



AGENDA
CITIZENS' ADVISORY COMMITTEE

7:00 P.M.
Wednesday June 8, 2016

Mayor's Conference Room #183
Maple Grove Government Center

- A. Call to Order by Chair
- B. Approve Minutes: May 11, 2016 Meeting
- C. Area Reports (Forms in Packet)
- D. Review Resident Survey Questions
- E. Youth Sports Final Report Discussion
- F. Other Business and Updates
- G. Adjournment

Minutes

Maple Grove Citizens Advisory Committee

Meeting Minutes

May 11, 2016

Call to Order	The meeting was called to order by CAC member Bob Joiner at 7:00 p.m.		
Members Present	Nkechi Anyamele Jon Burgard Bob Joiner Karen Nickolauson	Adam Bedard Katie Cohen Steven Maas Joe Piket	Leslie Bender Lorraine Gresser Meg Miller Don Skoglund
Members Absent	John Beacham, Stephen Gill, Harry Kennedy, Tim Klevar, Joan Masberg, Kevin Rebman, Stephanie Walvatne		
Others Present	Councilmember Erik Johnson, City Administrator Heidi Nelson, and CAC Staff Liaison Mike Opatz		
Minutes	Motion made and seconded to approve the minutes from the April 13, 2016, meeting of the Citizens Advisory Committee. Motion passed.		
Area Reports	<p>Road condition: Concern was voiced that the condition of the service road by Famous Dave's and Trustone is significantly riddled with potholes. It was asked if this a private drive and if anything is in the works for repairs. Staff will check with Engineering and see that appropriate parties are notified.</p> <p>Traffic: Traffic issues continue by Maple Grove High School and Fernbrook Lane due to timing of lights along with stop signs.</p> <p>U-Turns: Asked if the Police could somehow increase monitoring and enforcement of illegal U-Turns on Weaver Lake Road near Applebee's where it is signed for no U-Turns.</p>		
City Council Goals and Objectives	<p>City Administrator Heidi Nelson was in attendance to share with the Committee the goals recently established by the City Council. She provided background on the February 20, 2016, special meeting of the City Council and City staff.</p> <p>Goal #1: CA Nelson reviewed details established relating to economic development, gravel mining area TIF, and the Highway 610 corridor.</p> <p>Question was asked about Brooklyn Park zoning regulations and if they similar or different to Maple Grove. It was stated that Maple Grove is conservative with subsidies. Brooklyn Park has historically been aggressive and used public subsidies. CA Nelson stated we don't have the specifics on Plymouth's incentives. When asked, she stated there is competition between neighboring cities as well as the metro area.</p>		

She stated the GMA TIF will be used for industry and jobs, not retail. CA Nelson stated industrial uses are more market driven and a lot more goes into them. She said the more Maple Grove incentivizes the more businesses will come. CA Nelson said Maple Grove has a good story, and we will tell our story to those who may wish to come here.

Goal #2 relates to the comprehensive plan update. It is due in 2018 to the Met. Council and internal work is being done. The comp plan includes items such as land use, transportation, surface water treatment, parks and trails. Our comp plan can be reviewed by neighboring cities and vice versa.

The question was asked how the Met. Council's vision coincides with Maple Grove's vision. The Met Council will have input on the comp. plan.

The question was asked about Section 8 housing and how it relates to affordable housing. The discussion led to housing and the various affordable housing options the City has established and currently are available. With regard to the comp. plan, CA Nelson stated what is examined is whether zoning provides for affordable units to be constructed and what is the City's policies and programs. Discussion ensued on past and current projects.

Goal #3 relates to the Information Systems, the department's leadership and the need to take advantage of efficiencies. The question came up about online utility bill payment.

Goal #4 relates to succession planning and staff development. CA Nelson touched on the number of retirements at the City and workforce trends. This will be an opportunity to plan for the future and provide opportunities for staff development.

Goal #5 relates to streamlining administrative and hiring processes. A brief discussion took place on the City's hiring process and the level of involvement from the City Council.

