

**AGENDA
MAPLE PLAIN CITY COUNCIL – REGULAR MEETING
MAPLE PLAIN CITY HALL
FEBRUARY 9, 2015
AFTER JOINT COUNCIL MEETING**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ADOPT AGENDA**
- 4. CONSENT AGENDA**
 - A. Approve January 26 regular meeting minutes**
 - B. Approve January 26 workshop meeting minutes**
 - C. Accounts Payable**
 - D. 2014 Annual Report for Planning Commission**
- 5. PUBLIC HEARINGS**
- 6. ADMINISTRATIVE REPORTS**
- 7. OLD BUSINESS**
- 8. NEW BUSINESS**
 - A. YT 2014 Interfund Transfers, Resolution 15-0209-01**
- 9. LEGISLATIVE/INTERGOVERNMENTAL AFFAIRS**
- 10. COUNCIL REPORTS & OTHER BUSINESS**
 - A. Attitude of Gratitude**
- 11. VISITORS TO BE HEARD**

Note: This is a courtesy extended to persons wishing to address the council who are not on the agenda. A completed public comment form should be presented to the city administrator prior to the meeting; presentations will be limited to 3 minutes. This session will be limited to 15 minutes.
- 12. ADJOURNMENT**

**Maple Plain City Council
Meeting Minutes
January 26, 2015
Maple Plain City Hall**

1. CALL TO ORDER

Mayor Young called the meeting to order at 7 p.m.

Present: Councilmembers Justin McCoy, Dave Eisinger, Julie Maas-Kusske, Mike DeLuca and Mayor Jerry Young. Also present were City Administrator, Tessia Melvin; City Attorney, Jeff Carson; City Planner, Mark Kaltsas; City Engineer, Dan Boyum and Director of Public Safety, Gary Kroells.

2. PLEDGE OF ALLEGIANCE

3. ADOPT AGENDA

Councilmember Eisinger moved to adopt the agenda; seconded by Councilmember McCoy. Motion passed 5-0.

4. CONSENT AGENDA

Items to approve under Consent Agenda:

- A. Approve January 12 regular meeting minutes**
- B. Approve January 12 workshop meeting minutes**
- C. Accounts Payable**
- D. WeCan Resolution 15-0126-01**
- E. HAWK Signal Payment Request No. 3 and Final Payment**

Melvin added that there were two corrections in the January 12 workshop minutes: 1). On page two the Orono Discovery Center should be replaced with Orono Community Education and 2). It should read drainage “near” fire station, not “new” fire station.

Councilmember McCoy moved to adopt the consent agenda with minor changes to the January 12 workshop; seconded by Councilmember Eisinger. Motion passed 5-0.

5. PUBLIC HEARINGS

There were no public hearings.

6. ADMINISTRATIVE REPORTS

A. West Hennepin Public Safety Reports for November and December

Director Kroells provided an update to the Council. Kroells reported that for the month of November, the department was slightly down in calls. Kroells added that the department has experienced a decrease in aid assistance of other departments.

Kroells stated that in December the department held their annual View Santa event. It raised \$850 and 1300 pounds of food for the local food shelf. He thanked all of the officers, reserves and volunteers that made the event such a success.

Kroells noted that in December tobacco compliance checks were completed and all Maple Plain establishments passed. Kroells thanked Diamond Surface for their generous donation to help get the rumble strips installed. He added that the strips were greatly needed and that no head-on crashes have occurred since the installment of the rumble strips.

Kroells also noted that on December 27 there were six crashes due to weather and road conditions. Councilmember DeLuca thanked Kroells for his first six months of being a Director and noted that the transition has been very smooth for both cities.

Councilmember Eisinger moved to accept the West Hennepin Public Safety reports for November and December; seconded by Councilmember Maas-Kusske. Motion passed 5-0.

B. City Planner Monthly Report

Kaltsas provided the Council with an update on planning activities. Kaltsas noted that staff has been working on downtown development concepts, a site plan for Collision Corners, large assembly permit, rental ordinance and working with the owners of a current “group” home in Maple Plain. Kaltsas added that there have been several questions regarding potential property acquisitions throughout Maple Plain, zoning questions and setback questions.

