:30 p.m.

Roll Call

Approval of Minutes

April 25, 2018 Council Meeting

April 25, 2018 Closed Session

Announcements

PRESENTATIONS

1. Donation Presentation by the Little Canada Fire Department

CONSENT AGENDA

2. Approval of the Vouchers
3. General Capital Improvements Budget Amendment

STAFF REPORTS

4. Bids for the Old Fire Hall Exterior Improvements
5. Reschedule June 13, 2018 City Council Meeting
6. 2018 Deer Management Plan
7. Call for a Closed Session to Discuss an Offer to Purchase 93 West Little Canada Road

ADJOURN

**Little Canada Fire Department
Workshop Meeting with City Council
May 9, 2018
Agenda**

1. Introduction of Fire Department Board of Directors
2. Retirements
 - a. Gar Johnson – 35 years
 - b. Bob Leibel – 35 years
3. New members – Mark Debace, Austin Johnson, Paul Mertens
4. 2017 Statistical information
5. 2017 Fire incident summary
6. 2017 Actual operating expenses
7. Capital Improvement Updates
 - a. SCBA
 - b. Radios
 - c. New truck
8. Vehicle Replacement Schedule
9. Discussion items
 - a. Duty crews
 - b. Part time person

Little Canada Fire Department

2017 Statistical Information

1. Fire calls for 2017
 - a. Responded to 273 calls for service
 - b. Spent 4,319 man hours at fire calls
 - c. Auto aid received 23 times
 - d. Auto given 37 times
 - e. Mutual aid received 2 times
 - f. Mutual aid given 7 times
 - g. Property loss \$250,900
 - h. Content loss \$87,500
 - i. Total fire loss \$338,400 (67 Co. Rd C \$20,000 2552 Savage \$150,000, 165 Co. Rd B2 \$ 135,000)

2. Fire/EMS Training
 - a. 31 fire/ems drills totaling 1,456 hours of training.
 - b. Additional training at MN State Fire Department Association Conference, MN State Fire Chiefs Conference, Sectional schools.
 - c. Preplanning of new buildings.

3. Volunteer activities (totaling over 250 hours)
 - a. Multiple fire prevention events
 - b. Ice cream social
 - c. Canadian Days fireworks
 - d. Canadian Days parade
 - e. Canadian Days beverage sales
 - f. Canadian Days 5k race
 - g. Night to unite
 - h. Station clean ups
 - i. Bell ringing for the Salvation Army

4. Department Meetings
 - a. weekly/monthly committee meetings
 - b. Officers meetings
 - c. Board of Director meetings
 - d. Capital City Mutual Aid meetings
 - e. Ramsey County Fire Chiefs Association meetings.

Incident Type Report (Summary)

From 01/01/17 To 12/31/17

Incident Type	Count	% of Incidents	Est. Property Loss	Est. Content Loss	Total Est. Loss	% of Losses
1 Fire						
Building fire (111)	20	7.33%	\$235,000.00	\$87,500.00	\$322,500.00	95.30%
Cooking fire, confined to container (113)	15	5.49%	\$0.00	\$0.00	\$0.00	0.00%
Passenger vehicle fire (131)	10	3.66%	\$10,400.00	\$0.00	\$10,400.00	3.07%
Grass fire (143)	3	1.10%	\$0.00	\$0.00	\$0.00	0.00%
Outside rubbish, trash or waste fire (151)	3	1.10%	\$0.00	\$0.00	\$0.00	0.00%
Outside equipment fire (162)	1	0.37%	\$0.00	\$0.00	\$0.00	0.00%
	52	19.05%	\$245,400.00	\$87,500.00	\$332,900.00	98.37%
3 Rescue & Emergency Medical Service Incident						
Medical assist, assist EMS crew (311)	15	5.49%	\$0.00	\$0.00	\$0.00	0.00%
Motor vehicle accident with injuries (322)	57	20.88%	\$0.00	\$0.00	\$0.00	0.00%
Motor vehicle/pedestrian accident (MV Ped) (323)	2	0.73%	\$0.00	\$0.00	\$0.00	0.00%
Search for person on land (341)	1	0.37%	\$0.00	\$0.00	\$0.00	0.00%
Extrication of victim(s) from vehicle (352)	2	0.73%	\$0.00	\$0.00	\$0.00	0.00%
	77	28.20%	\$0.00	\$0.00	\$0.00	0.00%
4 Hazardous Condition (No Fire)						
Gasoline or other flammable liquid spill (411)	1	0.37%	\$0.00	\$0.00	\$0.00	0.00%
Gas leak (natural gas or LPG) (412)	21	7.69%	\$0.00	\$0.00	\$0.00	0.00%
Heat from short circuit (wiring), defective/worn (441)	2	0.73%	\$0.00	\$0.00	\$0.00	0.00%
Power line down (444)	9	3.30%	\$0.00	\$0.00	\$0.00	0.00%
Arcing, shorted electrical equipment (445)	2	0.73%	\$500.00	\$0.00	\$500.00	0.15%
Vehicle accident, general cleanup (463)	1	0.37%	\$0.00	\$0.00	\$0.00	0.00%
	36	13.19%	\$500.00	\$0.00	\$500.00	0.15%

Incident Type	Count	% of Incidents	Est. Property Loss	Est. Content Loss	Total Est. Loss	% of Losses
5 Service Call						
Water or steam leak (522)	1	0.37%	\$0.00	\$0.00	\$0.00	0.00%
Smoke or odor removal (531)	5	1.83%	\$0.00	\$0.00	\$0.00	0.00%
Animal rescue (542)	1	0.37%	\$0.00	\$0.00	\$0.00	0.00%
Assist police or other governmental agency (551)	3	1.10%	\$0.00	\$0.00	\$0.00	0.00%
Assist invalid (554)	4	1.47%	\$0.00	\$0.00	\$0.00	0.00%
Unauthorized burning (561)	4	1.47%	\$0.00	\$0.00	\$0.00	0.00%
Cover assignment, standby, moveup (571)	1	0.37%	\$0.00	\$0.00	\$0.00	0.00%
	19	6.98%	\$0.00	\$0.00	\$0.00	0.00%
6 Good Intent Call						
Dispatched and cancelled en route (611)	5	1.83%	\$0.00	\$0.00	\$0.00	0.00%
No incident found on arrival at dispatch address (622)	1	0.37%	\$0.00	\$0.00	\$0.00	0.00%
Authorized controlled burning (631)	3	1.10%	\$0.00	\$0.00	\$0.00	0.00%
Steam, other gas mistaken for smoke, other (650)	1	0.37%	\$0.00	\$0.00	\$0.00	0.00%
Smoke scare, odor of smoke (651)	7	2.56%	\$0.00	\$0.00	\$0.00	0.00%
Steam, vapor, fog or dust thought to be smoke (652)	7	2.56%	\$0.00	\$0.00	\$0.00	0.00%
HazMat release investigation w/no HazMat (671)	2	0.73%	\$0.00	\$0.00	\$0.00	0.00%
	26	9.52%	\$0.00	\$0.00	\$0.00	0.00%
7 False Alarm & False Call						
Central station, malicious false alarm (714)	6	2.20%	\$0.00	\$0.00	\$0.00	0.00%
Sprinkler activation due to malfunction (731)	1	0.37%	\$0.00	\$0.00	\$0.00	0.00%
Smoke detector activation due to malfunction (733)	15	5.49%	\$0.00	\$0.00	\$0.00	0.00%
Alarm system sounded due to malfunction (735)	17	6.23%	\$0.00	\$0.00	\$0.00	0.00%
CO detector activation due to malfunction (736)	2	0.73%	\$0.00	\$0.00	\$0.00	0.00%
Sprinkler activation, no fire - unintentional (741)	2	0.73%	\$5,000.00	\$0.00	\$5,000.00	1.48%
Alarm system activation, no fire - unintentional (745)	20	7.33%	\$0.00	\$0.00	\$0.00	0.00%
	63	23.08%	\$5,000.00	\$0.00	\$5,000.00	1.48%
Total Incident Count:	273			Total Est. Loss:	\$338,400.00	

