



AGENDA

Citizens' Advisory Committee

7:00 P.M.

Wednesday January 14, 2015

**Mayor's Conference Room
Maple Grove Government Center**

- A. Call to Order by Chair
- B. Oath of Office for Reappointed Members
- C. Minutes: Approve Minutes from April 9, 2014
- D. Minutes: Approve Minutes from October 8, 2014
- E. Area Reports (Forms in Packet)
- F. Youth Sports Discussion
- G. Work Plan Topics for 2015
- H. Boards and Commission Attendance Policy
- I. Other Business and Updates
- J. Adjournment

Oath of Office

TO: CAC Members

FROM: Mike Opatz, CAC Staff Liaison

DATE: January 14, 2015

SUBJECT: Oath of Office for Reappointed Members

The following CAC members had their terms expire on 12/31/14, sought reappointment, and were approved by the City Council for another two-year term that will expire December 31, 2016:

- John Beacham
- Stephen Gill
- Robert Joiner
- Harry Kennedy
- Tim Klevar
- Steven Maas
- Joan Masberg
- Joseph Piket
- Kevin Rebman

These CAC members will take the Oath of Office at the meeting.

Minutes

Maple Grove Citizens Advisory Committee

Meeting Minutes

April 9, 2014

Call to Order	The meeting was called to order by CAC Chair Bob Joiner at 7:02 p.m.
Members	John Beacham Leslie Bender Lorraine Gresser Bob Joiner Tim Klevar Steven Maas Joan Masberg Joe Piket Kevin Rebman Don Skoglund
Members Absent	Stephen Gill, Greg Hulne, Harry Kennedy
Others Present	CAC City Staff Liaison Mike Opatz; Goytree Hakim, Northwest Hennepin Human Services Council; Kate Houston, Metropolitan Area Agency on Aging; Marie Maslowski, Maple Grove Hospital.
Minutes	The minutes for the February 2, 2014 meeting were approved.
Area Reports	No specific reports. Inquiry on Police Chief application process.
Act on Alzheimer's and Age Friendly City Presentation	<p>Goytree Hakim introduced herself and stated a presentation was made to the City Council regarding the Act on Alzheimer's/ Age Friendly City project. She stated that a committee is being formed to review Alzheimer's and aging in the Maple Grove community. Goytree invited CAC members to join the first committee meeting on April 30th, and they should notify her by April 18th if they are interested. She provided a few statistics on Alzheimer's.</p> <p>Mention was made of an age friendly project. Goytree reviewed the background, outlined goals and provided some examples of items that make a community age friendly. She stated that ten cities are considered age friendly, and St. Louis Park and Rochester are starting the process.</p> <p>Goytree brought up a Citywide age friendly survey tool that could go out to residents.</p> <p>Kate Houston made a presentation called Act on Alzheimer's and went through the handout provided in the CAC agenda packet. She stated it is a statewide collaboration of 60 organizations and 300+ people. Kate provided background on the organization and reviewed their goals. She stated the main focus of the presentation was on creating a dementia capable community.</p> <p>As she went through the handout, she stated there is a community tool kit that serves as a guide and walks a community through the process. She also reviewed grants and funding. Goytree stated that Maple Grove is planning on apply for funds.</p>

Again mention was made of the April 30th committee meeting at 7 p.m. at the Community Center. It was confirmed that anyone who lives or works in Maple Grove is welcome to join.

Marie Maslowski mentioned outcomes in the recent Community Health Assessment conducted by Maple Grove Hospital which were behavioral/mental health, safety, asthma, and wellness/prevention.

Questions/answers and general comments were made. Discussion took place on ideas and resources. The presenters were thanked for their information and attendance.

The question was asked if the City Council approved the age friendly/Alzheimer's projects. Mike Opatz will look into further as no action/presentation at a Council meeting came to mind. The committee stated it would be interesting to have a follow up presentation on the progress of this project in the future. The question was asked if there was a role the CAC could play. The committee discussed the variety of services and possibilities.

Youth Sports Update

Harry Kennedy was not available to attend the CAC meeting that night, and it was unsure when he might be available. The statement was made that it appears to be challenging to get information from the athletic groups. Concerns were stated maybe how the questions were being presented to the athletic associations. Suggestion was made to possibly have the athletic groups come back to a future CAC meeting, provide an update, and share their impact on the community as well as future plans.

The statement was made that is not the CAC's role to delve into the athletic associations practices. Suggestion was made to get a progress report from Harry Kennedy and see if there is a way CAC can assist him. It was decided that further CAC discussion was needed before asking athletic associations to a future CAC meeting.

Arts Center

It was noted the City of Maple Grove has no formal plans or funds allocated for an arts center. CAC felt it appropriate to include the bigger arts community in discussion of any proposed facility. The statement was made that the Arts Council wants to be involved. A proposal was made to invite the Maple Grove Arts Council to a future CAC meeting, possibly August or September.

**Other Business
and Updates**

CAC may consider holding a May meeting if Harry Kennedy can attend to discuss youth sports.

CAC member Klevar stated his neighbors have expressed concerns about Councilmember Sargent to him. General discussion ensued. The suggestion was made to continue discussion on the Councilmember Sargent matter after the CAC meeting.

The meeting adjourned at 8:45 p.m.

Adjournment

Respectfully submitted,

Carol Morris
Minute Secretary

Maple Grove Citizens Advisory Committee

Meeting Minutes

October 8, 2014

Call to Order

The meeting was called to order by CAC Member Bob Joiner. The meeting started at 7:05 p.m.

Members Present

Leslie Bender	Lorraine Gresser	Bob Joiner
Harry Kennedy	Tim Klevar	Steven Maas
Joe Piket	Kevin Rebman	Don Skoglund

Members Absent

John Beacham, Stephen Gill, Greg Hulne, Joan Masberg

Others Present

Councilmember Phil Leith and CAC City Staff Liaison Mike Opatz

Minutes

The minutes for the June 11, 2014 meeting were approved.

