



*Council Work Session - 6:00 p.m.  
HRA Meeting - 6:50 p.m.*

**CITY COUNCIL AGENDA**  
**Tuesday, July 16, 2013**  
**7:00 p.m.**  
**Coon Rapids City Center**  
**Council Chambers**

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**Open Mic/Public Comment**

**Call to Order**

**Pledge of Allegiance**

**Roll Call**

**Adopt Agenda**

**Proclamations/Presentations**

None

**Approval of Minutes of Previous Meeting**

July 2, 2013, Regular Meeting

**Consent Agenda**

1. Cons. Resolution 13-71 Miscellaneous Assessment 2013(2) Declaring Cost to be Assessed, Ordering Preparation of Proposed Assessment Roll, and Ordering a Public Hearing
2. Cons. Resolution 13-73 Accepting the Donation of Monies from Target Corporation for Night to Unite

**Reports on Previous Open Mic**

None

**Public Hearing**

3. Public Hearing for 2013 Edward Byrne Justice Assistance Grant Application
4. Hearing to Cons. Revocation of Transient Merchant - Fireworks License for Stacie Nanoff of TNT Fireworks

**Bid Openings and Contract Awards**

5. Blackfoot Street Reconstruction, Project 13-4:
  - a. Cons. Resolution Awarding Contract
  - b. Cons. Resolution Adopting the Assessments
6. Cons. Resolution Accepting Bid and Awarding Contract, Sanitary Sewer Lift Station No. 8, Project 13-24

7. Cons. Resolution Accepting Bid and Awarding Contract, 2013 Sanitary Sewer Relining Program, Project 13-25

**Old Business**

None

**New Business**

8. Coon Rapids Ice Center Heating and Cooling Systems:
  - a. Cons. Resolution 13-72 Amending the 2013 General Fund Budget
  - b. Authorize Purchase of Services for Repairs and Modifications to Heating and Cooling Systems
9. Cons. Resolution 13-70 Establishing Coon Rapids Ice Center Fees and Charges

**Other Business**

**Adjourn**



**City Council Regular**

**Meeting Date:** 07/16/2013

**SUBJECT:** Minutes

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**Attachments**

**7-2-13 Regular Meeting**

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## UNAPPROVED

### COON RAPIDS CITY COUNCIL MEETING MINUTES OF JULY 2, 2013

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#### OPEN MIC/PUBLIC COMMENT

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No one appeared.

#### CALL TO ORDER

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The first regular meeting of the Coon Rapids City Council for the month of July was called to order by Mayor Tim Howe at 7:24 p.m. on Tuesday, July 2, 2013, in the Council Chambers.

#### PLEDGE OF ALLEGIANCE TO THE FLAG

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Mayor Howe led the Council in the Pledge of Allegiance.

#### ROLL CALL

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Members Present: Mayor Tim Howe, Councilmembers Denise Klint, Ron Manning, Paul Johnson, Jerry Koch, Bruce Sanders and Steve Wells

Members Absent: None

#### ADOPT AGENDA

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MOTION BY COUNCILMEMBER JOHNSON, SECONDED BY COUNCILMEMBER KLINT, TO ADOPT THE AGENDA AS AMENDED ADDING ITEM 10A CONSIDER SUSPENSION OF TRANSIENT MERCHANT - FIREWORKS LICENSE FOR STACIE NANOFF OF TNT FIREWORKS. THE MOTION PASSED UNANIMOUSLY.

#### PROCLAMATIONS/PRESENTATIONS

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1. *HOME FOR GENERATIONS* PROGRAM BRIGHT IDEAS AWARD FROM HARVARD KENNEDY SCHOOL
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Neighborhood Coordinator DeGrande discussed the *Home for Generations* Program Bright Ideas Award with the Council explaining that this award was presented to the City of Coon Rapids from the Harvard Kennedy School. She indicated that Coon Rapids was selected as one of the top 13 of 600 applications. Mayor Howe read the award in full and congratulated staff and Council for their involvement in this program.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

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JUNE 18, 2013, WORK SESSION  
JUNE 18, 2013, COUNCIL MEETING  
JUNE 18, 2013, CLOSED SESSION

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MOTION BY COUNCILMEMBER JOHNSON, SECONDED BY COUNCILMEMBER WELLS, FOR APPROVAL OF THE MINUTES OF THE JUNE 18, 2013, WORK SESSION MEETING. THE MOTION PASSED 6-0-1, COUNCILMEMBER KOCH ABSTAINED.

MOTION BY COUNCILMEMBER KLINT, SECONDED BY COUNCILMEMBER MANNING, FOR APPROVAL OF THE MINUTES OF THE JUNE 18, 2013, COUNCIL MEETING. THE MOTION PASSED 6-0-1, COUNCILMEMBER KOCH ABSTAINED.

MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER WELLS, FOR APPROVAL OF THE MINUTES OF THE JUNE 18, 2013, CLOSED SESSION MEETING. THE MOTION PASSED 6-0-1, COUNCILMEMBER KOCH ABSTAINED.

CONSENT AGENDA/INFORMATIONAL BUSINESS

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2. CONSIDER RESOLUTION 13-69 TO ACCEPT THE DONATION OF FUNDS TO BE USED TOWARD THE PURCHASE OF PICKLEBALL EQUIPMENT FROM THE SUPER SENIOR CLUB
  3. AUTHORIZE FINAL PAYMENT, PROJECT 12-8, 2012 SANITARY SEWER RELINING
  4. APPROVE TEMPORARY ON-SALE 3.2% MALT LIQUOR LICENSE FOR THE COON RAPIDS AMERICAN LEGION POST 334 FOR JULY 13, 2013
  5. APPROVE TEMPORARY ON-SALE 3.2% MALT LIQUOR LICENSE FOR THE COON RAPIDS AMERICAN LEGION 332 FOR AUGUST 3, 2013
  6. APPROVE THERAPEUTIC MASSAGE ENTERPRISE LICENSE, TINY APPLES MASSAGE THERAPY, 544 NORTHDALÉ BOULEVARD
  7. APPROVE AGREEMENT FOR BACKUP MANAGEMENT SERVICES FOR ANOKA COUNTY JOINT LAW ENFORCEMENT CENTRAL RECORDS PROJECT
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Councilmember Koch noted a typographical error in the titles on Items 4 and 5.

MOTION BY COUNCILMEMBER MANNING, SECONDED BY COUNCILMEMBER KLINT, FOR APPROVAL OF THE CONSENT AGENDA AS CORRECTED.

Councilmember Sanders encouraged all to attend the Raise the Roof fundraiser/pig roast on July 13<sup>th</sup> at the American Legion Post 334.

THE MOTION PASSED UNANIMOUSLY.

REPORTS ON PREVIOUS OPEN MIC

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8.      OPEN MIC REPORT – ED CHUINARD – 565-127<sup>TH</sup> LANE RE: DRIVEWAY

Mayor Howe discussed Mr. Chuinard's comments made during Open Mic at the June 18, 2013 Council meeting regarding his driveway.

9.      OPEN MIC REPORT – JASON HAGGARD – SEMI-TRUCK PARKING ORDINANCE

Mayor Howe discussed Mr. Haggard's comments made during Open Mic at the June 18, 2013 Council meeting regarding the semi-truck parking ordinance. He requested this ordinance be discussed by the Council at a future work session meeting.

