



AGENDA

Citizens' Advisory Committee

7:00 P.M.

Wednesday November 18, 2015

Emergency Operations Center

Maple Grove Government Center

- A. Call to Order by Chair
- B. Minutes: Approve Minutes from October 14, 2015
- C. Area Reports (Forms in Packet)
- D. Council Member Judy Hanson
- E. Maple Grove Football Association
- F. Review CAC New Member Interviews Process
- G. Other Business and Updates
- H. Adjournment

Minutes

Maple Grove Citizens Advisory Committee

Meeting Minutes

October 14, 2015

Call to Order	The meeting was called to order by CAC member Don Skoglund at 7:00 p.m.		
Members Present	Leslie Bender Harry Kennedy Joan Masberg Don Skoglund	Stephen Gill Tim Klevar Joe Piket	Lorraine Gresser Steven Maas Kevin Rebman
Members Absent	John Beacham and Bob Joiner		
Others Present	Councilmember Erik Johnson, CAC City Staff Liaison Mike Opatz, City of Maple Grove Community Center Operations Supervisor Frank Weber, Osseo Maple Grove Hockey Association President Rob Borsch, Osseo Maple Grove Hockey Association Secretary Amy Lee Olson, and Maple Grove resident Adam Bedard.		
Minutes	The minutes for the August 12, 2015 meeting were approved.		
Area Reports	The question was asked and discussion took place briefly about any members having had their water meter replaced and were there any issues.		
Presentation by Osseo Maple Grove Hockey Association	<p>At the CAC's invitation, two board members of the Osseo Maple Grove Hockey Association (OMGHA) were in attendance to provide a general update on association activities and to share their philosophy and approach to various factors regarding the athletes, parents and coaches.</p> <p>OMGHA President Rob Borsch and OMGHA Secretary Amy Lee Olson introduced themselves. They had a PowerPoint presentation (no handouts) and provided an overview of the association and reviewed the following topics: quality opportunities and access; skill development; traveling team tryouts; and code of conduct.</p> <p>Mr. Borsch stated that OMGHA has over 1,000 players and is the third largest association in Minnesota. He stated they use two sheets of ice at the Maple Grove Community Center and two rinks at the Osseo Ice Arena.</p> <p>Mr. Borsch stated that hockey usually starts at a young age as older kids have a harder time. He stated that OMGHA has the largest mite (under 8 years of age) program in the state with just over 500 participants.</p> <p>Mr. Borsch provided several ways in which the association is trying to make hockey affordable including offering the first time for free and providing \$100 voucher to players for equipment.</p>		

He stated they made a concentrated focus on and recruitment for the girls program. They offered girls to play for free, and the program size doubled. He stated they also offer clinics in the fall to introduce kids to hockey and get them exposed to the game.

Mr. Borsch provided an overview of OMGHA's lawful gambling which includes locations at Malone's, Wild Bill's which are both in Maple Grove and Duffy's in Osseo. He stated that lawful gambling provides around \$350,000. He provided a background of how they use the lawful gambling funds such as introducing new players to hockey; growing the girls program; increasing the number of goalies as equipment is expensive which Ms. Olson commented on; and reducing costs for all families.

Mr. Borsch stated the most expensive part of hockey is ice time. He confirmed with Frank Weber that OMGHA pays \$185 an hour for ice time at the Maple Grove Community Center.

With regard to skills development, Mr. Borsch stated they have on-ice skills sessions for boys and girls and across all levels. They will often bring in experts for the sessions. He said they also have off-ice skills sessions. Mr. Borsch stated that OMGHA recently expanded their skills committee from two members to six members.

Mr. Borsch stated that OMGHA is currently going through the coach selection process which includes parent and non-parent coaches.

With regard to traveling teams, Mr. Borsch stated they have 27 boys' teams and nine girls' teams. He said at some point OMGHA hopes to be the same size as Edina which is the largest in the state.

For the traveling team tryouts, they hire independent evaluators but provide an exception for non-parent and named coaches. He stated their tryout information is on the OMGHA website. Mr. Borsch said that lays out exactly what happens, and they try to be transparent. He stated the board's role is to make sure the tryout process is followed.

Mr. Borsch stated that OMGHA is committed to safety, and background checks are conducted on coaches, managers, locker room parents, and board members. They are done every other year through Minnesota Hockey. In addition, all involved take a three-hour Safe Sport session/refresher through USA Hockey. No one can have contact with the players or step onto the ice until that is completed.

He also stated there is a fairly basic code of conduct required by coaches, parents and players. With a first violation, the person is required to have a week away from the rink, and Mr. Bosch stated this seems to work best.

