



HRA Meeting - 6:50 p.m.

EDA Meeting - 6:55 p.m.

CITY COUNCIL AGENDA

Tuesday, January 7, 2014

7:00 p.m.

Coon Rapids City Center

Council Chambers

Open Mic/Public Comment

Call to Order

Pledge of Allegiance

Roll Call

Adopt Agenda

Council Business

1. Designating Council Secretary:
 - a. Cons. Resolution 14-1 Designating TimeSaver Off Site Secretarial, Inc. as Council secretary for 2014
 - b. Approve Addendum to Recording Secretary Service Agreement
2. Council Rules of Procedure:
 - a. Cons. Resolution 14-2 Establishing Council Rules of Procedure
 - b. Cons. Addendum to Resolution 14-2, Definitions and Explanations of City Council Order of Business
3. Cons. Resolution 14-3 Designating the Coon Rapids Herald as the Official Newspaper for 2014
4. Cons. Resolution 14-4 Designating Depositories and Investment Collateral Management Procedures
5. Council Appointments:
 - a. Adopt Resolution 14-5 Appointing Chief of Police and One Other Voting Member and Alternate to the Anoka County Joint Law Enforcement Council
 - b. Adopt Resolution 14-6 Appointing a Delegate and Alternate to the Anoka-Hennepin District 11 Community Education Advisory Council
 - c. Adopt Resolution 14-7 Appointing a Delegate and Alternate to Metro Cities
 - d. Adopt Resolution 14-8 Appointing a Delegate and Alternate to the League of Minnesota Cities
 - e. Adopt Resolution 14-9 Appointing a Representative and Alternate to the Local Government Information Systems (LOGIS)
 - f. Adopt Resolution 14-10 Appointing Representatives and Alternate to the Minnesota Metro North Tourism (Twin Cities Gateway)
 - g. Adopt Resolution 14-11 Appointing Two Members and Alternate to the Schwan's Super Rink Joint Board
 - h. Adopt Resolution 14-12 Appointing a Representative and Alternate to the Northstar Corridor Development Authority

i. Adopt Resolution 14-13 Appointing a Representative and Alternate to the North Metro Crossing Coalition

6. Board and Commission Appointments:

- a. Adopt Resolution 14-14 Approving Annual Appointments to the Arts Commission
- b. Adopt Resolution 14-15 Approving Annual Appointments to the Board of Adjustment and Appeals
- c. Adopt Resolution 14-16 Approving Annual Appointments to the Police and Firefighter's Civil Service Commission
- d. Adopt Resolution 14-17 Approving Annual Appointments to the Historical Commission
- e. Adopt Resolution 14-18 Approving Annual Appointments to the Parks Commission
- e. Adopt Resolution 14-19 Approving Annual Appointments to the Planning Commission
- f. Adopt Resolution 14-20 Approving Annual Appointments to the Safety Commission
- g. Adopt Resolution 14-21 Approving Annual Appointments to the Sustainability Commission

Approval of Minutes of Previous Meeting

December 17, 2013, Regular Meeting

Consent Agenda

- 7. Authorize Expending Drug Forfeiture Funds to Replace Fitness Equipment and Related Room Improvements in Police Department
- 8. Authorize Final Payment, Street Reconstruction, Blackfoot Street, Project 13-4
- 9. Cons. 14-22 Adopting the Multi-Jurisdictional Anoka County All-Hazard Mitigation Plan
- 10. Cons. Resolution 14-23 Miscellaneous Assessment declaring the cost to be assessed, ordering preparation of the proposed assessment roll and ordering the public hearing

Reports on Previous Open Mic

None

Public Hearing

None

Bid Openings and Contract Awards

None

Old Business

None

New Business

- 11. Cons. Approval of Sixth Amendment to Lease Agreement, Bunker Hills Golf Course Restaurant and Catering Provider, Potluck Catering, Inc., d/b/a Town and Country Caterers
- 12. Con. Resolution 14-24 Establishing Bunker Hills Golf Course Fees and Charges

Other Business

Adjourn



City Council Regular

Meeting Date: 01/07/2014

SUBJECT: Minute Approval

Attachments

12-17-13 Regular Meeting

COON RAPIDS CITY COUNCIL MEETING MINUTES OF DECEMBER 17, 2013

OPEN MIC/PUBLIC COMMENT

Jerry Pierce, 12236 Partridge Street NW, questioned why there was a limit on the number of trailers on private property. Mayor Howe said that item is being discussed later in the agenda and comments will be taken at that time.

Mr. Pierce referred to Cedar Valley Exterior's recent donation to the Teen Center and his disappointment in Council with regard to taking care of the City's teens. He said the City spent a lot of money on the mailings for the recent parks and trails referendum but chose not to spend money to keep the Teen Center open. He said the City needs to bring people together and not break them apart.

CALL TO ORDER

The second regular meeting of the Coon Rapids City Council for the month of December was called to order by Mayor Tim Howe at 7:09 p.m. on Tuesday, December 17, 2013, in the Council Chambers.

PLEDGE OF ALLEGIANCE TO THE FLAG

Mayor Howe led the Council in the Pledge of Allegiance.

ROLL CALL

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

Members Absent: None

ADOPT AGENDA

MOTION BY COUNCILMEMBER JOHNSON, SECONDED BY COUNCILMEMBER MANNING, TO ADOPT THE AGENDA AS AMENDED ADDING ITEMS A (CONSIDER RESOLUTION 13-116 CONDITIONALLY APPROVING COMCASTS'S LATE FEE OF \$9.50) AND B (APPROVE ENGINEERING SERVICES FOR THE RECONSTRUCTION OF ROUND LAKE BOULEVARD) TO NEW BUSINESS. THE MOTION PASSED UNANIMOUSLY.