Little Canada Fire Department
Profit & Loss Budget vs. Actual
January through December 2017

Expense	<u>Jan - Dec 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
100 Building				
110 Electric/Gas Utilities	11,973.19	11,206.97	766.22	106.84%
120 Contracted Service	1,767.22	1,719.85	47.37	102.75%
130 Maintenance Supplies	1,025.48	939.86	85.62	109.11%
135 Repair/Replacement	3,459.62	3,938.52	-478.90	87.84%
Total 100 Building	<u>18,225.51</u>	<u>17,805.20</u>	<u>420.31</u>	<u>102.36%</u>
200 Compensation				
201 Fire Chief	11,693.00	14,967.24	-3,274.24	78.12%
202 Assistant Chiefs	8,788.30	9,978.24	-1,189.94	88.08%
203 Secretary	1,185.21	1,247.28	-62.07	95.02%
204 Treasurer	4,584.84	4,989.12	-404.28	91.9%
211 Captains	6,233.90	7,336.80	-1,102.90	84.97%
213 Engineer	806.77	935.52	-128.75	86.24%
215 Fire Prevention Officer	702.72	623.64	79.08	112.68%
216 Training Officer	944.30	1,247.28	-302.98	75.71%
221 Directors at Large	544.87	747.84	-202.97	72.86%
222 Janitor	3,868.03	4,276.25	-408.22	90.45%
223 Duty Crew	6,342.00	8,736.00	-2,394.00	72.6%
230 Fire Call/Drill Remunerat	67,950.97	74,689.70	-6,738.73	90.98%
231 Payroll Taxes	17,531.99			
232 FICA/Unemployment Taxes	10,291.43	9,927.78	363.65	103.66%
239 Relief Assn	31,000.00	31,000.00	0.00	100.0%
Total 200 Compensation	<u>172,468.33</u>	<u>170,702.69</u>	<u>1,765.64</u>	<u>101.03%</u>
240 Administration				
242 Workers Comp Insurance	899.00	15,339.70	-14,440.70	5.86%
243 Vehicle/BLDG Insurance	0.00	17,565.59	-17,565.59	0.0%
244 Officers Insurance	0.00	575.51	-575.51	0.0%
245 Disability Insurance	1,937.00	1,801.63	135.37	107.51%
250 Station Telephone	0.00	1,461.00	-1,461.00	0.0%
251 Wireless Communications	957.12	1,489.12	-532.00	64.27%
252 Cable TV	1,870.23	1,628.32	241.91	114.86%
254 Network Support	13,226.48	12,629.00	597.48	104.73%
260 Office Supplies	3,424.03	2,398.73	1,025.30	142.74%
270 Membership, Dues, Subs	1,670.00	2,191.39	-521.39	76.21%
280 Bank Service Charges	240.40	163.13	77.27	147.37%
Total 240 Administration	<u>24,224.26</u>	<u>57,243.12</u>	<u>-33,018.86</u>	<u>42.32%</u>
300 Professional Services				
310 Accounting Services	2,905.59	3,129.70	-224.11	92.84%
330 Physician New Member Screen	1,029.00		1,029.00	
332 SCBA Fit Test/Physicals	2,165.00	2,674.53	-509.53	
Total 300 Professional Services	<u>6,099.59</u>	<u>5,804.23</u>	<u>295.36</u>	<u>105.09%</u>
350 Special Activities				
351 Banquet	10,783.15	10,332.18	450.97	104.37%
352 Picnic	4,395.61	4,732.93	-337.32	92.87%
353 Special Events	5,001.16	5,554.29	-553.13	90.04%
354 Food/Refreshments	4,803.75	4,884.13	-80.38	98.35%

Little Canada Fire Department
Profit & Loss Budget vs. Actual
January through December 2017

	<u>Jan - Dec 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Total 350 Special Activities	24,983.67	25,503.53	-519.86	97.96%
400 Operations				
410 Vehicle Expenses				
411 Fuel	3,257.09	2,190.68	1,066.41	148.68%
412 Vehicle Repairs	41,499.33	21,968.57	19,530.76	188.9%
414 Vehicle Maintenance	7,716.59	10,347.48	-2,630.89	74.58%
Total 410 Vehicle Expenses	<u>52,473.01</u>	<u>34,506.73</u>	<u>17,966.28</u>	<u>152.07%</u>
420 Equipment Expenses				
421 Fire Equipment Repair/Mtnc	5,701.92	13,227.39	-7,525.47	43.11%
422 Fire Equipment New				
422a Lights	65.00	63.06	1.94	103.08%
422b Rescue	621.28			
422c Hand Tools	0.00	1,134.90	-1,134.90	0.0%
422d Hose	0.00	4,565.11	-4,565.11	0.0%
422e First Aid	0.00	236.29	-236.29	0.0%
Total 422 Fire Equipment New	<u>686.28</u>	<u>5,999.36</u>	<u>-5,313.08</u>	<u>11.44%</u>
Total 420 Equipment Expenses	<u>6,388.20</u>	<u>19,226.75</u>	<u>-12,838.55</u>	<u>33.23%</u>
423 Turn-out Gear	9,644.65	14,190.98	-4,546.33	67.96%
424 Uniforms	3,321.35	4,981.40	-1,660.05	66.68%
430 Vehicle Radios new/repair	13.99	38.96	-24.97	35.91%
432 800 MHZ Fee/Serv Contract	1,235.52	1,253.95	-18.43	98.53%
433 Radio/Pager Repairs	875.91	708.26	167.65	123.67%
434 Laptop Connection Fee	870.25	840.00	30.25	103.6%
440 SCBA Repair/Maintenance	3,645.18	3,982.55	-337.37	91.53%
Total 400 Operations	<u>78,468.06</u>	<u>79,729.58</u>	<u>-1,261.52</u>	<u>98.42%</u>
490 Fire Prevention				
491 Fire Prevention Reimbursmnt	1,280.00	2,017.35	-737.35	63.45%
492 Fire Prevention Supplies	2,962.83	3,044.77	-81.94	97.31%
Total 490 Fire Prevention	<u>4,242.83</u>	<u>5,062.12</u>	<u>-819.29</u>	<u>83.82%</u>
500 Training				
510 Probationary Members	4,800.00	5,700.00	-900.00	84.21%
513 Equipment/Materials	0.00	485.42	-485.42	0.0%
514 Outside Instructors	9,194.10	6,191.59	3,002.51	148.49%
515 Supplies	638.73	222.14	416.59	287.54%
520 MSFCA Conference	5,316.94	3,993.32	1,323.62	133.15%
523 Outside Training Classes	9,430.51	7,762.92	1,667.59	121.48%
524 MSFDA Conference	8,896.81	5,875.75	3,021.06	151.42%
Total 500 Training	<u>38,277.09</u>	<u>30,231.14</u>	<u>8,045.95</u>	<u>126.62%</u>
Total Budgeted Items	366,989.34	392,081.61	-25,092.27	93.60%
610 New Truck	84,106.61			
700 Non-budgeted Items	164,430.70			
Total Expense	<u>615,526.65</u>	<u>392,081.61</u>	<u>223,445.04</u>	<u>156.99%</u>



STAFF REPORT

TO: Mayor Keis and Members of City Council
FROM: Sharon Provos, Finance Director
DATE: May 4, 2018
RE: 2018 Budget Amendment

In the 2018 budget, we estimated that the kitchen remodel at the Fire Station would be completed and paid for in 2017. That project was not done in 2017 and will be accomplished in 2018. The 2017 estimated amount for the project of \$53,000 should be moved to the 2018 Budget.