Also, 4th and 5th grade level parents are required to take a 45-minute session through the Positive Coaching Alliance. Mr. Borsch stated this is the second year of the module and will be growing. He said OMGHA's goal is to have all parents complete it. He stated the PCA session also is required for coaches.

A variety of questions were asked of the OMGHA board members.

CAC Q: How is the ice/facility working? Is there anything they would do differently? A: OMGHA stated the Maple Grove Ice Arena is the nicest facility in the state. They hired Diane Ness, a figure skating expert, to help coaches, and she was so impressed that she recommended the facility be featured on Fox Sports North.

CAC Q: How do you determine who plays on which sheet (Osseo rinks vs. Maple Grove rinks)? A: OMGHA stated that Osseo is not as good for games as it is very cold, but they do use the east rink for games. The west sheet is mostly for practice. However, the Osseo is harder due to the cold, and they like that factor.

OMGHA said the Maple Grove facility helps them attract tournaments. He said they will host 156 teams this winter with 30 to 40 of those being from out of town. The visitors like the community and appreciate the amenities.

CAC Q: How does OMGHA teach players to check and take a hit/fall? A: OMGHA stated that is part of the skills session at all levels. They try to teach at a younger level how to take a hit/fall and provide a smart approach. Mr. Borsch stated they do have an EMT on hand at the tryouts and feel that injuries are minimal.

CAC Q: What are you most proud of? A: Mr. Borsch stated he is most proud of how many kids are playing the game.

CAC Q: What is the biggest challenge? A: Ms. Olson stated making it affordable so more kids can play. She mentioned the vouchers that parents can receive for staffing the concession stand, which is what she does, and then those can be used towards program expenses. She was also asked about the cost for goalie equipment. Ms. Olson provided an estimate of the various pieces needed, and stated that it ends up being around \$5,000.

CAC Q: Is OMGHA getting the ice time needed? A: OMGHA stated they are and talked about other options as they supplement with some space in Osseo and Brooklyn Park. Mr. Borsch stated they are pulling in some players from Brooklyn Park as Brooklyn Park has dissolved both

their girls program as well as the bantam program. Should OMGHA absorb their programs, they could also probably use their ice.

CAC Q: Has OMGHA considered setting up their program similar to football and using school boundaries. A: OMGHA officials stated that hockey is not as competitive as football, and they don't see splitting up the association. If they did, the girls program would be in dire straits. Ms. Olson stated they want kids to have fun and play with their friends.

CAC Q: How do they ensure equal access to ice for travel teams as well as for in house? A: Mr. Borsch stated the most competitive teams get more ice time, but they do not get first pick on the time. He said it is maybe an hour more. He said the younger kids get the better ice times as they do not want them playing late in the evening or early morning.

CAC Q: Who plays who? A: Players in the house program play each other. Those on the traveling teams (4th through 9th grade) play other western suburbs.

CAC Q: Does the Maple Grove High School have a new coach? A: OMGHA official stated it was Todd Berglund, and the girls' coach spot is open.

CAC Q: What are some of the challenges? A: OMGHA official stated parent behavior after tryouts. Ms. Olson said that the hardest question a child should be asked after a game is what they want on their pizza. It should not be a time to analyze or talk about how they played. They do not see any big glaring problems and said it is very helpful to have good facilities and resources.

CAC Q: Do any other programs look at OMGHA lawful gambling as an example? A: Other boards have had problems. They cited St. Louis Park as an example of a successful program.

CAC Q: Does OMGHA entertain sponsorships? A: Mr. Borsch stated they have ads in programs and on the OMGHA website. They also have sponsorships for dasher boards which brings in around \$30,000 and tournaments which brings in around \$50,000.

OMGHA officials stated their organization is all volunteer, and they are very proud of that fact. Ms. Olson stated that if a family has two or more players they are required to provide 20 volunteer hours; those with one player provide 14 hours. The question was asked if people can buy out. OMGHA stated they can for \$500, and those funds then go towards the voucher program.

CAC thanked the OMGHA board members for attending.

**Area Reports
(continued)**

The request was made for additional area reports.

- Drivers, particularly those who put fliers, etc. in paper boxes, speeding through neighborhoods.
- Door-to-door solicitors and if the City ordinance does not require them to display their license at all times, it would be recommended. (It was later determined the City requires the solicitor to display the license at all times.) In addition, it was stated that if a solicitor is overly aggressive, the Police should be able to pull their permit. Mike Opatz stated the Police Chief is planning an article on this topic for the spring edition of the City Focus newsletter.
- Request for stop sign in area of Nottingham Parkway and 77th/78th. Mike Opatz stated the Assistant City Engineer took a look at this area, and Mike will provide his email response to the group.
- CAC member Joe Piket said he received a response on his area report regarding the Maple Grove Days Parade and concerns about parental control and children's safety.

