

Maple Grove City Council Meeting

Meeting Minutes

April 19, 2021

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 April 19, 2021 at the Maple Grove Government Center/Public Safety Facility, Hennepin County, Minnesota and online via WebEx. Members present were Mayor Mark Steffenson and Councilmembers Judy Hanson, Karen Jaeger, Phil Leith, and Kristy Barnett. Absent was none. Present also were Heidi Nelson, City Administrator; Joe Hogeboom, Community and Economic Development Director; 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 Removed from the Agenda

7B. 610 Extension Project, City Project No. 19-24, Appraisal Services

Item Removed from the Consent Agenda for Discussion

3K. Rice Lake Ski Slalom Course

Consent Items

The following Consent Items were presented for Council's approval:

MINUTES

A. Regular Meeting – April 5, 2021

PERSONNEL ITEMS

B. Mechanic Appointment

Motion to approve the appointment of Seth Helleck to the position of Mechanic in the Public Works Department, at an annual salary of \$70,314.40, effective on April 20, 2021 subject to a 12-month probationary period. All required screenings and background checks have been successfully completed.

C. Approval of Consulting Agreement for with Herreid & Associates Consulting, Inc.

Authorize the City Administrator to execute a consulting agreement with Herreid & Associates Consulting, Inc. to provide organizational assessment and development services.

D. Ratify Updates to Interim Policy 2021-02: Temporary COVID Program for Employees

Motion to ratify the updates to Interim Policy 2021-02: Temporary COVID Program for Employees.

COMMUNITY & ECONOMIC DEVELOPMENT ITEMS

E. Evanswood PUD Concept Stage Plan

Motion to table the Evanswood Concept Plan PUD so that the applicant can address concerns raised by the City Council.

F. Palisades at Nottingham 3rd Addition Planned Unit Development Residential Concept Stage Plan, Development Stage Plan and Rezoning - Ordinance No. 21-07 and Resolution No. 21-044

Motion to adopt Ordinance No. 21-07 rezoning property from R-A, Single Family Agricultural to PUD Planned Unit Development subject to the approval of the final plat.

Motion to adopt Resolution No. 21-044 approving the Palisades at Nottingham 3rd Addition PUD concept stage plan and

development stage plan subject to:

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

G. The Grove 15715 Grove Circle Planned Unit Development Non-Residential Development Stage Plan - Resolution No. 21-045

Motion to adopt the Resolution No. 21-045 approving The Grove 15715 Grove Circle PUD development stage plan subject to:

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

H. The Ridge at Elm Creek 3rd Addition Final Plat - Resolution No. 21-043

Motion to adopt Resolution No. 21-043 approving The Ridge at Elm Creek 3rd Addition final plat.

ENGINEERING ITEMS

I. Avery Park Street & Utility Project No. 21-06 Award of Contract - Resolution No. 21-046

Motion to adopt Resolution No. 21-046 accepting bid for Avery Park Street and Utility Project No. 21-06.

J. Palisades at Nottingham 3rd Addn. Project No. 21-09 Establishing Project - Resolution No. 21-047

Motion to adopt Resolution No. 21-047 establishing Palisades at Nottingham 3rd Addition Project No. 21-09, receiving surety, ordering feasibility report, receiving feasibility report, and ordering public hearing.

K. Rice Lake Ski Slalom Course

This item was removed by Councilmember Jaeger for

discussion.

L. Special Assessment Cancellation - Resolution No. 21-048

Motion to adopt Resolution No. 21-048 cancelling special assessments as a result of Levy No. 20425.

M. Sureties

Motion to approve the surety actions as listed on Council Action Form.

ADMINISTRATIVE ITEMS

N. Firehouse Subs Safety Foundation Thermal Imaging Camera Donation

Motion to accept donation of five (5) MSA Evolution 6000 Thermal Imaging Cameras & Accessories valued at up to \$42,335.00.

CLAIMS

O. Motion to approve the claims as listed:

City Checks: \$1,840,323.61

Purchasing Card: \$18,087.62

Electronic Payments: \$0

Motion by Councilmember Hanson, seconded by Councilmember Barnett, to approve the Consent Items as amended, removing item 3K (Rice Lake Ski Slalom Course). Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.

**Consideration
of Items
Pulled from
the Agenda**

The following items were pulled from the Consent Agenda.

Regarding Item 3K (Rice Lake Ski Slalom Course), Councilmember Jaeger stated the Lake Quality Commission discussed this request and noted for this activity there was found to be no impact. For this reason, she supported the request.

Motion by Councilmember Jaeger, seconded by Mayor Steffenson, to approve the 2021 permit for the Maple Grove Waterski Club for a ski slalom course on Rice Lake. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.