Councilmember Johnson and Councilmember Sanders agreed.

Councilmember Klint suggested the ordinance remain in place as it is due to the fact that only one concern has been raised to date. She indicated there were overnight parking lots available to accommodate sleeping truckers.

Mayor Howe stated consensus was to schedule the topic for a future work session.

10.      OPEN MIC REPORT – JERRY PIERCE – 12236 PARTRIDGE STREET RE: CONTRACT LAWSUIT WITH TEAMSTERS

Mayor Howe discussed Mr. Pierce's comments made during Open Mic at the June 18, 2013, Council meeting regarding the contract lawsuit with Teamsters. He shared the staff report in full with the Council.

NEW BUSINESS

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10A.      CONSIDER SUSPENSION OF TRANSIENT MERCHANT - FIREWORKS LICENSE FOR STACIE NANOFF OF TNT FIREWORKS

The staff report was shared with Council.

MOTION BY COUNCILMEMBER KLINT, SECONDED BY COUNCILMEMBER WELLS, TO UPHOLD THE SUSPENSION OF THE TRANSIENT MERCHANT - FIREWORKS LICENSE 13-231 ISSUED TO STACIE NANOFF FOR TNT FIREWORKS.

Stacie Nanoff, 2061 McKnight Road in St. Paul with TNT Fireworks, explained the entire tent would be affected by the suspension of her transient merchant license. She commented one employee was out on maternity leave and two members had to be present at all times in order to operate. She apologized for her recent shoplifting conviction and requested the Council allow the operation to remain in place through July 6<sup>th</sup>.

Councilmember Sanders questioned what action was being requested this evening. City Clerk Sorensen requested the Council uphold the suspension of the transient merchant license this evening. She indicated the Council would then consider revocation of the license at its next meeting.

Councilmember Klint expressed concern with the integrity of TNT Fireworks. She stated she thought the actions of Ms. Nanoff were highly unethical.

Ms. Nanoff apologized again for her behavior and requested the Council consider allowing TNT to remain through July 6<sup>th</sup> as these would be the three busiest days of sales. She commented she would not trespass in Cub Foods.

Councilmember Koch explained that TNT Fireworks had rights to the Cub parking lot through their lease agreement.

Councilmember Sanders stated there was a violation of trust by Ms. Nanoff and to the transient license requirements. He said he was in favor of upholding the suspension.

Councilmember Koch questioned who required two sales members to be in the tent at all times. Ms. Nanoff explained this was TNT Fireworks policy.

THE MOTION PASSED UNANIMOUSLY.

11.      **CONSIDER APPEAL OF RENTAL LICENSE DENIAL – TIMOTHY SOMMERVILLE –  
11911 WOODBINE STREET NW**

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The staff report was shared with Council.

Mayor Howe indicated Timothy Sommerville was not in attendance this evening.

Councilmember Koch questioned if Mr. Sommerville's wife could apply for the rental license. Neighborhood Coordinator DeGrande stated background checks were completed on all those who have access to the property and this would not be allowed as Mr. Sommerville has already failed the background check due to his felony conviction.

Councilmember Manning requested further information on Mr. Sommerville's felony from 25 years ago. Neighborhood Coordinator DeGrande said she could not provide specific comments on the type of offense.

City Attorney Brodie advised the City’s rental license code was based on Minnesota State Statute and does not have a time limit on criminal felony offenses. He recommended the Council affirm the denial based on State Statute as well as the fact that Mr. Sommerville had failed to mention his felony conviction on his application.

**MOTION BY COUNCILMEMBER KLINT, SECONDED BY COUNCILMEMBER MANNING, TO AFFIRM THE DENIAL OF A RENTAL LICENSE TO TIMOTHY SOMERVILLE, PROPERTY OWNER OF 11911 WOODBINE STREET BASED ON STATE STATUTE. THE MOTION PASSED UNANIMOUSLY.**

**OTHER BUSINESS**

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Councilmember Koch discussed the events planned for the July 4<sup>th</sup> Celebration at Sand Creek Park which included the parade, carnival, and fireworks.

City Manager Gatlin provided an update on the construction taking place at the new learning facility at Bunker Hills. He said they anticipate the site to be open for lessons soon and that staff would be working on schedule a ribbon cutting ceremony.

Councilmember Koch suggested the Chamber of Commerce be invited to the ribbon cutting ceremony along with representatives from GolfTEC.

Mayor Howe explained that the next “Summer in the City” meeting would be held on July 23<sup>rd</sup> at Sand Creek Park.

**ADJOURN**

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**MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER WELLS, TO ADJOURN THE MEETING AT 8:22 P.M. THE MOTION PASSED UNANIMOUSLY.**

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Tim Howe, Mayor

ATTEST:

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Cathy Sorensen, City Clerk



**City Council Regular**

**1.**

**Meeting Date:** 07/16/2013

**Subject:** Set Miscellaneous 2013(2) Hearing Date

**From:** Heidi Cederstrand, Assessment Clerk II

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**INTRODUCTION**

A date for a public hearing should be set to consider miscellaneous assessments to be certified to the County for collection with the 2014 property taxes.

**DISCUSSION**

The City Council must set a public hearing as required by State Statutes. At that hearing, the City Council may refer appellants to the Board of Adjustment and Appeals. The Board of Adjustment and Appeals will then give their recommendation.

The Board of Adjustment and Appeals is expected to conduct this hearing on September 5 and make a recommendation to the City Council at the September 17 Council meeting. Staff will incorporate the process in the required mailing to the property owner.

These assessments include services provided to taxpayers, in most cases code enforcement violations. The terms of repayment are determined by the amount being assessed. The proposed assessments are categorized by the number of years to be assessed and the interest rate recommended.

**RECOMMENDATION**

Staff recommends adoption of Resolution 13-71 Miscellaneous Assessment declaring the cost to be assessed, ordering preparation of the proposed assessment roll and ordering the public hearing for August 7, 2013 on the proposed assessment roll.

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**Attachments**

RS 13-71

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**RESOLUTION NO. 13-71**

**RESOLUTION DECLARING COST TO BE ASSESSED AND ORDERING  
PUBLIC HEARING ON PROPOSED ASSESSMENT ROLL FOR  
2013(2) MISCELLANEOUS ASSESSMENTS**

**WHEREAS**, costs to the City for abatement of code violations, securing and monitoring fees for vacant property, mowing of weeds, utility bankruptcy and any other unpaid fees, with total cost incurred for the improvements being \$103,736.50 and administrative fees of \$7,260 making the total cost of the improvements \$110,996.50.

**WHEREAS**, the Clerk has notified the Council that such proposed assessment has been completed and filed in the Clerk's Office for public inspection,

**NOW, THEREFORE BE IT RESOLVED** by the City Council of Coon Rapids, Minnesota:

1. The cost of such improvement to be specially assessed is hereby declared to be \$110,996.50.
2. The City Clerk with the assistance of the City Assessor shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation as provided by law, and the City Assessor shall file a copy of such proposed assessment for public inspection.
3. An assessment hearing shall be held on the 7th day of August, 2013 in the Council Chambers at 7:00 p.m. to pass upon such proposed assessment and at such time and place all persons owning property affected by such assessment will be given an opportunity to object to the assessment. A written objection must be filed prior to or at the assessment hearing to preserve the owner's right to appeal the assessment to district court.
4. The City Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper.

