



**AGENDA**  
**CITIZENS' ADVISORY COMMITTEE**

**7:00 P.M.**

**Wednesday November 9, 2016**

**Mayor's Conference Room #183**  
**Maple Grove Government Center**

- A. Call to Order by Chair
- B. Approve Minutes: October 12, 2016 Regular Meeting
- C. Area Reports (Forms in Packet)
- D. Overview of the Assessing Department
- E. Other Business and Updates
- F. Adjournment

## Minutes

## Maple Grove Citizens Advisory Committee

### Meeting Minutes

October 12, 2016

<b>Call to Order</b>	The meeting was called to order by CAC member Bob Joiner at 7:08 p.m.		
<b>Members Present</b>	Nkechi Anyamele Leslie Bender Stephen Gill Harry Kennedy Joe Piket	John Beacham Tim Klevar Steven Maas Meg Miller Don Skoglund	Adam Bedard Katie Cohen Bob Joiner Karen Nickolauson Stephanie Walvatne
<b>Members Absent</b>	Jon Burgard, Lorraine Gresser, Joan Masberg, Councilmember Erik Johnson		
<b>Others Present</b>	CAC Staff Liaison Mike Opatz		
<b>Minutes</b>	Motion made and seconded to approve the minutes from the September 14, 2016, meeting of the Citizens Advisory Committee. Motion passed.  Motion made and seconded to approve the minutes from the Special meetings of May 2, 2016 and June 29, 2016 of the Citizens Advisory Committee. Motion passed.		
<b>Area Reports</b>	The outlot parcel next to Paradise Car Wash looks quite trashy. Is there anything that can be done to spruce it up and is there any development is pending for this site?  Who owns the parcel next to the Maple Grove High School stadium, how is the land guided, and is any development pending?  What is the status of both Hy-Vee locations?  Traffic situation on Weaver Lake Road by I-94: discussion was tabled by CAC member Joiner to the end of the meeting.		
<b>Youth Sports Report Final Review and Approval</b>	CAC member Joiner stated that the final report will be reviewed this evening. Subcommittee chair Harry Kennedy will go through the report page by page. The report will be presented to the City Council at the November 7, 2016 meeting. Mr. Joiner said that he appreciated the role of the subcommittee in compiling the report.  CAC member Kennedy reviewed the Maple Grove Citizens Advisory Committee; Subcommittee on Youth Sports Final Report and Recommendations October 12, 2016.		

The executive summary discusses the formation of the Subcommittee and the interest in how the sports associations function.

The report is broken down in sections:

- Adequacy of Facilities
- Enforcement of Codes of Conduct and Sportsmanship
- All Player Development
- Background Checks and Player Safety

In each section, there are recommendations from the CAC regarding what processes and procedures should be taken by the Youth Sports Associations and Maple Grove Parks and Recreation.

Pages 5-15 of the report states the notes and observations from the presentations from the Youth Sports Associations to the Citizens Advisory Committee between the dates of April 8, 2015 and November 18, 2015. The Associations are:

- Maplebrook Soccer Association
- Osseo Football Association
- Osseo Maple Grove Athletic Association (Baseball)
- Maple Grove Lacrosse Association
- Osseo Maple Grove Basketball Association
- Osseo Maple Grove Hockey Association
- Maple Grove Youth Football Association

The report also reviews the historical involvement of the Maple Grove Parks and Department and the adequacy of the facilities in the City of Maple Grove.

Enforcement of codes of conduct and sportsmanship page 18:

- Kennedy: major points of focus observations from committee members unclear how codes of conduct was enforced.
- Nkechi: even in schools student have codes of conduct they sign
- Skoglund: enforcement of code of conduct hockey and football have the most concise code and enforcement.
- Joiner: ask for standards, cannot force anyone to do anything.

All Player development page 19

CAC member Kennedy stated that this was a major focus by CAC.

Discussion took place on these points:

- Equal treatment between levels

- All player development
- Evaluations done by independent evaluators

#### Background checks and player safety page 20

Discussion took place on background checks. Background checks should be done annually. Basketball Association is looking at doing background checks every 3 years. CAC member Picket discussed player safety and the addition of AEDs one per field recommendation. CAC member Kennedy stated that this is a good idea; however, the idea will receive push back from associations.

#### Placing information at the end of report

CAC member Kennedy asked if CAC should revisit the youth sports associations every 2 years. Include this in the report right before the conclusion: City Council direct Citizens Advisory Committee in 2 years to review/update this topic. The suggestion was made that in the fall of 2018, CAC should contact the associations to see if some of the recommendations in the report have been accomplished.

