

AGENDA
MAPLE PLAIN CITY COUNCIL – WORKSHOP MEETING
MAPLE PLAIN CITY HALL
MONDAY, SEPTEMBER 22, 2014
5:30 PM

1. **CALL TO ORDER**
2. **ADOPT AGENDA**
3. **MAIN STREET WEST AND RAINBOW AVENUE PROJECT UPDATE**
4. **POTENTIAL BUSINESS ON POPLAR**
5. **ELECTRONIC SIGN UPDATE**
6. **SHARED SERVICES UPDATE**
7. **RESOLUTION REMOVING MAYOR FROM EDA**
8. **OTHER BUSINESS**
 - A. **Holiday lighting and upcoming events**
 - B. **Move to Discovery Center**
 - C. **City Holidays**
9. **ADJOURNMENT**

Memorandum

To: Mayor and City Council Members
From: Tessia Melvin, City Administrator
Date: September 22, 2014
Re: Potential Business on Poplar

BACKGROUND

The City Planner presented some history on this business at an August meeting. At the time, the Council agreed that the Design Guidelines should be implemented, but within reason.

THINGS TO CONSIDER

This business is moving into an industrial area and is looking for Council administrative approval for modest changes, rather than a site plan approval. See the attached information for more details.

Jeff Markus is a hardworking young man who would like to locate his growing landscaping company, Drake Landscape, on the property at 1275 Poplar Avenue in Maple Plain. His plan would be to use what is currently warehouse space as an indoor parking facility for storing and maintaining his equipment. Our understanding is that this is an approved use for the property.

To do that, he would need to install a single 10' wide, 8' tall garage door on the south side of the building. Because the side lot is too narrow to allow vehicles to make the turn into the building, he would require driveway access from Willow Street, and proposes a modest 15' wide driveway of either class 5 gravel (consistent with what is currently on the lot) or of asphalt (assuming it does not exceed hard cover restrictions.)

Both Poplar Avenue and Willow Street are extremely low-traffic streets which basically serve as access roads for the total of eight properties they front. Jeff anticipates moving his vehicles in or out of this building only once or twice a day.

Of the five plats located on this city block, three already have multiple driveways, opening to more than one street, so adding this additional driveway would be consistent with what exists on neighboring properties.

Our goal here is to get a sense from the Council as to the probability that this change would be approved before we move forward with the purchase or look elsewhere. And because the scope of this change in use is so modest, we are hoping there is a way to obtain approval administratively, without the time delay and financial burden of a full site plan study. Jeff is losing his current storage space (rented) this month, so he needs to make a decision rather quickly.

Attached are drawings of the site and the proposed driveway.



As you can see, both Willow Street and Poplar Avenue are basically service roads for the few properties that border them. There is no through-traffic.

There are currently three properties with access to Willow Street and five properties that access Poplar.

The driveway we are requesting on Willow would be only the fourth driveway access to that one-block street.



This diagram shows the City block on which the subject property is located, with the driveways of the five plats located there. Three of the five plats have multiple driveways and access from more than one street.

- - Subject property
- - Current driveways



This diagram shows the proposed location of a 10' X 8' overhead garage door on the south side of the building, with an 15' driveway opening to Willow Street.

The distance between the building and the property fence is approximately 36 feet, with another 10 feet to the roadway.

The driveway would be of class 5 rock, consistent with what is on the property now, or could be asphalt if that is what the City prefers, assuming asphalt does not push us over hard cover limits.

Memorandum

To: Mayor and City Council Members
From: Tessia Melvin, City Administrator
Date: September 22, 2014
Re: Electronic Sign Update

BACKGROUND

The City Council and the Parks Commission have discussed the possibility of adding an electronic sign by the fire department. It would replace the current sign.

TYPES OF SIGNS

See the attached photos to determine the preferred sign look

COST ESTIMATES

	Daktronic 20mm	Watch Fire 19mm	Unknown 20mm	Warranty
Scenic Sign	\$43,195.00 3'10"Hx13'0"Wx0'8"D Wireless Ethernet \$51,195.00 4'10"Hx13'0"Wx0'8"D Wireless Ethernet			Daktronic - One year parts and labor by Scenic. 5 year parts warranty on display.
Indigo Sign	\$41,767.00 3'10"Hx13'0"Wx0'8"D Wireless Ethernet \$39,989.00 3'10"Hx13'0"Wx0'8"D Hard wired fiber optic	\$52,032.09 3'6"Hx13'3"Wx0'5"D Wireless Ethernet \$49,393.35 3'6"Hx13'3"Wx0'5"D Hard wired fiber optic		Daktronic - 5 year parts warranty on display. Watch Fire - 5 year Product & Workmanship, Labor costs extra.
Color Sign			\$50,340.00 Unknown	5 year full parts and labor warranty.

Daktronic
 Redwood Falls, MN
 Great Customer Service

Watch Fire
 Illinois
 Easy to Use
 Difficult to talk to a live person

Color Sign
 Is known to be not forthcoming in manufacturer details
 This is the company that supplied us with our original sign.