Adopted by the Coon Rapids City Council this 16th day of July, 2013.

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Tim Howe, Mayor

Attest:

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Catherine M. Sorensen, City Clerk



**City Council Regular**

**2.**

**Meeting Date:** 07/16/2013

**Subject:** Accepting a Donation from Target Corporation

**From:** Kim Reid, Administrative Legal  
Assistant

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**INTRODUCTION**

The Coon Rapids Police Department received a donation from Target Corporation in the amount of \$500.00 for Night to Unite activities.

**DISCUSSION**

Night to Unite is an evening and opportunity to get to know your neighbors and discuss crime prevention strategies. This year, the goal is to have 100 neighborhoods sign up to host parties for Night to Unite which will be held on August 6, 2013. Staff from the Police and Fire Departments will visit each party and anticipates another successful community event. To help support Night to Unite, Target Corporation has donated \$500.00 to the Police Department.

**RECOMMENDATION**

Staff recommends that Council adopt Resolution No. 13-73 to accept the \$500.00 donation from Target Corporation for Night to Unite activities and extends its gratitude to Target Corporation for its generosity.

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**Attachments**

Resolution 13-73

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**RESOLUTION NO. 13-73**

**A RESOLUTION TO ACCEPT THE DONATION OF MONIES  
TO BE USED TOWARD THE NIGHT TO UNITE FROM TARGET CORPORATION**

**WHEREAS**, Target Corporation has offered to donate \$500.00 for Night to Unite to the City;  
and

**WHEREAS**, Minn. Stat. § 465.03 allows cities to accept donations of real or personal property  
by resolution adopted by a two-thirds majority of Council; and

**WHEREAS**, the City Council finds the offered donation to be in the public interest;

**NOW THEREFORE BE IT RESOLVED** by the City Council of Coon Rapids, Minnesota that  
the donation of \$500.00 for Night to Unite is hereby accepted.

**BE IT FURTHER RESOLVED** that the City of Coon Rapids hereby extends its gratitude to  
Target Corporation for its generosity.

Adopted by the Coon Rapids City Council this 16<sup>th</sup> day of July, 2013.

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Tim Howe, Mayor

ATTEST:

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Catherine M. Sorensen, City Clerk



**City Council Regular**

**3.**

**Meeting Date:** 07/16/2013

**Subject:** Grant Application from the US Department of Justice

**From:** Brad Wise, Police Chief

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**INTRODUCTION**

The Coon Rapids Police Department is eligible to apply for a FY 2013 Edward Byrne Justice Assistance Grant (JAG Grant) in the amount of \$15,804.00 administered by the US Department of Justice. A public hearing is required for proposed expenditure of grant funds.

**DISCUSSION**

The Department of Justice funds the JAG Grant program with the specific purpose of helping communities address crime by improving the effectiveness and efficiency of criminal justice systems, processes and procedures. In its grant application the police department proposes to purchase training ammunition, two ballistic shields, a camera lense and a portable (pole mounted) speed reader capable of data collection and analysis.

**RECOMMENDATION**

Staff recommends holding a public hearing to allow the proposed grant application.

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**City Council Regular**

**4.**

**Meeting Date:** 07/16/2013

**Subject:** Revocation of Transient Merchant - Fireworks License for Stacie Nanoff of TNT Fireworks

**From:** Cathy Sorensen, City Clerk

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**INTRODUCTION**

Staff is requesting Council revoke the Transient Merchant - Fireworks license issued June 24, 2013 to Stacie Nanoff of TNT Fireworks for fireworks sales.

**DISCUSSION**

On June 1, 2013, Judith Vaughn, on behalf of TNT Fireworks, submitted the necessary fees and paperwork for multiple Transient Merchant - Fireworks licenses. Satisfactory background checks were completed for five representatives: Christopher Ulmer, Amanda Serfling, Shane Larson, Bradley Dahlberg, and Stacie Nanoff. They were issued a license valid from June 24, 2013 to July 7, 2013 for Cub Foods at 2050 Northdale.

On July 2, 2013, staff suspended the license and sent the required notice to Stacie Nanoff representing TNT Fireworks. This suspension was based on the attached police report dated June 30, 2013. Council upheld the suspension by motion on July 2, 2013, and City Code 5-1517(3) requires that revocation of the license be considered at the next available regular meeting of the Council. While the license period was valid through July 7 only, staff is still requesting revocation of this license in accordance with City Code. City Code 5-1508(6) states that any applicant who has violated the licensing chapter will not be eligible for a new license for two years.

**RECOMMENDATION**

Staff recommends Council hold the hearing and revoke the Transient Merchant - Fireworks license 13-231 issued to Stacie Nanoff for TNT Fireworks.

cc: Stacie Nanoff

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**Attachments**

Police Report

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<b>COON RAPIDS POLICE DEPARTMENT</b>				JCF	CASE NUMBER						
<b>1155 ROBINSON DR NW, COON RAPIDS MN 55433</b>				ADDL PAGES	<b>13143793</b>						
CLASSIFICATION	CODE	DISP	CLASSIFICATION	CODE	DISP						
THEFT-MS-SHOPLIFTING-500 DLRS	U328L	A									
CLASSIFICATION	CODE	DISP	CLASSIFICATION	CODE	DISP						
CLASSIFICATION	CODE	DISP	CLASSIFICATION	CODE	DISP						
REPORTING OFFICER(S) K111 KEMP, TROY											
DATE REPORTED	ASSIGNED	ARRIVED	CLEARED	EARLIEST DATE/TIME OCCURRED		LATEST DATE/TIME OCCURRED					
6/30/2013	1827	1830	1846								
LOCATION OF OFFENSE/INCIDENT			APT #	GRID	VALUE STOLEN	VALUE DAMAGED	VALUE RECOVERED				
2050 NORTHDAL BLVD NW, COON RAPIDS, MN 55433-				23G	\$ 18	\$	\$ 18				
AJ	REPORTING PARTY'S NAME			DATE OF BIRTH	SEX	RACE	HOME PHONE				
A											
ADDRESS			APT	CITY	STATE	ZIP	WORK PHONE				
2050 NORTHDAL BLVD NW				WORK COON RAPIDS	MN	55433-					
NARRATIVE											
MARTIN IS A LOSS PREVENTION EMPLOYEE AT CUB FOODS. HE ARRESTED NANOFF FOR SHOPLIFTING.											
LOSS AMOUNT \$ 17.76. ALL ITEMS RECOVERED.											
NANOFF WAS ISSUED CITATION 02051302005 FOR MISD THEFT AND RELEASED.											
COURT DATE 07-22-13 AT 1:00 PM.											
SEE SUP FOR DETAILS.											
AJ/U	CODE	NAME			DOB	SEX	RACE	HGT	WGT	HAIR	EYES
A	A	STACIE JEAN NANOFF									
ADDRESS			APT	CITY	STATE	ZIP					
					MN						
ALIAS			HOME / BUS PHONE		WORK / 2ND BUS PHONE		CELL / PAGER / FAX				
AJ/U	CODE	NAME			DOB	SEX	RACE	HGT	WGT	HAIR	EYES
	C	CUB FOODS									
ADDRESS			APT	CITY	STATE	ZIP					
2050 NORTHDAL BLVD NW				COON RAPIDS	MN	55433-					
ALIAS			HOME / BUS PHONE		WORK / 2ND BUS PHONE		CELL / PAGER / FAX				
			763-767-9330								
AJ/U	CODE	NAME			DOB	SEX	RACE	HGT	WGT	HAIR	EYES
ADDRESS			APT	CITY	STATE	ZIP					
ALIAS			HOME / BUS PHONE		WORK / 2ND BUS PHONE		CELL / PAGER / FAX				
AJ/U	CODE	NAME			DOB	SEX	RACE	HGT	WGT	HAIR	EYES
ADDRESS			APT	CITY	STATE	ZIP					
ALIAS			HOME / BUS PHONE		WORK / 2ND BUS PHONE		CELL / PAGER / FAX				
ENTRY 1	ENTRY 2	ENTRY 3	ENTRY 4	SUPERVISOR	COPY TO		RELATED CASE NUMBERS:				



