



**MINUTES
CITY COUNCIL - WORKSHOP
MAPLE PLAIN CITY HALL
May 26, 2026
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 Connie Francis, Councilmember Andrew Burak, and Councilmember Rochelle Arvizo

ABSENT: Councilmember Mike DeLuca

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

2. ADOPT AGENDA

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

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

Motion passed 4-0

3. DISCUSSION

A. Ordinance 343 Amending City Code Chapter 6, Article 2 Nuisance Violation and Administrative Policy - Nuisance Code Enforcement

Assistant City Administrator Larson presented Ordinance 343 amendments and the accompanying administrative policy. The proposed amendments to Chapter 6, Article 2 intend to further define nuisance enforcement procedures, timelines, and administrative responsibilities. The administrative policy is developed to create a standardized enforcement procedures that protect public health, safety, and welfare while improving consistency, transparency, and legal compliance.

Council Direction

The council asked for revisions to 6-31 (c). The revisions will read, "Whenever a complaint is reported and documented to the City, the Officer charged with

enforcement shall investigate the complaint within ten (10) days." In the administrative policy, the Council is asking that expand the scope of of the policy to be more inclusive to other code violations.

B. Administrative Communications Policy

Assistant City Administrator Larson presented the proposed administrative communication policy. The policy was developed to create a clear and consistent framework for how the City communicates with residents, stakeholders, and the public across all communication platforms.

Council Direction

The council asked for revisions to the roles & responsibility section. Update to "Does not direct staff communications outside of established channels." and Remove "May request information through the City Administrator".

4. COUNCIL REPORTS

5. FUTURE WORKSHOP TOPICS

- A. City Council Salaries
- B. 5 Year Finance CIP
- C. 2027 Budget

6. ADJOURNMENT

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

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

Motion passed 4-0

Council Adjourned at 6:28 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