Councilmember McCoy moved to accept the City Planner Monthly Report; seconded by Councilmember DeLuca. Motion passed 5-0.

C. City Engineer Monthly Report

Boyum presented a monthly update for the Council. Boyum noted that staff has been working on reviewing items with contractors of both the Main Street West and Rainbow Avenue and Budd Avenue projects. In addition, Boyum added that time had been spent finalizing assessments and reviewing easement requests.

Boyum added that staff has also been working on the following items:

- Water Treatment Plant items
- MS4 Permit items
- Reviewing site plans with the City Planner
- Reviewing downtown development area for storm sewer
- Providing guidance on the street improvement plan CIP

Councilmember DeLuca moved to accept the City Engineer Monthly Report; seconded by Councilmember Maas-Kusske. Motion passed 5-0.

D. 2014 End of Year Financial Report

Melvin provided the Council with a 2014 year-end financial update. Melvin noted that while all 2014 bills have not been received or paid and that the audit has not been completed the budget shows a decrease in expenses and an increase in revenues. Melvin noted that the Water Fund had a miscoded bond payment, so the Fund ended with a \$7,220 surplus.

Melvin added the Fire Department was not over budget, but had to code the LUCAS machine to the 2014 budget. At a glance, Melvin added that significant changes in expenses were due to the following reasons:

- Decrease in City Planner fees resulted in lower planning costs for the City.
- Public Works experienced some areas of increases due to the long 2014 winter and watermain breaks
- Public Works also experienced some areas of savings due to staff changes
- Legal fees experienced an increase due to three internal investigations

Melvin noted that building permits increased in 2014 and the City sold one parcel of land. Melvin noted that water sales were down, but this is consistent with other metro cities as the wet spring led to a decrease in water sales. Melvin noted that in 2013 an additional \$89,000 was added to revenues from outside programs and a similar amount is expected for 2014.

Councilmember DeLuca moved to accept the 2014 year-end financial review report; seconded by Councilmember McCoy. Motion passed 5-0.

7. OLD BUSINESS

There was no Old Business.

8. NEW BUSINESS

A. Xcel Energy Franchise Agreement

Melvin reported that the City has been working with Xcel Energy since 2011 on the negotiation of this agreement. Melvin added that the agreement helps to create a better relationship between the City of Maple Plain and Xcel Energy as it defines expectations and provides guidance to both parties. Melvin noted that while the agreement mentions franchise fees, it is not the intent of the City of Maple Plain to enter franchise fees. Melvin added that the City Attorney, Jeff Carson, has worked closely on this agreement. Scott Johnson, Xcel Energy Representative, was present and available for questions.

With some Council discussion on franchise fees, Melvin provided a better definition for audience members. Franchise fees are another revenue source that some cities use to collect monies from residents. A franchise fee would appear on a resident's Xcel Energy bill and Xcel would then make the payments to the City. The purpose for franchise fees is to raise revenues in a city to address street repairs, street lights and improvements that may benefit public amenities where the public utility easements are located.

Councilmember DeLuca moved to accept the Franchise Agreement with Xcel Energy; seconded by Councilmember McCoy. Motion passed 5-0.

B. Declaring Newport a city Street, Resolution 15-0126-02

Melvin reported that Newport Street is located off of Budd Street, near the Independence border and that it has existed for more than 15 years. The street has a street sign, a dead end sign, a speed limit sign and speed bumps, so it is a general assumption that Newport Street is a City street. Melvin reported that

Newport Street is a private drive owned by the apartment complex and that the City does not maintain it nor have easements on it.

The issue that residents face is that they use Newport Street as their address or on their license and the street is not recognized by Hennepin County. As a result, residents are not able to vote under this address. In addition, the Post Office recognizes it as a street, though it is not platted on County maps.

Melvin recommended that the City Council declare Newport Street a City street as it does not impact many, it allows residents to keep their licenses and address as they currently have them, it corrects the mistakes at the County level and does not maintain maintenance for the City of Maple Plain.

Councilmember Eisinger moved to declare Newport Street a City of Maple Plain street; seconded by Councilmember McCoy. Motion passed 5-0.