Area Reports

- Lawndale Lane construction and concerns about Elm Road closure / no thru traffic. Items will be referred to Jupe Hale, the City of Maple Grove transportation operations engineer, with a request for details.
- Left turn light (going west on County Road 30 to turn southbound on Dunkirk Lane) has become very short in the last month, noticed primarily in the evening. Same circumstances at Main Street and Elm Creek Boulevard.
- Roundabouts on Weaver Lake Road – proposed at Niagara Lane and near Weaver Lake School.
- Inquiries made about street sweeping this fall and Parks and Recreation mowing along trails.

Youth Sports Discussion

Harry Kennedy who has been in contact with / attended meetings of some of the various athletic associations stated that some groups are apprehensive and can be hard to get information from.

Some areas of interest related to youth sports include: traveling vs. house; background checks; fees; team reputation.

Harry provided a handout and mentioned the various organizations: OMGAA – baseball/softball; OMGBA – basketball; Maple Grove Youth Football; OMGHA – hockey; MapleBrook Blast – soccer, and then tennis and wrestling. It was stated that some of these organizations have state governing boards.

Discussion took place on the usage of the dome by soccer and baseball. It was stated that these organizations put up 10% of the funds, they have 500

hours in renting dome time/space, and contribute \$300,000 between the two teams.

The suggestion was made to have the organizations attend a future CAC meeting.

Second sheet of ice at Community Center, 80/20 for City/OMGHA. OMGHA is committed to renting 1,800 hours and up to 2,200 hours. Would be good to find out how much is available for open skating, non-sport use.

OMGBA has an 80/20 arrangement as well. Paid \$1 million upfront and then pays \$125,000 towards operations. The addition of the three gyms at Maple Grove Junior High should provide for 90 more practices for the basketball teams. Mention was made that it would be interesting to know if equal time is given for house vs. traveling teams.

Mark Saari in the Maple Grove Parks and Recreation Department will be providing Harry Kennedy exact figures for the costs of the facilities, but in general it was thought that: \$8.5 million for basketball; \$7.8 million for second sheet of ice; \$5 million for sports dome. The question was asked about the length of the agreements for the associations and facilities.

The suggestion was made to invite sports groups to individual CAC meetings.

The comment was made that it seems there is more politics in the traveling teams. The question was asked what does CAC want outcome to be or where to go with this topic.

Since the City has provided funds, monitor associations to make sure resources are used equitably, particularly for traveling teams. Make suggestions/expectations for conduct. Ask about selection process for teams. Have an impartial/outside organization to evaluate athletes for team selection.

Discussion took place on City's / CAC's role, and is there one. Shouldn't overstep bounds. Possibly put focus on code of conduct, and the community has expectations.

CAC has right to ask questions/invite in as the associations came to CAC meetings when they wanted funding. Invite back to see some of their processes, code of conduct, background checks, equity of resources, and house vs. traveling team.

The suggestion was made to look at operating agreements between the City and the athletic associations. It was mentioned that associations

don't work together such as coordinating tryouts with other sports activities which results in scheduling conflicts.

Suggestion was made that maybe some of the athletic programs could be moved to Parks and Recreation. When inviting the associations to a future CAC meeting, possibly take the approach of saying Parks and Recreation is looking at expanding programs.

Take a look at the association's philosophy and operating principals such as traveling vs. house teams—are they treated equally, funded equally. Does the house team fees subsidize the traveling teams. Also look at player development and reputation.

If City is providing facility, staffing, funds, then City has the right to review. What are the repercussions if the association does not meet the terms of the agreement with the City. Make recommendations for association operations.

Invite to future CAC meeting with open dialogue. Ask how they are doing as well as ask about code of conduct for both athletes and parents.

Comment was made that the City should not be involved with the way the association operates. Felt that would be overstepping and City cannot get involved in how they run their business.

CAC could make recommendations for conduct, safety and use of facilities.

The suggestion was made to create a list of general questions and give to each association prior to coming to a CAC meeting. A letter of invitation would come from the City / CAC. CAC members should send their questions via email to CAC member Harry Kennedy. Discussion ensued on question topics.

Other Business and Updates

- Recognition was made that the Mayor and City Council have done all they can regarding Councilmember Sargent. Discussion took place about charter/statutory city. Suggestion was made to contact state elected officials so that a City has a course of action for removal of a Councilmember. The group also recognized the time spent and commitment that Councilmembers make.
- Money Magazine named Maple Grove #2 Best Place to Live in America.
- 610 Groundbreaking taking place on October 16th.
- Houlihan's site has been purchased, will be demolished, and another facility constructed.

- Recognition at recent Council meeting of police, fire, and paramedics for saving life of an 8-year old this past spring. Mention was made of defibrillators in Police vehicles.
- Discussion/Q&A on general development /projects.

The meeting ended at 8:35 p.m.

Adjournment

Respectfully submitted,

Carol Morris
Minute Secretary

Area Reports

Mike Opatz

From: Jupe Hale
Sent: Tuesday, October 28, 2014 9:09 AM
To: Mike Opatz
Subject: RE: CAC Area Reports for October 2014 - Traffic Questions
Attachments: MEM Council - Elm Road Traffic.doc; CAF - Elm Road Petition.doc

Attached are a memo and Council Action Form I prepared for Council regarding Elm Road.

Not sure how to respond to the second bullet point. This is an observational statement on two County-controlled signals.

Jupe

From: Mike Opatz
Sent: Tuesday, October 28, 2014 8:27 AM
To: Jupe Hale
Cc: Mike Opatz; Ken Ashfeld
Subject: CAC Area Reports for October 2014 - Traffic Questions

Jupe,

The CAC had two Area Reports from there October 8, 2014 meeting regarding traffic topics:

- Concerns about Elm Road closure / no thru traffic. Please provide more details for justification.
- Left turn light (going west on County Road 30 to turn southbound on Dunkirk Lane) has become very short in the last month, noticed primarily in the evening. Same circumstances at Main Street and Elm Creek Boulevard.