Updates

Hy-Vee is moving forward in the area of Bass Lake Road and 101. Development agreements need to be completed, and site work is expected to start mid-summer. The Maple Grove store is expected to be 96,000 square feet which is commensurate in size to the New Hope location.

CAC reiterated their interest in playing a role with economic development. Also brought forth was the idea of providing observations on the Arts Council/Arts Center. A role with the comp. plan might be a possibility with at minimum CAC getting updates. Councilmember

Johnson stated he would find out more about the comp. plan process through Community Development Director Dick Edwards.

The question was asked about the public input process for the comp. plan. It was stated that committees are established as a part of the process. The question was asked if there are open houses for the process. It was stated that Community Development will have the process mapped out, and CAC can be kept updated.

The question was asked if there is a role for CAC with the Community For A Lifetime, to provide input or possibly a subcommittee.

The CAC will be presenting their thoughts on youth sports to the City Council.

The question was asked if there might be an opportunity for CAC to provide insights to the Park Board and their planning/master plan. It was stated that parks are part of the overall comp. plan process.

CA Nelson provided an Arts Center update. The Arts Center lost their lease on Main Street and are looking for a new location. The Arts Center has been charged with putting together costs and components should there ever be a facility. Brief discussion ensued about the Arts Center and Arts Council.

The question was asked about what type of businesses Maple Grove will try to attract. The City will be proactive and responsive to inquiries and possibilities. It would be great to have a corporate campus, light manufacturing and businesses along the lines of Boston Scientific and Upsher-Smith.

Businesses considering Maple Grove will look at the community as a whole including safety, schools, employee base, and housing.

The question was asked about what involvement the City has related to The Shoppes at Arbor Lakes with specific mention given to vacancies. CA Nelson said she met recently with the property management company. They stated the trends show a reduction in soft goods. Ridgedale and their renovations and changes have had an impact, but the Shoppes remain nimble. They are active in securing tenants to fill vacancies that occur. Discussion took place about the impacts of buying online.

The question was asked if the City is considering drone regulations. It was stated the subject has not come up.

Discussion took place on considering moving up the community survey to coincide with the comp. plan update. April 2018 would be the normal timeframe for the every five year survey. If the survey was moved up to April 2017, the committee would need to start reviewing soon.

Preference would be to continue to work with National Research Center on the survey to maintain consistency, and they have been good to work with. Discussion took place on survey format (i.e. online). The last survey was done by phone. It was said there shouldn't be a lot of changes to the survey questions, particularly in order to maintain the benchmarks that have been established in past surveys.

The question was asked when the comp. plan is due, which is the end of 2018. It was stated the March/April or fall is the best time to do a survey. The suggestion was made to review the survey with Community Development to see if questions are relevant to the comp. plan. Mike Opatz said he would send out the last survey's questions, executive summary and details to the group.

CAC members thanked City Administrator Nelson for her time and reiterated their offer to provide input.

**Youth Sports
Final Report
Discussion**

The subcommittee is done with their observations and conclusions. Work still needs to be done on recommendations. At this time there is not a document for review. The youth sports group needs two more meetings to complete their work.

Other Business

Mike Opatz provided a list of presentations/City department updates by year since the suggestion was made at the April meeting to consider having some updates at future CAC meetings. It was suggested that members determine 3-4 departments in which they would be interested in hearing from.

The question was asked about spraying for mosquitoes, and the suggestion was made to call the Metropolitan Mosquito Control District. Discussion ensued about individual experiences.

The suggestion was made that CAC not hold a meeting in August 2016. The motion was made to not hold a Citizens Advisory Committee meeting in August. The motion was seconded. The motion passed with one nay.

Adjournment

Motion made and seconded to adjourn the May 11, 2016 Citizens Advisory Committee. The meeting adjourned at 8:30 p.m.