**City Council Regular**

**5.**

**Meeting Date:** 07/16/2013

**Subject:** Award Contract and Adopt Assessments for Project 13-4, Blackfoot Street Reconstruction

**Submitted For:** Tim Himmer, Public Works Director

**From:** Cathy Sorensen, City Clerk

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**INTRODUCTION**

Bids were received on July 9, 2013, for street reconstruction on Blackfoot Street from Coon Rapids Boulevard to 119th Avenue. Council is requested to consider a contract award for this work and to adopt the assessments for the project.

**DISCUSSION**

The City is proposing to reconstruct Blackfoot Street, a 0.18 mile collector street. Proposed improvements include removal and replacement of bituminous pavement, spot replacement of curb and gutter, driveway aprons and sidewalks as needed, repair or replacement of fire hydrants, valves, sanitary sewer structures and storm sewer structures, installation of pedestrian curb ramps as needed, and replacement of street signs.

A neighborhood meeting was held on April 23, 2013. Council accepted the feasibility report on May 7, 2013. Council held a public hearing/assessment hearing, ordered the improvement, and ordered the advertisement for bids on June 4, 2013.

There are 18 properties proposed to be assessed; 14 are multi-family and 4 are commercial.

A total of three bids were received on July 9, 2013. The bid results are summarized as follows:

Northwest Asphalt, Inc.	\$218,484.50
North Valley, Inc.	\$223,866.49
Rum River Contracting Co.	\$247,588.15

The low bidder, Northwest Asphalt, Inc., is a reputable contractor and is expected to perform in a satisfactory manner. If Council awards a contract on July 16, 2013, it is anticipated that construction could begin on August 12, 2013, and be completed by October 11, 2013. The later start date would allow site construction for the new medical building along Blackfoot Street to be finished prior to the start of street reconstruction.

**RECOMMENDATION**

It is recommended that Council take the following action:

- a. Adopt Resolution 13-4(9) awarding a contract for SAP 114-119-012 to Northwest Asphalt, Inc. in the amount of \$218,484.50.
  - b. Adopt Resolution 13-4(12) adopting the assessments.
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**Fiscal Impact**

**BUDGET IMPACT:**

The total project cost is \$218,484.50. A total amount of \$62,665.68 would be assessed to benefiting properties. The balance of the project cost would be paid from various funds - \$89,495.92 from the Municipal State Aid Fund (797) and \$66,322.90 from the Water System Maintenance Fund (601).

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**Attachments**

Resolution 13-4(9)

Resolution 13-4(12)

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**RESOLUTION NO. 13-4(9)**

**(9) RESOLUTION ACCEPTING BID AND  
AWARDING CONTRACT**

**WHEREAS**, pursuant to an advertisement for bids for the improvement of Blackfoot Street from Coon Rapids Boulevard to 119<sup>th</sup> Avenue (SAP 114-119-012) by street reconstruction, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement: (3 lowest)

Northwest Asphalt, Inc.	\$218,484.50
North Valley, Inc.	\$223,866.49
Rum River Contracting	\$247,588.15

**WHEREAS**, it appears that Northwest Asphalt, Inc. of Shakopee, Minnesota is the lowest responsible bidder; and

**WHEREAS**, the City of Coon Rapids expects to reimburse all or a portion of the project expenditures with the proceeds of debt to be incurred by the City; and

**WHEREAS**, this declaration is made pursuant to Section 1.103-18 of the Income Tax Regulations of the Internal Revenue Service.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Coon Rapids, Minnesota that the bid of \$218,484.50 by Northwest Asphalt, Inc. for Coon Rapids Improvement Project 13-4 be accepted as the lowest responsible bid.

**BE IT FURTHER RESOLVED** that the Mayor and City Manager are hereby authorized and directed to enter into a contract with Northwest Asphalt, Inc. of Shakopee, Minnesota for the improvement of Blackfoot Street by street reconstruction according to the plans and specifications therefore approved by the City Council and on file in the office of the City Clerk.

**BE IT FURTHER RESOLVED** that the City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next two lowest bidders shall be retained until a contract has been signed.

Adopted this 16th day of July, 2013.

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Tim Howe, Mayor

ATTEST:

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Catherine M. Sorensen, City Clerk

**RESOLUTION NO. 13-4(12)**

**(12) RESOLUTION ADOPTING ASSESSMENT**

**WHEREAS**, pursuant to proper notice duly given as required by law, the Council has met and heard and passed upon all objections to the proposed assessment for the improvement of Blackfoot Street from Coon Rapids Boulevard to 119<sup>th</sup> Avenue (SAP 114-119-012); and

**WHEREAS**, the City of Coon Rapids expects to reimburse all or a portion of the project expenditures with the proceeds of debt to be incurred by the City; and

**WHEREAS**, this declaration is made pursuant to Section 1.103-18 of the Income Tax Regulations of the Internal Revenue Service.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF COON RAPIDS, MINNESOTA:**

1. Such proposed assessment is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefitted by the proposed improvement in the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual installments extending over a period of 5 and 10\* years, beginning the first Monday in January, 2014 and shall bear interest at the rate of 1.95% and 2.7% per annum from the date of the adoption of this assessment Resolution.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Property Records and Taxation Division, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Treasurer, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of this Resolution; and the owner may, at any time thereafter, pay to the City Treasurer the entire amount of the assessment remaining unpaid. Such payment must be made before November 14 or interest will be charged through December 31 of the next succeeding year.
4. The Clerk shall forthwith transmit a certified duplicate of this assessment to the County Property Records and Taxation Division to be extended on the proper tax lists of the County, and such assessments shall be collected and paid over in the same manner as other municipal taxes.

Adopted this 16<sup>th</sup> day of July, 2013.

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Tim Howe, Mayor

ATTEST:

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Catherine M. Sorensen, City Clerk

\* 10 year assessment \$62,665.68 @ 2.7%



**City Council Regular**

**6.**

**Meeting Date:** 07/16/2013

**Subject:** Award Contract, Project 13-24, Sanitary Sewer Lift Station No. 8

**Submitted For:** Tim Himmer, Public Works Director

**From:** Cathy Sorensen, City Clerk

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**INTRODUCTION**

As part of the five year sanitary sewer capital improvement program, Sanitary Sewer Lift Station No. 8 has been scheduled for reconstruction in 2013. Lift Station No. 8 is located at 10320 Mississippi Boulevard. Our consulting engineer, SEH, Inc., has completed plans and specifications for reconstruction of the lift station and bids were received. Council is requested to accept the bid and award the contract at this time.

