

**Mayor:**  
Mark Steffenson



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**Councilmembers:**  
Karen Jaeger  
Phil Leith  
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Kristy Barnett

**Phone:**  
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**City Council**  
**Regular Meeting Agenda**  
**March 21, 2022 - 7:30 p.m.**

**Website:**  
maplegrovern.gov

**"Serving Today, Shaping Tomorrow"**

1. CALL TO ORDER

2. ADDITIONS OR DELETIONS TO AGENDA

Any Councilmember who wishes to delete item(s) from the agenda or add item(s) to the agenda shall move that at this time.

3. CONSENT ITEMS

All matters listed under consent items are considered to be routine by the City Council and will be adopted by one motion and in the form listed below. If discussion is desired, that item will be removed from the consent items and will be considered separately.

A. Minutes

Documents:

[March 7, 2022 City Council regular meeting minutes.pdf](#)

B. Amendments to personnel policy manual

CONSENT ITEM      HUMAN RESOURCES

Documents:

[CAF - Amendments to personnel policy manual.pdf](#)  
[Attachment A - Summary of personnel policy amendments.pdf](#)

C. Appointment of city prosecutor

CONSENT ITEM      HUMAN RESOURCES

Documents:

[CAF - Appointment of city prosecutor.pdf](#)

D. Appointment of executive assistant to city administrator

CONSENT ITEM      HUMAN RESOURCES

Documents:

[CAF - Appointment of executive assistant to city administrator.pdf](#)

E. Appointment of light equipment operator

CONSENT ITEM      HUMAN RESOURCES

Documents:

[CAF - Appointment of light equipment operator.pdf](#)

F. Appointment of light equipment operator

CONSENT ITEM      HUMAN RESOURCES

Documents:

[CAF - Appointment of light equipment operator.pdf](#)

G. Appointment of police officer

CONSENT ITEM      HUMAN RESOURCES

Documents:

[CAF - Appointment of police officer.pdf](#)

H. Appointment of police officer

CONSENT ITEM      HUMAN RESOURCES

Documents:

[CAF - Appointment of police officer.pdf](#)

I. Appointment of police officer

CONSENT ITEM      HUMAN RESOURCES

Documents:

[CAF - Appointment of police officer.pdf](#)

J. Appointment of police officer

CONSENT ITEM      HUMAN RESOURCES

Documents:

[CAF - Appointment of police officer.pdf](#)

K. Appointment of police officer

CONSENT ITEM      HUMAN RESOURCES

Documents:

[CAF - Appointment of police officer.pdf](#)

L. Recruitment approval for community service officer

CONSENT ITEM      HUMAN RESOURCES

Documents:

[CAF - Recruitment approval for community service officer.pdf](#)

M. Arbor Lakes Business Park Phase 2 Building B Planned Unit Development stage plan and final plat

CONSENT ITEM      COMMUNITY & ECONOMIC DEVELOPMENT

Documents:

[CAF Arbor Lakes Business Park Phase 2 Building B Planned Unit Development stage plan and final plat 03-21-2022.pdf](#)  
[Attachment A - Resolution No. 22-061.pdf](#)  
[Attachment B - Planned Unit Development agreement.pdf](#)

N. Bottineau Ridge III local housing incentives account loan agreement

CONSENT ITEM      COMMUNITY & ECONOMIC DEVELOPMENT

Documents:

[CAF Bottineau Ridge III LHIA Loan Agreement.pdf](#)  
[Attachment A - Loan agreement between the City of Maple Grove and Bottineau Ridge III of Maple Grove, LP.pdf](#)

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

CONSENT ITEM      COMMUNITY & ECONOMIC DEVELOPMENT

Documents:

[CAF Crocus Grove PUD concept stage plan, development stage plan, preliminary plat, rezoning and administrative lot division 03-21-2022.pdf](#)  
[Attachment A - Location map.pdf](#)  
[Attachment B - Applicant letter.pdf](#)

P. Edgewater on Cook Lake final plat update

CONSENT ITEM      COMMUNITY & ECONOMIC DEVELOPMENT

Documents:

[CAF Edgewater on Cook Lake final plat update 03-21-2022.pdf](#)  
[Attachment A - Resolution No. 22-058.pdf](#)

Q. Evanswood - Hill and Radintz administrative lot division update

CONSENT ITEM      COMMUNITY & ECONOMIC DEVELOPMENT

Documents:

[CAF Evanswood - Hill and Radintz administrative lot division update 03-21-2022.pdf](#)  
[Attachment A - Resolution No. 22-067.pdf](#)  
[Attachment B - Location map.pdf](#)  
[Attachment C - Maps.pdf](#)

R. Forest Preservation Management Plan update

CONSENT ITEM      COMMUNITY & ECONOMIC DEVELOPMENT

Documents:

[CAF Forest Preservation Management Plan update 03-21-2022.pdf](#)  
[Attachment A - Forest Preservation Management plan.pdf](#)

S. Fox Briar Ridge East final plat

CONSENT ITEM      COMMUNITY & ECONOMIC DEVELOPMENT

Documents:

[CAF Fox Briar Ridge East final plat 03-21-2022.pdf](#)  
[Attachment A - Resolution 22-059.pdf](#)

T. Weston Commons 2nd Addition Planned Unit Development concept stage plan, development stage plan, rezoning, preliminary and final plat

CONSENT ITEM      COMMUNITY & ECONOMIC DEVELOPMENT

Documents:

[CAF Weston Commons 2nd Addition PUD concept stage plan, development](#)

stage plan, rezoning, preliminary and final plat 03-21-2022.pdf  
Attachment A - Location map.pdf  
Attachment B - Applicant letter.pdf

U. Edgewater on Cook Lake, Project No. 18-23 - award contract - Resolution No. 22-062

CONSENT ITEM      ENGINEERING

Documents:

CAF - Edgewater on Cook Lake Project No. 18-23 - award contract - Resolution No. 22-062.pdf  
Attachment A - Resolution No. 22-062.pdf  
Attachment B - Developers Agreement.pdf  
Attachment C - Bid recommendation letter.pdf  
Attachment D - Project location map.pdf

V. Preparation of assessment rolls and assessment hearing establishment - Resolution No. 22-070

CONSENT ITEM      ENGINEERING

Documents:

CAF - Preparation of assessment rolls and assessment hearing establishment Resolution No. 22-070.pdf  
Attachment A - Resolution No. 22-070.pdf  
Attachment B - Project location map.pdf

W. Resolution of support for funding Highway 610 completion - Resolution No. 22-055

CONSENT ITEM      ENGINEERING

Documents:

CAF - Resolution of support for funding Hwy. 610 completion - Resolution No. 22-055.pdf  
Attachment A - Resolution No. 22-055.pdf  
Attachment B - Highway 610 proposed improvements.pdf

X. Resolution of support for funding TH 169/Elm Creek Boulevard - Resolution No. 22-056

CONSENT ITEM      ENGINEERING

Documents:

CAF - Resolution of support for funding TH 169 - Elm Creek Blvd. - Resolution No. 22-056.pdf  
Attachment A - Resolution No. 22-056.pdf  
Attachment B - Proposed TH 169-Elm Creek Blvd interchange

[improvements.pdf](#)

Y. Special assessment adjustment - Resolution No. 22-068

CONSENT ITEM      ENGINEERING

Documents:

[CAF - special assessment adjustment - Resolution No. 22-068.pdf](#)  
[Attachment A - Resolution No. 22-068.pdf](#)  
[Attachment B - Property location map.pdf](#)

Z. Special assessment cancellation - Resolution No. 22-065

CONSENT ITEM      ENGINEERING

Documents:

[CAF - Special assessment cancellation - Resolution No. 22-065.pdf](#)  
[Attachment A - Resolution No. 22-065.pdf](#)  
[Attachment B - Property location map.pdf](#)

AA. Tricare 4th Addition Project No. 21-11 - change order No. 1

CONSENT ITEM      ENGINEERING

Documents:

[CAF - Tricare 4th Addition Project No. 21-11 - change order No. 1.pdf](#)  
[Attachment A - Change order No. 1.pdf](#)

BB. An ordinance amending Maple Grove City Code to add Section 4-25 defining terms and explaining applicable restrictions and requirements on caterers permits issued by the state under Minn. Stat. 340A.404, Subd. 12

CONSENT ITEM      ADMINISTRATION

Documents:

[CAF - Caterers permits.pdf](#)  
[Attachment A - Ordinance No. 22-06.pdf](#)  
[Attachment B - Summary Ordinance 22-06.pdf](#)

CC. Professional services agreement for interim human resources director

CONSENT ITEM      ADMINISTRATION

Documents:

[CAF Professional services agreement for interim human resources director.pdf](#)  
[Attachment A Professional services agreement interim human resources](#)

[director.pdf](#)

DD. Purchase case management software for in-house prosecution

CONSENT ITEM      ADMINISTRATION

Documents:

[CAF Purchase case management software for in-house prosecution.pdf](#)  
[Attachment A Software license agreement.pdf](#)

EE. Resolution No. 22-057 establishing precinct boundaries and designating polling places

CONSENT ITEM      ADMINISTRATION

Documents:

[CAF - Establishing precinct boundaries and designating polling locations.pdf](#)  
[Attachment A - Resolution No. 22-057.pdf](#)  
[Attachment B - Precinct map.pdf](#)

FF. Surplus or expired body armor and helmet donation to the defenders of Ukraine

CONSENT ITEM      ADMINISTRATION

Documents:

[CAF Surplus or expired body armor and helmet donation to the defenders of Ukraine.pdf](#)  
[Attachment A Memo and Minnesota National Guard fact sheet NG Ukraine body armor and helmet.pdf](#)

GG. Transit Station storage room bid award

CONSENT ITEM      ADMINISTRATION

Documents:

[CAF Transit Station storage room bid award.pdf](#)  
[Attachment A Agreement with Meisinger Construction Company.pdf](#)  
[Attachment B Meisinger Construction bid response.pdf](#)

HH. Approve annual close of funds

CONSENT ITEM      ADMINISTRATION

Documents:

[CAF - Annual close of funds.pdf](#)  
[Attachment A List of funds to be closed.pdf](#)

## II. Approve municipal financial advisory services agreement

CONSENT ITEM      ADMINISTRATION

Documents:

[CAF - Approve municipal financial advisory services agreement.pdf](#)  
[Attachment A Ehlers and Associates Inc. professional services agreement.pdf](#)

## JJ. Approve transfer of 2021 general fund surplus

CONSENT ITEM      ADMINISTRATION

Documents:

[CAF - Approve transfer of 2021 general fund surplus.pdf](#)

## KK. Approve claims

CONSENT ITEM      ADMINISTRATION

Documents:

[CAF - Approve claims 3-21-2022.pdf](#)  
[Attachment A 3-09-2022 check register.pdf](#)  
[Attachment B 3-16-2022 check register.pdf](#)  
[Attachment C 1-19-2022 purchasing card register.pdf](#)

## 4. REMOVED CONSENT ITEMS

At this time, consent items removed for further discussion will be considered.

## 5. SPECIAL BUSINESS

OPEN FORUM - Individuals may address the City Council about any item not contained on the agenda. A maximum of five (5) minutes is allowed for each speaker, however this time may be reduced if many speakers are present. The Mayor may limit time and the number of speakers at his discretion. For those wishing to address the Council, please complete a blue card at the back of the Council Chambers and give the card to staff or the Mayor before the meeting begins.

### A. Open Forum

### B. Recognition of Patrick Farrens, Executive Fire Officer

Documents:

[CAF Patrick Farrens Executive Fire Officer.pdf](#)  
[Attachment A - Patrick Farrens photo.pdf](#)  
[Attachment B - Farrens EFO memo.pdf](#)

## 6. PUBLIC HEARINGS

### A. Public hearing - 2022 street rehabilitation program public hearing -



## Resolution No. 22-063

### Documents:

[CAF - Street rehabilitation program - public hearing - Resolution No. 22-063.pdf](#)  
[Attachment A - Resolution No. 22-063.pdf](#)  
[Attachment B - Proposed assessment rolls.pdf](#)  
[Attachment C - Project No. 22-01 area map.pdf](#)  
[Attachment D - Project No. 22-02 area map.pdf](#)  
[Attachment E - Resident objection area map.pdf](#)  
[Attachment F - Public hearing exhibits.pdf](#)

## 7. COMMUNITY AND ECONOMIC DEVELOPMENT ITEMS

### A. Report on upcoming community and economic development items

#### Documents:

[March 28, 2022 Planning Commission agenda.pdf](#)  
[March 14, 2022 Planning Commission draft minutes.pdf](#)  
[March 14, 2022 Planning Commission work session draft minutes.pdf](#)

## 8. ENGINEERING - PUBLIC WORKS ITEMS

### A. Report on upcoming engineering items

## 9. ADMINISTRATION ITEMS

### A. 2022 community survey questions

#### Documents:

[CAF 2022 community survey questions.pdf](#)  
[Attachment A 2022 community survey timeline.pdf](#)  
[Attachment B 2016 community survey questions.pdf](#)  
[Attachment C 2022 proposed community survey questions.pdf](#)

### B. Report on upcoming administration items

## 10. ITEMS ADDED TO THE AGENDA

## **ADJOURNMENT**