Special Business

Open Forum

Joy Schwartz, 8715 Forestview Lane, thanked the City Council for putting a speed monitor sign along Forestview Lane. She stated she was curious about the information that was being gathered from this sign. She then discussed the five ponds and woodlands in her Woodland Ponds neighborhood. She explained clearing buckthorn has become a tremendous concern around the ponds. She requested the city take a look at the level of sediment in the ponds. She explained she wanted to work with the city to request lakeshore rejuvenation grants.

Mayor Steffenson recommended Ms. Schwartz speak with the Public Works Director.

Community Development Items

Shake Shack Planned Unit Development Non- Residential Development Stage Plan Amendment

Community and Economic Development Director Hogeboom explained that Shake Shack was requesting a Planned Unit Development Non-Residential Development Stage Plan Amendment to add a drive through on the property. He noted the request was previously approved last year without a drive through. He discussed the restaurant location which was the northwest corner at the Shoppes at Arbor Lakes adjacent to Red Lobster. He explained the restaurant was proposed to be 3,200 square feet in size. Parking concerns for Red Lobster and Potbelly's Subs were discussed. Staff commented further on the site design noting the location of the new pedestrian ramps and reported the Planning Commission recommended approval of the request on a 5-2 vote.

Councilmember Jaeger asked if there would be a canopy at the drive through. She expressed concern with the fact it may be difficult for trucks with trailers or campers to make it through

the drive through. She commented further on how parking spaces would be blocked if there was a backup in the drive through. Community and Economic Development Director Hogeboom discussed how traffic would move through the site for the drive through. Jeff Westendorf, architect for Shake Shack, reported the drive through met the city's standards and would provide adequate space for 16 cars. He did not anticipate campers would go through the drive through lane but rather would come into the restaurant. He reported the drive through would accommodate larger trucks with the 18-foot turning radius.

Councilmember Jaeger questioned how much seating the restaurant would have. Michael Landstad, Manager of the Shoppes at Arbor Lakes, deferred this question to the architect.

Councilmember Jaeger requested further information regarding the signage. Jeff Westendorf, Shake Shack representative, discussed the proposed signage on the building. It was noted the signs would be static. Community and Economic Development Director Hogeboom reported the sign request would be reviewed by staff under a separate request.

Councilmember Leith commented when the Council originally approved this request, it was noted this was the least parked parking lot. He stated he supported the amendment as requested.

Motion by Councilmember Leith, seconded by Councilmember Hanson, to approve approving the Shake Shack PUD non-residential development 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 Engineering Department dated February 24, 2021 and March 24, 2021**
 - b. **The Fire Department dated March 8, 2021**

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, 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:

- A Community Forum on Race would be held with Brooklyn Park and the Osseo School District on Thursday, April 22, 2021 at 6:15 p.m. He noted over 200 people were already signed up for this virtual event. It was noted the City Council would not be able to attend this event due to the Board of Appeals Reconvene meeting but city staff would be in attendance.
- Senior apartments were being proposed at the Minnesota Health Village and at the Village at Arbor Lakes.
- Staff continues to assist businesses through the recent events.

**City Engineer
Items**

**610 Extension
Project**

**City Project
No. 19-24**

**Final Design
Services**

Director of Public Works/City Engineer Ashfeld requested the Council approve a proposal from SRF Consulting Group to provide ongoing and final design services for the Highway 610 extension project. He reported the cost for this road extension project was \$2,202,739. He commented further on the work that would be completed by SRF along with the grant funding the city has secured to complete this project.

Motion by Councilmember Jaeger, seconded by Mayor Steffenson, to approve accepting proposal from SRF Consulting Group, Inc. to provide final design services for the Highway 610 Extension project in the amount of \$2,202,739. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.

**Report on
Upcoming
Engineering
Items**

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

- There would be lane closures on Sycamore Lane adjacent to the Upsher-Smith site. He indicated a large crane was being brought in to work on the Upsher-Smith project along with

10 semi-trucks that would serve as counterweights.

**Heidi Nelson,
City
Administrator**

Ms. Nelson explained that the Council has her Monday report if there are any questions. She reported the Board of Appeal Reconvene meeting would be held on Thursday, April 22, 2021 at 7:00 p.m. She noted on Monday, May 3, 2021 the Council would hold a joint worksession meeting with the Park Board for an update on the Community Center predesign process.

**Items Added
to the Agenda**

Councilmember Jaeger reported former Vice President Walter Mondale passed away.

Councilmember Jaeger noted she attended the recent indoor farmer's market and she looked forward to attending the outdoor farmer's market in May.

Mayor Steffenson expressed his deepest condolences to Councilmember Jaeger on the passing of Henry.

Councilmember Jaeger thanked the public for their kind words, for sending cards and for attending her husband's funeral.

Adjournment

Motion by Councilmember Jaeger, seconded by Councilmember Hanson, to adjourn to the regular City Council meeting on May 3, 2021 at 7:30 p.m. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.

The meeting was adjourned at 8:11 p.m. by Mayor Steffenson.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'H. Nelson', written in a cursive style.

Heidi Nelson
City Administrator