

Mayor:
Mark Steffenson
Councilmembers:
Kristy Janigo
Rachelle Johnson
Mike Ostaffe
Jon McCullough



**City Council
regular meeting agenda
January 6, 2025
7:30 p.m.**

Address:
12800 Arbor Lakes Pkwy
Maple Grove, MN 55369
Phone:
763-494-6000
Website:
maplegrovern.gov

"Serving Today, Shaping Tomorrow"

1. CALL TO ORDER

A. Presentation of Colors

Documents:

[CAF - Presentation of colors.pdf](#)

B. Invocation

Documents:

[CAF - Invocation.pdf](#)

C. Oaths of office and distribution of Certificate of Election for Councilmembers Ostaffe and McCullough

Documents:

[CAF - Oaths of office and distribution of Certificate of Election for Councilmembers Ostaffe and McCullough.pdf](#)

D. Comments by the Mayor and City Council on the "State of the City"

Documents:

[CAF - Comments by the Mayor and City Council on the State of the City.pdf](#)

2. ADDITIONS OR DELETIONS TO AGENDA

Any Councilmember who wishes to delete item(s) from the agenda or add item(s) to the agenda shall move that at this time.

3. CONSENT ITEMS

All matters listed under consent items are considered to be routine by the City Council and will be adopted by one motion and in the form listed below. If discussion is desired, that item will be removed from the consent items and will be considered separately.

A. Minutes - City Council regular meeting minutes

CONSENT ITEM MINUTES

Documents:

[December 16, 2024 City Council regular meeting minutes.pdf](#)

B. Appointment of economic development manager

CONSENT ITEM HUMAN RESOURCES

Documents:

[CAF - Appointment of economic development manager.pdf](#)

C. Recruitment approval for community service officer pt

CONSENT ITEM HUMAN RESOURCES

Documents:

[CAF - Recruitment approval for community service officer pt.pdf](#)

D. Recruitment approval for accountant I

CONSENT ITEM HUMAN RESOURCES

Documents:

[CAF- Recruitment approval for accountant I.pdf](#)

E. Recruitment approval for assistant human resources director

CONSENT ITEM HUMAN RESOURCES

Documents:

[CAF- Recruitment approval for assistant hr director.pdf](#)

F. Recruitment approval for transit and transportation planner

CONSENT ITEM HUMAN RESOURCES

Documents:

[CAF - Recruitment approval for transit and transportation planner.pdf](#)

G. Arbor Lakes Business Park Building 9 planned unit development stage plan and final plat - Resolution No. 25-003

CONSENT ITEM COMMUNITY & ECONOMIC DEVELOPMENT

Documents:

CAF - Arbor Lakes Business Park Building 9 planned unit development stage plan and final plat - Resolution No. 25-003.pdf
Attachment A - Resolution No. 25-003.pdf

H. Project 100 Alternative Areawide Urban Review update ordering and distribution - Resolution No. 25-013

CONSENT ITEM COMMUNITY & ECONOMIC DEVELOPMENT

Documents:

CAF - Project 100 Alternative Areawide Urban Review update ordering and distribution - Resolution No. 25-013 01-06-24.pdf
Attachment A - Resolution No. 25-013.pdf

I. Administrative and special assessment transfers

CONSENT ITEM ENGINEERING - PUBLIC WORKS

Documents:

CAF - Administrative and special assessment transfers.pdf

J. Appointment of Lake Quality Commission candidates

CONSENT ITEM ENGINEERING - PUBLIC WORKS

Documents:

CAF - Appointment of Lake Quality Commission candidates.pdf

K. Master professional services agreement - WSB, LLC

CONSENT ITEM ENGINEERING - PUBLIC WORKS

Documents:

CAF - Master professional services agreement - WSB, LLC.pdf
Attachment A - Master professional services agreement.pdf

L. Purchase of deputy police chief squad

CONSENT ITEM ENGINEERING - PUBLIC WORKS

Documents:

CAF - Purchase of deputy police chief squad.pdf

M. Stieg Road Street and Utility Improvement Project No. 26-04 Establish project Resolution No. 25-012

CONSENT ITEM ENGINEERING - PUBLIC WORKS

Documents:

[CAF - Stieg Road Street and Utility Improvement Project No. 26-04 Establish project Resolution No. 25-012.pdf](#)
[Attachment A - Resolution No. 25-012.pdf](#)
[Attachment B - Project location map.pdf](#)

N. Sureties - 01-06-25

CONSENT ITEM ENGINEERING - PUBLIC WORKS

Documents:

[CAF - Sureties - 01-06-25.pdf](#)

O. Annual Toughbook replacements

CONSENT ITEM ADMINISTRATION

Documents:

