



**MINUTES
CITY COUNCIL - WORKSHOP
MAPLE PLAIN CITY HALL
November 17, 2025
5:30 PM**

1. CALL TO ORDER

Mayor Julie Maas-Kusske called the meeting to order at 5:30 PM

PRESENT: Mayor Julie Maas-Kusske, Councilmember Mike DeLuca, Councilmember Connie Francis, Councilmember Andrew Burak, & Councilmember Rochelle Arvizo

STAFF PRESENT: City Administrator Jacob Schillander, Assistant City Administrator Kevin Larson, and Assistant City Engineer Matt Bauman

2. ADOPT AGENDA

City Administrator Schillander requested the Council pull Item A (Water Study) from the agenda to allow time for staff to meet with the City Administration of Medina. He would like to have a contract for Council to review so that everything can be approved at one meeting.

Councilmember Francis made a motion to approve the meeting agenda without Item A for discussion. Seconded by Councilmember Burak.

Voting Yea: Mayor Maas-Kusske, Councilmember DeLuca, Councilmember Francis, Councilmember Burak, & Councilmember Arvizo

Motion Passed 5-0

3. DISCUSSION

A. Water Study

Removed from the agenda.

B. March 24th Workshop Minutes Revision

Assistant City Administrator Larson summarized the additional commentary to correct the approved minutes from the 03-24-25 City Council Workshop meeting. The additional commentary involved the topics of the 2025 enterprise fund budget, parking enforcement discussion, and the board of appeals & equalization.

Council discussion: The Council inquired about the reason for revising the minutes. The Council emphasized the importance of transparency and following the established process for adding items to the discussion. Raise the topic during meetings, place the topic on a future agenda, and bring it to a workshop for discussion. The Council provided an overview of the sequence of events leading to the revisions. Council noted the importance of accuracy, stating that the details matter and should be thoroughly reviewed by both staff and Council before approving the meeting minutes.

Both Council and staff took responsibility for the oversight. Both Council and Staff are committed to ensuring these issues do not recur by remaining focused on strengthening our processes and dedicated to improving our procedures to ensure greater accuracy to avoid future mistakes.

Council direction: bring the revisions for the 03-24-25 City Council Workshop meeting to the November 24th business meeting under new business.

C. City Hall Location

City Administrator Schillander provided an update on planning for a future City Hall location, as the current school lease expires in October 2028. Three primary options were reviewed: the Gordon James building (~2,400 sq. ft., estimated \$4,500/month), the Wenck Building (~4,200 sq. ft., estimated \$4,650/month with first-year discount), and Haven Homes (~1,800 sq. ft., cost TBD). Gordon James offers strong visibility but limited parking; Wenck provides more space and multiple exits for safety but requires renovations; Haven Homes is the smallest and least preferred due to uncertain costs and high renovation needs.

Council emphasized the need for a safe, welcoming, and accessible facility that reflects the City's identity and supports staff and public use. Safety concerns with the current location's single exit were noted, and Wenck was highlighted for better security potential and flexible layout, including possible museum integration. Council expressed caution about rushing decisions but acknowledged timing constraints and the need to remain nimble. The school district is open to early lease termination, and Wenck's owner indicated July occupancy is possible, though renovations make this aggressive.

Council also discussed long-term options, including constructing a one-story building on city-owned land near Rainbow Park, which would require sewer relocation. Additional potential sites mentioned included Rebal Automotive, the former Northshore property, and the Q's building.

Council Direction: Administrator Schillander was directed to explore the feasibility of building on city-owned lots and to continue monitoring available properties for potential lease opportunities.

4. COUNCIL REPORTS AND OTHER BUSINESS

Mayor Maas-Kusske provided an update on the bonding bus tour. The lobbying efforts were successful in being included on this year's tour. More to come as the legislative session begins next year.

5. FUTURE WORKSHOP TOPICS

- A. Parking Regulations
- B. Ordinance Enforcement

- C. Amendment Consideration in Chapter 6, Article 2 Nuisance Violation
- D. 5 Year CIP/Finance Plan
- E. Council Meeting Pay
- F. Transparency
- G. Rainbow Park Sewer Improvement

Councilmember Arvizo asked whether the City would consider an ordinance addressing puppy mills. No other Councilmember endorsed the idea, and it will not be added as a future discussion topic.

6. ADJOURNMENT

Councilmember Francis made a motion to adjourn. Seconded by Councilmember Burak.

Voting Yea: Mayor Maas-Kusske, Councilmember DeLuca, Councilmember Francis, Councilmember Burak & Councilmember Arvizo.

Motion Passed 5-0.

Council Adjourned at 6:34 PM

I, Jacob W. Schillander, being duly sworn, depose and say:

That I am the City Administrator of the City of Maple Plain, and that the foregoing minutes are a true and correct record of the meeting held on the date indicated above at Maple Plain City Hall. I certify that the minutes accurately reflect all actions taken, including votes, motions, resolutions, and ordinances, and that they are in compliance with all applicable legal requirements.

Signed:



Jacob W. Schillander
City Administrator