The CAC meets again on November 12 and we mail the agenda on November 4. Can you write a response to these two items for the agenda packet. Given the delay by me in getting these questions to you, if you cannot make the 11/5 date, I can pass them out at the meeting 11/12. Thanks for your help.

Mike Opatz

TO: Maple Grove City Council
Al Madsen, City Administrator

FROM: Jupe Hale, PE, Traffic Operations Engineer

DATE: September 10, 2014

SUBJECT: Elm Road Traffic During the Lawndale Lane Project

SUMMARY

Lawndale Lane is closed to through traffic south of 63rd Avenue / Fieldstone Boulevard to accommodate construction. Lawndale Lane and County Road 47 will be subject to various stages of closure until November. Despite designation and signage of Bass Lake Road as the detour, traffic volumes and speeds on Elm Road (currently a gravel surface) have increased substantially as a result. After observing traffic behavior, I directed placement of signage closing of Elm Road to through traffic, but leaving it accessible for local traffic, buses and emergency vehicle access. Public works has received numerous complaints about the placement of the signs and the right to use a public street. In addition, Bass Lake Road has become more congested. As a result, general disregard for the closure signs and use of Elm Road for through traffic persists. City staff is taking the following additional actions: 1) Placement of speed indication and message boards facing each direction of traffic, letting traffic know when they are exceeding posted speed and warning of increased police presence; 2) Request for additional police presence to reinforce safe traffic speeds and operation; and 3) Coordination with Hennepin County to adjust signal timing on both Bass Lake Road (between Lawndale Lane and I-494) and at the County Road 47/Vicksburg Lane signal. It is my recommendation that we continue to monitor traffic after implementing these changes, allowing time for driver behavior to adjust before drawing conclusions or considering any further action.

BACKGROUND

In the middle of August, construction began on the Lawndale Lane project in order to provide a key north-south arterial connection from approximately 63rd Avenue/Fieldstone Boulevard down to Schmidt Lake Road, where it is to connect to Peony Lane near Wayzata High School (See attached map). The project began late due to Federal permitting delays, and thus the closure of Lawndale Lane (intended to be over the summer when traffic is lighter and does not need to travel south for school access) is now scheduled to last until November. The designated detour is Bass Lake Road to either County 101 or Vicksburg Lane, and was signed as such once construction began. Elm Road is an east-west gravel road that connects Lawndale Lane with Vicksburg Lane, currently posted at 40 mph. Other than the gravel surface, it is a more convenient detour route than Bass Lake Road for a substantial number of drivers.

OBSERVATION OF TRAFFIC

The first two weeks of construction, public works staff received numerous calls regarding excess traffic and speeds on Elm Road. Given the newness of the closure, I chose to wait two weeks in order to let traffic patterns stabilize before addressing the issue. This stabilizing delay was communicated to callers. On the afternoon of Monday, August 25, I observed traffic at the intersection of Elm Road and Comstock Lane from 3:00 pm to 4:30 pm. The next morning (Tuesday, August 26), I observed traffic from 7:00 am to 8:30 am. This was not a formal traffic study, and I did not have equipment with which to record actual speeds. However, I did note vehicles that appeared to be traveling above the posted 40 mph speed limit. I observed the following:

8/25, 3-4:30 pm: 130 vehicles, 28 (21%) estimated above posted speed

8/26, 7-8:30 am: 140 vehicles, 26 (19%) estimated above posted speed

For context, I referenced recent counts (2007, 2009, 2010 and 2012) from Elm Road over each of those 90 minute time periods. These counts were volume only, and had no associated speed data:

3-4:30 pm: Average of 49 vehicles

7-8:30 am: Average of 35 vehicles

Last, based on the distribution of traffic over various times of day (based on previous counts), the numbers I observed equate to a daily volume of 745 vehicles. The most recent Elm Road counts have volumes between 205 and 320 vehicles per day, depending on location. For reference, the highest volumes experienced by a gravel road in Maple Grove are 520 vehicles per day (105th Avenue and Ranchview Lane).

Given this comparison, it seems that the traffic volumes have increased by a factor of three. In addition, the posted speed generally indicates the speed that is exceeded by 15% of the traffic – and observed percentages are significantly higher.

ACTIONS TAKEN

Based on the observations and historical data referenced above, I concluded that the volumes and speeds were at an undesirable level. I directed placement of barricades immediately east of Lawndale Lane and immediately west of Vicksburg Lane, with signs stating “ROAD CLOSED TO THROUGH TRAFFIC” (See attached map for locations). These are single barricades placed in the middle of the gravel surface, allowing for local traffic, school buses and emergency service vehicles to pass them. In my experience such signs serve mostly to discourage use of the road, but are ineffective when drivers insist on using the road as a through street.

City Public Works staff has made several maintenance visits to the road (at least weekly since construction began) to re-grade and correct rutting and the “washboard” effect that is typical along gravel roads. This accelerated schedule was anticipated and necessary once traffic increased. Of note, City staff was also dispatched to grade out two resident-installed speed bumps, which were not requested, communicated or permitted by City staff. Given the safety hazard these presented, the City was fortunate that no accidents or injuries occurred prior to our crews correcting the road surface.

RECENT OBSERVATIONS

Since the placement of the signs, public works staff has received numerous calls and e-mails from residents who state that it should not be closed to through traffic, and that it is a public street they are entitled to use. While the small number of residents that live along Elm Road may disagree, the essence of the argument is correct in that public money is used to maintain the road in both summer and winter. This is the case on all public streets, but is disproportionately so on gravel roads, meaning that in fact Elm Road likely requires proportionally more maintenance time and funds than would normally be spent on a fully constructed road. In addition, it is the only viable east-west connection between Lawndale Lane and Vicksburg Lane south of Bass Lake Road, and as such is designated as a collector (and State Aid) street on the City's Transportation Plan.