The current 2018 General Capital Improvements Budget and the amended budget are attached.

Staff recommends amending the 2018 Budget as presented.

**CITY OF LITTLE CANADA
GENERAL CAPITAL IMPROVEMENT FUND (400)
FISCAL YEARS 2016 THROUGH 2022**

	<u>2016 Actual</u>	<u>2017 Budget</u>	<u>2017 Estimated</u>	<u>2018 Budget</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Budget</u>	<u>2022 Budget</u>
REVENUE SUMMARY:								
Administrative Fees (Capital Projects)	\$ 111,025	\$ 23,404	\$ 75,000	\$ 30,727	\$ 19,450	\$ 21,850	\$ 33,640	\$ 37,850
PILOT Payment - Painters Union	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
TIF Excess Increment	34,003	27,000	27,000	27,000	27,000	27,000	27,000	27,000
Donations (1)		185,000	208,000					
Miscellaneous	1,957							
Transfer from 10% Fund for Park&Rec Salaries	16,515	4,500	4,500	4,500	4,500	4,500	4,500	4,500
Transfer from 10% Fund for Projects (2)				129,000				
Transfer from Park Land Acquisition Fund (3)					250,000		28,270	
Sale of Equipment	16,075	62,100	73,101					
LGA (4)	239,919	243,733	243,733	345,482	345,482			
Reserve Transfer	229,432	150,000	496,472					
Interest	18,670	2,625	1,500	14,800	8,862	8,507	6,136	913
TOTAL REVENUE	\$ 677,596	\$ 708,362	\$ 1,139,306	\$ 561,509	\$ 665,294	\$ 71,857	\$ 109,546	\$ 80,263

(1) In 2017, \$158,000 is budgeted from the Fire Department for the parking lot and \$50,000 from LCRA for Gilbertson field repair.

(2) Transfer from 10% Fund for projects with (10%)

(3) Transfer from Parkland Acquisition for Park projects.

(4) Increase in 2018 due to increase in levy in General Fund and increase in State funding. Reduced to \$0 in 2020 and forward due to the uncertainty of the funding.

EXPENDITURE SUMMARY:

Administration	\$ 57,276	\$ 28,155	\$ 50,680	\$ 26,645	\$ 9,155	\$ 9,165	\$ 9,175	\$ 9,185
Public Safety	50,298	362,208	340,420	220,690	177,500	2,500	162,500	17,500
The Old Fire Hall	-	85,000	-	185,000	-	-	-	-
Parks & Recreation	36,434	151,530	171,390	608,250	423,225	239,500	75,500	60,000
Public Works	280,981	356,440	370,828	106,490	92,740	55,800	387,200	67,300
TOTAL EXPENDITURES	\$ 424,989	\$ 983,333	\$ 933,318	\$ 1,147,075	\$ 702,620	\$ 306,965	\$ 634,375	\$ 153,985

NET INCREASE (DECREASE) \$ 252,607 \$ (274,971) \$ 205,988 \$ (585,566) \$ (37,326) \$ (235,108) \$ (524,829) \$ (73,722)

BEGINNING FUND BALANCE \$ 1,022,156 \$ 1,274,763 \$ 1,274,763 \$ 1,480,751 \$ 895,185 \$ 857,859 \$ 622,751 \$ 97,921

ENDING FUND BALANCE \$ 1,274,763 \$ 999,792 \$ 1,480,751 \$ 895,185 \$ 857,859 \$ 622,751 \$ 97,921 \$ 24,199

DETAILED DEPARTMENT BUDGETS

	<u>2016 Actual</u>	<u>2017 Budget</u>	<u>2017 Estimated</u>	<u>2018 Budget</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Budget</u>	<u>2022 Budget</u>
CITY CENTER /ADMINISTRATION								
Audit Service	\$ 445	\$ 485	\$ 485	\$ 495	\$ 505	\$ 515	\$ 525	\$ 535
Computer Hardware/Software/Upgrades	1,788	6,000	6,000	6,000	6,000	6,000	6,000	6,000
Accounting software	3,800	1,520	1,520	-	-	-	-	-
Comprehensive Plan	-	-	30,000	10,000	-	-	-	-
Misc Office Equip/Capital Equip	-	2,650	3,500	2,650	2,650	2,650	2,650	2,650
City Hall remodel	2,177	-	-	-	-	-	-	-
Required replacement of voting machines	21,084	-	-	-	-	-	-	-
Security upgrades	6,780	-	-	-	-	-	-	-
Windows & roof	20,342	-	-	-	-	-	-	-
City Center monument sign repair	860	-	-	-	-	-	-	-
City Center landscaping & screening	-	12,500	4,175	7,500	-	-	-	-
City Center siding repair	-	5,000	5,000	-	-	-	-	-
City Center/Admin Total	\$ 57,276	\$ 28,155	\$ 50,680	\$ 26,645	\$ 9,155	\$ 9,165	\$ 9,175	\$ 9,185

PUBLIC SAFETY

Fire Dept - Reserve line	-	39,208	39,200	40,190	-	-	-	-
Fire Dept - Engineering	5,731	-	-	-	-	-	-	-
Fire Dept - Purchase/Demo of 331 LC Road	775	-	-	-	-	-	-	-
Fire Dept - Building repairs	-	2,500	2,500	2,500	2,500	2,500	2,500	2,500
Fire Dept - Landscaping replacement	43,792	-	720	-	-	-	-	-
Fire Dept - Kitchen	-	53,000	53,000	-	-	-	-	-
Fire Dept - Parking lot and concrete repair	-	237,500	245,000	-	-	-	-	-
Fire Dept - Furnace replacement	0	12,000	-	12,000	-	-	-	-
Fire Dept - Air conditioners/furnances	0	-	-	30,000	-	-	-	-
Fire Dept - Apparatus doors and bay improvements	0	-	-	83,000	-	-	-	-
Fire Dept - Replace pagers	0	-	-	25,000	-	-	-	-
Fire Dept - SCBA	0	-	-	-	175,000	-	-	-
Fire Dept - Radios	0	-	-	-	-	-	160,000	-
Fire Dept - Emergency Management Radios	0	-	-	-	-	-	-	15,000
Emergency Svcs - Outdoor warning sirens	-	18,000	-	28,000	-	-	-	-
Fire Dept. Total	\$ 50,298	\$ 362,208	\$ 340,420	\$ 220,690	\$ 177,500	\$ 2,500	\$ 162,500	\$ 17,500

THE OLD FIRE HALL

Exterior upgrades	-	85,000	-	150,000	-	-	-	-
Roof replacement (east half)	-	-	-	35,000	-	-	-	-
Old Fire Hall Total	\$ -	\$ 85,000	\$ -	\$ 185,000	\$ -	\$ -	\$ -	\$ -

PARKS & RECREATION

P&R Consultant	1,553	17,280	10,000	10,000	10,000	10,000	10,000	10,000
Master Plan	-	-	26,830	9,000	-	-	-	-
Eli field trails	13,599	-	-	-	-	-	-	-
Nadeau Park - wood chip playground	1,610	-	-	-	-	-	-	-
Rink 2 - repaint	2,675	-	-	-	-	-	-	-
Rink 2 - replace windows	-	13,000	13,000	-	-	-	-	-
Veterans Memorial	-	-	17,565	-	-	-	-	-
Miscellaneous concrete projects	-	-	-	8,000	-	-	-	-
Portable restroom screening	-	-	-	5,000	-	-	-	-
Interpretive signage	-	-	-	-	16,725	-	-	-
Edgerton entrance landscaping	-	-	-	-	2,000	-	-	-

Fire Barn:

Study	5,764	-	-	-	-	-	-	-
Caulk concrete	-	-	-	2,000	-	-	-	-
Replace Skate Park Equipment	-	-	-	-	20,000	-	-	-

Powerline Trail:

Tunnel (culvert)	-	-	-	200,000	-	-	-	-
Payne to Edgerton	-	-	-	-	75,000	-	-	-

Gervais Mill:

Bridges	4,141	-	495	-	-	-	-	-
Garden	-	-	-	51,750	-	-	-	-
Parking lot	-	20,000	-	20,000	-	-	-	-
Tree trimming	-	-	-	-	8,000	-	-	-
Trail repair/maintenance	-	-	-	-	-	5,000	-	-

Spooner Park:

Sports court resurfacing	-	5,000	-	-	-	-	-	6,000
Gilbertson field repair	-	35,000	50,000	-	-	-	-	-
Stain shelters/structures	-	10,000	6,500	-	-	-	-	8,000
Playground Equipment (10%)	-	-	-	129,000	-	-	-	-
Upper shelter masonry repair	-	-	-	3,000	-	-	-	-
Upper shelter drinking fountain	-	-	-	4,000	-	-	-	-
Clearing	-	-	-	20,000	-	-	-	-
Buckthorn removal	-	-	-	10,000	10,000	10,000	-	-
Trail repair/maintenance	-	-	-	-	-	100,000	-	-
Tree trimming	-	-	-	-	-	10,000	-	-
Woodchip playground	-	-	-	-	-	-	5,500	-

Pioneer Park:

Drainage & grading	950	-	-	-	-	-	-	-
Stain shelters/structures	-	-	7,400	-	-	-	-	8,500
Sports court resurfacing	-	7,500	16,000	-	-	-	-	18,000
Outfield fencing - field 2 & spot repair	-	25,000	13,150	12,000	12,000	12,000	-	-
Park pond planting	1,025	5,750	-	500	-	-	-	-
Trail maintenance/repair	-	-	-	80,000	-	50,000	-	-
Message center	-	-	-	1,000	-	-	-	-
Soccer field scoreboard	-	-	-	10,000	-	-	-	-
Field repair/maintenance	-	-	-	6,000	-	6,000	-	6,000
Batting cage building roof	-	-	-	-	1,500	-	-	-
Tree trimming	-	-	-	-	10,000	-	-	-
Playground equipment	-	-	-	-	250,000	-	-	-
Warning track grading	-	-	-	-	8,000	-	-	-
Bridge plank replacement	-	-	-	-	-	1,500	-	-
Soccer field repair/maintenance	-	-	-	-	-	-	50,000	-

Rondeau Park:

Woodchip playground	3,414	-	-	-	-	-	-	-
Basketball court resurfacing/drain tile	-	10,000	7,500	-	-	-	-	-
North border plantings	-	-	-	2,000	-	-	-	-
Trail repair/maintenance	-	-	-	-	-	10,000	-	-

Thunder Bay Park:

Woodchip playground	1,703	-	-	-	-	-	-	-
Basketball court resurfacing	-	3,000	2,950	-	-	-	-	3,500
Trail maintenance/repair	-	-	-	25,000	-	25,000	-	-
Drainage	-	-	-	-	-	-	10,000	-

Parks & Recreation Total	36,434	151,530	171,390	608,250	423,225	239,500	75,500	60,000
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(10%) Funded by 10% Fund

PUBLIC WORKS

Special projects - ICWC	7,290	10,000	10,000	12,500	12,500	12,500	12,500	12,500
Install security cameras	19,176		8,725	4,000				
Replace 2004 Cushman Truckster w/Toolcat	49,930	-	-	-	-	-	-	-
Replace 2006 Ford 250 Truck w/plow	2,299	-	-	-	-	-	-	-
Replace 2009 Z turn mower	6,090	-	-	-	-	-	-	-
Replace Pressure Washer	874	-	-	-	-	-	-	-
Large area mower	47,002	-	-	-	-	-	-	-
Generator - 200kw (1/2)	38,700	-	-	-	-	-	-	-
Wire feed welder	4,645	-	-	-	-	-	-	-
Replace truck (#100)	99,278	-	-	-	-	-	-	-
Onspot chains for truck 105	2,718	-	-	-	-	-	-	-
Push mower	-	700	575	-	-	800	-	800
Pole saw	-	800	450	-	-	-	-	-
Portable truck lifts	-	25,000	25,000	-	-	-	-	-
Pioneer bulb replacement contract - thru 2019	2,480	2,440	2,440	2,440	2,440	2,500	2,500	2,500
Crosswalk and 4-Way stop enhancements	-	-	20,360	-	-	-	-	-
Metal Detectors	-	1,500	1,420	-	-	-	-	-
Snow blower	499	1,000	-	-	-	-	-	-
Tractor-loader/mower	-	75,000	71,438	-	-	-	-	-
Sweeper	-	240,000	230,420	-	-	-	-	-
Replace 2001 Snow Blower	-	-	-	2,750	-	-	-	-
Replace 2008 Ford 350 Truck	-	-	-	50,000	-	-	-	-
Replace 100 gal Water Tank	-	-	-	3,000	-	-	-	-
UTV	-	-	-	25,000	-	-	-	-
Ball field groomer	-	-	-	4,500	-	-	-	-
Grading level	-	-	-	800	-	-	-	-
3" Trash pump	-	-	-	1,500	-	-	-	-
Field Drags	-	-	-	-	5,000	-	-	-
Replace Ball Field Painter	-	-	-	-	7,000	-	-	-
Sign post puller	-	-	-	-	1,300	-	-	-
Replace small dump truck (#203)	-	-	-	-	60,000	-	-	-
Replace 1997 jumping jack compactor	-	-	-	-	2,000	-	-	-
Plate packer	-	-	-	-	2,500	-	-	-
Mini excavator	-	-	-	-	-	40,000	-	-
Cut-Off Saw 14"	-	-	-	-	-	-	1,200	-
Replace truck (#111)	-	-	-	-	-	-	43,000	-
Replace truck (#211)	-	-	-	-	-	-	45,000	-
Replace truck (#311)	-	-	-	-	-	-	45,000	-
Toolcat (replace 2006)	-	-	-	-	-	-	48,000	-
Replace 105 dump truck	-	-	-	-	-	-	190,000	-
Speed board	-	-	-	-	-	-	-	3,500
Skid loader	-	-	-	-	-	-	-	42,000
Pickup broom	-	-	-	-	-	-	-	3,500
Generator - 3000 watt	-	-	-	-	-	-	-	2,500
Public Works Total	\$ 280,981	\$ 356,440	\$ 370,828	\$ 106,490	\$ 92,740	\$ 55,800	\$ 387,200	\$ 67,300

**CITY OF LITTLE CANADA
GENERAL CAPITAL IMPROVEMENT FUND (400)
FISCAL YEARS 2016 THROUGH 2022**

AMENDED

	2016 Actual	2017 Budget	2017 Estimated	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
REVENUE SUMMARY:								
Administrative Fees (Capital Projects)	\$ 111,025	\$ 23,404	\$ 75,000	\$ 30,727	\$ 19,450	\$ 21,850	\$ 33,640	\$ 37,850
PILOT Payment - Painters Union	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
TIF Excess Increment	34,003	27,000	27,000	27,000	27,000	27,000	27,000	27,000
Donations (1)		185,000	208,000					
Miscellaneous	1,957							
Transfer from 10% Fund for Park&Rec Salaries	16,515	4,500	4,500	4,500	4,500	4,500	4,500	4,500
Transfer from 10% Fund for Projects (2)				129,000				
Transfer from Park Land Acquisition Fund (3)					250,000		28,270	
Sale of Equipment	16,075	62,100	73,101					
LGA (4)	239,919	243,733	243,733	345,482	345,482			
Reserve Transfer	229,432	150,000	496,472					
Interest	18,670	2,625	1,500	14,800	8,862	8,507	6,136	913
TOTAL REVENUE	\$ 677,596	\$ 708,362	\$ 1,139,306	\$ 561,509	\$ 665,294	\$ 71,857	\$ 109,546	\$ 80,263

(1) In 2017, \$158,000 is budgeted from the Fire Department for the parking lot and \$50,000 from LCRA for Gilbertson field repair.