PROCLAMATIONS/PRESENTATIONS

1. RETIREMENT PROCLAMATION FOR DAVE FULL

Mayor Howe read a proclamation commending Engineering Project Manager Dave Full on his dedicated service to the City of Coon Rapids and wishing him well in his retirement. The Council and staff offered Mr. Full a round of applause.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

DECEMBER 3, 2013, COUNCIL MEETING

MOTION BY COUNCILMEMBER JOHNSON, SECONDED BY COUNCILMEMBER KLINT, FOR APPROVAL OF THE MINUTES OF THE DECEMBER 3, 2013, COUNCIL MEETING. THE MOTION PASSED UNANIMOUSLY.

CONSENT AGENDA/INFORMATIONAL BUSINESS

2. ACCEPT EASEMENT FOR SIDEWALK, SNOW STORAGE, AND DRAINAGE AND UTILITY PURPOSES FROM SHAMROCK DEVELOPMENT, INC. AND AUTHORIZE PAYMENT
 3. COON RAPIDS MORTGAGE ASSISTANCE FOUNDATION:
 - A. RECEIVE REPORT
 - B. AMEND COON RAPIDS HOUSING PROGRAM GUIDELINES AS RECOMMENDED
 4. CONSIDER RESOLUTION NO. 13-114 ACCEPTING THE GRANT FROM THE COON RAPIDS MORTGAGE ASSISTANCE FOUNDATION FOR THE *HOME FOR GENERATIONS II* PROGRAM
 5. APPROVE OPTION 3 OF THE RETRO-RATED PLUS WITH THE LEAGUE OF MINNESOTA CITIES INSURANCE TRUST
 6. ~~ACCEPT QUOTE FROM LEAGUE OF MINNESOTA CITIES INSURANCE TRUST (LMCIT) FOR PROPERTY AND LIABILITY INSURANCE FOR DECEMBER 1, 2013 THROUGH NOVEMBER 30, 2014 AS RECOMMENDED~~
 7. APPROVE 2014 LICENSE RENEWALS
 8. APPROVE ISSUANCE OF THERAPEUTIC MASSAGE ENTERPRISE LICENSE, SIMONSON'S SALON & SPA, 3490 NORTHDALÉ BOULEVARD
-

MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER WELLS, FOR APPROVAL OF THE CONSENT AGENDA AS PRESENTED.

Councilmember Manning requested further information on the sewer backup reliability insurance. Finance Director Legg recommended the City have a backup reliability insurance policy with a \$50,000 deductible. She indicated the League of Minnesota Cities would administer the policy.

Councilmember Klint commented that homeowners could also opt to have personal coverage in case of a backup. Finance Director Legg stated this was an option available to homeowners.

Councilmember Manning stated a \$10,000 deductible could devastate some families in Coon Rapids. He said he was in favor of reducing the City's deductible to assist its residents in no-fault situations.

Councilmember Sanders indicated residents always had the option to take out homeowners insurance to avoid a potential sewer backup situation.

Councilmember Klint recommended the City educate the public on this issue and encourage residents to purchase their own homeowners insurance policy.

Councilmember Koch questioned if the Council should remove Item 6 from the Consent Agenda. City Attorney Brodie advised that the Council could either amend Item 6 on the Consent Agenda or remove it entirely for further discussion under New Business.

Councilmember Klint requested Item 6 be removed from the Consent Agenda for further discussion and separate vote.

Councilmember Johnson requested further information on the Mortgage Assistance Program. Donna Naeve, President of the Mortgage Assistance Program, reviewed the actions taken by the Foundation in 2013. She explained the Foundation has \$7.5 million available through the various loan programs.

MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER WELLS, TO APPROVE THE CONSENT AGENDA ITEMS WITH THE EXCEPTION OF ITEM 6 AND MOVING THAT TO NEW BUSINESS. THE MOTION PASSED UNANIMOUSLY.

REPORTS ON PREVIOUS OPEN MIC

None.

PUBLIC HEARING

9. 2014 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAMS:
 - A. PUBLIC HEARING, 7:00 P.M.
 - B. AUTHORIZE APPLICATION FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FOR PROGRAM YEAR 2014 FOR HOUSING REHABILITATION PROGRAM
 - C. AUTHORIZE MAYOR AND CITY MANAGER TO EXECUTE CDBG AGREEMENT AND ANY OTHER NECESSARY DOCUMENTS WITH ANOKA COUNTY REGARDING IMPLEMENTATION OF 2014 CDBG PROGRAM
-

The staff report was shared with Council.

Mayor Howe opened and closed the public hearing at 7:41 p.m. since no one appeared to address the Council.

MOTION BY COUNCILMEMBER JOHNSON, SECONDED BY COUNCILMEMBER MANNING, TO AUTHORIZE THE APPLICATION FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FOR PROGRAM YEAR 2014 FOR A HOUSING REHABILITATION PROGRAM; AND AUTHORIZE THE MAYOR AND CITY MANAGER TO EXECUTE A CDBG AGREEMENT, TOGETHER WITH ANY OTHER NECESSARY DOCUMENTS, WITH ANOKA COUNTY REGARDING THE IMPLEMENTATION OF THE 2014 CDBG PROGRAM.

Councilmember Manning asked if the amount awarded to the City varied year to year. Housing and Zoning Coordinator Bennett explained the amount granted to the City was dependent upon the Federal budget each year.

THE MOTION PASSED UNANIMOUSLY.

BID OPENINGS AND CONTRACT AWARDS

10. AWARD GENERATOR MAINTENANCE CONTRACT

The staff report was shared with Council.

MOTION BY COUNCILMEMBER MANNING, SECONDED BY COUNCILMEMBER SANDERS, TO AWARD THE GENERATOR MAINTENANCE CONTRACT TO CUMMINS N POWER LLC IN THE AMOUNT OF \$68,439 FOR THE 3-YEAR CONTRACT WITH THE OPTION TO RENEW FOR TWO ADDITIONAL YEARS IF DESIRED. THE MOTION PASSED UNANIMOUSLY.