Unfortunately, City staff has also received reports of vigilante/road rage behavior from motorists on Elm Road, presumably from residents who live adjacent to or with direct access to the corridor. Illegal and dangerous speed bumps were installed, as described above. In addition, we have had numerous reports of "moving roadblocks", generally described as vehicles or motorcycles waiting in their driveway for an oncoming motorist, then pulling out in front of them dangerously and going far below the speed limit, only to move to the shoulder once Lawndale Lane or Vicksburg Lane has been reached. Attempts to pass have been met with screaming and vulgarities, or sidwinding to physically prevent it. Last, and most alarming, there are reports of traffic being followed to their final destination by vehicles that pull out of adjacent driveways, and doing so in such an aggressive manner that those being followed felt compelled to drive erratically and out of their way to "ditch" the vehicle for fear of confrontation. These incidents have also been reported to the Maple Grove Police Department.

Three things have changed since the placement of the signs: 1) School has started, ending the majority of summer vacations and putting full traffic on all the streets; 2) Hard closure of Lawndale Lane for deep excavation has been implemented, forcing any drivers who ignored the road closure on Lawndale Lane for the first three weeks of construction to find a detour; and 3) Bass Lake Road has become congested, likely caused by Lawndale Lane closure, County Road 47 closure at Lawndale Lane, and MnDOT closure of County Road 47 at the I-494 bridge. These factors have all contributed to increased pressure to find alternate east-west routes, and thus traffic volumes on Elm Road have likely increased despite the sign placement.

UPCOMING ACTIONS

- 1) It is clear that the volumes on Elm Road are a direct result of the pressure the system is feeling for east-west movement. While the signs will offer some reduction in traffic volumes, it will not be substantial and it will have no effect on the vehicle speeds. However rather than pull the signs, I recommend leaving them in place to capture whatever deterrent value they may be providing;
 - 2) The City owns two message boards that can provide driver feedback on their traveled speed relative to the posted speed. We are posting one near each end of this segment facing incoming traffic, but with enough distance for drivers to reach top intended speed. Drivers will also be warned of increased police presence;
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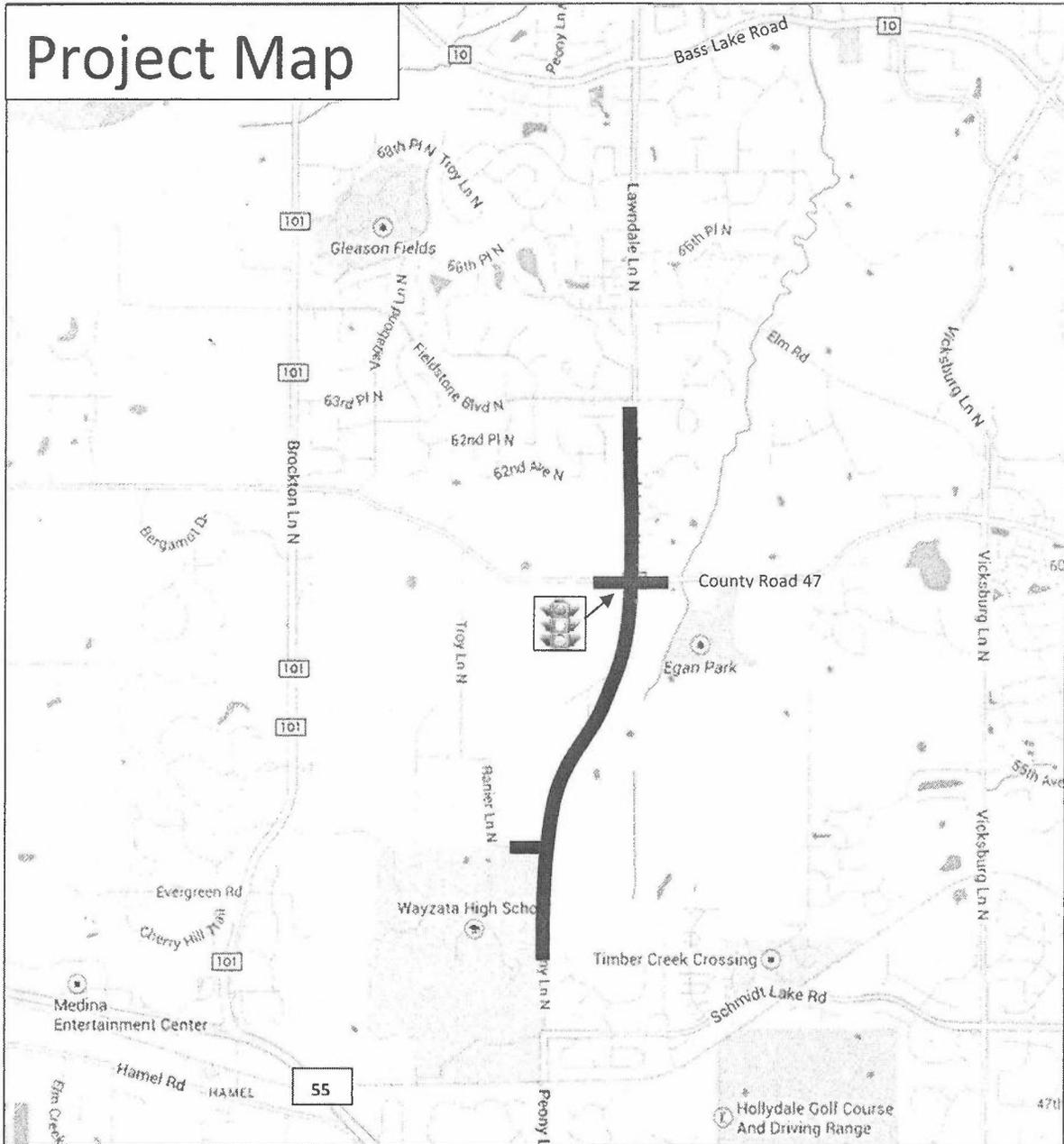
- 3) I have requested that increased police presence be provided where practical. Police presence will do more than any signing to deter unsafe speeds or driving. However, as is typical for these requests, the police are often in demand for more urgent and critical law enforcement, and thus must prioritize this request appropriately; and
- 4) Staff is coordinating with Hennepin County in order to adjust signal timing on Bass Lake Road and at County Road 47 and Vicksburg Lane to favor the movements that are congested as a result of the construction. This should relieve some of the east-west pressure on the system.