(2) Transfer from 10% Fund for projects with (10%)

(3) Transfer from Parkland Acquisition for Park projects.

(4) Increase in 2018 due to increase in levy in General Fund and increase in State funding. Reduced to \$0 in 2020 and forward due to the uncertainty of the funding.

EXPENDITURE SUMMARY:

Administration	\$ 57,276	\$ 28,155	\$ 50,680	\$ 26,645	\$ 9,155	\$ 9,165	\$ 9,175	\$ 9,186
Public Safety	50,298	362,208	287,420	273,690	177,500	2,500	162,500	17,500
The Old Fire Hall	-	85,000	-	185,000	-	-	-	-
Parks & Recreation	36,434	151,530	171,390	608,250	423,225	239,500	75,500	60,000
Public Works	280,981	356,440	370,828	106,490	92,740	55,800	387,200	67,300
TOTAL EXPENDITURES	\$ 424,989	\$ 983,333	\$ 880,318	\$ 1,200,075	\$ 702,620	\$ 306,965	\$ 634,375	\$ 153,986
NET INCREASE (DECREASE)	\$ 252,607	\$ (274,971)	\$ 258,988	\$ (638,566)	\$ (37,326)	\$ (235,108)	\$ (524,829)	\$ (73,723)
BEGINNING FUND BALANCE	\$ 1,022,156	\$ 1,274,763	\$ 1,274,763	\$ 1,533,751	\$ 895,185	\$ 857,859	\$ 622,751	\$ 97,922
ENDING FUND BALANCE	\$ 1,274,763	\$ 999,792	\$ 1,533,751	\$ 895,185	\$ 857,859	\$ 622,751	\$ 97,922	\$ 24,199

DETAILED DEPARTMENT BUDGETS

CITY CENTER /ADMINISTRATION	2016 Actual	2017 Budget	2017 Estimated	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Audit Service	\$ 445	\$ 485	\$ 485	\$ 495	\$ 505	\$ 515	\$ 525	\$ 536
Computer Hardware/Software/Upgrades	1,788	6,000	6,000	6,000	6,000	6,000	6,000	6,000
Accounting software	3,800	1,520	1,520	-	-	-	-	-
Comprehensive Plan	-	-	30,000	10,000	-	-	-	-
Misc Office Equip/Capital Equip	-	2,650	3,500	2,650	2,650	2,650	2,650	2,650
City Hall remodel	2,177	-	-	-	-	-	-	-
Required replacement of voting machines	21,084	-	-	-	-	-	-	-
Security upgrades	6,780	-	-	-	-	-	-	-
Windows & roof	20,342	-	-	-	-	-	-	-
City Center monument sign repair	860	-	-	-	-	-	-	-
City Center landscaping & screening	-	12,500	4,175	7,500	-	-	-	-
City Center siding repair	-	5,000	5,000	-	-	-	-	-
City Center/Admin Total	\$ 57,276	\$ 28,155	\$ 50,680	\$ 26,645	\$ 9,155	\$ 9,165	\$ 9,175	\$ 9,186

PUBLIC SAFETY

Fire Dept - Reserve line	-	39,208	39,200	40,190	-	-	-	-
Fire Dept - Engineering	5,731	-	-	-	-	-	-	-
Fire Dept - Purchase/Demo of 331 LC Road	775	-	-	-	-	-	-	-
Fire Dept - Building repairs	-	2,500	2,500	2,500	2,500	2,500	2,500	2,500
Fire Dept - Landscaping replacement	43,792	-	720	-	-	-	-	-
Fire Dept - Kitchen	-	53,000	-	53,000	-	-	-	-
Fire Dept - Parking lot and concrete repair	-	237,500	245,000	-	-	-	-	-
Fire Dept - Furnace replacement	0	12,000	-	12,000	-	-	-	-
Fire Dept - Air conditioners/furnaces	0	-	-	30,000	-	-	-	-
Fire Dept - Apparatus doors and bay improvements	0	-	-	83,000	-	-	-	-
Fire Dept - Replace pagers	0	-	-	25,000	-	-	-	-
Fire Dept - SCBA	0	-	-	-	175,000	-	-	-
Fire Dept - Radios	0	-	-	-	-	-	160,000	-
Fire Dept - Emergency Management Radios	0	-	-	-	-	-	-	15,000
Emergency Svcs - Outdoor warning sirens	-	18,000	-	28,000	-	-	-	-
Fire Dept. Total	\$ 50,298	\$ 362,208	\$ 287,420	\$ 273,690	\$ 177,500	\$ 2,500	\$ 162,500	\$ 17,500

THE OLD FIRE HALL

Exterior upgrades	-	85,000	-	150,000	-	-	-	-
Roof replacement (east half)	-	-	-	35,000	-	-	-	-
Old Fire Hall Total	\$ -	\$ 85,000	\$ -	\$ 185,000	\$ -	\$ -	\$ -	\$ -

**CITY OF LITTLE CANADA
GENERAL CAPITAL IMPROVEMENT FUND (400)
FISCAL YEARS 2016 THROUGH 2022
AMENDED**

	2016 Actual	2017 Budget	2017 Estimated	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
PARKS & RECREATION								
P&R Consultant	1,553	17,280	10,000	10,000	10,000	10,000	10,000	10,000
Master Plan	-	-	26,830	9,000	-	-	-	-
Eli field trails	13,599	-	-	-	-	-	-	-
Nadeau Park - wood chip playground	1,610	-	-	-	-	-	-	-
Rink 2 - repaint	2,675	-	-	-	-	-	-	-
Rink 2 - replace windows	-	13,000	13,000	-	-	-	-	-
Veterans Memorial	-	-	17,565	-	-	-	-	-
Miscellaneous concrete projects	-	-	-	8,000	-	-	-	-
Portable restroom screening	-	-	-	5,000	-	-	-	-
Interpretive signage	-	-	-	-	16,725	-	-	-
Edgerton entrance landscaping	-	-	-	-	2,000	-	-	-
Fire Barn:								
Study	5,764	-	-	-	-	-	-	-
Caulk concrete	-	-	-	2,000	-	-	-	-
Replace Skate Park Equipment	-	-	-	-	20,000	-	-	-
Powerline Trail:								
Tunnel (culvert)	-	-	-	200,000	-	-	-	-
Payne to Edgerton	-	-	-	-	75,000	-	-	-
Gervais Mill:								
Bridges	4,141	-	495	-	-	-	-	-
Garden	-	-	-	51,750	-	-	-	-
Parking lot	-	20,000	-	20,000	-	-	-	-
Tree trimming	-	-	-	-	8,000	-	-	-
Trail repair/maintenance	-	-	-	-	-	5,000	-	-
Spooner Park:								
Sports court resurfacing	-	5,000	-	-	-	-	-	6,000
Gilbertson field repair	-	35,000	50,000	-	-	-	-	-
Stain shelters/structures	-	10,000	6,500	-	-	-	-	8,000
Playground Equipment (10%)	-	-	-	129,000	-	-	-	-
Upper shelter masonry repair	-	-	-	3,000	-	-	-	-
Upper shelter drinking fountain	-	-	-	4,000	-	-	-	-
Clearing	-	-	-	20,000	-	-	-	-
Buckthorn removal	-	-	-	10,000	10,000	10,000	-	-
Trail repair/maintenance	-	-	-	-	-	100,000	-	-
Tree trimming	-	-	-	-	-	10,000	-	-
Woodchip playground	-	-	-	-	-	-	5,500	-
Pioneer Park:								
Drainage & grading	950	-	-	-	-	-	-	-
Stain shelters/structures	-	-	7,400	-	-	-	-	8,500
Sports court resurfacing	-	7,500	16,000	-	-	-	-	18,000
Outfield fencing - field 2 & spot repair	-	25,000	13,150	12,000	12,000	12,000	-	-
Park pond planting	1,025	5,750	-	500	-	-	-	-
Trail maintenance/repair	-	-	-	80,000	-	50,000	-	-
Message center	-	-	-	1,000	-	-	-	-
Soccer field scoreboard	-	-	-	10,000	-	-	-	-
Field repair/maintenance	-	-	-	6,000	-	6,000	-	6,000
Batting cage building roof	-	-	-	-	1,500	-	-	-
Tree trimming	-	-	-	-	10,000	-	-	-
Playground equipment	-	-	-	-	250,000	-	-	-
Warning track grading	-	-	-	-	8,000	-	-	-
Bridge plank replacement	-	-	-	-	-	1,500	-	-
Soccer field repair/maintenance	-	-	-	-	-	-	50,000	-
Rondeau Park:								
Woodchip playground	3,414	-	-	-	-	-	-	-
Basketball court resurfacing/drain tile	-	10,000	7,500	-	-	-	-	-
North border plantings	-	-	-	2,000	-	-	-	-
Trail repair/maintenance	-	-	-	-	-	10,000	-	-
Thunder Bay Park:								
Woodchip playground	1,703	-	-	-	-	-	-	-
Basketball court resurfacing	-	3,000	2,950	-	-	-	-	3,500
Trail maintenance/repair	-	-	-	25,000	-	25,000	-	-
Drainage	-	-	-	-	-	-	10,000	-
Parks & Recreation Total	36,434	151,530	171,390	608,250	423,225	239,500	75,500	60,000