[CAF - Annual Toughbook replacements.pdf](#)
[Attachment A - Baycom Toughbook quote.pdf](#)

P. Authorizing solicitation and acceptance of donations for MGPD crime prevention program - Resolution No. 25-004

CONSENT ITEM ADMINISTRATION

Documents:

[CAF - Authorizing solicitation and acceptance of donations for MGPD crime prevention program - Resolution No. 25-004.pdf](#)
[Attachment A - Resolution 25-004 Annual Acceptance of Donations for Crime Prevention.pdf](#)

Q. Authorizing solicitation and acceptance of donations for MGPD DARE program - Resolution No. 25-005

CONSENT ITEM ADMINISTRATION

Documents:

[CAF - Authorizing solicitation and acceptance of donations for MGPD DARE program - Resolution No. 25-005.pdf](#)
[Attachment A - Resolution 25-005 Annual Acceptance of Donations for DARE.pdf](#)

R. Authorizing solicitation and acceptance of donations for MGPD K9 program - Resolution No. 25-006

CONSENT ITEM ADMINISTRATION

Documents:

[CAF - Authorizing solicitation and acceptance of donations for MGLD K9 program - Resolution No. 25-006.pdf](#)
[Attachment A - Resolution 25-004 Annual Acceptance of Donations for Crime Prevention.pdf](#)

S. Appointing Acting Mayor - Resolution No. 25-001

CONSENT ITEM ADMINISTRATION

Documents:

[CAF - Appointing Acting Mayor - Resolution No. 25-001.pdf](#)
[Attachment A - Resolution No. 25-001.pdf](#)

T. Appointments to various organizations and positions

CONSENT ITEM ADMINISTRATION

Documents:

[CAF - Appointments to various organizations and positions.pdf](#)

U. Appointment of city attorney

CONSENT ITEM ADMINISTRATION

Documents:

[CAF - Appointment of city attorney.pdf](#)
[Attachment A - Hoff Barry, P.A. memo.pdf](#)

V. Approve consideration to not waive the monetary limits on tort liability coverage

CONSENT ITEM ADMINISTRATION

Documents:

[CAF - Approve consideration to not waive the monetary limits on tort liability coverage.pdf](#)
[Attachment A - Minnesota Statute 466.04.pdf](#)
[Attachment B - LMCIT Liability Coverage Guide.pdf](#)

W. Approve electronic transaction policy

CONSENT ITEM ADMINISTRATION

Documents:

[CAF - Approve electronic transaction policy.pdf](#)

X. Approval of additional repair costs of jointly owned tactical vehicle

CONSENT ITEM ADMINISTRATION

Documents:

[CAF - Approval of additional repair costs of jointly owned tactical vehicle.pdf](#)
[Attachment A - SWATMOD Custom Modification-Service quote.pdf](#)

Y. Approve the designation of official depositories

CONSENT ITEM ADMINISTRATION

Documents:

[CAF - Approve the designation of official depositories.pdf](#)

Z. City Council liaison appointments

CONSENT ITEM ADMINISTRATION

Documents:

[CAF - City Council liaison appointments.pdf](#)

AA. Designating Council secretary

CONSENT ITEM ADMINISTRATION

Documents:

[CAF - Designating Council secretary - Resolution No. 25-002.pdf](#)
[Attachment A - Resolution No. 25-002.pdf](#)
[Attachment B - Addendum.pdf](#)

BB. Findings of fact on Angels Liquor Inc. dba Angels Liquor - Resolution No. 25-007

CONSENT ITEM ADMINISTRATION

Documents:

[CAF - Findings of fact on Angels Liquor Inc. dba Angels Liquor Resolution No. 25-007.pdf](#)
[Attachment A - Resolution No. 25-007.pdf](#)

CC. Findings of fact on CMG LLC dba Cambria Hotel - Resolution No. 25-008

CONSENT ITEM ADMINISTRATION

Documents:

[CAF - Findings of fact on CMG LLC dba Cambria Hotel Resolution No. 25-008.pdf](#)
[Attachment A - Resolution No. 25-008.pdf](#)

DD. Findings of fact on CYNW LLC dba Courtyard by Marriott - Resolution No. 25-009

CONSENT ITEM ADMINISTRATION

Documents:

[CAF - Findings of fact on CYNW LLC dba Courtyard by Marriott Resolution No. 25-009.pdf](#)
[Attachment A - Resolution No. 25-009.pdf](#)

EE. Findings of fact on Portillos Hot Dogs LLC dba Portillos Hot Dogs - Resolution No. 25-010

CONSENT ITEM ADMINISTRATION

Documents:

[CAF - Findings of fact on Portillos Hot Dogs LLC dba Portillos Hot Dogs Resolution No. 25-010.pdf](#)
[Attachment A - Resolution No. 25-010.pdf](#)