**CAC Member
Applications**

Mike Opatz stated 13 applications were received from residents interested in being part of the Citizens Advisory Committee. He stated the committee agreed to expand their membership by up to four. He shared the applications with the committee members but stated the information is not public, and all applications must be returned at the end of the meeting.

He stated the group needs to decide on a process, the number of applicants to interview and create a timeline. He recommended narrowing the 13 applications to 8 to interview.

A map was also shared showing where the current CAC members live as well as the candidates as the group may wish to look at geographic location to help determine membership.

CAC members spent time reviewing the applications.

It was stated the November CAC meeting would be a visit from City Councilmember Judy Hanson as well as a presentation from Maple Grove Football Association.

It was decided the December 9, 2015 CAC meeting would be for interviewing applicants. Joan Masberg and Tim Klevar offered to interview any applicants who could not make the December 9th meeting if needed.

The statement was made that geographic location should be taken into account when making selections.

Mike Opatz stated that interview questions would be provided in advance.

Discussion ensued about the possibility of adding more than the up to four members the committee previously agreed upon.

The statement was made the group needs to look at the boards/commissions attendance policy recently put into place. They should also keep in mind the larger the group the more members needed for a quorum, and group has had problems getting a quorum.

The decision was made that all 13 applicants will be interviewed. The committee will break into three groups for interviewing. Applicants will be randomly assigned to the interview groups.

Applications will be provided to CAC members for their use in the interviews.

The decision was made that the group will stay with adding up to four new members but may change that after the interviews. Each group will rank their applicants and use that as a basis for discussion and decision making.

To provide for enough time for interviews, the December 9th CAC meeting will start at 6:30 p.m. There will be three interview groups—two will have four applicants and one will have five applicants. The interviews will be 15 minutes in length.

**Other Business /
Updates**

None.

Adjournment

The meeting adjourned at 8:25 p.m.

Respectfully submitted,

Carol Morris
Minute Secretary

Area Reports

From: Eric Werner
Sent: Thursday, October 15, 2015 7:15 AM
To: Mike Opatz <MOpatz@maplegrovern.gov>
Cc: Adam Lindquist <ALindquist@maplegrovern.gov>
Subject: RE: Peddler Discussion - CAC Area Report

Mike,

When the article goes out I can ensure it mentions to contact 911. This Winter's newsletter will have a "See Something Say Something" article. The message of the article is to always call 911 when a citizens wants to report something/someone suspicious or needs the police.

Eric T. Werner, Chief of Police
City of Maple Grove | 12800 Arbor Lakes Parkway | Maple Grove, MN 55311
Direct: 763-494-6101 | Fax: 763-494-6431 |
ewerner@maplegrovern.gov

From: Mike Opatz
Sent: Wednesday, October 14, 2015 9:11 PM
To: Eric Werner
Cc: Adam Lindquist; Mike Opatz
Subject: RE: Peddler Discussion - CAC Area Report

Chief Werner, there was some discussion on the peddler topic at the CAC meeting tonight. The question was asked if the newsletter article next spring will address that if a peddler is not showing proper ID the resident should call 911? Thanks.

From: Eric Werner
Sent: Sunday, October 18, 2015 6:47 PM
To: Mike Opatz <MOpatz@maplegrovmn.gov>; Dick Edwards <DEdwards@maplegrovmn.gov>
Cc: Al Madsen <AMadsen@maplegrovmn.gov>
Subject: RE: CAC Area Report - delivery vehicles on wrong side of the roads

Mike,

Shortly after the concern was originally received by the police department an officer was assigned to follow-up with the Osseo Maple Grove Press. The officer spoke with a supervisor for the paper delivery, informed them of the complaint, advised there was no exemption in statutes for delivery to drive on the wrong side of the street, and enforcement action may take place in the future if the problem continues. I have not heard of any further complaints since the original concern. Please let me know if there continues to be a problem and I can assign the issue to patrol.

Eric T. Werner, Chief of Police
City of Maple Grove | 12800 Arbor Lakes Parkway | Maple Grove, MN 55311
Direct: 763-494-6101 | Fax: 763-494-6431 |
ewerner@maplegrovmn.gov

From: Mike Opatz
Sent: Monday, August 17, 2015 8:55 AM
To: Eric Werner; Dick Edwards
Cc: Al Madsen; Mike Opatz
Subject: CAC Area Report - delivery vehicles on wrong side of the roads

Eric and Dick, see e-mail string below between CAC members regarding delivery vehicles driving on the wrong side of the roads in their neighborhoods. I listed their addresses below. Is this something that your department might have some influence on? Thanks.

