

Maple Grove City Council meeting

DRAFT meeting minutes

February 22, 2022

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(Delete this when final edits are complete)

Call to order

Pursuant to call and notice thereof, a regular meeting of the Maple Grove City Council was held at 7:30 p.m. on February 22, 2022 at the Maple Grove Government Center/Public Safety Facility, Hennepin County, Minnesota. Members present were Mayor Mark Steffenson and Councilmembers Judy Hanson (attending remotely), Karen Jaeger (attending remotely), Phil Leith, and Kristy Barnett. Absent was none. Present also were Heidi Nelson, City Administrator; Joe Hogeboom, Community and Economic Development Director; Peter Vickerman, Planning Manager; Brett Angell, Economic Development Manager; Ken Ashfeld, Public Works Director/City Engineer; and Justin Templin, City Attorney.

Mayor Steffenson called the meeting to order at 7:30 p.m. and led the city in the Pledge of Allegiance.

Additions or deletions to the agenda

Mayor Steffenson asked if there were any additions and/or deletions to the consent agenda to which Heidi Nelson stated the following:

Item amended to the agenda

None

Item amended to the consent agenda

None

Item added to the agenda

None

Item removed from the consent agenda for discussion

None

Consent items

The following consent items were presented for Council's

approval:

MINUTES

A. Regular meeting – February 7, 2022

City Council/staff strategic planning meeting – February 12, 2022

HUMAN RESOURCES ITEMS

B. Appointment of human resources technician

Motion to approve the appointment of Joseph Matesi to the position of human resources technician in the Human Resources Department at an annual salary of \$57,678.40, effective February 23, 2022 subject to a twelve-month probationary period. All required screenings and background checks have been successfully completed.

C. Approval of request for proposal for classification and compensation study consultant

Motion to authorize staff to post the request for proposal (RFP) for classification and compensation study consultant.

COMMUNITY & ECONOMIC DEVELOPMENT ITEMS

D. AMC Theatre Planned Unit Development concept stage plan amendment and development stage plan

Motion to adopt Resolution No. 22-046 approving the AMC Theatre PUD concept stage plan amendment and development stage plan subject to:

1. Planned Unit Development agreement final review and approval of the City Attorney and the Director of Community and Economic Development.

E. Arbor Lakes Business Park Phase 3 Planned Unit Development concept stage plan

Motion to adopt Resolution No. 22-045 approving the Arbor Lakes Business Park Phase 3 PUD concept stage plan.

- F. Crocus Grove Planned Unit Development concept stage plan, development stage plan, preliminary plat, rezoning and administrative lot division

Motion to table the application at the request of the applicant.

- G. North Grove Medical Center Planned Unit Development stage plan and final plat

Motion to adopt Resolution No. 22-044 approving the North Grove Medical Center PUD development stage plan and final plat subject to:

1. Planned Unit Development agreement final review and approval of the City Attorney and the Director of Community and Economic Development.

- H. Summerwell Maple Grove Planned Unit Development stage plan, preliminary and final plat

Motion to adopt Resolution No. 22-043 approving the Summerwell Maple Grove PUD development stage plan, preliminary and final plat subject to:

1. Planned Unit Development agreement final review and approval of the City Attorney and the Director of Community and Economic Development.

ENGINEERING ITEMS

- I. 2021 Trunk Sanitary CIPP Project No. 21-05 - final acceptance

Motion to approve the final acceptance of the 2021 Trunk Sanitary Sewer CIPP Project No. 21-05 completed by Insituform Technologies USA, LLC subject to the warranty provisions of the contract and statutory law.

- J. 2022 Asphalt plant and gravel mining permits

Motion to approve annual asphalt plant permits and gravel mining permits for 2022 for C.S. McCrossan Construction, Inc. and for Tiller Corporation.