OLD BUSINESS

11. CONSIDER ADOPTION OF ORDINANCE TO AMEND TITLE 11 REGARDING JUNK VEHICLES, NUMBER OF TRAILERS ALLOWED AND MINIMUM NUMBER OF STACKING SPACES

The staff report was shared with Council.

Councilmember Koch questioned why the City wanted to manage how many cars could be worked on by residents at any one time. He recommended the City not regulate this matter if the property owner owns the car and the work was being done inside a garage.

Councilmember Klint agreed stating if a homeowner had a large enough garage to rebuild several cars at one time, this should not be regulated by the City. She suggested the language differentiate between restoration work on collector cars and maintenance on newer vehicles. Community Development Director Nevinski indicated the City Code does designate between collector vehicles and regular vehicles. Collector vehicles were exempted from “junk vehicle” status.

Councilmember Sanders indicated the current language could become difficult to enforce for the City if left as is.

Jerry Pierce, 12236 Partridge Street NW, recommended the Council not further regulate the actions of homeowners on private property. He said he did not find value in the time staff has spent on the proposed ordinance amendments. He suggested staff work instead to bring new businesses to the City of Coon Rapids.

Mayor Howe called for a point of order and requested Mr. Pierce to stop speaking.

Councilmember Klint requested Mr. Pierce be removed from the Council Chambers.

Donna Naeve, 535 127th Lane NW, stated from a Planning Commission perspective, residents used to be required to maintain one parking space in their garage.

Mayor Howe reported that however the Council proceeds with the junk vehicle language residents throughout the community would be impacted. He requested staff further review the proposed language amendments. Community Development Director Nevinski discussed the Ordinance amendments in detail with the Council.

Mayor Howe suggested the Council discuss the proposed ordinance amendments at a future work session meeting given the fact there were still too many questions being raised by the Council.

MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER KOCH, TO TABLE ACTION ON THIS ITEM. THE MOTION PASSED UNANIMOUSLY.

NEW BUSINESS

A. CONSIDER RESOLUTION 13-116 CONDITIONALLY APPROVING COMCAST'S LATE FEE OF \$9.50

The staff report was shared with Council.

CTN Production Manager Strouse explained Comcast sent the City a letter on November 12th requesting that late fees be increased from \$8.00 to \$9.50. The City has reviewed this request and reported Karly Werner from Comcast was present this evening to provide the Council with additional information.

Karly Werner, Director of Government Affairs with Comcast, thanked the Council for their time. Ms. Werner explained the franchise agreement with the City of Coon Rapids requires Council approval if Comcast were to raise late fees assessed to customers.

MOTION BY COUNCILMEMBER JOHNSON, SECONDED BY COUNCILMEMBER WELLS, TO ADOPT RESOLUTION NO. 13-116 CONDITIONALLY APPROVING COMCAST'S LATE FEE OF \$9.50. THE MOTION PASSED UNANIMOUSLY.

B. APPROVE ENGINEERING SERVICES FOR THE RECONSTRUCTION OF ROUND LAKE BOULEVARD

The staff report was shared with Council.

MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER KLINT, TO APPROVE AN ENGINEERING SERVICES FOR THE RECONSTRUCTION OF ROUND LAKE BOULEVARD TO WSB & ASSOCIATES IN AN AMOUNT NOT TO EXCEED \$245,000. THE MOTION PASSED UNANIMOUSLY.

C. ACCEPT QUOTE FROM LEAGUE OF MINNESOTA CITIES INSURANCE TRUST (LMCIT) FOR PROPERTY AND LIABILITY INSURANCE FOR DECEMBER 1, 2013 THROUGH NOVEMBER 30, 2014 AS RECOMMENDED

Mayor Howe explained this item had been removed from the Consent Agenda for further discussion as there was concern with the no-fault sewer backup portion of this policy. He indicated the Council could amend this item or approve as recommended.

Finance Director Legg discussed a memo that was sent to the Council regarding a sewer backup that took place in the City earlier this year. She reported the backup was caused by a watermain break, which caused debris to get into the lines, which caused the sewer lines to backup. With this case, she reported the League of Minnesota Cities would not have paid out because the City was not at fault for the watermain break. She reviewed the number of backups in the City over the past several years. She explained if the City were to amend the policy the insurance premium would increase by \$15,000 plus the City would pay up to \$10,000 on each claim.

Councilmember Klint encouraged the Council to consider the age of the City's infrastructure and accept that pipes may fail at times, adding that the City was working to replace old lines in a timely manner.

Mayor Howe said he supported having the extra coverage in place to protect the City's residents.

Councilmember Klint said she wanted to see homeowners having their own coverage in place.

Councilmember Wells questioned if the Council could establish a fund to assist homeowners with sewer backups instead of approving an additional insurance policy. Finance Director Legg indicated this would force the City to investigate private sewer lines and that she did not recommend the Council move in this direction.

Councilmember Wells supported the additional coverage to protect the residents of Coon Rapids from sewer backups.

Councilmember Koch explained he supported the extra coverage.

Councilmember Manning said he understood there would be an additional expense for the extra coverage but that it was his opinion that the backup sewer coverage was well worth the expense due to the protection it would provide to the Coon Rapids residents.

MOTION BY COUNCILMEMBER MANNING, SECONDED BY MAYOR HOWE, TO ACCEPT THE QUOTE FROM LEAGUE OF MINNESOTA CITIES INSURANCE TRUST (LMCIT) FOR PROPERTY AND LIABILITY INSURANCE FOR DECEMBER 1, 2013 THROUGH NOVEMBER 30, 2014 WITH THE SEWER BACKUP COVERAGE.

