



AGENDA
CITIZENS' ADVISORY COMMITTEE

7:00 P.M.

Wednesday April 13, 2016

Mayor's Conference Room #183
Maple Grove Government Center

- A. Call to Order by Chair
- B. Approve Minutes: CAC March 16, 2016 Meeting
- C. Approve Minutes: CAC Subcommittee April 4, 2016 Meeting
- D. Area Reports (Forms in Packet)
- E. Community for a Lifetime Update
- F. Youth Sports Final Report Discussion
- G. Other Business and Updates
- H. Adjournment

Minutes

Maple Grove Citizens Advisory Committee

Meeting Minutes

March 16, 2016

Call to Order	The meeting was called to order by CAC member Bob Joiner at 7:05 p.m.		
Members Present	Nkechi Anyamele Leslie Bender Bob Joiner Meg Miller Don Skoglund	John Beacham Stephen Gill Tim Klevar Karen Nickolauson Stephanie Walvatne	Adam Bedard Lorraine Gresser Joan Masberg Kevin Rebman
Members Absent	Jon Burgard, Katie Cohen, Harry Kennedy, Steven Maas, Joe Piket		
Others Present	Maple Grove Councilmember Erik Johnson, City Administrator Heidi Nelson, CAC Staff Liaison Mike Opatz, Park Board Chair Bill Lewis and the following Parks and Recreation staff: Director Terry Just, Recreation Superintendent Mark Saari, Parks & Planning Superintendent Chuck Stifter, and Program Specialist Katie Lallier.		
Congratulations/ Introductions	The CAC extended their congratulations to Parks and Recreation Director Terry Just and thanked him for his years of service. Director Just introduced the Parks and Recreation staff and Park Board Chair Bill Lewis.		
Minutes	Motion made and seconded to approve the minutes from the February 3, 2016, meeting of the Citizens Advisory Committee Subcommittee on Youth Sports. Motion passed. Motion made and seconded to approve the minutes from the February 10, 2016 meeting of the Citizens Advisory Committee. Motion passed.		
Area Reports	CAC member Joiner reported on not receiving mail at his home for two days and instances of mail theft in his neighborhood. In his reviewing with the United States Postal Service, it was found that that USPS does not notify local police. Those who are victims of mail theft should notify both the USPS and local police. CAC Staff Liaison Opatz stated he made an inquiry about the recent mail thefts to Police Chief Werner, and Mike stated he would email the Chief's response to the CAC members.		
Discussion on Youth Sports with Parks and Recreation Staff	A brief background on the Citizen Advisory Committee's study/review of youth sports was provided. Reference was made to a series of questions developed by the CAC Subcommittee on Youth Sports. The questions and Parks and Recreation's answers were included in the CAC March 16, 2016, agenda packet. Mr. Just provided a summary of the Parks and Recreation Department. He referenced the quarterly brochure mailed out to households. He stated		

that Parks and Recreation is a very visible department with lots of public contact, approximately 2 million customer interactions each year.

He stated the Park Board is a policy making group, and the Park Board members are appointed by the Mayor. He stated there are joint powers agreements in place with the schools.

Mr. Just stated there is a Parks and Recreation staff liaison for each of the sports associations. Each association manages their own programs.

Reference was made to the parks comp plan, with 2018 being the next update. Mr. Just said that will lay out the development of parks, mostly in the northwest part of Maple Grove as that is primarily what is left to be developed.

He stated that Maple Grove operates under a regional system which was established many years ago and provides for facilities spread throughout town versus one large central sports facility.

Mr. Just referenced the Minnesota Youth Athletic Services, a non-profit organization that encompasses baseball, basketball, wrestling and swimming. Mr. Just said that, when asked, a colleague at the MYAS told Mr. Just that Maple Grove has a good reputation.

Those in attendance reviewed CAC's questions related to youth sports and the Parks and Recreation responses to those questions as provided in the meeting agenda packet.