Both Daktronic/Watch Fire sign companies will need to be coordinated with an electrician for disconnect and reconnect (addtl cost)

Both allow scanned photos (jpeg, AVI) or clip art to be used as graphics

Option for Hard wired or Wireless Radio Frequency (Scenic Sign states that hard wiring will be an additional cost due to hiring an electrician)

Auto Update to software is done through each company's website

A 19/20 mm is a perfect pixel size for 30-45 mph traffic (60-90' away). Same pixel size as QuikTrip Gas Stations.

Life of new signs: 17 years, however, will start dimming at 11 yrs. dependent on usage.

The Daktronic Signs have a "heat dissapating gel coating" on the rear of the panels. The gel coating ensures that connectors will never go out.

All vendors will dispose/recycle City's current sign. There is no value in the sign market for a 12+ year old sign.

Current Electronic Sign Rental Revenue: \$50 message set up & 30 hrs coverage. \$1/hour over 30 hours.
\$25 non-profit message set up & 30 hrs coverage.
Free day of Community Center Event.

Comparison: We currently have a 38-40 mm sign
4'Hx13'Wx9"D
Sign cost in 2000 was \$30,000, plus \$4,781 in brickwork.

http://www.daktronics.com/en-us/markets/campus-co Campus Communications ...

File Edit View Favorites Tools Help

Convert Select

Google Daktronic Search Share More >>

Tess Melvin

abouttabs Login (2) Login startribune.com News, we... Suggested Sites Web Slice Gallery

Photo Details



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Clyde Hill Elementary

Clyde Hill, Washington, United States

Display 1

Product Line:	Message Displays
Spacing (Line/Pixel):	20 mm
Series:	AF-3500

[Show More](#)

Indoor LED Displays

5:29 PM
7/17/2014

Photo Details



Spacing (Line/Pixel): 20 mm
Series: GalaxyPro Series
Show More

- Welcome students and visitors
- Promote events and programs campus-wide

Photo Details



[Printer Friendly](#) | [Contact Us](#)

The Family Arena Marquee

St. Charles, Missouri, United States

Display 1

Product Line: Message Displays

Spacing (Line/Pixel): 16 mm

[Show More](#)

THOMAS C. "NAP" VANDIVER FIELD



GREENVILLE HIGH

RAIDERS	0:00	PANTHERS			
66		> 25			
2	DOWN	TO GO	YARD	DOWN	YARD
T.O.L.	3	16	45	1	T.O.L.

RED RAIDERS





ARLINGTON COMMUNITY CENTER

COMMUNITY
CENTER



CHEVROLET

PONTIAC

BRAU



BUICK

Oldsmobile

ARLINGTON
ASB STATE
BANK

HAGGENMILLER
LUMBER

Memorandum

To: Mayor and City Council Members
From: Tessia Melvin, City Administrator
Date: September 22, 2014
Re: Shared Services Report

BACKGROUND

Both City Councils of Maple Plain and Independence have tasked the City Administrators with Shared Services Collaboration. Toni and I have met and we need to get additional guidance from the City Council.

THINGS TO CONSIDER

- We are trying to propose a Joint Council meeting on Tuesday, October 21, as West Hennepin would like to recognize two reserve officers.
- Some issues of discussion:
 - Using Independence Building Inspector for Fire Inspections
 - Joint Community Event
 - Name
 - Logistics (here is what Maple Plain Days currently looks like what does both Councils want to keep, add or delete?)
 - Where do we host the event?
 - What other goals should the Administrators focus on and what are the priority issues?

Memorandum

To: Mayor and City Council Members
From: Tessia Melvin, City Administrator
Date: September 22, 2014
Re: Resolution to remove Mayor Hackbarth from EDA

BACKGROUND

At the September 8 workshop, Councilmember DeLuca asked the Council why Mayor Hackbarth was not removed from the EDA with the last censure. The Council agreed that this should have been included. Council asked Melvin to have the City Attorney create a resolution that would eliminate the Mayor from the EDA.

DRAFT RESOLUTION

See the attached draft resolution, that if agreed upon, can be added to the regular meeting agenda.

Memorandum

To: Mayor and City Council Members
From: Tessia Melvin, City Administrator
Date: September 22, 2014
Re: Other Business

HOLIDAY LIGHTING

Last year the City held a Holiday Lighting during the View Santa event. Staff would like to know the direction of the Council, considering the following:

- The Lighting was held at the City Hall location, and we will have moved.
- The cost of the Lighting was high.
- Would we want to do something before a Council meeting?

MOVE TO THE DISCOVERY CENTER

With our upcoming move, we need to make some decisions:

- Do we hold an Open House, if so when?
- What do we do for the holidays?
- What does our signage look like?

CITY HOLIDAYS

Currently our Employee Handbook has Columbus Day listed as a holiday for employees, yet we hold a Council meeting on it. Would the Council consider:

- Changing it to a floating holiday and opening City Hall on October 13
- Changing the holiday to the day after Christmas and opening City Hall on October 13, which is what many surrounding cities do
- Another option