Councilmember Sanders stated that proper homeownership required adequate homeowners insurance. He said he did not see a need for the City to provide sewer backup coverage and for this reason would not support the motion.

Councilmember Johnson asked if the City would be responsible for providing coverage to the homeowners that had a backup in 2013 if coverage was approved for 2014. City Attorney Brodie reported the City was found to not be at fault with regard to the 2013 event.

Councilmember Manning encouraged all homeowners to secure private sewer backup insurance to protect their property.

THE MOTION PASSED 5-2, COUNCILMEMBERS KLINT AND SANDERS OPPOSED.

12. **CONSIDER JOINT POWERS AGREEMENT WITH ANOKA COUNTY FOR INTERSECTION RECONSTRUCTION AT SPRINGBROOK DRIVE AND COON RAPIDS BOULEVARD AND AUTHORIZE STAFF TO SIGN FINAL CONSTRUCTION DRAWINGS**
-

The staff report was shared with Council.

MOTION BY COUNCILMEMBER KOCH, SECONDED BY COUNCILMEMBER JOHNSON, TO APPROVE THE JPA WITH ANOKA COUNTY FOR THE RECONSTRUCTION OF THE COON RAPIDS BOULEVARD/SPRINGBROOK DRIVE INTERSECTION; AND AUTHORIZE

STAFF TO SIGN THE FINAL CONSTRUCTION DRAWINGS UPON COMPLETION AND PRIOR TO BIDDING. THE MOTION PASSED UNANIMOUSLY.

13. CONSIDER RESOLUTION 13-115 AUTHORIZING COON CREEK WATERSHED DISTRICT TO SERVE AS THE CITY'S LEGAL AUTHORITY ON WETLAND ISSUES

The staff report was shared with Council.

MOTION BY COUNCILMEMBER KOCH, SECONDED BY COUNCILMEMBER SANDERS, TO ADOPT RESOLUTION NO. 13-115 DELEGATING CITY WETLAND CONSERVATION ACT ACTIVITIES TO THE COON CREEK WATERSHED DISTRICT. THE MOTION PASSED UNANIMOUSLY.

14. APPROVE AMENDMENT TO JOINT POWERS AGREEMENT FOR THE LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION (LRRWMO) REMOVING THE CITY OF COON RAPIDS AS A MEMBER

The staff report was shared with Council.

MOTION BY COUNCILMEMBER KOCH, SECONDED BY COUNCILMEMBER KLINT, TO APPROVE THE AMENDMENT TO THE JOINT POWERS AGREEMENT FOR THE LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION (LRRWMO) REMOVING THE CITY OF COON RAPIDS AS A MEMBER. THE MOTION PASSED UNANIMOUSLY.

15. CONSIDER RESOLUTION NO. 13-112 APPROVING LABOR AGREEMENT BETWEEN THE CITY AND TEAMSTERS LOCAL NO. 320

The staff report was shared with Council.

MOTION BY COUNCILMEMBER JOHNSON, SECONDED BY COUNCILMEMBER WELLS, TO ADOPT RESOLUTION NO. 13-112 APPROVING THE LABOR AGREEMENT BETWEEN THE CITY AND TEAMSTERS LOCAL NO. 320. THE MOTION PASSED UNANIMOUSLY.

16. CONSIDER RESOLUTION 13-111 APPROVING LABOR AGREEMENT BETWEEN THE CITY AND THE INTERNATIONAL ASSOCIATION OF FIREFIGHTER UNION LOCAL NO. 1935

The staff report was shared with Council.

MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER WELLS, TO ADOPT RESOLUTION NO. 13-111, APPROVING THE LABOR AGREEMENT BETWEEN THE CITY AND THE INTERNATIONAL ASSOCIATION OF FIREFIGHTER UNION LOCAL NO. 1935. THE MOTION PASSED UNANIMOUSLY.

17. CONSIDER RESOLUTION 13-113 ESTABLISHING THE 2014 COMPENSATION PLAN FOR UNREPRESENTED EMPLOYEES

The staff report was shared with Council.

MOTION BY COUNCILMEMBER JOHNSON, SECONDED BY COUNCILMEMBER KOCH, TO ADOPT RESOLUTION NO. 13-113 ESTABLISHING THE 2014 COMPENSATION PLAN FOR UNREPRESENTED EMPLOYEES. THE MOTION PASSED UNANIMOUSLY.

18. CONSIDER RESOLUTION 13-110 RE-APPROPRIATING FUNDS WITHIN THE 2013 GENERAL FUND BUDGET AND AMENDING THE 2013 AND 2014 BUDGETS

The staff report was shared with Council.

MOTION BY COUNCILMEMBER JOHNSON, SECONDED BY COUNCILMEMBER MANNING, TO ADOPT RESOLUTION NO. 13-110 RE-APPROPRIATING FUNDS WITHIN THE 2013 GENERAL FUND BUDGET; AND AMENDING THE 2013 AND 2014 BUDGETS. THE MOTION PASSED UNANIMOUSLY.

OTHER BUSINESS

Councilmember Klint reported that she has received complaints regarding the snow plowing this winter. Public Works Director Himmer explained that this has been an odd December and that due to the unseasonably cold weather the salt was not working to remove the ice. He explained the Public Works staff would continue to work to keep the roads cleared. He discussed the social media options available to residents to gain up to date information on winter snow events.

Councilmember Johnson shared about the recent ice skating exhibition that took place at the Coon Rapids Ice Center.

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ADJOURN

MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER KOCH,
TO ADJOURN THE MEETING AT 8:38 P.M. THE MOTION PASSED UNANIMOUSLY.

Tim Howe, Mayor

ATTEST:

Cathy Sorensen, City Clerk



City Council Regular

1.

Meeting Date: 01/07/2014

Subject: Designating Council Secretary

From: Cathy Sorensen, City Clerk

INTRODUCTION

Each year Council enters into an agreement for recording secretarial services for meeting minutes.