(10%) Funded by 10% Fund

**CITY OF LITTLE CANADA
GENERAL CAPITAL IMPROVEMENT FUND (400)
FISCAL YEARS 2016 THROUGH 2022
AMENDED**

	<u>2016 Actual</u>	<u>2017 Budget</u>	<u>2017 Estimated</u>	<u>2018 Budget</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Budget</u>	<u>2022 Budget</u>
PUBLIC WORKS								
Special projects - ICWC	7,290	10,000	10,000	12,500	12,500	12,500	12,500	12,500
Install security cameras	19,176		8,725	4,000				
Replace 2004 Cushman Truckster w/Toolcat	49,930	-	-	-	-	-	-	-
Replace 2006 Ford 250 Truck w/plow	2,299	-	-	-	-	-	-	-
Replace 2009 Z turn mower	6,090	-	-	-	-	-	-	-
Replace Pressure Washer	874	-	-	-	-	-	-	-
Large area mower	47,002	-	-	-	-	-	-	-
Generator - 200kw (1/2)	38,700	-	-	-	-	-	-	-
Wire feed welder	4,645	-	-	-	-	-	-	-
Replace truck (#100)	99,278	-	-	-	-	-	-	-
Onspot chains for truck 105	2,718	-	-	-	-	-	-	-
Push mower	-	700	575	-	-	800	-	800
Pole saw	-	800	450	-	-	-	-	-
Portable truck lifts	-	25,000	25,000	-	-	-	-	-
Pioneer bulb replacement contract - thru 2019	2,480	2,440	2,440	2,440	2,440	2,500	2,500	2,500
Crosswalk and 4-Way stop enhancements	-		20,360	-	-	-	-	-
Metal Detectors	-	1,500	1,420	-	-	-	-	-
Snow blower	499	1,000	-	-	-	-	-	-
Tractor-loader/mower	-	75,000	71,438	-	-	-	-	-
Sweeper	-	240,000	230,420	-	-	-	-	-
Replace 2001 Snow Blower	-	-	-	2,750	-	-	-	-
Replace 2008 Ford 350 Truck	-	-	-	50,000	-	-	-	-
Replace 100 gal Water Tank	-	-	-	3,000	-	-	-	-
UTV	-	-	-	25,000	-	-	-	-
Ball field groomer	-	-	-	4,500	-	-	-	-
Grading level	-	-	-	800	-	-	-	-
3" Trash pump	-	-	-	1,500	-	-	-	-
Field Drags	-	-	-	-	5,000	-	-	-
Replace Ball Field Painter	-	-	-	-	7,000	-	-	-
Sign post puller	-	-	-	-	1,300	-	-	-
Replace small dump truck (#203)	-	-	-	-	60,000	-	-	-
Replace 1997 jumping jack compactor	-	-	-	-	2,000	-	-	-
Plate packer	-	-	-	-	2,500	-	-	-
Mini excavator	-	-	-	-	-	40,000	-	-
Cut-Off Saw 14"	-	-	-	-	-	-	1,200	-
Replace truck (#111)	-	-	-	-	-	-	43,000	-
Replace truck (#211)	-	-	-	-	-	-	45,000	-
Replace truck (#311)	-	-	-	-	-	-	45,000	-
Toolcat (replace 2006)	-	-	-	-	-	-	48,000	-
Replace 105 dump truck	-	-	-	-	-	-	190,000	-
Speed board	-	-	-	-	-	-	-	3,500
Skid loader	-	-	-	-	-	-	-	42,000
Pickup broom	-	-	-	-	-	-	-	3,500
Generator - 3000 watt	-	-	-	-	-	-	-	2,500
Public Works Total	\$ 280,981	\$ 356,440	\$ 370,828	\$ 106,490	\$ 92,740	\$ 55,800	\$ 387,200	\$ 67,300



STAFF REPORT

TO: Mayor Keis and Members of City Council
FROM: Joel Hanson, City Administrator
DATE: May 4, 2018
RE: Bids for Old Fire Hall Exterior Improvements

Dick Krumm, RVK Architects, submitted the attached information on Friday morning. Staff will review this in more detail next week and provide a recommendation for the Council's consideration. As a reminder, the budgeted amount for the exterior work on the Old Fire Hall is \$150,000.

May 4, 2018

Mr. Joel Hanson, City Administrator
City of Little Canada
515 East Little Canada Road
Little Canada, Minnesota 55117

RE: Recommendation for Stucco Option vs. Tuckpointing

Joel, based upon the bids for Tuckpointing and Painting and then the continued maintenance I strongly recommend the City invest the additional \$10,000 dollars and go with the Stucco option. That contractor, who we work with on a regular basis, will strip the existing concrete masonry walls, install 1" foam insulation, then the mesh and stucco. This will then function as a rainscreen and isolate the stucco from the masonry so that cracks will not telegraph through the wall. Gausman is the same contractor that filled in the original window openings.

Tuckpointing low Bid	\$ 49,500
Painting low Bid	\$ 4,580

Total	\$ 54,080
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Stucco Recommendation	\$ 64,580
Less above Total	\$ 54,080

Difference	\$ 10,000
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Original Bid Tab Total	\$130,739.56
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Proposed Bid Tab Total	\$141,339.56
(Includes additional Contingency @ 6%)	

Thank You.



STAFF REPORT

TO: Mayor Keis and Members of the City Council

FROM: Joel Hanson, City Administrator

DATE: May 1, 2018

RE: Request to Move 1st Council Meeting in June

With my involvement in the Minnesota 10/US Open Golf Championship, a conflict has arisen this year with the dates. I will be in New York the week of June 11th. The first Council meeting in June would be held on June 13th. As a result, I am requesting we move the first meeting in June to the 6th. This does work out from a calendar standpoint given May has five Wednesdays. (Please note that any day the first full week of June would work too, but we would have a meeting room conflict with the Parks & Recreation Commission on the 7th.

If you prefer to leave the meeting on the 13th, I will lighten the agenda somewhat to minimize my involvement in the meeting.

Thank you for considering this request.



