MINUTES
CITY COUNCIL - WORKSHOP
MAPLE PLAIN CITY HALL
September 21, 2026
5:30 PM

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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 Andrew Burak, Councilmember Rochelle Arvizo, and Councilmember Nathan Pearson

STAFF PRESENT: City Administrator Jacob Schillander, WHPS Chief DuRose, and Assistant City Administrator Kevin Larson

2. ADOPT AGENDA

Councilmember Burak made a motion to approve the meeting agenda. Seconded by Councilmember Pearson.

Voting Yea: Mayor Julie Maas-Kusske, Councilmember Mike DeLuca, Councilmember Andrew Burak, Councilmember Rochelle Arvizo, and Councilmember Nathan Pearson.

Motion passed 5-0

3. DISCUSSION

A. 2027 Tax Levy and Future Budget Needs

City Administrator Schillander discussed changes to the budget outlining spreading expenses across the general fund, water fund, sewer fund and storm sewer fund. City Administrator Schillander defined fiscal disparities and why the City should no use it as extra revenue to lower the levy increase.

Council Direction: Move forward with the 2,081,393 Levy +4.21%.

B. Updated BS&A City Software Proposal

City Administrator Schillander presented the changes to the BS&A software proposal. Specifically, the removal of the travel budget.

Council Direction: Bring the purchase of the BS&A software to the next Business meeting for approval.

C. 1660 Spring Avenue – Hazardous Building

City Administrator Schillander provided the background of property 1660 Spring Avenue. Starting with an unusually high utility bill, to the City's Building Official inspection, to determining the structure meets the definition of a hazardous building, and to an Order Prohibiting Occupancy. City Administrator Schillander outline three options for the Council to consider. Option 1, Allow Additional Time and Monitor the Property. Option 2, Initiate Hazardous Building Proceedings. Option 3, Pursue a Restoration Agreement.

Council Direction: Send letter to owners stating the council has met and wants pursue option 2 but wants to provide until Oct 19 to address the issues. Oct 26th business meeting will formally start the proceedings at the business meeting.

D. Emergency Communications Plan

City Administrator Schillander presented the emergency communications plan for the City.

Council Direction: Move forward with the plan as presented.

E. Quarterly Administrator Update - April–September 2026

F. City Council Code of Conduct Training and Refresher

City Administrator Schillander provided a brief overview of the Code of Conduct and moderated a training session with 10 scenarios for the Council.

4. COUNCIL REPORTS

5. FUTURE WORKSHOP TOPICS

A. Water Incident Updates

B. City Hall Development Mtg #3

C. Ordinance Amending Maple Plain City Code Regarding The Maple Plain Fire Department

D. 5 Year CIP/Finance Plan

E. Parking Policy around Rainbow Park and Veterans Memorial Park

6. ADJOURNMENT

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

Voting Yea: Mayor Maas-Kusske, Councilmember DeLuca, Councilmember Burak, Councilmember Arvizo and Councilmember Pearson

Motion passed 5-0 8:32 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