9. LEGISLATIVE/INTERGOVERNMENTAL AFFAIRS

There were no updates presented.

10. COUNCIL REPORTS AND OTHER BUSINESS

Melvin reported that the Cities of Maple Plain and Independence would host a joint City Council meeting on Monday, February 9, at 7 p.m.

Director Kroells reported that West Hennepin Public Safety is still accepting applications for the 2015 Citizens' Academy. Kroells noted that the program is very informative, presented in a hands-on-approach and beneficial for residents wanting to learn more about public safety.

11. VISITORS TO BE HEARD

Judy Sutherland, approached the City Council with four items:

- a. Sutherland stated that the parking lot outside of the Discovery Center is too dark at night and creates public safety concerns.
- b. Sutherland asked for a map of the Metro Transit bus route and added that a person recently got off by the library.
- c. Sutherland announced that volunteers of the Maple Plain Museum have completed all of the necessary paperwork and are officially a nonprofit.
- d. Sutherland asked the Council about the cost for the Shared Services Consultant.

Councilmember McCoy reported that the bus does stop at a few locations within Maple Plain in addition to the Park and Ride parking lot. McCoy added that a Shared Services Committee, members made up of both Maple Plain and Independence, have been working over a year to create shared services. McCoy reported that some of the accomplishments include a joint newsletter and a joint city festival.

Melvin added that it is the intent of the consultant to look at the organizational structure of both cities and to determine if both cities could benefit from sharing joint Administration and Public Works Departments.

12. ADJOURNMENT

Councilmember Young moved to adjourn the meeting at 7:45 p.m.; seconded by Councilmember DeLuca. Motion passed 5-0.

**Maple Plain City Council Meeting
Workshop Minutes
January 26, 2015
Maple Plain City Hall**

1. CALL TO ORDER

Mayor Young called the meeting to order at 5:30 p.m.

Present: Councilmembers Dave Eisinger, Justin McCoy, Mike DeLuca, Julie Maas-Kusske and Mayor Jerry Young. Also present was City Administrator, Tessia Melvin.

City Planner, Mark Kaltsas arrived at 6:15 p.m.

2. ADOPT AGENDA

Councilmember McCoy moved to adopt the agenda; seconded by Councilmember Eisinger. Motion passed 5-0.

3. QUIET ZONE DISCUSSION

Melvin reported that a resident approached Councilmember Maas-Kusske inquiring about adding quiet zones to the City of Maple Plain, which would restrict the time when the railroad can blow their horns/whistles. Melvin reported that generally this is an expensive process. It begins with a study to determine what site improvements would need to be made to accommodate the quiet zones. Melvin added that it is estimated for this project, a study would cost the City about \$4,000. In addition, Melvin added, that any improvements found in the study would be at the cost of the City.

Councilmember Eisinger added that the City previously looked at this issue in 2012-2013 and it was determined that the City would need to make necessary improvements in the amount of \$100,000-\$150,000. Eisinger added that another concern with this project is that it would hinder access to Oak Street and Bryant Street, which was not supported in the past.

Councilmember McCoy added that the Council previously spoke to business owners that would be affected by the changes, and they were not in favor of the changes. McCoy added that recently Senator Osmeck announced that the railroad was looking to add a double track from Wayzata westward.

The Council discussed the concerns and stated the benefits of the quiet zones; however, the Council agreed that the City could not take on a project of that size.

4. **OTHER ISSUES**

A. Public Works Temporary Position

Melvin reported that the City has been reduced to one public works employee since September 2014 due to a workers comp claim. Melvin added that the Council approved the hiring of part-time help in November. The person worked very well for the City, but took a job with another company in December. Melvin reported that the individual is currently able to work again with the City of Maple Plain.

Melvin noted that the City of Loretto has provided shared services, suggested vendors and have helped during this transition for the City of Maple Plain.

Councilmember McCoy commended the staff on the work done during this period as they were able to reduce the radium levels in water, improve the taste of the City Water and keep the roads cleared during the winter months.