STAFF REPORT

TO: Mayor Keis and Members of the City Council

FROM: Joel Hanson, City Administrator

DATE: May 1, 2018

RE: 2018 Deer Management Plan

Ramsey County's aerial survey results are in and they indicate we only have 19 deer in the City. This is the lowest number tallied since 2003 and that count was using a smaller area. Given the lower count and the goals we established in past deer management plans, no control efforts are warranted in 2018. It should also be noted that I did decrease the overall goal numbers based on the "deer per square mile" calculation. In doing so, I now deducted road right of way and surface water from the square mileage figure given that "land area" doesn't support any deer population. Those factors account for 33% of our land area according to our 2008 Comprehensive Plan. The specific changes are noted on pages 3 and 4 with underlining.

Subject to any comments or questions you may have, staff recommends the Council adopt the 2018 Deer Management Plan as presented.

City of Little Canada

2018 Deer Management Plan

Little Canada maintains a deer management program involving education and periodic removal of deer. The goals of the program are:

- To prevent starvation and disease from overpopulation of deer.
- To reduce the number of motor vehicle accidents involving deer.
- To preserve and protect the property of landowners.
- To maintain a population at a “socially acceptable” level.

Resident complaints regarding the growth in the deer population had been steadily increasing from 2008 through 2011. The complaints largely fell into two principal categories. One dealt with the concern that the growing deer population in Little Canada was increasing the risk of car/deer accidents. The other involved damage to plants and landscaping on private property within the community.

Past aerial survey data collected by Ramsey County Parks & Recreation was reviewed. The northeast part of the City (including a portion of Maplewood) had shown a dramatic growth in the deer population from 2003 to 2010. Control efforts were started in this area in 2010 and the numbers have subsided.

The chart below indicates the deer count and control results since 2000. The * indicates a citywide survey.

<u>Year</u>	<u>Deer Count</u>	<u>Control Results</u>
2000	18	N/A
2001	35	N/A
2003	14	N/A
2004	20	N/A
2006	54	N/A
2007	52	N/A
2008	51	N/A
2009	71	13
2010	81	52
2011*	69	33
2012*	Unable to Count	20
2013*	36	12
2014*	24	6
2015*	Unable to Count	No Control Effort
2016*	21	No Control Effort
2017*	Unable to Count	12
2018*	19	-

In 2011, the survey area was expanded to include more areas of the City. In 2012, no count was taken due to the lack of snow cover. For 2014, the aerial survey conducted by Ramsey County Parks & Recreation indicated 24 deer were counted within the City limits. This is down from 109 counted in the same areas in 2011. In 2015, the survey did not occur due to lack of snow cover. In 2016, there were 21 deer in the NE area of the city noted above, 6 by St. John's Cemetery, and 5 by St. Jude Medical's corporate campus for a total of 32. This is 8 more than were counted in 2014 with all of them being located in the NE quadrant. (The 2016 Aerial Count Map is attached as Exhibit A.) In 2017, a count was not taken due to a lack of snow cover.

Based on the research conducted by City Staff, biologists indicate a square mile of land in a "natural area" can support about 20 deer. Little Canada is about four (4) square miles in size. Factoring out the developed land, roadways, and lake areas, it becomes reasonable to assume that Little Canada has less than one square mile of "natural area". As a result, a population of 20 deer or less would be considered sustainable.

In 2010, the City also reviewed literature and consulted with other experienced professionals regarding population control options. They were as follows:

1. **Fertility Control Drugs** - Still new and experimental. Very expensive. Estimated cost is \$200 to \$500 per deer. Very labor intensive - average 8 man-hours per deer. Must be administered to a high percentage of female segments to produce any results. Does not reduce the current population. Future doses may be necessary. Research has not shown this to be a viable solution for urban deer issues.
2. **Sharpshooters** - This option is expensive. Pricing is likely in the range of \$200 to \$300 per deer. While this technique has proved effective in other Ramsey County areas, it was felt other options should be initially pursued.
3. **Urban Bowhunting Through Metro Bowhunters Resource Base (MBRB)** - Most cost-efficient and safe method for reducing urban deer populations. Bowhunters can apply and are required to pass education and proficiency tests before approved to hunt. The City, in conjunction with MBRB, can decide on hunting details to best fit specific situations. Hunting takes place during the State archery season.
4. **Allow Private Hunting Through a Permitting Process and Utilizing the Bow and Arrow Deer Hunting Season** - This method is used by the City of Vadnais Heights pursuant to set criteria. Given the lack of large, privately owned sites and the concerns about controlling hunter activity, this option has been employed on a very limited basis for large parcel areas (25 acres or greater). In 2010, a permit was granted for the Sculley property at 3000 LaBore Road and one parcel immediately adjoining the Sculley property. The Sculley permit requires all hunters to be pre-identified before the hunt and to provide evidence of "sharpshooter" status with a bow and arrow. The size of this parcel and its critical location relative to deer herd management has been the basis for including this parcel on a "private hunt" basis. In 2011, a private hunt permit was also granted to Frank Frattalone for his property located at 3204 Rice Street and 3205 Spruce Street given the large size of these two adjoining parcels and their relative isolation from residential areas. Similar hunter qualification requirements were in place.

Options 3 & 4 have been the methods employed by the City of Little Canada.

Control Results

In the fall of 2009, the City contracted with Metro Bowhunters Resource Base (MBRB), a non-profit organization of bowhunters to conduct a controlled hunt in the area of St. John's Cemetery and other adjoining lands. 13 deer were removed from that area over three, two-day hunt periods that were spaced three weeks apart. The first hunt resulted in 10 deer being taken. The second yielded three deer and no deer were taken during the last hunt.

In 2010, the hunt areas were expanded and 52 deer were taken in the designated control areas. Even with 52 deer taken and 42 of them coming from the areas in the NE part of the City, one can see from the chart previously discussed that the population only dropped from 81 to 69 in that area. Furthermore, the St. John's Cemetery Area had been hunted for two years and still had a population of 13 deer! That number was down only one deer from 2010. This indicates the need for a continued program if numbers are to be reduced and then maintained at acceptable levels.

In 2011, 33 deer were taken from the designated hunt areas. We also added additional hunt areas consisting of Gervais Mill, LC Elementary (south portion) & Spooner Park, and the Frattalone Property). These areas had additional restrictions and were late-season additions. No deer were taken from these areas in 2011.

In 2012, hunt areas again remained essentially the same. 20 deer taken in Little Canada and an additional 7 were taken in the Spoon Lake area, a new site added by the City of Maplewood in 2012.

In 2013, 12 deer were taken from approved hunt areas. An additional eight deer were taken in Maplewood in the Spoon Lake Area and Fisher's Corner.

In 2014, only six deer were taken in Little Canada. An additional seven deer were taken in nearby Maplewood properties (See Exhibit B).

In 2015, the only permit issued was for the Frattalone Property. No hunting on other sites was permitted and no deer were taken.

In 2016, no hunting was permitted within the City.

In 2017, 12 deer were taken within the City and eight were antlerless.

It is important to state that it is not the City's intent to eradicate deer from the community. Rather, deer are considered to be a valuable element of Little Canada's ecosystem in which, absent natural predators, humans must assume the role of controlling the deer population at healthy and socially acceptable levels.

It appears the majority of residents favor the City's efforts to attempt to control the population. The number of complaints about deer impacts to property had been increasing prior to the program's implementation. As we have continued our efforts and as the population has dropped, complaints have subsided.

Our Control Program has been publicized in the City's newsletter and been the subject of conversation at many Council Meetings. In 2011, the City's Community Survey was completed. We specifically asked about our wildlife control programs. The results of that survey show support for this type of effort **with 59% deeming this program essential or very important** and only **9% calling it "unimportant"**. Furthermore, when discussing funding of this program, **78%** wanted to maintain or increase the service while **21%** wanted to cut or eliminate funding.

