

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

**JANUARY 10, 2021**

Pursuant to due call and notice thereof a special meeting of the City Council of Little Canada, Minnesota was convened on the 10<sup>th</sup> day of January, 2022 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 5:00 p.m. and the following members of the City Council were present at roll call:

**CITY COUNCIL:** Keis, Miller, McGraw, Fischer and Torkelson. Absent: None.

**ALSO PRESENT:** City Administrator Chris Heineman, Public Works Director Bill Dircks, City Clerk/HR Manager Heidi Heller and City Engineer Eric Seaburg, Bolton & Menk.

**PUBLIC HEARING - IMPROVEMENT NO. 2022-05 WOODLYNN AVENUE**

Mayor Keis opened the Public Hearing to consider the improvement of Woodlynn Avenue (from Rice Street to end of the Terminus) by full depth reclamation and reconstruction with new concrete curb and gutter, and minor/spot improvements to the underground utility systems.

The City Engineer reported that the purpose of tonight's hearing is to present the proposed improvement of Woodlynn Avenue to the City Council and impacted property owners. This meeting gives property owners the opportunity to provide input and voice concerns about the project. The City Council will then determine whether or not the project moves forward.

The City Engineer provided information and showed photos of the condition of the street that resulted in the proposed improvement. He stated that this street has deteriorated to the point where rehabilitation is recommended. He stated east of the railroad tracks will be a full depth reclamation, and it will likely be a mill and overlay between the railroad tracks and Rice Street. He stated that the City now has an independent appraiser give a benefit analysis to ensure that the assessment amount does not exceed the benefit to the property.

The City Engineer explained the City's street improvement planning process. He explained that after the streets that need work are determined, the process begins with neighborhood informational meetings and progresses on to the public hearing to consider ordering of the improvement, which is this evening's hearing. Once bids are received and awarded, construction starts, and then typically after substantial completion of the project, the assessment hearings will be held.

The Engineer then explained the assessment hearing process. He stated that the hearings will be held on October 10, 2022, after the project is substantially complete, and property owners will have the opportunity to voice opinions on the proposed assessments. The Council would act on any objections received and then adopt the assessments. The assessment amounts can be paid within 30

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days with no interest charged; otherwise they will be assessed to property taxes for a period of 10 years with an interest rate that depends on the market.

The City Engineer reported on project funding, noting that sanitary sewer, water main and storm sewer repair costs would not be assessed. He explained that 80% of the street costs will be funded through special assessments to benefitting commercial property owners. The Engineer then explained the special assessment process in detail which is based on the City's Assessment Policy that has been in place since 1995.

At this point the public hearing was opened for comments from the general public. There were no comments from the public.

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

Fischer introduced the following resolution and moved its adoption:

***RESOLUTION NO. 2022-1-1 – ORDERING THE IMPROVEMENT AND  
PREPARATION OF PLANS FOR IMPROVEMENT NO. 2022-05, WOODLYNN  
AVENUE***

The foregoing resolution was duly seconded by Keis.

Ayes (5).

Nays (0). Resolution declared adopted.

**There being no further business, the meeting was adjourned at 5:12 p.m.**

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John T. Keis, Mayor

Attest:

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Christopher Heineman, City Administrator