B. Update on Lake Sarah Pioneer Creek Watershed

Councilmember DeLuca, representative for the Watershed, provided an update to the Council on recent actions taken by the Watershed. DeLuca noted that the group had worked hard at completing the comprehensive plan. The study was completed by Wenck Engineering for an amount over \$50,000. As a result Bauser is not satisfied with the results of the study. DeLuca reported that the City of Maple Plain currently pays the Watershed \$10,090 annually. Currently the CIP of the Watershed has a total of \$45,000, which can be designated to the City projects.

Councilmember DeLuca added that Bauser is looking for a more aggressive approach to water improvements. DeLuca reported that the Watershed is looking at a few options to update the plan, provide a new plan and possibly looking to disban.

The City Council discussed some options if the Watershed disbanned.

Councilmember Maas-Kusske added that changes need to be made to the January 12 minutes that would make Councilmembers Maas-Kusske and DeLuca representatives for LMCC, and Councilmember Eisinger an alternate.

C. Update on Downtown Development

City Planner Kaltsas, and City Administrator Melvin presented an update to the Council on the Downtown Development. They reported that there are a few interested developers in the site and that staff will meet with some next week to determine what timelines are available and what plans are intended for the site. Melvin added that staff has a meeting scheduled with the Met Council to talk about the grant, allocated dollars, timelines and to get a better understanding of what can be added to the project.

Melvin added that the property owner at 5210 Main Street East is interested in selling the property. Staff will work to potentially include 5210 Main Street East in the grant.

5. ADJOURNMENT

Councilmember Eisinger moved to adjourn the meeting at 6:55 p.m.; seconded by Councilmember DeLuca. Motion passed 5-0.

CITY OF MAPLE PLAIN
Payments

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Current Period: February 2015

Batch Name	02/10/15 PAY Payments	User Dollar Amt	\$0.00		
		Computer Dollar Amt	\$77,814.07		
			\$77,814.07	Out of Balance	
Refer	20023 <i>WATERTOWN PARTS CO.</i>	-			
Cash Payment	E 101-43000-221 Equipment Parts Invoice 431384	Vehicle Filters			\$80.97
Transaction Date	2/6/2015	Bank of Maple Plain	10100	Total	\$80.97
Refer	20024 <i>ABDO EICK & MEYERS, LLP</i>	-			
Cash Payment	E 101-41500-301 Auditing & Accounting S Invoice 338295	2014 Audit			\$3,123.10
Transaction Date	2/6/2015	Bank of Maple Plain	10100	Total	\$3,123.10
Refer	20025 <i>BAGGY JO INC</i>	-			
Cash Payment	E 101-43000-417 Uniform Rentals Invoice 50911	PW Uniform embroidery			\$80.46
Transaction Date	2/6/2015	Bank of Maple Plain	10100	Total	\$80.46
Refer	20026 <i>CARSON & CLELLAND</i>	-			
Cash Payment	E 101-41610-304 Legal Services Invoice	General			\$71.25
Cash Payment	E 101-42110-304 Legal Services Invoice	Criminal			\$113.75
Cash Payment	E 101-42110-304 Legal Services Invoice	Criminal			\$1,387.94
Cash Payment	E 101-41610-304 Legal Services Invoice	General- Massage Business			\$190.00
Cash Payment	E 101-41610-304 Legal Services Invoice	General- MSW/Rainbow			\$356.25
Cash Payment	E 101-41610-304 Legal Services Invoice	General- Xcel Franchise			\$285.00
Cash Payment	G 101-20216 Site Plan Escrow Invoice	Collision Corner CUP			\$71.25
Cash Payment	E 101-41110-304 Legal Services Invoice	City Council Meetings and Prep.			\$807.50
Cash Payment	E 101-41610-304 Legal Services Invoice	General			\$1,282.50
Cash Payment	E 101-41610-304 Legal Services Invoice	General			\$99.00
Transaction Date	2/6/2015	Bank of Maple Plain	10100	Total	\$4,664.44
Refer	20027 <i>CENTERPOINT ENERGY MINNEGA</i>	-			
Cash Payment	E 101-41940-383 Gas Utilities Invoice	City Hall			\$624.79
Cash Payment	E 101-41940-383 Gas Utilities Invoice	Public Works			\$444.70
Cash Payment	E 601-49400-383 Gas Utilities Invoice	WTP			\$247.63
Cash Payment	E 602-49450-383 Gas Utilities Invoice	Lift Station			\$31.58
Transaction Date	2/6/2015	Bank of Maple Plain	10100	Total	\$1,348.70