DISCUSSION

In 1994, Council entered into an agreement with TimeSaver Off Site Secretarial, Inc. (TOSS) for recording and preparation of meeting minutes. This agreement has been extended annually.

TOSS has submitted the attached Addendum to the Recording Secretary Service Agreement for 2014. While the addendum does reflect a rate increase, the increase is less than 1.9% and is still within budget. Staff has also modified the format of the minutes to only include discussion and not staff reports which has decreased costs of minute production.

RECOMMENDATION

Staff recommends:

- a. Adoption of Resolution 14-1 Designating TimeSaver Off Site Secretarial, Inc. as Council secretary for 2014.
- b. Approve Addendum to Recording Secretary Service Agreement.

Attachments

Resolution 14-1

Addendum

RESOLUTION NO. 14-1

RESOLUTION DESIGNATING COUNCIL SECRETARY

WHEREAS, it is necessary for the Coon Rapids City Council to annually designate a secretary to take minutes at Council meetings and work sessions.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Coon Rapids, Minnesota that the Coon Rapids City Council does hereby designate TimeSaver Off Site Secretarial, Inc. (TOSS) as the recording secretary for the City Council for 2014.

BE IT FURTHER RESOLVED the Mayor and City Manager are authorized to execute the Addendum to Recording Secretary Service Agreement with TOSS for service year 2014.

Adopted this 7th day of January, 2014, by the Coon Rapids City Council.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk

**ADDENDUM TO
RECORDING SECRETARY SERVICE AGREEMENT**

Dated: December 31, 2013

By and between TimeSaver Off Site Secretarial, Inc. and the City of Coon Rapids, 11155 Robinson Drive, Coon Rapids, MN 55433-3761.

1. EXTENSION OF RECORDING SECRETARIAL SERVICE AGREEMENT: The term of the existing Recording Secretary Service Agreement dated December 31, 2012 shall be extended under the same terms and conditions to December 31, 2014.
2. TOSS Charges. TOSS shall be paid for its services as recording secretary for each meeting (the highest rate will prevail), as follows:
 - a. Base Rate of One Hundred Thirty-One and 00/100 dollars (\$131.00) for any meeting up to one (1) hour (billable time) plus Thirty-Two and 50/100 dollars (\$32.50) for each thirty (30) minutes following the first one (1) hours; **or**
 - b. Twenty-Eight and 50/100 dollars (\$28.50) per hour for length of meeting, and fifteen (15) minutes prior to Call to Order and fifteen (15) minutes following Adjournment with a one and one-half (1.5) hour minimum; and Twelve and 75/100 dollars (\$12.75) for each page of minutes prepared from shorthand or machine notes of the recording secretary as draft minutes for submission to and the review and comment of the City of Coon Rapids for their preparation of final minutes.
 - f. The City of Coon Rapids shall receive a Twenty and 00/100 dollar (\$20.00) per meeting discount for minutes transcribed via DVD or the webstream broadcast.

At the end of the term of this Addendum or any extension of it, the parties may make a new Agreement or extend or modify the terms of this Agreement.

IN WITNESS WHEREOF, the undersigned have executed this Addendum to the Recording Secretary Service Agreement as of the day and year indicated.

January __, 2014

CITY OF COON RAPIDS

By _____
Tim Howe
Its _____
Mayor

By _____
Steven Gatlin
Its _____
City Manager

November 21, 2013

TIMESAVER OFF SITE SECRETARIAL, INC.

By Carla Wirth
Carla Wirth
Its _____
President & CEO



City Council Regular

2.

Meeting Date: 01/07/2014
Subject: Council Rules of Procedure
From: Cathy Sorensen, City Clerk

INTRODUCTION

Council is asked to adopt Rules of Procedure.

DISCUSSION

Council annually adopts Rules of Procedure setting forth the order of business for regular meetings, along with certain definitions and explanations. These documents have not been modified from last year's format.

As a reminder for Council, the City Manager is authorized to prepare a list of Consent Agenda items, but the Mayor or any Councilmember may request that a particular Consent Agenda item be removed from the Consent list and placed on the regular agenda. This action should be taken at the time the agenda is formally adopted; the item will then be placed for consideration immediately after adoption of the remaining Consent Agenda items. As always, should the Council have any questions regarding items posted on the final agenda contact staff and we will provide additional information before or during the Council meeting.

RECOMMENDATION

Staff recommends:

- a. Adopt Resolution 14-2 Establishing Council Rules of Procedure.
 - b. Adopt the Addendum to Resolution 14-2, Definitions and Explanations of City Council Order of Business.
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Attachments

Resolution 14-2

Addendum to Resolution 14-2

RESOLUTION NO. 14-2

RESOLUTION ESTABLISHING COUNCIL RULES OF PROCEDURE

BE IT RESOLVED by the City Council of Coon Rapids, Minnesota that the business of the Council shall be conducted in the following order:

1. Non-televised Open Mic Segment Beginning at 7:00 p.m.
2. Call to order by the Mayor or, in his/her absence, the Mayor Pro Tem, Immediately Following Conclusion of Open Mic (This and all subsequent actions to be aired on cable television)
3. Pledge of Allegiance to the Flag
4. Appointment of Acting Secretary if necessary
5. Roll Call
6. Adoption of Agenda
7. Proclamations/Recognitions
8. Approval of Minutes of Previous Meetings
9. Consent/Informational Business
10. Reports on Previous Open Mic Requests
12. Public Hearings
12. Bid Openings and Contract Awards
13. Old Business
14. New Business
15. Other Council Business
16. Adjourn

BE IT FURTHER RESOLVED that the City Manager or his designee, shall direct the preparation of the agenda for each meeting. An agenda item may be added, removed, or amended with the approval of a majority of the Council.