Q#1: Q&A took place how Parks and Recreation may interact with the associations, particularly related to having a liaison to the associations and scheduling facilities and fields. It was stated that the process works well in Maple Grove in that there is primarily one organization per sport.

There are two sports that Maple Grove does not have – rugby and cricket. There has been potential interest for cricket from an adult association. Ms. Lallier has met with those representatives. Due to field size (very large) there would be an issue as the field couldn't be used for another use. The adult sports programs rents facilities/fields from Parks and Recreation. Ms. Lallier reviewed various aspects of the conversation with the cricket group. They have tried cricket clinics, but there has not been enough interest.

The question was asked about track and field. Parks and Recreation has not had any inquiries, mostly likely since it is an individual sport and does not really fit into the association concept. There have been some clinics for youth in conjunction with track or cross country.

Q#2&3: Mr. Saari stated that challenges can come with changes in youth sports association leadership and turnover.

Discussion took place on parent behavior. Mr. Saari stated there really have been no issues with parents whose kids are in the Parks and Recreation programs. There are mechanisms in place to gauge the environment. He stated there is a park supervisor who travels around to assess that everything is in place/as it should be at the various fields/facilities.

The question was asked if Parks and Recreation has any interactions/relationships with referee/umpire associations in the state. It is standard practice for programs to contract with umpire associations. The statement was made that it is getting harder to find competent referees. The associations are conscious of the challenges.

Discussion took place on Parks and Recreation/City oversight and authority. The City can restrict usage if there are issues with groups.

Q#4: The question was asked about the level of field/facility scheduling conflicts. It was stated that the sports associations are receptive to Parks and Recreation staff suggestions. Demographics can be a factor for association requests for more convenient locations, the Elm Creek Neighborhood Park was used as an example.

Q#5: Parks and Recreation programs focus on fun for kids with no score kept. It is meant to be an educational/learning experience. Various clinics available to coaches was briefly talked about.

Discussion turned to participation levels and the various sports options available to youth.

Oversight of coaches in each sport is different, and there are different levels of resources. Parks and Recreation coaches are all volunteer. All must have a background check and concussion certification.

Q#6: Parks and Recreation has a solid soccer program. It provides a service, and people like that it is community oriented. Mr. Just outlined a recent discussion with an official of the MapleBrook Soccer Association.

It was stated that club/traveling soccer has become much more regional versus community oriented with about 65% players from Maple Grove and 35% from other communities.

Q#7: Currently ages 4-19 are serviced through Parks and Recreation and associations. The answer to the question as provided in the packet was reiterated.

Q#8: Communications between associations particularly related to tryout times was referenced. It was stated that some associations try to accommodate kids related to tryout times so they can play other sports. Associations could use help coordinating communications for potential

future uses such as utilization of fields/area at high school and potential ideas and uses.

Q#9: ISD 279 enrollment projection handout was provided.

Q#10: Already reviewed.

Q#11: A sheet was provided outlining facilities and Park and Recreation facts and systems. A PowerPoint presentation slide of the comprehensive parks system showed the location of current and proposed parks. New parks will be established as areas become developed for residential. The comprehensive plan is a guideline for the future, and when updated, will look at trends, demographics, etc.

A question was asked about the Hennepin County Youth Sports Grant program. It was stated that the City received a total of \$425,000, and those funds went towards the development of the sports dome and community gym.

It was stated the comp plan is a map for the future, but flexibility is needed as there can be factors that come into play.

Q#12: Review continued on facilities and what is still needed to meet the comp plan guidelines. A PowerPoint slide was shown that compared facilities amongst various metro area communities comparable in size to Maple Grove.

This year there will be a focus on small baseball fields. Parks and Recreation staff reviewed proposed improvements to the Weaver Lake ballfields which are planned for 2016.

Q&A: The question was asked if the City heard anything about the associations' presentations to the Citizen Advisory Committee, particularly related to facility shortfalls. The City has received good feedback from the Osseo Maple Grove Basketball Association on the community gym. MapleBrook Soccer has stated that all is good with games but need more space for practice.