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Payments

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Refer	20028	3D SPECIALITIES	-				
Cash Payment	E 101-43000-417	Uniform Rentals	PW Jacket & Sweatshirt			\$182.64	
	Invoice	447764					
Transaction Date	2/6/2015		Bank of Maple Plain	10100	Total	\$182.64	
Refer	20029	ECM PUBLISHERS INC	-				
Cash Payment	E 101-41420-351	Legal Notices Publishing	Ordinances 281&282			\$92.53	
	Invoice						
Cash Payment	E 601-49400-351	Legal Notices Publishing	Drinking Water			\$57.83	
	Invoice						
Transaction Date	2/6/2015		Bank of Maple Plain	10100	Total	\$150.36	
Refer	20030	FRONTIER	-				
Cash Payment	E 601-49400-321	Telephone	WTP Alarm Line			\$56.43	
	Invoice						
Cash Payment	E 601-49400-321	Telephone	WTP			\$62.12	
	Invoice						
Transaction Date	2/6/2015		Bank of Maple Plain	10100	Total	\$118.55	
Refer	20031	MAPLE PLAIN/INDEPENDENCE FIR	-				
Cash Payment	E 101-42290-307	Fire Administration	Fire Admin. - Feb			\$13,482.92	
	Invoice						
Transaction Date	2/6/2015		Bank of Maple Plain	10100	Total	\$13,482.92	
Refer	20032	GOPHER STATE ONE-CALL, INC.	-				
Cash Payment	E 101-43000-437	Miscellaneous	Locates- Jan			\$17.60	
	Invoice	132166					
Transaction Date	2/6/2015		Bank of Maple Plain	10100	Total	\$17.60	
Refer	20033	HAWKINS INC.	-				
Cash Payment	E 601-49400-216	Chemicals & Chemical P	Water Chemicals			\$740.11	
	Invoice	3689147					
Cash Payment	E 601-49400-216	Chemicals & Chemical P	Water Chemicals			\$25.00	
	Invoice	3687930					
Cash Payment	E 601-49400-216	Chemicals & Chemical P	Water Chemicals			\$15.00	
	Invoice	3687767					
Transaction Date	2/6/2015		Bank of Maple Plain	10100	Total	\$780.11	
Refer	20034	HD WATERWORKS	-				
Cash Payment	E 601-49400-227	Utility Maintenance Supp	Repair and repair clamp			\$500.35	
	Invoice	SC04262,D42537					
Transaction Date	2/6/2015		Bank of Maple Plain	10100	Total	\$500.35	
Refer	20035	LANO EQUIPMENT	-				
Cash Payment	E 101-43000-221	Equipment Parts	PW Supplies			\$6.00	
	Invoice	229222					
Transaction Date	2/6/2015		Bank of Maple Plain	10100	Total	\$6.00	
Refer	20036	METROPOLITAN COUNCIL ENV SE	-				
Cash Payment	E 602-49450-319	Other Consulting Service	Wastewater Services-March			\$19,263.17	
	Invoice	1041481					
Transaction Date	2/6/2015		Bank of Maple Plain	10100	Total	\$19,263.17	
Refer	20037	METRO WEST INSPECTION SERVI	-				