**DISCUSSION**

As part of our ongoing capital improvement program, Sanitary Sewer Lift Station No. 8 is planned for reconstruction in 2013. Lift Station No. 8 services an area in the southwesterly part of the City along Mississippi Boulevard. The lift station is at the end of its useful life and needs to be replaced.

Bids were advertised in June and July and bid opening was held on July 12, 2013. A summary of bids and a recommendation are attached.

**RECOMMENDATION**

It is recommended that the City Council adopt Resolution No. 13-24(9) accepting bid and awarding contract to Geislinger and Son, Inc. in the amount of \$291,439.00.

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**Attachments**

Bid Tab

Resolution

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July 12, 2013

RE: City of Coon Rapids  
Sanitary Lift Station No. 8  
City Project No. 13-24  
SEH No. COONR 124059 14.00

Honorable Mayor and Members of the City Council  
City of Coon Rapids  
11155 Robinson Dr. NW  
Coon Rapids, MN 55433-3761

Dear Honorable Mayor and City Council Members:

Bids were received at the City Hall at 10:00 a.m. on Friday, July 12, 2013 for the above-referenced improvement. Three bids, ranging in price from a low bid of \$291,439.00 to a high bid of \$445,511.00 were received. The engineer's estimate for the project is \$351,000. A summary of the bids received is provided below.

	<b>Contractor</b>	<b>Total Bid</b>
1	Geislinger and Sons, Inc.	\$291,439.00
2	Northdale Construction Co. Inc.	\$299,626.84
3	Penn Contracting Inc	\$445,511.00
	<b>Engineer's Estimate</b>	<b>\$351,000.00</b>

The low bid was submitted by Geislinger and Sons, Inc. This bid is \$8,187.84 (2.8%) less than the second low bid, and (\$59,561.00) (20%) less than the engineer's estimate.

Based upon review of Geislinger and Sons, Inc.'s submittal of the lowest responsible bid, SEH recommends the contract to construct the above referenced improvements, City Project #13-24, be awarded to Geislinger and Sons, Inc. for the Unit Price Contract amount of two hundred ninety-one thousand four hundred thirty-nine dollars and zero cents (\$291,439.00).

If you have any questions concerning this matter, please feel free to contact me at 651.490.2166.

Sincerely,

Michael H. Ostendorf, PE  
Project Engineer

Enclosures

- c: Mr. Tim Himmer, Director of Public Services, City of Coon Rapids
- Mr. Rick Bednar, Utilities Supervisor, City of Coon Rapids
- Cathy Sorensen, City Clerk, City of Coon Rapids



TABULATION OF BIDS

Sanitary Lift Station No 8 Coon Rapids, MN SEH No.: COONR 124059 City Project Number 13-24 Bid Date: 10:00 a.m. Friday, July 12, 2012				Engineer's Estimate \$351,000.00		1 Geislinger and Sons Central Avenue South PO Box 437 Watkins, MN 55389		2 Northdale Construction Co., Inc. 9760 71st Street N.E. Albertville, MN 55301		3 Penn Contracting, Inc. 13025 Central Ave. N.E. Suite 200 Blaine, MN 55434	
Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1 - 01 51 00	Temporary Conveyance	LS	1	\$18,750.00	\$18,750.00	\$7,000.00	\$7,000.00	\$16,464.00	\$16,464.00	\$10,000.00	\$10,000.00
2 - 02 41 33	Pavement Removal	SY	576	\$5.00	\$2,880.00	4.00	\$2,304.00	6.50	\$3,744.00	6.00	\$3,456.00
3 - 32 12 16	Asphalt Pavement	TON	127	\$120.00	\$15,240.00	125.00	\$15,875.00	134.40	\$17,068.80	155.00	\$19,685.00
4 - 32 11 22	Aggregate Base - Class 7	CY	128	\$25.00	\$3,200.00	20.00	\$2,560.00	48.50	\$6,208.00	32.00	\$4,096.00
5 - 33 31 00	48" MH	LF	26	\$325.00	\$8,450.00	250.00	\$6,500.00	178.00	\$4,628.00	270.00	\$7,020.00
6 - 33 31 00	Sanitary Lateral Restoration	EA	2	\$2,500.00	\$5,000.00	250.00	\$500.00	1,062.94	\$2,125.88	200.00	\$400.00
7 - 33 31 00	8" PVC Gravity Sewer	LF	50	\$220.00	\$11,000.00	50.00	\$2,500.00	128.26	\$6,413.00	83.00	\$4,150.00
8 - 32 92 30	Turf Establishment - Sod	SY	80	\$20.00	\$1,600.00	10.00	\$800.00	15.12	\$1,209.60	10.00	\$800.00
9 - 02 41 33	Miscellaneous Demolition	LS	1	\$8,750.00	\$8,750.00	5,000.00	\$5,000.00	16,500.00	\$16,500.00	15,000.00	\$15,000.00
10 - 03 30 00	B618 Concrete Curb and Gutter	LF	216	\$12.00	\$2,592.00	25.00	\$5,400.00	26.66	\$5,758.56	34.00	\$7,344.00
11 - 33 32 10	Lift Station and All Remaining Items	LS	1	\$273,538.00	\$273,538.00	243,000.00	\$243,000.00	219,507.00	\$219,507.00	373,560.00	\$373,560.00
<b>TOTAL BID</b>					<b>\$351,000.00</b>		<b>\$291,439.00</b>		<b>\$299,626.84</b>		<b>\$445,511.00</b>

Indicates Unresponsive Bid

Indicates Corrected Calculation

Unavailable

**RESOLUTION NO. 13-24(9)**

**(9) RESOLUTION ACCEPTING BID AND  
AWARDING CONTRACT**

**WHEREAS**, pursuant to an advertisement for bids for the improvement of Sanitary Sewer Lift Station No. 8 by reconstruction, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement: (3 lowest)

Geislinger and Sons, Inc.	\$291,439.00
Northdale Construction Co., Inc.	\$299,626.84
Penn Contracting Inc.	\$445,511.00

**WHEREAS**, it appears that Geislinger and Sons, Inc. of Carver, Minnesota is the lowest responsible bidder; and

**WHEREAS**, the City of Coon Rapids expects to reimburse all or a portion of the project expenditures with the proceeds of debt to be incurred by the City; and

**WHEREAS**, this declaration is made pursuant to Section 1.103-18 of the Income Tax Regulations of the Internal Revenue Service.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Coon Rapids, Minnesota that the bid of \$291,439.00 by Geislinger and Sons, Inc. for Coon Rapids Improvement Project 13-24 be accepted as the lowest responsible bid.

**BE IT FURTHER RESOLVED** that the Mayor and City Manager are hereby authorized and directed to enter into a contract with Geislinger and Sons, Inc. of Carver, Minnesota for the improvement of Sanitary Sewer Lift Station No. 8 by reconstruction according to the plans and specifications therefore approved by the City Council and on file in the office of the City Clerk.