It should also be noted that "out-of-pocket" expenditures for the deer control program are very low relative to the City's Budget and runs well less than \$1,000 per year. There is staff time devoted to coordinating the program that is not accounted for in that number.

Deer Management Goal/Objectives/Policies

Management Goal: Manage white-tailed deer populations within the city at socially acceptable levels.

Management Objectives:

- Develop an operational management program to maintain deer populations within acceptable limits
- Maintain an overall deer population in the community of approximately 10 deer per square mile or 30 deer after deducting road right-of-way and water surfaces that accounts for 33% of the city's area.

- Manage deer populations within the City so as not to exceed 20 deer per square mile or 60 deer after deducting road right-of-way and water surfaces that account for 33% of the city's area.
- Reduce the number of car/deer collisions
- Educate residents as to the value of deer and deer habitat; minimizing nuisance problems through planting and landscaping; and the ramifications of supplemental deer feeding
- Create a uniform system for handling resident input relative to deer management
- Enforce the ordinance prohibiting the feeding of deer and other wild animals/fowl based upon complaints received or observed violations.

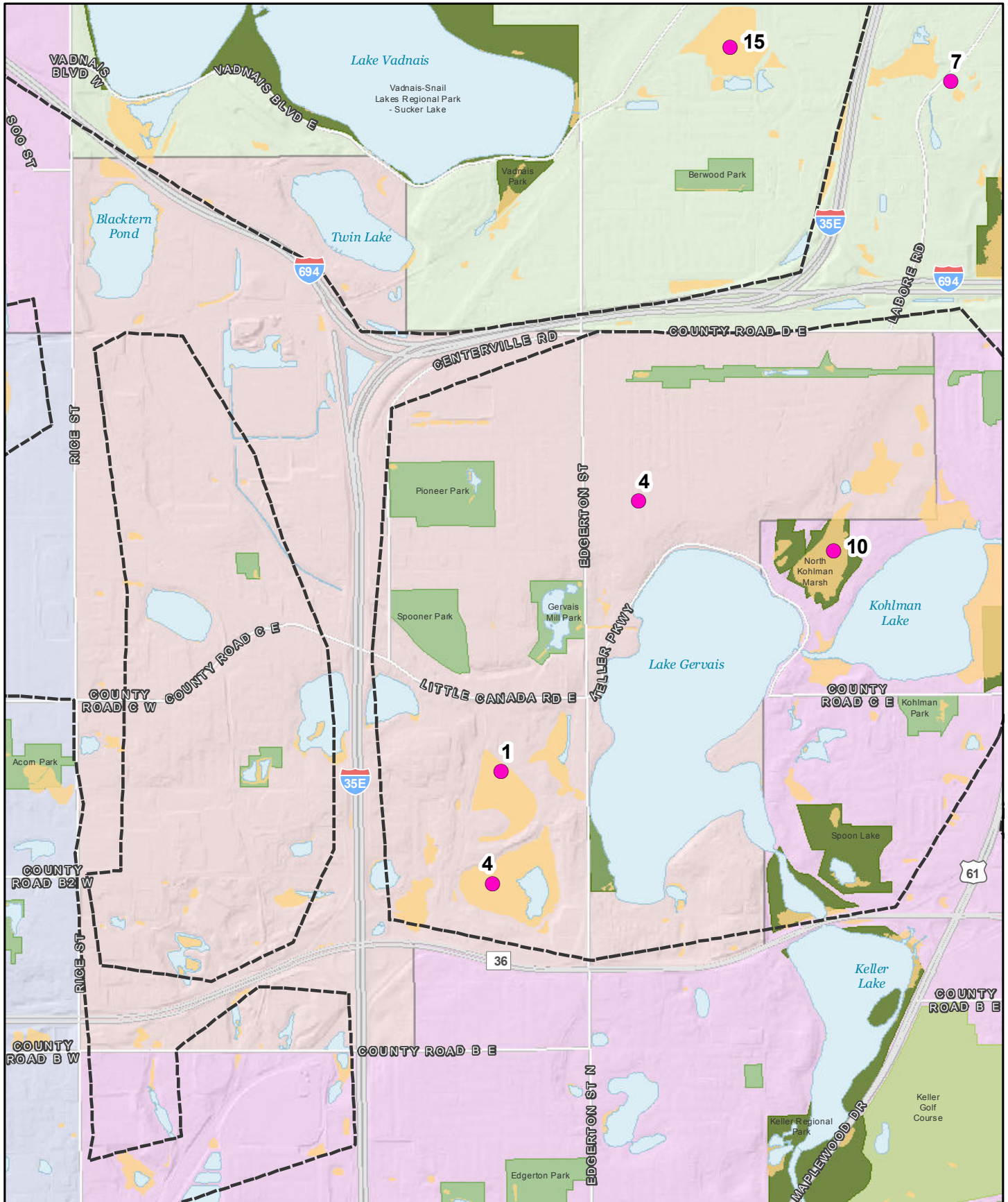
Management Policies:

1. The City will continue to contract with Ramsey County Parks & Recreation for annual aerial deer survey services. The annual survey, resident input, and the availability of suitable hunt sites shall be used as a basis for determining the extent and location of any deer removal efforts for the upcoming season.
2. Attempt to document all resident input, including phone calls, e-mails, and letters. These shall be collected by the City Administrator and be provided to the City Council for its annual evaluation of the deer management program.
3. Deer removal efforts necessary to achieve City objectives shall be limited to archery and shall be conducted by the Metro Bowhunters Resource Base (MBRB) or by private property owners when they have a site at least 20 acres in size and the hunters pass appropriate proficiency criteria and abide by City hunt rules.
4. Deer removal operations shall be conducted on public property where practical, and on private property where conditions are conducive to archery and of sufficient size and development is limited. Combinations of parcels to yield a site of sufficient size (ideally no less than 20 acres) and with limited development are acceptable; subject to property owner consent.
5. Notice will be mailed prior to the first removal date to all property owners whose land adjoins a proposed deer removal site. The notice shall include the dates of all hunts for that season and contact information for deer management personnel (city staff and law enforcement).
6. The City will provide deer management information to its residents through the City's newsletter and website.

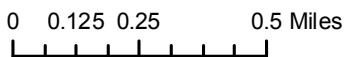
Deer Management Plan – 2018

Given that the aerial survey of the deer population only shows 19 deer within the City's immediate area, staff is recommending no control efforts for 2018.

The City will also participate in Ramsey County's aerial count anticipated to be done in early 2019, conditions permitting.



Little Canada



- Deer
- Survey Area
- Wetlands





STAFF REPORT

TO: Mayor Keis and Members of the City Council

FROM: Joel Hanson, City Administrator

DATE: May 1, 2018

RE: Call for Closed Session to Consider Purchase of 93 West Little Canada Road

Staff is recommending we go into closed session to discuss a request we purchase the above reference property. We may close a meeting to discuss this offer pursuant to Minnesota Statutes 13D.05, subd. 3(c). This statute allows us to close a meeting to “develop or consider offers or counteroffers for the purchase or sale of real or personal property”.

To close the meeting to consider this matter, we need to comply with the following steps:

- Before closing the meeting, the council must state on the record the specific grounds for closing the meeting, describe the subject to be discussed, and identify the particular property that is the subject of the meeting.
- The meeting must be tape-recorded and the property must be identified on the tape. The recording must be preserved for eight years, and must be made available to the public after all property discussed at the meeting has been purchased or sold or after the public body has abandoned the purchase or sale.
- A list of councilmembers and all other persons present at the closed meeting must be made available to the public after the closed meeting.
- The actual purchase or sale of the property must be approved at an open meeting, and the purchase or sale price is public data.

The property owner, Mr. Blake Bonjean, is asking for a more definitive answer regarding his proposals to us regarding the potential purchase of his property.

Staff will provide an update of Mr. Bonjean’s position during the closed session. The Council will then need to provide direction as to how they would like to proceed.