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Cash Payment	E 101-42400-308 Building Inspection	Inspection Services		\$2,464.57
Invoice				
Transaction Date	2/6/2015	Bank of Maple Plain	10100	Total \$2,464.57
Refer	20038 <i>MMCI</i>	-		
Cash Payment	E 101-41500-331 Training & Travel	McCallum-Clerks Conference		\$410.00
Invoice				
Transaction Date	2/6/2015	Bank of Maple Plain	10100	Total \$410.00
Refer	20039 <i>MEDIACOM</i>	-		
Cash Payment	E 101-41500-309 EDP, Software and Desi	City Hall		\$129.35
Invoice				
Cash Payment	E 601-49400-321 Telephone	WTP		\$97.40
Invoice				
Transaction Date	2/6/2015	Bank of Maple Plain	10100	Total \$226.75
Refer	20040 <i>NEOFUNDS BY NEOPOST</i>	-		
Cash Payment	E 101-41500-322 Postage	Postage		\$600.00
Invoice				
Transaction Date	2/6/2015	Bank of Maple Plain	10100	Total \$600.00
Refer	20041 <i>ORONO IND SCHOOL DISTRICT 27</i>	-		
Cash Payment	E 101-41940-412 Building Rentals	Jan- Rent		\$2,621.25
Invoice 117				
Cash Payment	E 101-41940-412 Building Rentals	Feb- Rent		\$2,621.25
Invoice 118				
Transaction Date	2/6/2015	Bank of Maple Plain	10100	Total \$5,242.50
Refer	20042 <i>OFFICE DEPOT</i>	-		
Cash Payment	E 101-43000-215 Shop Materials	Towels-PW		\$56.95
Invoice				
Cash Payment	E 101-43000-215 Shop Materials	PW Supplies-Folders		\$84.54
Invoice				
Cash Payment	E 101-43000-215 Shop Materials	PW Supplies-Tape		\$10.49
Invoice				
Cash Payment	E 101-41500-201 Office Supplies	Office Supplies-Dividers		\$18.42
Invoice				
Cash Payment	E 101-41500-201 Office Supplies	Office Supplies		\$7.49
Invoice				
Cash Payment	E 101-41500-202 Duplicating & Copying S	Paper		\$42.70
Invoice				
Transaction Date	2/6/2015	Bank of Maple Plain	10100	Total \$220.59
Refer	20043 <i>SIGNS BY JON</i>	-		
Cash Payment	E 601-49400-437 Miscellaneous	Utility Box Sticker		\$25.00
Invoice 1716				
Transaction Date	2/6/2015	Bank of Maple Plain	10100	Total \$25.00
Refer	20044 <i>TESSIA MELVIN</i>	-		
Cash Payment	E 101-41500-321 Telephone	Phone Reimbursement- Feb		\$50.00
Invoice				
Transaction Date	2/6/2015	Bank of Maple Plain	10100	Total \$50.00
Refer	20045 <i>TOTAL CONTROLL SYSTEMS INC</i>	-		

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Cash Payment	E 601-49400-311 Contract Service	WTP Computer Device		\$207.27
Invoice 7176				
Transaction Date	2/6/2015	Bank of Maple Plain	10100	Total \$207.27
Refer	20046	WIDMER CONSTRUCTION, LLC	-	
Cash Payment	E 601-49400-311 Contract Service	Watermain Fix- Main/Budd		\$5,018.10
Invoice 3885				
Transaction Date	2/6/2015	Bank of Maple Plain	10100	Total \$5,018.10
Refer	20047	XCEL ENERGY	-	
Cash Payment	E 101-43160-381 Electric Utilities	Park & Pool		\$58.77
Invoice				
Cash Payment	E 101-43160-381 Electric Utilities	Street Lights		\$2,835.75
Invoice				
Cash Payment	E 101-43160-381 Electric Utilities	Oak Street		\$16.02
Invoice				
Cash Payment	E 101-43160-381 Electric Utilities	Main Street		\$21.27
Invoice				
Transaction Date	2/6/2015	Bank of Maple Plain	10100	Total \$2,931.81
Refer	20048	ALPHA VIDEO & AUDIO INC	-	
Cash Payment	E 101-41110-570 Office Equipment & Furn	Council Chambers- Audio & Video		\$9,777.00
Invoice SYSINV15788DB				
Transaction Date	2/6/2015	Bank of Maple Plain	10100	Total \$9,777.00
Refer	20049	HENN COUNTY ACCTS RECEIVAB	-	
Cash Payment	E 101-43125-229 Sand & Salt Materials	Salt		\$593.15
Invoice 1000053336				
Transaction Date	2/6/2015	Bank of Maple Plain	10100	Total \$593.15
Refer	20050	EXECUTIVE TITLE	-	
Cash Payment	E 601-49400-437 Miscellaneous	Utility Reimbursement- 4944 Drake		\$8.16
Invoice				
Transaction Date	2/6/2015	Bank of Maple Plain	10100	Total \$8.16
Refer	20051	MN DEPT TRANSPORTATION	-	
Cash Payment	R 101-36500 Collected for other Governme	Liesch Lease- Feb		\$130.00
Invoice 164428				
Transaction Date	2/6/2015	Bank of Maple Plain	10100	Total \$130.00
Refer	20052	MINNESOTA PIPE & EQUIP	-	
Cash Payment	E 601-49400-227 Utility Maintenance Supp	PW Maintenance Supplies		\$726.80
Invoice 0329134				
Transaction Date	2/6/2015	Bank of Maple Plain	10100	Total \$726.80
Refer	20056	HENNING EXCAVATING	-	
Cash Payment	E 601-49400-311 Contract Service	1885 Budd		\$2,135.00
Invoice 5965				
Cash Payment	E 601-49400-311 Contract Service	1875 Budd		\$2,135.00
Invoice 5964				
Transaction Date	2/6/2015	Bank of Maple Plain	10100	Total \$4,270.00
Refer	20057	WATER CONSERVATION SERVICE	-	
Cash Payment	E 601-49400-311 Contract Service	Leak Locates		\$1,113.00
Invoice 5667				