**BE IT FURTHER RESOLVED** that the City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next two lowest bidders shall be retained until a contract has been signed.

Adopted this 16<sup>th</sup> day of July, 2013.

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Tim Howe, Mayor

ATTEST:

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Catherine M. Sorensen, City Clerk



**City Council Regular**

**7.**

**Meeting Date:** 07/16/2013

**Subject:** Cons. Award of Contract for City Project 13-25, 2013 Sanitary Sewer Lining Program

**Submitted For:** Tim Himmer, Public Works Director

**From:** Cathy Sorensen, City Clerk

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**INTRODUCTION**

As part of the five year capital improvement program, we have selected several neighborhoods to continue the sanitary sewer lining program. Lining in 2013 will be done in several areas (see attached map). The consulting engineer, SEH, Inc., has completed plans and specifications for the next phase of the sanitary sewer lining program, and advertised for bids. Council is requested to award a contact at this time.

**DISCUSSION**

The City began the sanitary sewer system lining program in 2008 as part of a five year capital improvement program. Lining will be done in areas where the sanitary sewer pipe exhibits significant maintenance concerns due to root intrusion and open joints. Pipe material is clay pipe that was installed in the 1960s and 1970s. The project will include work only on the main line sanitary sewer. All segments to be lined have been televised. Where we have noticed apparent service problems with roots, the homeowners have been notified. It has been suggested that the homeowners have their service line cleaned prior to the beginning of the lining project.

Bids were advertised in June and July with the bid opening held on July 12, 2013. A summary of the bids received, and a recommendation for award of contract is attached for Council consideration.

**RECOMMENDATION**

Staff recommends that the City Council approve Resolution 13-25(9); accepting the bids and awarding a contract to Insituform Technologies USA, LLC in the amount of \$929,459.81.

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**Fiscal Impact**

**BUDGET IMPACT:**

The approved 2013 budget included adequate funds for this capital expenditure.

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**Attachments**

Resolution

Sanitary Sewer Lining Map

Bid Summary & Award Recommendation

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**RESOLUTION NO. 13-25(9)**

**(9) RESOLUTION ACCEPTING BID AND  
AWARDING CONTRACT**

**WHEREAS**, pursuant to an advertisement for bids for the improvement of 2013 Sanitary Sewer Lining by relining existing sanitary sewer lines, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement: (3 lowest)

Insitiform Technologies USA	\$929,459.81
Visu-Sewer	\$1,233,935.75
Michels Corporation	\$1,291,862.00

**WHEREAS**, it appears that Insitiform Technologies USA, LLC. of Minneapolis, Minnesota is the lowest responsible bidder; and

**WHEREAS**, the City of Coon Rapids expects to reimburse all or a portion of the project expenditures with the proceeds of debt to be incurred by the City; and

**WHEREAS**, this declaration is made pursuant to Section 1.103-18 of the Income Tax Regulations of the Internal Revenue Service.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Coon Rapids, Minnesota that the bid of \$929,459.81 by Insitiform Technologies USA, LLC for Coon Rapids Improvement Project 13-25 be accepted as the lowest responsible bid.

**BE IT FURTHER RESOLVED** that the Mayor and City Manager are hereby authorized and directed to enter into a contract with Insitiform Technologies USA, LLC of Minneapolis, Minnesota for the improvement of 2013 Sanitary Sewer Lining by relining existing sanitary sewer lines according to the plans and specifications therefore approved by the City Council and on file in the office of the City Clerk.

**BE IT FURTHER RESOLVED** that the City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next two lowest bidders shall be retained until a contract has been signed.

Adopted this 16<sup>th</sup> day of July, 2013.

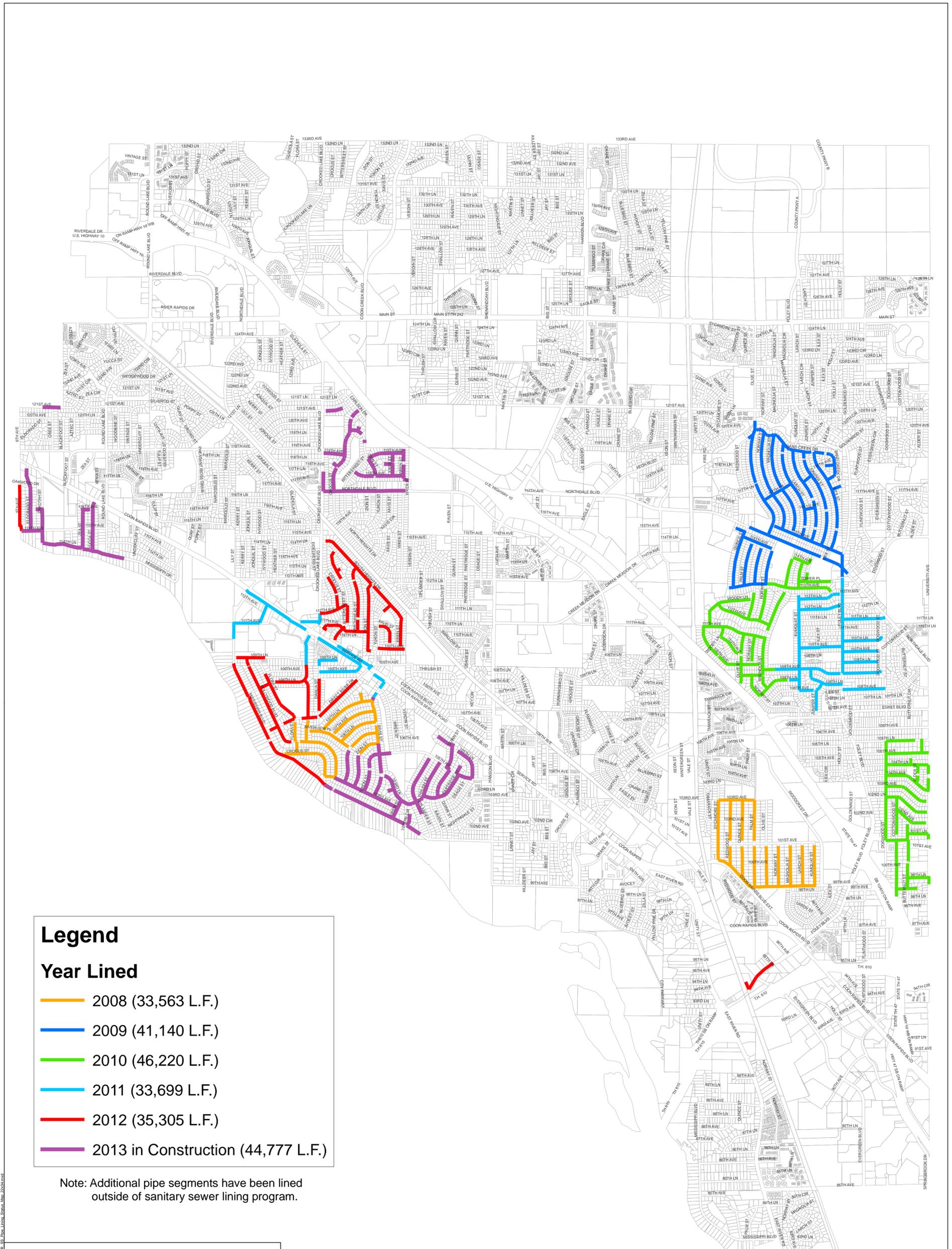
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Tim Howe, Mayor

ATTEST:

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Catherine M. Sorensen, City Clerk

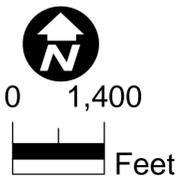


**Legend**

**Year Lined**

- 2008 (33,563 L.F.)
- 2009 (41,140 L.F.)
- 2010 (46,220 L.F.)
- 2011 (33,699 L.F.)
- 2012 (35,305 L.F.)
- 2013 in Construction (44,777 L.F.)