BE IT FURTHER RESOLVED that meetings shall be adjourned not later than 11:00 p.m. unless waived by a majority vote of the Councilmembers present.

Adopted this 7th day of January, 2014, by the Coon Rapids City Council.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk

DEFINITIONS AND EXPLANATIONS OF CITY COUNCIL ORDER OF BUSINESS

Addendum to Resolution 14-2

The items contained in the formally adopted order of business for the Coon Rapids City Council shall have the meanings commonly associated therewith unless otherwise defined or explained herein.

1. **OPEN MIC:** This order of business provides a time prior to the televised, official convening of each regular Council meeting for members of the public to approach the Council and comment, ask questions, present a concern or make a statement specifically relating to City business that is not already on the agenda for that meeting. Each speaker will be limited to five minutes and will be informed by the Mayor when their time is concluded. The Mayor will advise the audience of the time limit when introducing the Open Mic portion of the meeting. The speaker will be asked to come to the podium set up for that purpose, state his or her name and address, and give his or her statement, question or concern. Councilmembers may speak briefly to an Open Mic item for the purposes of asking for clarification, providing additional, pertinent information, or responding to questions raised by the speaker or another Councilmember. The Mayor will explain to the speaker that the statement, question or concern will be referred to the City staff for review and then a report will be sent to the speaker prior to the next regularly scheduled Council meeting. It is recognized that not all issues may be resolved at or prior to the next Council meeting, but the speaker will be informed of the progress on the issue prior to the next meeting. By the following Friday or as soon thereafter as is practical, Staff will provide Council with a draft response to the Open Mic comments. Following Council concurrence with the response, the Open Mic Report will be included as part of the next regular meeting agenda. The speaker will be provided a copy of the report and any subsequent reports until the matter is resolved.

Speakers are prohibited from engaging in personal attacks on Councilmembers, staff, or members of the public. Should this occur, the presiding officer will inform the speaker his/her opportunity to address Council has been relinquished and the person must leave the podium.

2. **ADOPTION OF AGENDA:** This order of business is the appropriate time for the Mayor and Councilmembers to add, delete, or change items on the agenda as proposed by the City Manager. A majority of those present must approve additions, deletions or changes to the proposed agenda. After an agenda has been formally adopted, any change thereto shall require a two-thirds (2/3) vote of all members present.

3. **CONSENT/ INFORMATIONAL ITEMS:** Consent items are those business items which must be acted upon by the City Council, but which are routine and generally do not require any discussion or debate. Informational items do not require formal action and are provided as an update or comment to an item of interest to the Council. The City Manager is authorized to prepare a list of consent items, but any Councilmember or the Mayor may request that a particular consent item be removed from the consent list and placed on the regular agenda. This action should be taken at the time the agenda is formally adopted.

4. **PUBLIC HEARINGS:** The Mayor will make every effort to ensure that each speaker giving testimony at a public hearing provides new information and does not simply reiterate the testimony of a previous speaker. Persons will be allowed to associate themselves with previously expressed opinions by approaching the podium, stating their name and address,

and indicating their concurrence with a particular prior speaker. The Mayor will also make every reasonable effort to control, and where possible prevent, demonstrations which might occur during public hearings whether the demonstrations are preplanned or spontaneous.

5. OTHER COUNCIL BUSINESS: This order of business provides an opportunity for Councilmembers and staff to bring up any issues which were not on the agenda. These issues may include, but are not limited to, such items as questions or concerns of Councilmembers, questions or concerns that have been expressed to Councilmembers by citizens and suggestions by Councilmembers for future workshops which will be scheduled upon consensus of the Council.

Items may be placed on or removed from an agenda by any Councilmember in accordance with the following procedures:

A. PLACEMENT OF ITEMS ON AN AGENDA. Any Councilmember may have an item placed on a meeting agenda up until the time the agenda is formally adopted at the Council meeting. Thereafter additions to the agenda will be permitted only upon a two-thirds affirmative vote of all members present in accordance with the adopted rules of procedure.

Items submitted by the Wednesday preceding a regular Council meeting will be included in the original printing of the agenda. Thereafter, items requested by Councilmembers will be included in the recommended additions, deletions and amendments distributed at the Council meeting.

B. REMOVAL OF ITEMS FROM AN AGENDA. Any Councilmember who has placed an item on an agenda will be given the courtesy to remove that item from the agenda at any time prior to the formal adoption of the agenda. Thereafter an item may be removed from the agenda with a two-thirds affirmative vote of all members present in accordance with the adopted rules of procedure.

If an item which was placed on an agenda is deleted at the originator's request prior to the meeting, the City Manager will advise the Council as part of the additional agenda materials provided prior to the meeting. Any such removed item may be placed on the next or any subsequent meeting agenda by the originator of the item or by any other Councilmember.

Any Councilmember who will be absent from a meeting may have any item on that meeting's proposed agenda removed or postponed by notifying the Mayor or the City Manager no later than 3:00 p.m. on the day of the scheduled meeting.

However, if the item has been placed on the agenda by another Councilmember, then it can be removed or postponed only with the concurrence of that Councilmember.

Adopted by the Coon Rapids City Council this 7th day of January, 2014.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk



City Council Regular

3.

Meeting Date: 01/07/2014

Subject: Designation of Official Newspaper

From: Cathy Sorensen, City Clerk

INTRODUCTION

Each year Council designates the City's official legal newspaper.

DISCUSSION

The Coon Rapids Herald has submitted a proposal to serve as the City's legal newspaper for 2014. Their publication rates remain unchanged from prior years. The Herald meets all requirements for this obligation.

RECOMMENDATION

Staff requests adoption of Resolution 14-3 designating the Coon Rapids Herald as the official newspaper for 2014.