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Payments

Current Period: February 2015

Transaction Date	2/6/2015	Bank of Maple Plain	10100	Total	\$1,113.00
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Fund Summary

	10100 Bank of Maple Plain	
101 GENERAL FUND		\$45,349.12
601 WATER FUND		\$13,170.20
602 SEWER FUND		\$19,294.75
		<hr/>
		\$77,814.07

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$77,814.07
Total	<hr/>
	\$77,814.07



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Maple Plain Planning Commission 2014 Annual Summary

The City of Maple Plain Planning Commission reviewed and made recommendations relating to applications submitted to the City in 2014. This summary provides a brief overview of the applications considered and the outcome of each application after leaving the Planning Commission.

In 2014:

Planning Commissioners held nine (9) meetings.

Planning Commissioners considered sixteen (16) applications:

- Minor Subdivision: one (1)
- Variances: two (2)
- Site Plan Review: four (4)
- Planned Unit Development: one (1)
- Sketch Plat: one (1)
- Preliminary Plat: two (2)
- Final Plat: two (2)
- Sign Package Review: one (1)
- Text Amendment: two (2)

January, 2014

Items Considered: 1. Sketch Plat – Meadows of Maple Plain

***Planning Commission Action:* – Recommended Approval of the Sketch Plat (unofficial action)**

***City Council Action:* Approved as Recommended by Planning Commission**

February, 2014

Items Considered: 1. Preliminary and Final Plat for the property located at 5030 US Highway 12 to allow the subdivision of the existing 4.16 acre parcel into three (3) lots.

***Planning Commission Action:* Recommended Approval of Preliminary and Final Plat**

***City Council Action:* Approved as Recommended by Planning Commission**

March, 2014 – No Meeting

April, 2014

Items Considered: 1. Site Plan Review for the property located at 5540 Pioneer Creek Drive (Proto Labs) to allow the expansion of the existing parking lot.

***Planning Commission Action:* Recommended Approval of Site Plan Review**

***City Council Action:* Approved as Recommended by Planning Commission**

May, 2014 – No Meeting

June, 2014

Items Considered: 1. Subdivision to be known as The Meadows of Maple Plain for 18 single-family homes, Planned Unit Development, Preliminary and Final Plat of Subdivision for Rose Creek Developers.

***Planning Commission Action:* Recommended Approval of the PUD, Preliminary and Final Plat**

***City Council Action:* Approved as Recommended by Planning Commission**

July, 2014 – No Meeting

August, 2014 – No Meeting

September, 2014

Items Considered: 1. Preliminary Site Plan Review for a new dog grooming business to be located at 1675 Spring Avenue.

***Planning Commission Action:* Provided Guidance to Applicant and Staff – to be reviewed further**

***City Council Action:* No Council Action**

October 2, 2014

Items Considered: 1. Site Plan Review, Minor Subdivision and Variance from Highway 12 setback for a new dog grooming business to be located at 1675 Spring Avenue.