Note: Additional pipe segments have been lined outside of sanitary sewer lining program.



3535 VADNAIS CENTER DR.  
ST. PAUL, MN 55110  
PHONE: (651) 490-2000  
FAX: (888) 908-8166  
TF: (800) 325-2055  
www.sehinc.com

Project: COONR 118972  
Print Date: 3/7/2013  
Map by: dc  
Projection: MN SP South Nad 83 ft  
Source: City of Coon Rapids, SEH

**Sanitary Sewer Pipe Lining Status**  
Sanitary Sewer Pipe Lining Program  
Coon Rapids, MN

Figure  
1

This map is neither a legally recorded map nor a survey map and is not intended to be used as one. This map is a compilation of records, information, and data gathered from various sources based on this map and is to be used for reference purposes only. SEH does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and SEH does not represent that the GIS Data can be used for navigational, tracking, or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. The user of this map acknowledges that SEH shall not be liable for any damages which arise out of the user's access or use of data provided.



July 12, 2013

RE: City of Coon Rapids  
2013 Sanitary Sewer Lining  
City Project No. 13-25  
SEH No. COONR 124070 14.00

Honorable Mayor and Members of the City Council  
City of Coon Rapids  
11155 Robinson Dr. NW  
Coon Rapids, MN 55433-3761

Dear Honorable Mayor and City Council Members:

Bids were received at the City Hall at 10:00 a.m. of Friday, July 12, 2013 for the above-referenced improvement. Four bids, ranging in price from a low bid of \$929,459.81 to a high bid of \$1,324,713.00 were received. The engineer's estimate for the project is \$1,174,374.80. Below is a summary of the bids received.

	<u>Contractor</u>	<u>Total Bid</u>
1	Insituform Technologies USA, LLC.	\$929,459.81
2	Visu-Sewer	\$1,233,935.75
3	Michels Corporation	\$1,291,862.00
4	Lametti & Sons	\$1,324,713.00
	<u>Engineer's Estimate</u>	<u>\$1,174,374.80</u>

The low bid was submitted by Insituform Technologies USA, LLC. This bid is \$304,475.84 (32.8%) less than the second low bid, and \$244,914.89 (26.4%) less than the engineer's estimate.

Based upon review and Insituform Technologies USA, LLC submittal of the lowest responsible bid, SEH recommends the contract to construct the above referenced improvements, City Project #13-25, be awarded to Insituform Technologies USA, LLC for the Unit Price Contract amount of nine hundred twenty-nine thousand four hundred fifty-nine dollars and eighty-one (\$929,459.81).

If you have any questions concerning this matter, please feel free to contact me at 651.490.2166.

Sincerely,

Michael H. Ostendorf, PE  
Project Engineer

Enclosures

c: Mr. Tim Himmer, Director of Public Services, City of Coon Rapids  
Mr. Rick Bednar, Utilities Supervisor, City of Coon Rapids  
Cathy Sorensen, City Clerk, City of Coon Rapids



TABULATION OF BIDS

2013 Sanitary Sewer Lining Coon Rapids, MN SEH No.: COONR 124070 City Project Number 13-25 Bid Date: 10:00 a.m. Friday, July 12, 2012				Engineer's Estimate		1 Insituform Technologies 1177 Birch Lake Blvd N White Bear Lake, MN 55110		2 Lametti & Sons 16028 Forest Blvd N Hugo, MN 55038		3 Visu-Sewer W230 N4855 Betker Drive Pewaukee, WI 53072		4 Michels Corporation 817 W Main St Brownsville WI 53006	
Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1 - 01 71 13	Sanitary Sewer Repair Mobilization	LS	1	\$60,000.00	\$60,000.00	\$10,100.53	\$10,100.53	\$35,253.00	\$35,253.00	\$20,000.00	\$20,000.00	\$16,054.00	\$16,054.00
2 - 01 55 25	Sanitary Sewer Repair Traffic Control (Area 1)	LS	1	\$8,000.00	\$8,000.00	1,528.89	\$1,528.89	2,000.00	\$2,000.00	2,500.00	\$2,500.00	3,370.00	\$3,370.00
3 - 01 55 25	Sanitary Sewer Repair Traffic Control (Area 2)	LS	1	\$8,000.00	\$8,000.00	3,809.40	\$3,809.40	2,000.00	\$2,000.00	20,000.00	\$20,000.00	4,519.00	\$4,519.00
4 - 01 55 25	Sanitary Sewer Repair Traffic Control (Area 3)	LS	1	\$8,000.00	\$8,000.00	3,538.42	\$3,538.42	2,000.00	\$2,000.00	7,500.00	\$7,500.00	4,656.00	\$4,656.00
5 - 03 62 10	Chemical Grout MHPipe	EA	1	\$1,500.00	\$1,500.00	796.75	\$796.75	1,500.00	\$1,500.00	1,500.00	\$1,500.00	775.00	\$775.00
6 - 33 01 35	Sanitary Sewer Cleaning and Televising	LF	34480	\$2.30	\$79,304.00	1.86	\$64,132.80	3.00	\$103,440.00	2.25	\$77,580.00	2.25	\$77,580.00
7 - 33 01 35	Sanitary Sewer 8" VCP Pipe Lining	LF	29641	\$23.50	\$696,563.50	18.61	\$551,619.01	29.00	\$859,589.00	26.00	\$770,666.00	29.00	\$859,589.00
8 - 33 01 35	Sanitary Sewer 10" VCP Pipe Lining	LF	2575	\$29.10	\$74,932.50	24.15	\$62,186.25	33.00	\$84,975.00	34.25	\$88,193.75	35.00	\$90,125.00
9 - 33 01 35	Sanitary Sewer 12" VCP Pipe Lining	LF	2264	\$38.10	\$86,258.40	31.89	\$72,198.96	37.00	\$83,768.00	39.00	\$88,296.00	35.50	\$80,372.00
10 - 33 01 35	Mainline Sanitary Sewer Repair	EA	12	\$10,000.00	\$120,000.00	11,297.85	\$135,574.20	10,635.00	\$127,620.00	11,167.00	\$134,004.00	10,963.00	\$131,556.00
11 - 33 01 35	Mainline Sanitary Sewer and Service Wye Repair	EA	2	\$10,000.00	\$20,000.00	11,987.30	\$23,974.60	11,284.00	\$22,568.00	11,848.00	\$23,696.00	11,633.00	\$23,266.00
<b>TOTAL BID</b>					<b>\$1,162,558.40</b>		<b>\$929,459.81</b>		<b>\$1,324,713.00</b>		<b>\$1,233,935.75</b>		<b>\$1,291,862.00</b>

Indicates Unresponsive Bid

Indicates Corrected Calculation

Unavailable



**City Council Regular**

**8.**

**Meeting Date:** 07/16/2013

**Subject:** Repairs and Modifications to Coon Rapids Ice Center Heating and Cooling Systems

**Submitted For:** Sharon Legg, Finance Director

**From:** Stephanie Lincoln, Purchasing Clerk

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**INTRODUCTION**

Staff is requesting authorization to reappropriate funds and purchase services for repairs and modifications to the Coon Rapids Ice Center's heating and cooling systems.