Respectfully submitted,

Carol Morris
Minute Secretary

Area Reports

Area Report Responses from April 2016

From: Dan Wills
Sent: Thursday, May 12, 2016 11:38 AM
To: Mike Opatz <MOpatz@maplegrovern.gov>
Subject: *RE: CAC Area Report: U-Turns on Weaver Lake Road*

Yes, I'll have the sergeants add it to our extra patrol list. Thanks

Dan Wills, Police Captain

From: Mike Opatz
Sent: Thursday, May 12, 2016 11:36 AM
To: Dan Wills
Subject: CAC Area Report: U-Turns on Weaver Lake Road

Captain Wills,

A CAC member last night asked if the Police could somehow increase monitoring and enforcement of illegal U-Turns on Weaver Lake Road near Applebee's where it is signed for no U-Turns. Thanks.

From: Ken Ashfeld
Sent: Tuesday, May 31, 2016 9:46 AM
To: Mike Opatz <MOpatz@maplegrovern.gov>
Subject: *RE: CAC Area Report - Condition of Service Road*

It's a private street. We are talking with the City Attorney's office as the covenants are a bit convoluted as a result of staged construction. In any event, any repairs are the obligation of adjacent businesses.

Ken Ashfeld
City Engineer

On May 12, 2016, at 11:31 AM, Mike Opatz <MOpatz@maplegrovern.gov> wrote:

Ken and Dick,

Not sure who should respond to this CAC Area Report from last night, but a concern was voiced that the condition of service road by Famous Dave's and Trustone is significantly riddled with potholes. Is this a private drive and do you know if anything is in the works for repairs. Thanks.

Mike Opatz

Review Resident Survey Questions

TO: CAC Members

FROM: Mike Opatz, CAC Staff Liaison

DATE: May 31, 2016

SUBJECT: Review Resident Survey Questions

City Administrator Heidi Nelson sees value in moving up the date of the next survey given the pending Comprehensive Plan Update and Economic Development initiatives. She is having me explore the feasibility of conducting the survey in mid-September 2016. That means the CAC would have the June and July meetings to review and propose changes. A packet on this topic will be shared with the City Council next week where we hope to have some details on a proposal from the survey consultant. I have contacted National Research Center today via the e-mail below to get this project started.

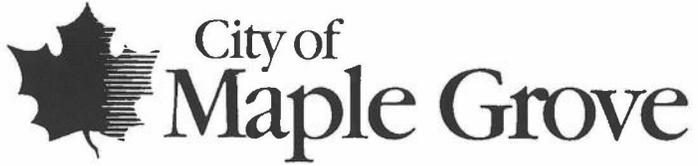
As a result, CAC members should plan to focus the June 8 CAC meeting on reviewing the questions. On May 12, I sent you background information on the previous survey (see e-mail on the bottom of this page. Enclosed from 2013 are the final survey questions and the full report on the survey results.

In 2013, the resident survey was a mail out version at a cost of \$20,855. The 2008 survey was a phone survey at a cost of \$24,496. It was determined that given the number of residents who no longer have a land line for their home phone and that people feel more inconvenienced by a phone survey that a mail survey would be a better option for 2013. National Research Center was the consultant for both surveys.

The 2013 survey questions were similar as possible to the questions asked in 2008 to allow a comparative analysis between the 2008 versus the 2013 responses. In some cases, the questions were revised to reflect changes in the community since 2008 as well as address new topics.

A total of 1200 surveys were mailed by NRC in April 2013 with a total of 520 completed surveys return for an excellent response rate of 47 percent. As in 2008, response ratings were high, with most residents reporting a good quality of life and positive feelings toward the city as a whole. A final report was presented to the City Council on August 5, 2013.

Youth Sports Final Report Discussion



MEMORANDUM

TO: CAC Members

FROM: Mike Opatz, CAC Staff Liaison

DATE: May 31, 2016

SUBJECT: Youth Sports Final Report Discussion

The Subcommittee on Youth Sports will provide an update on the progress of compiling its final 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.