RECOMMENDATION AND FUTURE ACTIVITIES

Staff intends to do everything we can to make the construction as tolerable as we can for all users, and acknowledge that it is certainly inconvenient and often frustrating. Once the actions above are implemented, and with sufficient time to allow for alteration of driver behavior, staff will continue to monitor traffic on Elm Road during construction. In addition, the construction activities will progress, which will likely allow the ability for drivers to use both Lawndale Lane and County Road 47 at various stages, further reducing the traffic using Elm Road.

Last, the ultimate Lawndale Lane connection to Peony Lane in Plymouth will significantly alter traffic patterns in the area. It is anticipated that upon completion and establishment of patterns, City staff will study the new traffic in order to assess the condition and function of Elm Road. Its current status as a gravel road makes it a very high maintenance effort relative to other collector streets, and it will be important to understand what traffic levels we will be maintaining and planning for going forward. A conclusion that may be reached is that Elm Road can no longer efficiently function as a gravel surface, and that the time may have arrived to construct it to its ultimate, paved, condition.

Project Map



SIGN PLACEMENT LOCATIONS



REQUEST FOR COUNCIL ACTION

October 6, 2014

DATE

AGENDA ITEM

ORIGINATING DEPARTMENT

AGENDA ITEM

**CITY ADMINISTRATOR
APPROVAL**

Jupe Hale, PE
Transportation Operations Engineer
Engineering

Petition for Full Closure
of Elm Road between Lawndale
Lane and Vicksburg Lane

PREVIOUS ACTIONS:

RECOMMENDED COUNCIL ACTION:

Motion to receive petition from residents in the vicinity of Elm Road (between Lawndale Lane and Vicksburg Lane) requesting full closure of Elm Road for the duration of 2014 construction activities on the Peony Lane/Lawndale Lane Project (City Project No. 14-06) and to refer to staff.

COMMENTS:

Summary

Staff recommends maintaining the current status and traffic control plan that was previously approved as part of the construction plans, as modified to restrict through traffic on Elm Road via enforceable signage. Staff has presented a Memorandum to Council on September 10, 2014 detailing observations, resident feedback, and decision to place signage restricting through traffic. Since receiving the petition requesting full closure rather than by "Road Closed to Through Traffic" signage, staff has taken formal traffic counts, received a high volume of resident feedback, and surveyed essential services in order to determine the extent of the issue and assess potential impacts of full closure.

Traffic Data

The counted volumes over the week of September 22-26 are similar to those observed in August. While these volumes are elevated beyond historic numbers and beyond those anticipated for a gravel road, the same volume impact is being felt on Fieldstone Boulevard, Bass Lake Road, Vicksburg Lane and other surrounding streets as a result of construction. However, the speed issue appears to be under control: average vehicle speed is 26 mph, and 95% of traffic is traveling below the posted speed of 40 mph. As long as vehicles are traveling the road at safe speeds, Elm Road can continue to function safely despite the undesirable volume increase.

Public Input

The petition consists of signatures from 37 different addresses in the area, and accounts for 52 names. Staff checked for duplicates and verified signatures that were difficult to read, but did not comprehensively verify majority status or residency of signatures. Staff reports no concerns with petition validity. Since the time of the closure, staff has received 22 voice mails or e-mails objecting to the closure of Elm Road to through traffic. Staff has responded directly to all of these with information

regarding the decision. It is important to note that staff has no knowledge of whether the contacts in objection were the result of an organized campaign, but the inconsistent timing and varying message indicates that it was not organized. Last, staff has received a total of two calls/e-mails from residents who opted not to sign the petition and have concerns about the ability for essential services to be provided.

Essential Services

Staff surveyed essential services to determine impacts, including police, fire, US Mail, recycling, Maple Grove Transit, and school transportation. While some services reported minimal impact from a full closure (waste pickup, recycling and transit), emergency services estimated a significant increase in response times (as much as 50%), mail delivery would incur significant additional cost, and school transportation indicated significant enough delays in student delivery to require the addition of up to three routes to comply with regulatory trip durations and school start time delivery. While not all essential services are significantly impacted, the most critical services (emergency and school transportation) would be substantially hindered by a full closure.

Youth Sports Discussion

From: Mike Opatz
Sent: Wednesday, October 29, 2014 2:29 PM
To: CAC Members
Cc: Mike Opatz
Subject: Youth Sports Topic - Reminder to send in Questions

CAC Members,

Just a reminder to send potential questions to Harry Kennedy that CAC may want to ask when CAC invites youth sports organizations to a future CAC meeting. The questions will be reviewed and finalized at the November 12 CAC meeting. Please send them in on or before 11/3/14, so they can be included in the agenda packet.

Thanks.

Mike Opatz

CAC Members
Youth Sport Questions
November 2014

John Beacham

The challenge I see is the Maple Grove sports clubs have grown out of its small town recreational platform to a larger town having more players than opportunities on a competitive platform.

We treat education of our children quite seriously and surround it with policy, process, lesson plans and the like. For some reason, local sports clubs have not taken a similar approach. The biggest question I have is what will it take for Maple Grove Clubs to get organized with structured sports learning for all levels (like Hopkins) starting first with education plans by grade level and continued learning opportunities for coaches?

Joe Piket

I am really struggling with what questions we can ask of them when I am not sure what our objective is (i.e. my endgame comment last meeting). I have curious questions about how they operate (e.g. choose their traveling teams) and how they allocate their revenues (e.g. in house vs traveling programs) but I don't know if they really have to answer because we do not have any powers to compel them to answer. I think we as a CAC need to decide what we want out of this process before we come up with questions.

Joan Masberg

- 1) What are their biggest challenges? How do they plan to address?
- 2) What are their biggest successes? How did they achieve the results?
- 3) Who is the group targeting to increase involvement? How are they doing it?
- 4) Where have they lost participation? Why?