Attachments

Resolution 14-3

Coon Rapids Herald

RESOLUTION NO. 14-3

RESOLUTION DESIGNATING OFFICIAL NEWSPAPER

WHEREAS, it is necessary for the Coon Rapids City Council to annually designate a newspaper of local general circulation as the official legal newspaper for the City; and

WHEREAS, the Coon Rapids Herald has previously been so designated; and

WHEREAS, the Coon Rapids Herald meets all necessary requirements for designation.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Coon Rapids, Minnesota that the Coon Rapids Herald is hereby designated as the official newspaper for the City of Coon Rapids for the year 2014.

Adopted this 7th day of January, 2014, by the Coon Rapids City Council.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk

December 5, 2013

Cathy Sorenson
City Clerk
City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433

Dear Cathy:

It is with great pleasure that we ask to serve as the official newspaper for the City of Coon Rapids in 2014. As we continue to implement new changes in the newspaper to improve readership, we feel it's important to provide readers with the city's public notices in addition to news stories, features and photographs of local events we cover each week.

We would like to publish your public notices in the Coon Rapids Herald. The legal publication rate for the Coon Rapids Herald as of January 1, 2014, will be \$10.75 per column inch. The rate for electronically submitted legal publications will be \$10.25 per column inch. You may want to note that this rate remains unchanged from prior years. As a newspaper published in the County of Anoka, we meet the requirements to qualify as an official legal newspaper.

We have appreciated your business over the past years and hope that we can be of service to you in 2014 as a credible, locally-owned, weekly community news source. If you have any questions, please feel free to call me at (763) 712-3532 or email me at jill.donahue@ecm-inc.com. Thank you for your consideration.

Sincerely,



Jill Donahue
Business Manager



City Council Regular

4.

Meeting Date: 01/07/2014

Subject: Designating Depositories and Investment Collateral Management Procedures

From: Kevin Vouk, Manager of
Accounting/Treasurer

INTRODUCTION

Chapter 118A of the Minnesota Statutes sets forth the requirements for the deposit of public funds and the management of collateral.

DISCUSSION

State Statutes allow the City Council to authorize the treasurer or chief financial officer to designate depositories for City funds and to manage the collateral for those funds. The attached resolution designates Wells Fargo Bank Minnesota, N.A. as the official depository and authorizes the Manager of Accounting/Treasurer or Finance Director to designate additional depositories for investment purposes, approve wire transfer agreements with the depositories, and manage the collateral as prescribed by State Statute.

RECOMMENDATION

Adopt Resolution 14-4 designating depositories and investment collateral management procedures.

Attachments

Resolution 14-4

RESOLUTION NO. 14-4

**RESOLUTION DESIGNATING DEPOSITORIES AND
INVESTMENT COLLATERAL MANAGEMENT PROCEDURES**

WHEREAS, Minnesota Statutes Section 118 sets forth the procedures for the deposit of public funds; and

WHEREAS, these statutes allow the Coon Rapids City Council to authorize the treasurer or chief financial officer to annually designate a bank as the official depository for the City funds and manage the collateral pledged to such funds; and

WHEREAS, Wells Fargo Bank Minnesota, N.A., is now the official depository; and

WHEREAS, Wells Fargo Bank Minnesota, N.A., wire transfers funds to institutions the City purchases investments from.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Coon Rapids, Minnesota that City Council does hereby designate Wells Fargo Bank Minnesota, N.A. as the City's official depository for 2014 and authorizes the Manager of Accounting or Finance Director to designate additional depositories for investment purposes and to approve wire transfer agreements with Wells Fargo Bank Minnesota, N.A. and other designated depositories.

BE IT FURTHER RESOLVED that the Manager of Accounting or Finance Director of the City of Coon Rapids is hereby designated as the approved authority for the acceptance and release of all collateral to be held by the City in conjunction with City funds on deposit with authorized institutions.

Adopted this 7th day of January, 2014, by the Coon Rapids City Council.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk



City Council Regular

5.

Meeting Date: 01/07/2014

Subject: Council Appointments

From: Cathy Sorensen, City Clerk

INTRODUCTION

Each year Council makes appointments to certain organizations. Council is asked to make the 2014 appointments at this time.

DISCUSSION

Council is asked to appoint members to represent the City on several organizations. The following were the 2013 representatives:

Anoka County Joint Law Enforcement Council	Steve Wells; Chief Brad Wise; Bruce Sanders alternate
Anoka-Hennepin Community Ed. Advisory Council	Denise Klint; Ron Manning alternate
Metro Cities	Paul Johnson; Jerry Koch alternate
League of Minnesota Cities	Paul Johnson; Denise Klint alternate
Local Government Information Systems	City Manager Steve Gatlin; IT Manager Dave Sack alternate
Minnesota Metro North Tourism (TC Gateway)	Jerry Koch; City Manager Steve Gatlin; Paul Johnson alternate
Schwan's Super Rink Joint Board	Mayor Howe; Steve Wells; Bruce Sanders alternate
Northstar Corridor Development Authority	Bruce Sanders; Mayor Howe alternate
North Metro Crossing Coalition	Bruce Sanders; Mayor Howe alternate

The proposed resolutions have been drafted based on the above assignments but can be amended should Council so choose.

RECOMMENDATION

- a. Adopt Resolution 14-5 Appointing Chief of Police and One Other Voting Member and Alternate to the Anoka County Joint Law Enforcement Council.
- b. Adopt Resolution 14-6 Appointing a Delegate and Alternate to the Anoka-Hennepin District 11 Community Education Advisory Council.
- c. Adopt Resolution 14-7 Appointing a Delegate and Alternate to Metro Cities.
- d. Adopt Resolution 14-8 Appointing a Delegate and Alternate to the League of Minnesota Cities.
- e. Adopt Resolution 14-9 Appointing a Representative and Alternate to the Local Government Information Systems (LOGIS).
- f. Adopt Resolution 14-10 Appointing Representatives and Alternate to the Minnesota Metro North Tourism (Twin Cities Gateway).
- g. Adopt Resolution 14-11 Appointing Two Members and Alternate to the Schwan’s Super Rink Joint Board.
- h. Adopt Resolution 14-12 Appointing a Representative and Alternate to the Northstar Corridor Development Authority.
- i. Adopt Resolution 14-13 Appointing a Representative and Alternate to the North Metro Crossing Coalition.