FF. Findings of fact on RSAL LLC dba Residence Inn-Springhill Suites - Resolution No. 25-011

CONSENT ITEM ADMINISTRATION

Documents:

[CAF - Findings of fact on RSAL LLC dba Residence Inn-Springhill Suites Resolution No. 25-011.pdf](#)
[Attachment A - Resolution No. 25-011.pdf](#)

GG. Fire Relief Association bylaws update

CONSENT ITEM ADMINISTRATION

Documents:

[CAF - Fire Relief Associaion bylaws update.pdf](#)
[Attachment A - MGFRA bylaws - signed.pdf](#)
[Attachment B - MGFRA bylaws - redlined.pdf](#)

HH. Minnesota Chiefs of Police Foundation Community Partnerships Grant

award acceptance

CONSENT ITEM ADMINISTRATION

Documents:

[CAF - Minnesota Chiefs of Police Foundation Community Partnerships Grant award acceptance.pdf](#)
[Attachment A - MCPF Community Partnerships Grant Program award letter to the Maple Grove Police Department.pdf](#)

II. Mutual agreement between City of Maple Grove and Maple Grove Hospital

CONSENT ITEM ADMINISTRATION

Documents:

[CAF - Mutual agreement between City of Maple Grove and Maple Grove Hospital.pdf](#)
[Attachment A - Memorandum of Understanding between City of Maple Grove and Maple Grove Hospital_340B application.pdf](#)

JJ. Official newspaper designation

CONSENT ITEM ADMINISTRATION

Documents:

[CAF - Official newspaper designation.pdf](#)
[Attachment A - Bid from Osseo-Maple Grove Press.pdf](#)

KK. Promotion of paid on-call firefighters completing probation

CONSENT ITEM ADMINISTRATION

Documents:

[CAF - Promotion of paid on-call firefighters completing probation.pdf](#)
[Attachment A - Maple Grove Fire Department Class of 2023.pdf](#)

LL. Reappointments to city boards and commissions

CONSENT ITEM ADMINISTRATION

Documents:

[CAF - Reappointments to city boards and commissions.pdf](#)

MM. Approve claims

CONSENT ITEM ADMINISTRATION

Documents:

- [CAF - Approve claims.pdf](#)
- [Attachment A - 12-11-2024 Check register.pdf](#)
- [Attachment B - 12-18-2024 Check register.pdf](#)
- [Attachment C - 12-16-2024 EFT payment register.pdf](#)
- [Attachment D - 12-20-2024 EFT payment register.pdf](#)
- [Attachment E - 10-23-2024 Purchasing card payment register.pdf](#)

4. REMOVED CONSENT ITEMS

At this time, consent items removed for further discussion will be considered.

5. SPECIAL BUSINESS

OPEN FORUM - Individuals may address the City Council about any item not contained on the agenda. A maximum of five (5) minutes is allowed for each speaker, however this time may be reduced if many speakers are present. The Mayor may limit time and the number of speakers at his discretion. For those wishing to address the Council, please complete a blue card at the back of the Council Chambers and give the card to staff or the Mayor before the meeting begins.

A. Open forum

6. COMMUNITY AND ECONOMIC DEVELOPMENT ITEMS

- A. Adjourn to Economic Development Authority (EDA) meeting
- B. Reconvene to regular City Council meeting
- C. Report of upcoming community and economic development items

Documents:

- [January 13, 2025 Planning Commission agenda - cancelled.pdf](#)
- [December 9, 2024 Planning Commission draft minutes.pdf](#)

7. ENGINEERING - PUBLIC WORKS ITEMS

- A. Report on upcoming engineering - public works items

8. ADMINISTRATION ITEMS

- A. Report on upcoming administration items

9. ITEMS ADDED TO THE AGENDA

ADJOURNMENT

President/Treasurer:
Mark Steffenson
Vice President/Assistant Treasurer:
Rachelle Johnson
Secretary:
Heidi Nelson
Commissioners:
Kristy Janigo
Mike Ostaffe
Jon McCullough



Economic Development Authority
regular meeting agenda
January 6, 2025

Address:
12800 Arbor Lakes Pkwy
Maple Grove, MN 55369

Phone:
763-494-6000

Website:
maplegrovern.gov

CALL TO ORDER

1. REGULAR ITEMS

- A. Economic Development Authority annual appointments and oaths of office

Documents:

[CAF - Economic Development Authority annual appointments and oaths of office.pdf](#)

- B. December 16, 2024 Economic Development Authority meeting minutes

Documents:

[December 16, 2024 Economic Development Authority meeting minutes.pdf](#)

ADJOURNMENT

Motion by _____ seconded by _____ to adjourn.

Meeting adjourned at _____.