Mike Opatz

From: Jupe Hale
Sent: Tuesday, September 22, 2015 8:56 AM
To: 'Jeff Litt'

Subject: RE: Stop Signs

Hello again –

I will evaluate as you request. I do need a couple of things:

1 – It sounds like I didn't get a full list of items from Mr. Beacham and the Citizens Advisory Committee. Can you please describe the parking issue on 78th Avenue?

2 – Also, the description I got for the intersection of concern is “77th and 78th – the north entrance”. Since there are a number of times that 77th Place or Circle intersect 78th, I am assuming from the north entrance reference that you mean where 78th Avenue tees into 77th Place, about 250 feet due east of Nottingham Parkway. Can you please confirm?

I apologize for the length of my e-mail, I thought you might appreciate hearing the thought process that goes into the decisions we make. I will keep them brief from this point forward. Please just know that nothing is as simple as just sticking some signs into the ground, and I have the opinions of all the surrounding residents to consider, as well as the general traveling public. The “quality of life” concern is not something I made up – I have heard that more than once directly from residents who have new signs outside their window. I don't have the luxury of passing judgment on that response. Hopefully that makes sense to you.

Thank you,

Jupe Hale, PE
Assistant City Engineer
Phone 763.494.6353

From: Jeff Litt [
Sent: Monday, September 21, 2015 6:29 PM
To: Jupe Hale <jhale@maplegrovern.gov>; John Beacham <john.beacham@me.com>
Subject: Re: Stop Signs

Jupe,
Thanks for your follow up. Why are there (new) stop signs at almost every caul de sac in the south part of the neighborhood and this intersection is an issue? I believe your have 'over thought' this issue. Your 'all or nothing' position is without merit. Reduced quality of life-really? The homeowners in the vicinity of this intersection are in agreement of the potentially dangerous situation that the lack of control causes. And, you didn't address the no parking signs on 78th (the entrance road). Yes, you need to evaluate this issue.

Jeff

On Mon, Sep 21, 2015 at 12:57 PM, Jupe Hale <jhale@maplegrovern.gov> wrote:

Mr. Litt –

I received your request to consider stop signs in your neighborhood through John Beacham and the Citizens Action Committee. Thank you for reaching out to us with your concern.

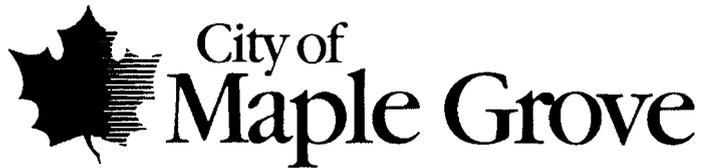
I am hesitant to pursue stop signs at this time for a couple of reasons. Mainly, we don't take steps to change traffic control lightly, as altering traffic control in an established area often creates a MORE dangerous situation than before. For example, there are no stop signs at the three way intersections currently, and drivers familiar with the area know to drive carefully on approach. If we were to add stop signs facing the side streets, then the drivers on the main streets would know now that side streets are supposed to stop, so they drive faster and less carefully. The intersection might be safer (assuming full compliance), but the unintended consequence is higher speeds on the main street. A second issue is stop sign compliance when there isn't sufficient traffic to really warrant its existence. I think it would be particularly frustrating for drivers on the side streets, who never had to fully stop before, to have to come to a complete stop EVERY time they approach, whether there is traffic approaching them or not. I would expect compliance with the stop sign to be fairly low in your area where drivers experienced the convenience of using their own judgment to drive safely, and not having to stop for no reason. I would expect to hear a number of complaints about the stop signs once they went in. And finally, every sign we place goes in someone's yard (or at least the street right-of-way that they mow and look at). Most of the time, we get complaints from homeowners that get signs on the street in front of their house, as they don't like to look at it or mow around it. If the need is there, then we exercise our right to place the sign in our right-of-way. But if it isn't necessary, then asking folks to endure a reduced quality of life doesn't seem fair.

That being said, I am fully aware that there is not much consistency throughout the City in these situations. Some developments were required to put stop signs at all side streets when they were built, others were not. I can pursue stop signs in your area, but will be required to let the neighborhood know we are considering it and ask for input. While you may know of neighbors who feel the way you do, I would be very surprised if there is not a number who appreciate the lack of stop signs and will resist installation. Unless I am mistaken about the volumes of traffic on the streets, we will have a difficult time proving that the stop signs are necessary for safety. Part of the process would involve investigating reported accidents in the area in our police records – which I doubt will yield numbers that suggest a significant safety issue. Your e-mail to John Beacham states “there have almost been several accidents”. While I have no reason to doubt what you state, we can't make decisions on subjective terms like “almost” and “several”. When push comes to shove and we need to prove the necessity, we will have to have solid data on our side.