Work Plan Topics for 2015

CLIC / CAC Workplan History: 1993 to 2008

1993 CLIC Meetings

January	CIP Projects Proposals and Discussion
February	Planning Issues and 1993 Workplan
March	Tour of City Hall
April	DARE Presentation, School Liaison Update Drug Task Force Update
May	Tour of PUPS and Police Training facilities
June	Park Tour
July	Tour of Developments and SCI-MED
August	Historical Committee Update
September	Committee updates
October	Joint Meeting with City Council CIP Process Discussion
November	1994 CIP Projects Review
December	1994 CIP Project Recommendations

1994 CLIC Meetings

January	Geographic Information System (GIS) 1994 CIP
February	People Oriented Police Programs Long Range Park Planning
March	Development of Growth Management Plan for MUSA
April	Met Council's Regional Blueprint
May	Economic Development Activities and Bus Tour
June	Park Tour
July	Tour of Gravel Mining Area
August	City Tour and Central Fire Equipment Tour
September	State of School District #279
October	Long range Financial Plan and Review of CLIC Survey
November	City Council Election Results Status of CLIC's Top 4 Interests (Community Center, Forest Preservation, Downtown Maple Grove, and Healthy Community
December	CIP Negotiations Status of CLIC's Top 4 Interests (Community Center, Forest Preservation, Downtown Maple Grove, and Healthy Community

1995 CLIC Meetings

January	Archeological Study Presentation Forest Preservation Report Presentation Adoption of CIP Community Survey
February	Tour of Law Enforcement and PUPS facility
March	Housing Task Force Draft Report Review of MUSA Phasing Plan
April	City Council and CLIC Members Open Discussion Discussion of Community Survey Responses
May	Youth Task Force Activities Presentation
June	Tour of City Forest Lands
July	Park Tour
August	Tour of Basswood Elementary
September	Tour of Maple Grove Businesses
October	CIP Project Proposals for 1996
November	Community Education Programs, ISD #279 CIP Project Discussions
December	Finalize CIP Project Recommendation

1996 CLIC Meetings

January	1996 Workplan Discussion
February	Community Center Proposal Update Economic Development Commission Activities Update
March	Long Range Capital Finance Plan Maple Grove Community Organization 1996 Work Program Priorities (Downtown development, Housing issue, HCHY, new City Hall),
April	Downtown Planning Update
May	Tour of Rush Creek Golf Club
June	Tour of new Park Projects
July	CLIC Picnic
August	Meeting Cancelled
September	Tour of NSP and Adams Nut and Bolt facilities
October	Tour of new High School
November	CIP Project Proposals
December	Discussion of CIP Project Proposals

1997 CLIC Meetings

January	City Hall Tour Finalize 1997 CIP Project Recommendations
February	City Hall Tour Finalize 1997 CIP Project Recommendations
March	1997 CLIC Workplan Discussion
April	City Assessor Presentation
May	History video Housing Agreement with Met Council
June	Police Programs Presentation Subcommittee Formation for new city hall and fitness center
July	Community Center Tour Long Range Financial Plan New city hall and fitness center subcommittee updates
August	No Meeting / Annual Picnic
September	Tour of Park Projects New city hall and fitness center subcommittee updates
October	Comprehensive Plan Update Downtown Planning Update
November	CIP 1998 Project Proposals
December	Discussion of CIP 1998 Project Year in Review and 1998 Workplan

1998 CLIC Meetings

January	1998 Workplan New city hall and fitness center subcommittee updates
February	Tour of new Fire Station No. 4 MGCO Update
March	Discussion wit City Council on CLIC Activities and Role
April	Superintendent of Schools, ISD #279, Dr. Chris Richardson Tour of High School
May	Tour of Police Training and PUPS facilities CLIC-type Committees in other Communities
June	Arbor Lakes Development and Gravel Mining Area update Comprehensive Plan Update
July	New City Hall Update (Overview, Fact Sheet, Finance Options, and Community Outreach)
August	SCI-MED and New Developments Tour
September	Park Projects Tour
October	Transportation Projects and Plans Update Crime Statistics Report
November	CIP Project Proposals
December	CIP Project Discussion and Recommendations

1999 CLIC Meetings

January	1999 Workplan Discussion 1999 CIP Recommendations
February	Government Center and Public Safety Facility Update Arbor Lakes Update – Al Madsen
March	City Assessor Presentation Long Range Financial Plan and Annual Budget Process
April	Hennepin County Project Updates: Roadway Projects and Parks
May	City's Y2K Preparedness Plan Overview of Senior Programs Overview of Youth Programs
June	Tour of Forest Preservation Areas
July	Tour of Gannet Offset Building
August	Tour of City Developments
September	Reports from Community Organizations: <ul style="list-style-type: none"> • North Hennepin Chamber of Commerce • Maple Grove Lions Club • Maple Grove Women of Today • Maple Grove Rotary • CROSS
October	2000 CIP Process
November	2000 CIP Process
December	No meeting

2000 CLIC Meetings

<i>January</i>	1999 CIP Recommendations to City Council Open Discussion City Council 2000 Work Plan Discussion Special Election: Liquor License
<i>February</i>	Residential Development Update, Elm Creek Twin Homes
<i>March</i>	Civic Campus Discussion
<i>April</i>	Road Construction Update, Tobacco Free Presentation
<i>May</i>	Meeting with Area Legislators
<i>June</i>	Walking Tour of Arbor Lakes
<i>July</i>	Tour A Local Business
<i>August</i>	Tour City Developments and Park Projects
<i>September</i>	Tour Government Center and Northwest Athletic Club
<i>October</i>	Begin 2000 CIP Process
<i>November</i>	Continue 2000 CIP Process
<i>December</i>	Finalize 2000 CIP