The question was asked about converting the ballfields at Weaver Lake from adult softball to youth baseball. It was stated the Park Board likes to look at repurposing a current asset.

The statement was made that Parks and Recreation is doing a great job, and the many amenities are appreciated. CAC appreciates the time spent and interaction with the Parks and Recreation staff. CAC's goal is to be educated, understand, assist and be part of the team.

Ms. Lallier was recognized by Mr. Just for her work on keeping statistics and planning. The Citizens Advisory Committee as a whole thanked Terry Just for his years of service.

Other Business

The April CAC meeting will include a 15-20 minute update from Community for a Lifetime representatives.

The statement was made that the Youth Sports Subcommittee needs direction. CAC members were asked to review their notes, and provide their thoughts/observations to Mr. Opatz on items where they feel CAC can play a role. CAC member Beacham was asked to coordinate a subcommittee meeting with Mr. Opatz. It was stated that three business days' notice was necessary for posting the meeting.

Adjournment

Motion made and seconded to adjourn the March 16, 2016 Citizens Advisory Committee. The meeting adjourned at 9:03 p.m.

Respectfully submitted,

Carol Morris
Minute Secretary

The remainder of the time was spent discussing and modifying an outline of a possible sports report.

ADJOURNMENT

The meeting adjourned at 8:15 p.m.

Minutes submitted by Member Don Skoglund.

Area Reports

AREA REPORT RESPONSE

From: Chuck Stifter

Sent: Monday, March 21, 2016 3:38 PM

To: Mike Opatz

Subject: RE: Playfield in Decline - CAC Area Report

The small ballfield that is referenced in the email below is part of Eagle Lake Woods Playlot which is part of Park Service Area (PSA) 25. If you recall from our presentation to CAC last week the park system is made up of 29 Park Service Areas with its backbone being the neighborhood parks located in each service area. Each PSA is intended to serve about 3000 residents. PSA 25 is a well-established PSA with its main park services coming from Maple Grove Middle School and supplemented by Eagle Lake Woods Playlot.

There are two play grounds located in PSA 25, one at the Middle School and one at the Playlot. See attached map. Residents in the PSA would have a short walk to visit either of these parks. The Eagle Lake Woods play ground was replaced in 2006 and the Middle School's in 2007. Both are in very good condition. The ballfield is used for practice by our Recreation programs.

I visited the ballfield this morning and saw a lot of spring weed growth in the infield. I will alert our maintenance staff and they will have it in good shape for the spring season. Please feel free to contact me if you have any questions. Thank you

Chuck Stifter

Superintendent of Parks and Planning



Park Service Area 25
 Maple Grove, Minnesota



From: John Beacham
To: Mike Opatz
Sent: Friday, March 18, 2016 10:13 AM
Subject: Maple Grove Park

I was sharing yesterday with Kyle (see below) the terrific meeting we had with Terry Just and his team. Kyle brought to my attention a play field asset that appears to be in decline. Would you please forward this email accordingly and ask for a response to Kyle's concern? Thanks!

From: Rickert, Kyle J
Sent: Thursday, March 17, 2016 2:17 PM
To: Beacham, John
Subject: Maple Grove Park

Hey John!

Below is the location we were discussing this morning. There is a little circle over the baseball field is the specific location. I think this would be a prime location for a kid's playground. A park is something this neighborhood is sorely missing. There are a ton of young kids in the neighborhood and park could help create friendships. If you ask me it's currently wasted space. Not a single person used it during the summer months.

