

Maple Grove City Council work session

meeting minutes

October 16, 2023

Call to order

Pursuant to call and notice thereof, a City Council work session was held immediately following the closed work session on Monday, October 16, 2023 at the Maple Grove Government Center/Public Safety Facility, Hennepin County, Minnesota. Present was Mayor Mark Steffenson, and Councilmembers Judy Hanson, Kristy Barnett, Kristy Janigo, and Rachelle Johnson. Absent was none. Present also was City Administrator Heidi Nelson, Finance Director Greg Sticha, Parks and Recreation Director Chuck Stifter, Interim Public Works Director/City Engineer Vince Vander Top, Assistant Public Works Director/Assistant City Engineer Jupe Hale, Deputy Chief of Operations Chris Kummer, and City Attorney Justin Templin.

Mayor Steffenson called the meeting to order at 5:48 p.m.

Review of 2024-2028 Capital Improvement Plan

Finance Director Greg Sticha provided an overview of the Capital Improvement Plan (CIP) to the City Council. Last year, staff and City Council reviewed the city's first CIP document, a tool for long-term financial planning. The document is divided into three main sections. The first section offers a high-level cash projection analysis for capital funds, guiding long-term financing decisions. These projections are based on assumptions such as estimated future costs and project timing and are subject to adjustments following staff and Council reviews. The second section consolidates projects based on their funding sources, aiding the integration of this data into cash flow projection sheets. The last section comprises a comprehensive list of all capital projects, offering information about each project, including operational impacts, locations, and the reasons for their implementation.

Finance Director Greg Sticha initiated a discussion on road reconstruction funding. For the 2024 levy-setting process, it was decided not to increase the road reconstruction levy. The projection for the cash balance in the road reconstruction fund is based on several assumptions, including future project costs and potential changes to the road reconstruction levy that funds the city's road projects. The road reconstruction fund requires close monitoring in the coming years, and adjustments to the levy may need to be more significant than currently projected to maintain the minimum reserve. The Council and staff discussed road reconstruction funding. The conversation underscored the importance of addressing road conditions, while staff recommended focusing on a 5 to 7-year planning window with anticipated increases in project costs.

Finance Director Greg Sticha shifted the discussion to the Rice Lake Trail project. Parks and Recreation Director Chuck Stifter noted that the City Council directed staff to engage SRF Consulting to assess the trail for reconstruction and

improvement. The study focused on defining options and their associated costs for potential future capital improvements. The trail faces challenges due to tight spaces, steep terrain, and maintenance issues. The study outlined three options: meeting regional trail standards, maintaining local standards, and a staff-recommended hybrid standard. The study provided a pre-design cost estimate and identification of potential grant opportunities to supplement capital improvement funds. The Council expressed the need to explore funding options for the Rice Lake Trail project, currently scheduled for 2028.

Finance Director Sticha transitioned the discussion to Weaver Lake Park, and Parks and Recreation Director Stifter mentioned that no specific funding source has been identified for reinvestment in Weaver Lake Park. The project is currently scheduled for the 2029 in the CIP. The Council suggested pursuing a feasibility study to help determine Weaver Lake Park improvements.

Finance Director Sticha shifted the discussion to the Equipment Replacement Fund and noted significant changes in equipment replacement costs, particularly the rising expenses for large fire apparatus. To address this, staff is considering funding options for large fire apparatus scheduled for replacement between 2029 and 2031, given increased costs and longer lead times. Internal service charges to each department have been increased by 10%-15% for the upcoming budget year to stabilize the equipment fund's cash balance. Still, additional increases are likely required for departments with substantial equipment needs. Deputy Chief of Operations Kummer underscored the importance of the vehicle and capital equipment replacement schedule for Maple Grove, which is based on industry standards and vehicle use and maintenance assessments. The Deputy Chief suggested adjustments to the replacement schedule to balance cost management with the need for a reliable emergency response fleet.

Finance Director Greg Sticha discussed the facility study review/building replacement fund. Staff recently received the initial draft of the facility analysis conducted by Ameresco which will be shared with the Council during the November 6 work session.

Finance Director Greg Sticha discussed the future of the Capital Improvement Program (CIP) document. Staff intends to update individual project sheets and cash projections annually and make the document available to the public on the city's website.

Review future work session items

City Administrator Nelson explained the new process for future work session items.

Councilmember Janigo suggested installing a "no parking" sign near 6218 Eagle Lake Drive due to recurring issues with illegally parked cars, which have hindered emergency vehicle access to houses downhill from this address. City Administrator

Nelson emphasized the area's history of code enforcement issues, and the Council agreed to have staff explore this issue and bring it back to Council for consideration.

Councilmember Janigo proposed adopting a GIS interactive snowplow mapping tool in response to resident inquiries about plow arrival times in their neighborhoods. She cited the example of the City of Plymouth, which utilizes a similar system allowing residents to track plow locations. Staff clarified that integrating this tool would necessitate adding a layer to the current system. While Councilmembers express interest in the proposal, they raised concerns about its cost-effectiveness and the likelihood of residents using it.

Councilmember Janigo proposed the construction of modern fencing designs on the interstate overpass bridge due to safety concerns on the Weave Lake Road overpass. Discussion ensued regarding whether the city could take this action. Staff noted the city has the authority to initiate a project, but coordination with MNDOT and Hennepin County would be necessary. Council directed staff to investigate this matter further and provide a follow-up memo to Council.

Councilmember Janigo suggested the installation of side gates on snow plows to protect residents' driveways from snow blockage. Concerns were discussed regarding the potential increase in plowing time. Staff confirmed that this approach would add significant time and cost to the plowing process.

Councilmember Johnson suggested an update to the land use plan, proposing a shift in zoning for undeveloped land to reduced reliance on the PUD (planned unit development) model. The Council directed staff to present this item at a future work session for further discussion.

Councilmember Janigo requested information regarding the city's charitable gambling 10% tax and what the funds are used for. The Council directed staff to prepare a memo for the Council on this topic.

**Other items as
deemed necessary**

None

Adjournment

The meeting was adjourned by Mayor Steffenson at 7:26 p.m.

Respectfully submitted,

Heidi Nelson
City Administrator