#### General Discussion

General discussion among CAC members continued including who will do the presentation to the City Council. Bob Joiner encouraged all CAC members to attend the November 7<sup>th</sup> CC meeting. Bob also felt not to release formal report until adopted by Council, at which point the report be made public.

Kennedy made Motion to formerly approve the final report with necessary grammar corrections and fall 2018 review. Second by Tim Klevar. No discussion all ayes; unanimous consent – no one opposed.

### **Other Business and Updates**

#### **Survey Update**

CAC Staff Liaison Opatz stated that the Community Survey ended on October 3<sup>rd</sup>. The final survey counts are:

- 449 respondents to mailed survey
- 542 respondents to open participation web survey

Data will be compiled and a report will be coming to the CAC by the end of the year. Formal report will be presented to the City Council in January, 2017.

#### **Upcoming CAC Meeting Topics and Location**

- November 9: City Assessor Presentation at Government Center by Assessing Department Staff.

- December 14: Fire Department Presentation at Fire Station #2  
13450 Maple Knoll Way.

#### **Traffic on Weaver Lake Road at I-94**

This item was removed from the table and discussed. CAC member John Beacham stated that the report from Transportation Operations Engineer John Hagen gave the impression that there is nothing the City can do to fix the congestion. Discussion took place regarding changing the signal timing, revisiting roundabouts, and possibly discussing this issue with the County. CAC staff liaison Opatz stated that he will talk to City Engineer Ken Ashfeld and City Administrator Heidi Nelson.

#### **Future Meetings**

CAC staff liaison Opatz discussed having City staff from the various departments come and talk to CAC. It was discussed having Engineering Department come to the January, 2017 CAC meeting.

#### **Candidate Forums**

CAC member Piket stated that there are upcoming candidate forums being held at the Government Center.

Thursday, October 13 – Hennepin County Commissioner and District 34 Senators and Representatives.

Thursday, October 20 at 6:30 p.m. Maple Grove City Council.

#### **Other Business**

CAC member Klevar asked if Paradise Car Wash is having financial difficulties. Discussion took place regarding this business.

Don Pablo's – did someone purchase the building? CAC staff liaison Opatz stated that we usually do not hear much about it until it goes to the Planning Commission or City Council.

CAC member Anyamele stated that Central Park received a design award.

#### **Adjournment**

Motion made and seconded to adjourn the November 9, 2016, Citizens Advisory Committee. The meeting adjourned at 8:47 p.m.

Respectfully submitted,

Kim Greninger  
Minute Secretary

## Area Reports

## Area Report Response November 9, 2016 Meeting

**From:** Dick Edwards  
**Sent:** Thursday, October 13, 2016 3:13 PM  
**To:** Mike Opatz

**Subject:** RE: CAC Area Reports for October 2016 (Community Development)

Mike, See below

Dick Edwards  
Community Development Director  
City of Maple Grove  
763-494-6045  
[dedwards@maplegrovern.gov](mailto:dedwards@maplegrovern.gov)

**From:** Mike Opatz  
**Sent:** Thursday, October 13, 2016 3:07 PM  
**To:** Dick Edwards  
**Subject:** CAC Area Reports for October 2016 (Community Development)

Dick, the followings Community Development related CAC Area Reports for October 2016 were presented at their meeting last night:

- The outlot parcel next to Paradise Was looks quite trashy. Is there anything that can be done to spruce it up and do we know if any development is pending for this site?  
**Response - US Bank will be going on the parcel soon.**
- *Who owns the parcel next to the Maple Grove High School stadium, how is the land guided, and is any development pending?*  
**Response - The City owns the property, and there is no development pending.**
- *What is the status of both Hy-Vee locations?*  
**Response - The Co. Rd. 10/101 site has received the key approvals. The Maple Grove Parkway site has received 'Concept Stage' plan approval. Timelines for construction/occupy for both sites is unknown.**

Can you provide me a response to these items by November 1? Thanks.

Mike Opatz

## **Overview of the Assessing Department**



## MEMORANDUM

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**TO:** Citizens Advisory Committee Members

**FROM:** Mike Opatz, Citizen Advisory Committee Staff Liaison

**DATE:** November 9, 2016

**SUBJECT:** City Assessor Presentation

The City Assessor, Tim Mitchell, will present an overview of the functions and duties of the Maple Grove Assessing Department. The presentation will include the following topics:

- Assessing Department Staff
- Property Valuation and Classification
- Equalization / Fairness
- Accuracy and Transparency
- 2016 Assessment Summary
- Property Inspections
- Valuation Process
- Property Tax and Budgets
- Appealing the Property Valuation / Classification
- Property Tax Assistance

Thank you.

## **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)

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**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.**