- K. Northwood Church-Weston Commons Project No. 21-16 -

award contract

Bids were received on January 11, 2022 for Northwood Church/Weston Commons, Project No. 21-16 and have been tabulated and reviewed for consistency with the bidding requirements. The following bids were received complying with the advertisement:

| <u>Company Bid</u> | <u>Amount</u> |
|--------------------------------|----------------|
| S.R. Weidema | \$4,374,202.01 |
| Northwest Asphalt | \$4,415,879.49 |
| Northern Lines Contracting | \$4,424,227.30 |
| LaTour Construction Inc. | \$4,477,092.56 |
| Ryan Contracting Company | \$5,082,841.00 |
| Northdale Construction Company | \$5,180,432.29 |
| Geislinger & Sons | \$5,203,257.51 |
| Meyer Contracting Inc. | \$5,354,662.17 |
| S.M. Hentges & Sons, Inc. | \$5,516,639.00 |

L. South Prominence Area Street and Utility Improvements
Project No. 20-06 - final acceptance

Motion to approve the final acceptance of the South Prominence Area Street and Utility Improvements Project No. 20-06 completed by Burschville Construction, Inc. subject to the warranty provisions of the contract and statutory law.

M. Sureties - February 22, 2022

Motion to approve the surety actions.

ADMINISTRATIVE ITEMS

N. MY RIDE service area expansion

Motion to approve the Maple Grove Transit's MY RIDE service area expansion effective March 1, 2022 to include all of Brooklyn Park, all of Brooklyn Center and CROSS Food Shelf in Rogers, MN.

O. Maple Grove Firefighters Relief Association Bylaws 2022

Motion to approve updated Fire Relief Association Bylaws effective February 22, 2022.

P. Maple Grove Lions application to conduct off-site gambling

Motion to adopt Resolution No. 22-047 approving the LG230 application to conduct off-site gambling for the Maple Grove Lions.

Q. Revised Joint and Cooperative Agreement for the Formation and Administration of the Anoka-Hennepin Narcotics and Violent Crimes Task Force

A motion to approve the revised Joint and Cooperative Agreement for the Formation and Administration of the Anoka-Hennepin Narcotics and Violent Crimes Task Force and authorize the mayor, city administrator, and chief of police to sign the agreement.

R. Approve claims

Motion to approve claims totaling \$ 12,360,652.63.

Motion by Councilmember Leith, seconded by Councilmember Barnett, to approve the consent items presented. Upon call of the motion by Mayor Steffenson and a roll call vote, there were five ayes and no nays. Motion carried.

**Consideration
of items pulled
from the
agenda**

None.

**Special
business**

Open forum

There were no open forum issues brought before the Council at this meeting.

**Swearing in of
paid-on call
firefighters**

Fire Chief Bush discussed the importance of the paid-on call firefighters to the City of Maple Grove and described how valuable these volunteers were to the community. He introduced the new paid-on call firefighters that have recently completed their initial firefighter probation which were Dylan Benoit, Ryan Habeger, Brittney Knight, Sheila Manelli, Nick Northrup, Brandon Scheunemann, Aditi Seger, and Lori Thomas.

Mayor Steffenson administered the oath of office to paid-on call firefighters Dylan Benoit, Ryan Habeger, Brittney Knight, Sheila Manelli, Nick Northrup, Brandon Scheunemann, Aditi Seger, and Lori Thomas and welcomed them to the City of Maple Grove. A round of applause was offered by all in attendance.

Public hearings

7:30 p.m. Public hearing

2022 Community Development Block Grant funds allocation plan

Economic Development Manager Brett Angell explained the Community Development Block Grant (CDBG) program provides funding to local jurisdictions to help address certain challenges related to providing housing and employment options for persons of low- and moderate-income levels. The statute authorizing the CDBG program requires that at least 70% of the funds be used for activities benefiting very low and low-income persons, such as affordable housing. Additionally, no more than 15% of the allocation can be used for social service activities. The City of Maple Grove received \$132,744 in CDBG funds in 2021. The preliminary allocation is estimated to be approximately the same amount for 2022 at \$132,744. The final amount will not be known until the Department of Housing and Urban Development (HUD) notifies Hennepin County. Should the 2022 allocation be more or less than proposed, the city administrator will adjust the budget to reflect the increase or decrease in funding.

