

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

**JANUARY 13, 2021**

Pursuant to due call and notice thereof a Workshop meeting of the City Council of Little Canada, Minnesota was convened on the 13<sup>th</sup> day of January, 2021 in the Conference Room of the City Center located at 515 Little Canada Road in said City.

*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.*

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 Keis, Council Members Fischer, Torkelson, McGraw & Miller.

**ALSO PRESENT:** City Administrator Chris Heineman, Parks & Rec/Community Services Manager Bryce Shearen and City Clerk Heidi Heller

**STRATEGIC PLANNING DISCUSSION**

The City Administrator stated that tonight he wanted to provide a broad overview of the 5-year Strategic Plan that was approved in 2019 and discuss some of the initiatives for 2021. He explained that the Strategic Plan established a practical vision for the community and identified several steps that the City will take to achieve this vision. He noted that staff is continuing to use the Strategic Plan to help guide them, and stated that many of the initiatives were incorporated into the 2021 budget. Additional priorities and initiatives that will take staff time and focus in 2021 include: Pioneer Park Master Planning Process; Analysis of stormwater impacts and creation of Stormwater Utility; Consideration of 5-year contract for the Ramsey County Sheriff's Department (RCSD); Consideration of 5-year organized waste collection contracts; Consider sale of city-owned property for economic development (Marketplace Drive Site); Consider acquisition of A&W site for blight removal and future redevelopment; Consider acquisition of available single-family homes for affordable housing.

Keis stated that a community gathering space is on the goal list and we are working on the Pioneer Park Master Plan, but he is concerned that the gathering space may not happen for three or four more years. Fischer stated that there is a lot of commercial property available that could

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be leased for gathering space until a final decision is made on what the city needs. McGraw agreed with Fischer. Keis stated he does not disagree with this, but he would like to make some decisions on this and move forward.

McGraw asked about the status of the conversion to electronic files and zoning code revision. The City Administrator stated that almost all of the address files have been scanned and we are still working on the implementation of the permit software, so that is a priority in 2021. He explained the process has began for the zoning code update and that will take most of 2021 to complete. There was discussion about redevelopment and what the future of the City and City Hall looks like.

The City Administrator asked that in the next two weeks, the Council send him their top priorities for 2021 and which priorities they feel are lower on their list. Torkelson requested that another discussion be held on this topic.

**There being no further business, the meeting was adjourned at 7:20 p.m.**

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John T. Keis, Mayor

Attest:

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Christopher Heineman, City Administrator