2001 CLIC Meetings

<i>January</i>	2001 Work Plan Discussion Community Survey Discussion
<i>February</i>	Community Survey Discussion
<i>March</i>	Joint City Council Meeting on Survey Questions
<i>April</i>	Northwest Hennepin Human Service Council - Needs Study
<i>May</i>	Tobacco in Maple Grove Restaurants
<i>June</i>	Crime Prevention and Police Reserves
<i>July</i>	Annual City Tour
<i>August</i>	Meeting canceled
<i>September</i>	Survey Review CLIC's purpose and work program (Chair Joiner)
<i>October</i>	Begin 2001 CIP Process
<i>November</i>	Continue 2001 CIP Process, 2002 Workplan
<i>December</i>	Finalize 2001 CIP, Financial and Budget, City Assessor

2002 CLIC Meetings

<i>January</i>	2002 Work Plan Discussion Report on Community Survey Results
<i>February</i>	New Member Interviews
<i>March</i>	Ward System / Primary Elections / City Manager Form of Government Elect one new Co-Chair Oath Office New Members
<i>April</i>	Ward System / Primary Elections / City Manager Form of Government Survey Final Report
<i>May</i>	Duke Addicks, LMC – Charter Commission Panel discussion on Government Structure topics Smoking in Restaurants <i>(not discussed due to time)</i>
<i>June</i>	Form of Government Follow-up Smoking in Restaurants
<i>July</i>	Annual City Tour City Council Size Ballot Question
<i>August</i>	Tour Zeiss facility
<i>September</i>	Traffic Congestion and Enforcement
<i>October</i>	Begin 2003 CIP Process Transportation Concerns
<i>November</i>	Continue 2003 CIP Process Transportation and Growth
<i>December</i>	2003 City Budget and Home Valuations Finalize 2003 CIP

2003 CLIC Meetings

<i>January</i>	2003 Work Plan Discussion Revised CLIC Guidelines
<i>February</i>	Smoking in Restaurants Discussion with Owners
<i>March</i>	American Cancer Society on Smoking in Restaurants Oath Office New Members
<i>April</i>	Joint City Council Meeting City Services Discussion
<i>May</i>	City Services Discussion
<i>June</i>	City Services Discussion Legislative Update/LGA Cuts/CIP status
<i>July</i>	Annual City Tour
<i>August</i>	Forest Preservation Update City Services Survey Report
<i>September</i>	Government Structure – Subcommittee Report Smoking in Restaurants
<i>October</i>	Smoking in Restaurants
<i>November</i>	Smoking Report to the City Council
<i>December</i>	Smoking Report to the City Council CLIC Purpose and Vision

2004 CAC Meetings

<i>January</i>	CLIC Purpose and Vision
<i>February</i>	CLIC Purpose and Vision
<i>March</i>	No meeting
<i>April</i>	National Night Out program Work Plan 2004 Community Advisory Committee Resolution and Guidelines
<i>May</i>	Staging Plan Update Work Plan
<i>June</i>	Hennepin County Library Update Community Clean-up Day Update
<i>July</i>	Hennepin County Library Update Metropolitan Council Presentation of the City's Sewer Capacity
<i>August</i>	City Sewer Capacity Subcommittee Updates
<i>September</i>	Tour UPS facility
<i>October</i>	Discuss Joint Meeting with Other City Boards and Commissions Downtown Circulator Subcommittee Update
<i>November</i>	2005 City Budget Presentation
<i>December</i>	Emergency Preparedness and Response and Tour of EOC

2005 CAC Meetings

<i>January</i>	Joint Meeting with Other City Boards and Commissions
<i>February</i>	Wi Fi / WiMax
<i>March</i>	Discussion on Community Outreach
<i>April</i>	Interview for New CAC Members
<i>May</i>	Update from Maple Grove Days Booth Subcommittee New Member Introductions and Orientation Discussion
<i>June</i>	Finalize Details for Maple Grove Days Booth
<i>July</i>	Finalize Details for Maple Grove Days Booth
<i>August</i>	City Bus Tour
<i>September</i>	Review of Maple Grove Days Booth
<i>October</i>	Discussion with Community Development Director Bob Waibel
<i>November</i>	Second Sheet of Ice and Indoor Soccer Arena
<i>December</i>	Second Sheet of Ice and Indoor Soccer Arena

2006 CAC Meetings

<i>January</i>	Presentation by OMGH / Ice Sheet and Sports Dome
<i>February</i>	Presentation by Maplebrook Soccer / Ice Sheet and Sports Dome
<i>March</i>	Presentation by OMGAA / Ice Sheet and Sports Dome
<i>April</i>	No Meeting
<i>May</i>	Ice Sheet and Sports Dome
<i>June</i>	Plan MG Days Booth / Ice Sheet and Sports Dome
<i>July</i>	Final Details of MG Days Booth and CAC Work Plan for 2007
<i>August</i>	No Meeting
<i>September</i>	Recap of MG Days Booth and CAC Work Plan for 2007
<i>October</i>	Presentation by Superintendent of ISD 279 on Visioning Plan
<i>November</i>	Presentation by the FBI and Overview of Maple Grove Police
<i>December</i>	Presentation by City Assessor and CAC Work Plan for 2007

2007 CAC Meetings

January	No Meeting
February	Review of City Governance Topics
March	Interview CAC Applicants Brainstorming on City Governance Topics (<i>tabled until April</i>)
April	Plans for Maple Grove Days Booth Update on Open House for Ice Sheet and Sports Dome Brainstorming on City Governance Topics (<i>tabled until June</i>)
May	Parks Master Plan Update on Ice Sheet and Sports Dome Sign-up Sheet for Maple Grove Days Booth Note: Brainstorming on City Governance Topics - <i>dropped from work plan</i>
June	Maple Grove Days and Community Survey
July	Discussion with Survey Firms on Survey Methods Final Details for Maple Grove Days Booth
August	Discuss Presentations by Survey Firms from July 11 th Review of Maple Grove Days Booth
September	City Bus Tour Survey Consultant RFP
October	Review Survey Consultant Proposals Update on ISD 279 Levy Referendum
November	Community Survey Consultant Interviews
December	No Meeting