Motion by Councilmember Leith, seconded by Councilmember Barnett, to open the public hearing. Upon call of the motion by Mayor Steffenson and a roll call vote, there were five ayes and no nays. Motion carried.

Mayor Steffenson opened the public hearing at 7:44 p.m. and asked if anyone would like to address this issue.

No public testimony was offered.

Motion by Councilmember Barnett, seconded by Councilmember Leith, to close the public hearing at 7:45 p.m. Upon call of the motion by Mayor Steffenson and a roll call vote, there were five ayes and no nays. Motion carried.

Motion by Councilmember Leith, seconded by

Councilmember Barnett, to adopt Resolution No. 22-041 approving the 2022 CDBG funds allocation plan. Upon call of the motion by Mayor Steffenson and a roll call vote, there were five ayes and no nays. Motion carried.

**Community
and economic
development
items**

**Edison
Apartments
Planned Unit
Development
concept stage
plan
amendment**

Planning Manager Vickerman explained the applicant is requesting a planned unit development concept stage plan amendment to allow the construction of a 248-unit apartment project in two buildings. The site is on the north end of the Tri-Care property, between Garland Lane and the future extension of TH610. Each building is proposed to be five stories in height, with two stories of underground parking. The proposal shows a number of outdoor amenities, including a pool, playground, dog park, gazebo, and trail system. The narrative describes a number of interior amenities as well. Staff discussed the plans in further detail and reported the Planning Commission recommends approval.

Councilmember Jaeger asked if the watershed district had reviewed these plans. Planning Manager Vickerman explained these plans were at concept level and the plans would be reviewed by the watershed district at a later stage when the grading was more refined.

Elwyn Tinklenberg, JPL Development representative, stated he was pleased to receive the support of the Planning Commission and thanked the City Council for considering his request.

Councilmember Leith stated he supported the project as presented.

Councilmember Barnett commented she was pleased to see the amenities that were included in this project.

Motion by Councilmember Leith, seconded by Councilmember Jaeger, to direct the City Attorney to draft a resolution approving the Edison Apartments PUD concept stage plan amendment subject to:

- 1. The applicant addressing to the satisfaction of the**

city any remaining applicable comments contained in the memorandums from:

- a. The Community & Economic Development Department dated February 4, 2022**
- b. The Fire Department dated December 17, 2021**
- c. The Engineering Department dated December 17, 2021**
- d. The Parks & Recreation Department, dated February 9, 2022**

The applicant shall acknowledge that park dedication requirements are based on staff review and recommendation to the Park and Recreation Board and their subsequent board action. Board meetings are held on the third Thursday of each month.

Councilmember Leith questioned what the project timeline would be. Mr. Tinklenberg anticipated the project would begin construction in August of 2022 and would take approximately 18 months to complete.

Upon call of the motion by Mayor Steffenson and a roll call vote, there were five ayes and no nays. Motion carried.

**Fox Briar
Ridge East
Planned Unit
Development
concept stage
plan,
development
stage plan,
rezoning and
preliminary
plat**

Planning Manager Vickerman explained the applicant is requesting a PUD concept plan, development stage plan, rezoning and preliminary plat approval to construct 16 lots for twinhome units and one single family detached lot. The site is 4.44 acres with a proposed density of 3.83 units per acre, consistent with the low-density residential guiding of the property which allows one to four units per acre. The project abuts the original Fox Briar Ridge development, a neighborhood made up of similar twinhome designs and comparable density calculations. The proposal closely follows ghost plat provided as part of the Original Fox Briar Ridge development that was approved in the early 2000's. Staff discussed the plans in further detail and reported the Planning Commission recommends approval.

Councilmember Leith reported this area was zoned Low Density and would be rezoned. Planning Manager Vickerman reported this was the case noting the applicant was proposing to have 3.8 units per acre when 1 to 4 units were allowed.