Again, thank you for getting in touch. If you still wish me to investigate / pursue stop signs in your neighborhood, I can do so. I would definitely take an all-or-none approach, so that things are consistent within the neighborhood. Meaning, I wouldn't support stopping the side street at just one location. If we felt as though safety dictated side street stops, we would put them at all locations in the neighborhood. Please contact me if you'd like the City to start the process. Thank you,

Jupe Hale, PE, Assistant City Engineer

Council Member Judy Hanson



MEMORANDUM

TO: CAC Members

FROM: Mike Opatz, CAC Staff Liaison

DATE: November 9, 2015

SUBJECT: City Council Member Judy Hanson

Our newest City Council Member, Judy Hanson, will be present to introduce herself and to have a general discussion with CAC about its role and function.

Maple Grove Football Association



MEMORANDUM

TO: CAC Members

FROM: Mike Opatz, CAC Staff Liaison

DATE: November 9, 2015

SUBJECT: Presentation by Maple Grove Youth Football Association

Members from the Maple Grove Youth Football Association will be present at the November 18 meeting to discuss youth sports based on the attached invite letter. CAC is asking them to provide a general update on association activities and to learn their philosophy and approach to:

- developing quality opportunities for all children
- providing skill development opportunities for athletes of all abilities
- ensuring equality in access to facilities for practice and competition for athletes of all abilities
- procedures for impartial judging for team placement
- background checks for coaches, assistant coaches, and other staff
- implementing a code of conduct for parents, players, and coaches

CAC New Member Interview Process

TO: CAC Members

FROM: Mike Opatz, CAC Staff Liaison

DATE: November 9, 2015

SUBJECT: Instructions for Interviews of Potential New CAC Members

At the December 9, 2015 meeting, the CAC will conduct interviews for potential new CAC members. Please arrive at the Mayor's Conference Room at **6:30 p.m.** where we will call the meeting to order, review the interview instructions, and then break into three groups for the interviews. The interviews are scheduled to start promptly at 6:45 p.m. and follow the schedule below:

**2015 CAC New Member Interviews
December 9, 2015**

Interview Time Slot	Mayor's Conference Rm.183	Engineering Conference Rm. 105	Inspections Conference Rm. 115
6:45 p.m.			
7:05 p.m.			
7:25 p.m.			
7:45 p.m.			
8:05 p.m.			

CAC members will be divided into three interview subcommittees, two will have four applicants and one will have five applicants. The interviews will be 15 minutes in length. Each subcommittee will be assigned a different interview room. CAC members will be assigned an interview room on December 9th at the start of the meeting depending on who all attends the meeting. The applications will also be distributed at that time along with a map showing the address of the current members versus the applicants.

Prior to the first interview, the subcommittee should select a chair that would conduct the following:

- Introduce the subcommittee to the applicants.
- Have the applicants point out their home location on the City map.
- Ask the interview questions (**attached**) or determine a rotation among the subcommittee members.
- Inform the candidate that the City will be back in touch within a week or so on the whether or not they have been recommended for appointment
- Lead the post-interview evaluation.

- Keep the interviews on schedule. Each interview should last no more than 15 minutes with five minutes for the committee to discuss the applicant once the applicant leaves the interview.

There are 13 applicants for four vacancies. Immediately following each interview, please rate the applicants on a scale from 1 to 10 with 10 being the highest favorable recommendation. The rating, while subjective in nature, could be based on the following:

- How you feel this applicant would fit in overall as a CAC member?
- What skills and assets would this applicant bring to CAC?
- What level of commitment would this applicant bring to CAC in terms of attending and contributing to meetings?
- What is motivating this applicant to want to be a CAC member?
- Location of their residence in comparison to current CAC members

After the last interview, the two subcommittees will meet back together in the Mayor's Conference Room to discuss the applicants and jointly arrive at the finalists that will be recommended to the City Council for approval. The rating system is designed to help facilitate that discussion and selection process.

All applicants were mailed a copy of the following:

- Interview Questions
- CAC Description
- CAC Mission Statement and Guidelines
- Work Plan History 1993 through 2015

City staff will be on hand to direct applicants to the appropriate interview locations.

Thank you.

Note: the applicants were contacted on 11/9/15 to select interview time slots for December 9.

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.