2008 CAC Meetings

January	Community Survey Kick-off with Consultant (NRC)
February	Community Survey
March	Community Survey
April	Community Survey / CAC Work Program
May	Community Survey – Review Draft Results
June	Community Survey Follow-up / Maple Grove Days
July	Community Survey Follow-up / Maple Grove Days
August	No Meeting
September	Tour of Great River Energy Facility / Community Survey Follow-up
October	No Meeting
November	City of Maple Grove Comprehensive Plan
December	City Budget and Finance Presentation

2009 CAC Meetings

<i>January</i>	2009 Work Plan Discussion
<i>February</i>	2009 Work Plan Discussion
<i>March</i>	Presentation By Maple Grove Fire Department
<i>April</i>	Discussion of Neighborhood Reports
<i>May</i>	Tour Water Treatment Facility
<i>June</i>	No Meeting
<i>July</i>	No Meeting
<i>August</i>	No Meeting
<i>September</i>	Road Projects Update and Traffic Signal Coordination
<i>October</i>	Cybercrime Presentation by Bob Joiner
<i>November</i>	Contracting of Residential Garbage Collection
<i>December</i>	Tour Maple Grove Hospital

2010 CAC Meetings

<i>January</i>	2010 Work Plan / Contracting of Residential Garbage Collection
<i>February</i>	Northwest Hennepin Human Service Council
<i>March</i>	Visit Minneapolis North presentation by Dave Looby
<i>April</i>	No Meeting
<i>May</i>	No Meeting
<i>June</i>	No Meeting
<i>July</i>	Tour Library, Tour Town Green, MG Days Booth
<i>August</i>	No Meeting
<i>September</i>	Presentation by the Department of Corrections / Sex Offenders
<i>October</i>	City Update
<i>November</i>	No Meeting
<i>December</i>	No Meeting

2011 CAC Meetings

<i>January</i>	Overview of City IS Department
<i>February</i>	No Meeting
<i>March</i>	No Meeting
<i>April</i>	Lecesse Housing Development / Town Green Entertainment / MG Days Preview
<i>May</i>	No Meeting
<i>June</i>	Basketball facility Presentation by OMGBA
<i>July</i>	No Meeting
<i>August</i>	No Meeting
<i>September</i>	Work Plan Ideas / Yellow Ribbon Campaign
<i>October</i>	No Meeting
<i>November</i>	No Meeting
<i>December</i>	Tour Sports Dome

2012 CAC Meetings

<i>January</i>	No Meeting
<i>February</i>	Police Department Update and Crime Report by Dave Jess General City Update on projects and developments (handout)
<i>March</i>	No Meeting
<i>April</i>	No Meeting
<i>May</i>	No Meeting
<i>June</i>	No Meeting
<i>July</i>	No Meeting
<i>August</i>	No Meeting
<i>September</i>	Tour of New Public Works Facility
<i>October</i>	Role and Purpose of CAC
<i>November</i>	Role and Purpose of CAC
<i>December</i>	No Meeting

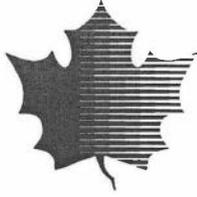
2013 CAC Meetings

<i>January</i>	Discuss Options for the 2013 Community Survey
<i>February</i>	Review Question for the 2013 Community Survey
<i>March</i>	Finalize Questions for the 2013 Community Survey
<i>April</i>	No Meeting
<i>May</i>	No Meeting
<i>June</i>	Tour Law Enforcement Training Facility
<i>July</i>	No Meeting
<i>August</i>	Review Draft Survey Report with NRC Consultant
<i>September</i>	No Meeting
<i>October</i>	Review Final Citizen Survey Report Future Work Plan Topics
<i>November</i>	No Meeting
<i>December</i>	No Meeting

2014 CAC Meetings

<i>January</i>	
<i>February</i>	Arts Center Presentation Youth Sports
<i>March</i>	No Meeting
<i>April</i>	Youth Sports Act on Alzheimer's and Age Friendly City Presentations Arts Center Presentation
<i>May</i>	No Meeting
<i>June</i>	Youth Sports / Positive Coaching Alliance (PCA) Presentation
<i>July</i>	No Meeting
<i>August</i>	No Meeting
<i>September</i>	No Meeting
<i>October</i>	Youth Sports
<i>November</i>	No Meeting
<i>December</i>	No Meeting

Boards and Commission Attendance Policy



CITY OF MAPLE GROVE BOARD AND COMMISSION MEMBERS ATTENDANCE REQUIREMENTS

Board and Commission Members

City of Maple Grove

Upon application for and acceptance of appointment, board and commission members must demonstrate their intention and ability to attend meetings.

The City Council is most appreciative of the dedication and contribution by those who are willing to donate their time to community service. The Council anticipates that members appointed to the City's boards and commissions will make every reasonable effort to attend all regular meetings of their respective boards or commissions, to attend special meetings if applicable, and to be prepared to discuss matters on their respective agendas.

Regular attendance at meetings is a requirement for continued membership on any board or commission. Irregular attendance and frequent absences are detrimental to the entire group and put undue pressure on those members who do attend meetings. Regular attendance allows members to learn about and discuss issues in depth which contributes to more effective decision making.

Therefore, it is imperative that members maintain regular attendance. Members who cannot attend a meeting should contact the chair and/or appropriate staff member concerning his or her absence prior to the meeting. If no contact is made, the absence would be considered unexcused.

Attendance Requirements

The following are cause of a member's appointment to be considered for termination:

1. Any board or commission member who is absent from three consecutive meetings in a row (unexcused) will be deemed to have vacated his or her membership on the particular board or commission, unless his or her absence is excused for illness, family emergency and business conflicts.
2. Any board or commission member must attend 75% of all regular meetings from the time the member's term begins until the end of the calendar year and each subsequent calendar year thereafter.
3. City board and commission liaisons shall prepare an annual report of attendance noting the percentage of absences of members for the preceding fiscal year. This report shall be provided no later than November 30 of each year and will be forwarded to the Mayor and City Councilmembers who may use this information in considering reappointment.

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.