Steve Behnke, Donnay Homes, introduced himself and thanked

the Council for their consideration. He reported this project would fill in this parcel with a similar product as the adjacent neighborhood. He commented further on the variety of plans that would be available for the proposed units.

Dave Nash, Alliant Engineering, indicated this was a pretty simple site and explained additional ponding would have to be added due to new watershed requirements.

Councilmember Jaeger questioned what size the garage would be. Mr. Behnke reported the garages would be 20 feet wide by 22 feet deep, which was a standard sized garage.

Councilmember Hanson thanked the developer for acknowledging the comments of the Planning Commission and for revising the renderings.

Mayor Steffenson asked if the school has expressed any concerns. Mr. Behnke indicated he has not heard anything from the school since the Planning Commission meeting.

Motion by Councilmember Hanson, seconded by Councilmember Jaeger, to direct the City Attorney to draft a Resolution and a Planned Unit Development agreement approving the Fox Briar Ridge East Planned Unit Development concept stage plan, development stage plan and preliminary plat subject to:

- 1. The applicant addressing to the satisfaction of the city any remaining applicable comments contained in the memorandums from:**
 - a. The Community & Economic Development Department dated January 28, 2022**
 - b. The Engineering Department dated January 21, 2022**
 - c. The Fire Department dated January 12, 2022**
 - d. The Parks & Recreation Department, dated January 24, 2022**
 - e. Hennepin County Highway Department dated January 11, 2022.**

Upon call of the motion by Mayor Steffenson and a roll call vote, there were five ayes and no nays. Motion carried.

Motion by Councilmember Leith, seconded by

Councilmember Barnett, to direct the City Attorney to draft an ordinance approving the rezoning from RA, Single-Family Agricultural to R3 PUD, Single and Two-Family Residential Planned Unit Development.

The applicant shall acknowledge that park dedication requirements are based on staff review and recommendation to the Park and Recreation Board and their subsequent board action. Board meetings are held on the third Thursday of each month.

Upon call of the motion by Mayor Steffenson and a roll call vote, there were five ayes and no nays. Motion carried.

Report on upcoming community and economic development items

Community and Economic Development Director Hogeboom updated the Council regarding the following:

- The Planning Commission would meet next on Monday, February 28 and the group would discuss the Arbor Lakes Business Park Phase II, Building B and a residential variance in the Fish Lake neighborhood.
- The Planning Commission would be holding a worksession meeting on Monday, March 14 and would be discussing housing related matters.

Engineering-public works items

Report on upcoming engineering items

Director of Public Works/City Engineer Ashfeld updated the Council regarding the following:

- The Public Works crews would have the city plowed out by morning after the recent winter storm event.
- A public hearing would be held on Monday, March 21 for the Street Rehabilitation project.

Administration items

Report on upcoming administration

City Administrator Nelson explained that the Council has her Monday report if there are any questions. She reported bills are being drafted for different pieces of legislation on behalf of the city. She noted \$18 million in state bonding was being

items

requested aside for the Community Center project along with \$22 million in funding to complete the TH610 project.

Items Added to the Agenda

Councilmember Jaeger invited the public to attend the Maple Grove Ambassador sponsored spaghetti eating contest that would be held on Saturday, March 26 from 5 to 8 p.m.

Councilmember Jaeger reported the first farmers market would be Thursday, May 12.

Councilmember Leith noted the Maple Grove Lions would be holding their 4th Annual Beer and Wine Event on Friday, March 4 at the Community Center.

Adjournment

Motion by Councilmember Jaeger, seconded by Councilmember Hanson, to adjourn to the regular City Council meeting on March 7, 2022 at 7:30 p.m. Upon call of the motion by Mayor Steffenson and a roll call vote, there were five ayes and no nays. Motion carried.

The meeting was adjourned at 8:16 p.m. by Mayor Steffenson.

Respectfully submitted,

Heidi Nelson
City Administrator