***Planning Commission Action:* Recommended Approval of Site Plan Review, Minor Subdivision and Variance**

***City Council Action:* Approved as Recommended by Planning Commission**

2. Site Plan Review for a new liquor store to be located at 5030 US Highway 12.

***Planning Commission Action:* Recommended that applicant make several changes and provide additional information to the City for further review**

***City Council Action:* No Council Action**

3. Text Amendments:

Chapter 92 Animals (Consideration to clarify types of animals permitted and prohibited in the City).

Chapter 153 Fences (Consideration to require zoning permit and clarifying setback requirements)

***Planning Commission Action:* Provided feedback and direction to staff and recommended revisions to be brought back for further consideration**

***City Council Action:* No Council Action**

October 21, 2014

- Items Considered:
1. Site Plan Review for new liquor store located at 5030 US Highway 12.

***Planning Commission Action:* Recommended Approval of Site Plan Review with additional conditions**

***City Council Action:* Approved as Recommended by Planning Commission**

November, 2014

- Items Considered:
1. Site Plan Review for the property located at 1275 Polar Avenue to allow a new business to utilize the existing building and site.

***Planning Commission Action:* Recommended Approval of Site Plan Review with additional conditions**

***City Council Action:* Approved as Recommended by Planning Commission**

2. Variance to allow a reduced front yard setback for a detached accessory structure on the property located at 5530 Main Street West.

***Planning Commission Action:* Recommended Approval of Variance**

***City Council Action:* Approved as Recommended by Planning Commission**

3. Text Amendments:

Chapter 92 Animals (Consideration to clarify types of animals permitted and prohibited in the City).

Chapter 153 Fences (Consideration to require zoning permit and clarifying setback requirements)

***Planning Commission Action:* Provided feedback and direction to staff and recommended revisions to be brought back for final consideration**

***City Council Action:* No Council Action**

December, 2014

Items Considered: 1. Sign Package consideration for the business located at 5030 US Highway 12.

***Planning Commission Action:* Recommended Approval of Sign Package Review**

***City Council Action:* Approved as Recommended by Planning Commission**

2. Text Amendments:

Chapter 92 Animals (Consideration to clarify types of animals permitted and prohibited in the City).

Chapter 153 Fences (Consideration to require zoning permit and clarifying setback requirements)

***Planning Commission Action:* Recommended Approval of the Text Amendments**

***City Council Action:* Approved as Recommended by Planning Commission**



Agenda Information Memorandum
February 9, 2015 - Maple Plain City Council

8. NEW BUSINESS
A. 2014 YEAR END INTERFUND TRANSFERS, RESOLUTION 15-0209-01

ACTION TO BE CONSIDERED

To approve the interfund transfers for the following areas.

FACTS

FY2014 Budget Interfund Transfers			
From Fund	To Fund	Amount	Reason
Capital Improvement Fund (400)	Capital Project Fund (451)	\$857,213	To close fund
Building Fund (402)	Capital Project fund (451)	\$152,345	To close fund.
Capital Project fund (451)	Park and Ride fund (450)	\$3,948	To eliminate the cash deficit in the Park and Ride fund.

ATTACHMENTS

Attached on is Resolution 15-0209-01 Transfer of Funds for 2014 Year End.

RESOLUTION NO.15-0209-01

A RESOLUTION FOR INTER-FUND TRANSFERS

BE IT RESOLVED BY the City of Maple Plain City Council that the FY2014 Budget Interfund Transfers listed below be and are hereby authorized and approved.

FY2014 Budget Interfund Transfers

From Fund	To Fund	Amount	Reason
Capital Improvement Fund (400)	Capital Project Fund (451)	\$857,213	To close fund
Building Fund (402)	Capital Project fund (451)	\$152,345	To close fund.
Capital Project fund (451)	Park and Ride fund (450)	\$3,948	To eliminate the cash deficit in the Park and Ride fund.

This resolution was adopted by the City Council of the City of Maple Plain on this ____ day of ____, 2015, by a vote of ____ ayes and ____ nays.

Jerry Young, Mayor

ATTEST:

Tessia Melvin, City Administrator

RES. NO. _____
FY2014 Budget Interfund Transfers