From: Eric Werner
Sent: Friday, March 11, 2016 12:42 PM
To: Mike Opatz
Cc: Heidi Nelson
Subject: RE: Mail Theft and Post Office Response - CAC Area Report

Mike,

In February, Maple Grove experienced 24 reported incidents of mail thefts. This is an unusually high number of reported thefts. However, our investigators are doing what they can. Local police is the primary agency to investigate such crimes, which also may lead to other crimes such as identity theft. Victims of the crimes are advised to contact their financial institutions if needed as well as the postal inspectors. Victims also need to contact 911 to report suspicious activity. Crime Prevention CSO Strege contacted all City Neighborhood Watch Groups and provided tips on preventing becoming a victim of mail theft. Maple Grove investigators have contacts with and will work with the Postal Inspectors as needed. Please let me know if you need anything else.

Eric T. Werner, Chief of Police

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ewerner@maplegrovern.gov

From: Mike Opatz
Sent: Wednesday, March 09, 2016 11:56 AM
To: Eric Werner
Subject: Mail Theft and Post Office Response - CAC Area Report

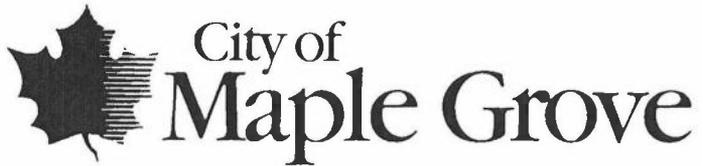
Chief Werner,

CAC Member Bob Joiner states that his Appaloosa Woods neighborhood and surrounding area of 82nd Place and County Road 101 have experienced mail theft recently. Bob contact the Maple Grove post office about the matter. The Post Office stated they were aware of the matter and that they posted an inspector on the route. However, other than that they have no response to the matter and they state that it is a local police matter once the mail is delivered. Bob was taken back on how little concern the Post Office had on the matter and stated it is the residents' responsibility to report to the police.

Bob would like to know how many reports of mail theft have the MG police received recently and what is the relationship/interaction between the Post Office on these matters. If there is no back and forth communication on the matter, Bob would like to know why. Thank you.

Mike Opatz

Community for Lifetime Update



MEMORANDUM

TO: CAC Members

FROM: Mike Opatz, CAC Staff Liaison

DATE: April 13, 2016

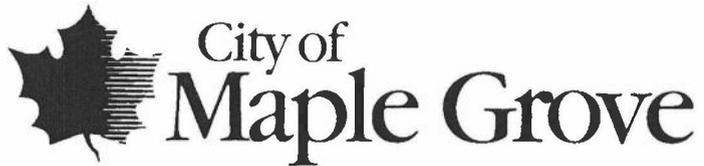
SUBJECT: Maple Grove Community for a Lifetime

Kris Orluck, Senior Programs Coordinator from the Parks and Recreation Department will be on hand to give a brief update on the Maple Grove Community for a Lifetime initiatives.

Back in April 2014, the CAC hosted two related guest speakers. Kate Houston, Planning Director from the Metropolitan Area Agency on Aging made a presentation called Act on Alzheimer's and Goytree Hakim, a Maple Grove resident, introduced an effort called an Age Friendly City.

The Age Friendly City group has rebranded itself into Maple Grove Community for a Lifetime.

Youth Sports Final Report Discussion



MEMORANDUM

TO: CAC Members

FROM: Mike Opatz, CAC Staff Liaison

DATE: April 5, 2016

SUBJECT: Youth Sports Discussion

The discussion on the youth sports topic will continue as the subcommittee continues its work to compile a draft report. The CAC will review the discussion with Parks and Recreation staff from the March 16 CAC meeting. Also, an update will be given from the subcommittee on the status of the draft report.

Other Business and Updates

AREA REPORT
Maple Grove Citizens Advisory Committee

Please use this form to express your concerns, suggestions, and positive comments on things you see taking place in Maple Grove!

Name: _____ (Required)

Date: _____

Phone: _____ (Please include if responding party has any questions)

Comment: _____

Comment: _____

Comment: _____

Submit your completed form to Mike Opatz at the monthly CAC meeting. Area Reports will be submitted to the appropriate City staff/department, and a response will be in a future CAC agenda packet.