**DISCUSSION**

Estimates were solicited for repairs and modifications to the Ice Arena heating and cooling systems. There are two primary projects for this consideration: 1) draining flushing and adding glycol (freeze and corrosion protection) to the boiler/heat pump system, and 2) the installation of a cooling unit in the data closet adjacent to the ticket booth. Yale Mechanical provided the lowest cost estimate for both projects with an estimate of \$5,000 for the boiler system repairs and \$4,130 for the cooling system installation in the data closet. The combined total cost for all work is estimated to be \$9,758, tax included.

**RECOMMENDATION**

Staff recommends:

- a. Adoption of Resolution 13-72 amending the 2013 General Fund budget to reappropriate \$9,758 from the General Fund balance to capital outlay.
- b. Authorization to the purchase of services for repairs and modifications to the Ice Center's heating and cooling systems by Yale Mechanical in the amount of \$9,758.

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**Fiscal Impact**

**BUDGET IMPACT:**

The repairs and modifications to the Ice Center's heating and cooling systems were not included in the 2013 budget. However, there are sufficient funds available in the General Fund balance to cover these costs.

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**Attachments**

Res 13-72

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**RESOLUTION NO. 13-72**

**RESOLUTION AMENDING THE 2013 GENERAL FUND BUDGET**

**WHEREAS**, Section 1-700 of the City Charter provides for adoption of an annual budget and subsequent amendments; and

**WHEREAS**, the 2013 budget does not include funds for repairs and modifications to the Ice Arena heating and cooling systems; and

**WHEREAS**, the cost to complete the purchase is estimated to be \$9,758; and

**WHEREAS**, funds are available in the General Fund balance to allocate to this purchase; and

**WHEREAS**, Capital Outlay purchases must specifically be identified per the City Code 2-803,

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Coon Rapids, Minnesota to allocate \$9,758 to capital outlay from the General Fund balance for the purchase of the repairs and modifications to the Ice Arena heating and cooling systems.

Adopted this 16<sup>th</sup> day of July, 2013.

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Tim Howe, Mayor

ATTEST:

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Catherine M. Sorensen, City Clerk



**City Council Regular**

**9.**

**Meeting Date:** 07/16/2013  
**Subject:** 2013-2014 Coon Rapids Ice Center Rental Rates  
**Submitted For:** Tim Himmer, Public Works Director  
**From:** Cathy Sorensen, City Clerk

**INTRODUCTION**

Staff is recommending that Council consider increasing ice rental fees for the Coon Rapids Ice Center for the 2013-2014 season.

**DISCUSSION**

Fees for hourly ice rentals, services and activities were last reviewed and approved by City Council in July of 2012 prior to the beginning of the 2012-2013 skating season.

The attached 2013-2014 Market Study of surrounding arenas shows a variety of results. A majority of prime season ice fees are increasing by \$5.00 per hour with the single exception of Fogerty Arena.

The City's current and proposed indoor ice rental rates are as follows:

	Current	Proposed
Winter Prime (September - March) Public	\$190.00	\$195.00
Winter Prime (September - March) CRYHA	\$175.00	\$180.00
Spring (April - May)	\$140.00	\$145.00
Summer (June - August)	\$130.00	\$140.00
Outdoor Ice (Public)	\$75.00	\$75.00
Outdoor Ice (CRYHA)	\$60.00	\$60.00

The winter prime rate was increased \$5.00 for the 2012-2013 season for all users. The spring and summer rates remained the same for the 2012-2013 season as the prior 2011-2012 season successfully attracted shoulder and summer groups.

For the 2013-2014 season, the additional \$5.00 per hour during winter prime (September-March), continues to position the Ice Center competitively with local hourly ice rates excepting association run arenas. The additional \$5.00 per hour during the spring (April-May), positions the Ice Center with its main competitors of Andover and Fogerty. The additional \$10.00 per hour during the summer (June-August), positions the Ice Center with its main competitors of Andover and Fogerty.

Staff is not recommending any rate changes in outdoor ice rental rates for the 2013-2014 season.

Staff is recommending ice rental increases for the following reasons:

- Rates remain competitive, especially in light of the new facility
- Operational costs; particularly utilities continue to increase

No other adjustments in services or activities are recommended.

**RECOMMENDATION**

Staff recommends the Council adopt Resolution No. 13-70 establishing Coon Rapids Ice Center fees and charges effective September 1, 2013.

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**Fiscal Impact**

**BUDGET IMPACT:**

The increased rates proposed will help offset increased operation and maintenance costs for the facility for the 2013-2014 season.

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**Attachments**

Ice Rates Market Study

Resolution 13-70

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**RESOLUTION 13-70**

**A RESOLUTION ESTABLISHING COON RAPIDS  
ICE CENTER FEES AND CHARGES**

**WHEREAS**, the fees and charges for Coon Rapids Ice Center do not currently reflect competitive prices within the metro area; and

**WHEREAS**, the City Council finds that it is in the best interest of the City for the fees and charges for the Coon Rapids Ice Center to be competitive within the metro area to the extent practical; and

**WHEREAS**, the City Council further finds that certain fees and charges for Coon Rapids Ice Center should be increased to more ensure competitiveness within the metro area; and

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Coon Rapids, Minnesota that that effective upon adoption the fees and charges (including sales tax where applicable) for the Coon Rapids Ice Center shall be as follows:

Winter Season 2013- 2014 (September 1 <sup>st</sup> through March 31st).....	
.....	\$195.00 per hour
Spring Season 2014 (April 1st through May 31st) .....	\$145.00 per hour
Summer Season 2014 (June 1st through August 31st) .....	\$140.00 per hour
Coon Rapids Youth Hockey Association,	
Winter Season 2013 – 2014 (September 1 <sup>st</sup> through	
March 31 <sup>st</sup> ) .....	\$180.00 per hour
Outdoor Rink .....	\$75.00
Outdoor Rink – Coon Rapids Youth Hockey Association .....	\$60.00
Public Skating per Session	
Adults .....	\$5.00
Youth (6 years to 18) .....	\$4.00
Children 5 years and under accompanied by a paid admission .....	\$0.00
School Groups (includes skate rental) .....	\$3.00 per person/per hour
ARCC Intramural per session .....	\$8.00 per player
Adult Open Hockey per session.....	\$7.00
Stick and Puck Session .....	\$5.00
Children 5 years and under accompanied by a paid admission .....	\$0.00

Skate Rental per session .....\$3.00

Skate Sharpening

Overnight .....\$4.00

Same Day .....\$5.00

Prepaid Punch Card for seven sharpenings.....\$20.00

Adopted by the Coon Rapids City Council this 16<sup>th</sup> of July, 2013

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Tim Howe, Mayor

ATTEST:

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Catherine M. Sorensen, City Clerk