Attachments

Resolutions

RESOLUTION NO. 14-5

**RESOLUTION APPOINTING CHIEF OF POLICE
AND ONE OTHER VOTING MEMBER AND ALTERNATE TO
ANOKA COUNTY JOINT LAW ENFORCEMENT COUNCIL**

WHEREAS, the City of Coon Rapids is a party to the Anoka County Joint Law Enforcement Council, by the signature of the Mayor and City Manager of Coon Rapids on April 15, 1982 as authorized by resolution of the Coon Rapids City Council; and

WHEREAS, the Joint Powers Agreement requires that the parties to such agreement annually appoint their Chief of Police together with one other individual, to sit on and be a voting member of the Anoka County Law Enforcement Council.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Coon Rapids, Minnesota that the City Council does hereby appoint Councilmember Steve Wells and Police Chief Brad Wise to membership on the Anoka County Joint Law Enforcement Council for the year 2014, with Councilmember Bruce Sanders as alternate.

Adopted this 7th day of January, 2014, by the Coon Rapids City Council.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk

RESOLUTION NO. 14-6

**RESOLUTION APPOINTING A DELEGATE AND ALTERNATE
TO THE ANOKA-HENNEPIN DISTRICT 11
COMMUNITY EDUCATION ADVISORY COUNCIL**

WHEREAS, it is necessary for the Coon Rapids City Council to appoint a delegate and alternate member to represent the City of Coon Rapids to the Anoka-Hennepin District 11 Advisory Council for the year 2014.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Coon Rapids, Minnesota that Councilmember Denise Klint be designated as Council delegate to the Anoka-Hennepin District 14 Advisory Council and Councilmember Ron Manning be designated as alternate delegate.

Adopted this 7th day of January, 2014, by the Coon Rapids City Council.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk

RESOLUTION NO. 14-7

**RESOLUTION APPOINTING A DELEGATE AND ALTERNATE
TO METRO CITIES**

WHEREAS, it is necessary for the Coon Rapids City Council to appoint a delegate member and alternate member to represent the City on Metro Cities for the year 2014.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Coon Rapids, Minnesota that Councilmember Paul Johnson be designated as Council delegate and Councilmember Jerry Koch be designated as alternate delegate to Metro Cities.

Adopted this 7th day of January, 2014, by the Coon Rapids City Council.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk

RESOLUTION NO. 14-8

**RESOLUTION APPOINTING A DELEGATE AND ALTERNATE
TO THE LEAGUE OF MINNESOTA CITIES**

WHEREAS, it is necessary for the Coon Rapids City Council to appoint a delegate member and alternate member to represent the City on the League of Minnesota Cities for the year 2014.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Coon Rapids, Minnesota that Councilmember Paul Johnson be designated as Council delegate and Councilmember Denise Klint be designated as alternate delegate to the League of Minnesota Cities.

Adopted this 7th day of January, 2014, by the Coon Rapids City Council.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk

RESOLUTION NO. 14-9

**RESOLUTION APPOINTING A REPRESENTATIVE AND ALTERNATE
TO LOCAL GOVERNMENT INFORMATION SYSTEMS (LOGIS)**

WHEREAS, it is necessary for the Coon Rapids City Council to appoint a delegate member and alternate member to represent the City of Coon Rapids on the Local Government Information Systems for the year 2014.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Coon Rapids, Minnesota that City Manager Steve Gatlin be designated as delegate to the Local Government Information Systems (LOGIS) and IT Manager Dave Sack as the alternate.

Adopted this 7th day of January, 2014, by the Coon Rapids City Council.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk

RESOLUTION NO. 14-10

**RESOLUTION APPOINTING REPRESENTATIVE AND ALTERNATE TO
MINNESOTA METRO NORTH TOURISM
(TWIN CITIES GATEWAY)**

WHEREAS, the City of Coon Rapids is a member of the Minnesota Metro North Tourism; and

WHEREAS, membership includes representation on the Board of Directors; and

WHEREAS, it is necessary to appoint representatives to represent the City.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Coon Rapids, Minnesota that Councilmember Jerry Koch and City Manager Steve Gatlin be appointed to represent the City on Minnesota Metro North Tourism for 2014 and Councilmember Paul Johnson be appointed to serve as alternate.

BE IT FURTHER RESOLVED that Roshan Bhakta, Holiday Inn Express be appointed to represent the Coon Rapids lodging community on the Minnesota Metro North Tourism for 2014.

Adopted by the Coon Rapids City Council this 7th day of January, 2014.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk

RESOLUTION NO. 14-11

**RESOLUTION APPOINTING TWO MEMBERS AND ALTERNATE
TO THE SCHWAN'S SUPER RINK JOINT BOARD**

WHEREAS, the City is a participant in the Schwan's Super Rink facility at the National Sports Center in Blaine; and

WHEREAS, a joint board was established to oversee the operations of the facility on behalf of the participants; and

WHEREAS, it is necessary to appoint representatives to represent the City.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Coon Rapids, Minnesota that the City Council appoint Mayor Tim Howe and Councilmember Steve Wells to the Schwan's Super Rink Joint Board and that Councilmember Bruce Sanders be appointed to serve as an alternate.

Adopted by the Coon Rapids City Council this 7th day of January, 2014.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk

RESOLUTION NO. 14-12

**RESOLUTION APPOINTING A REPRESENTATIVE AND ALTERNATE
TO THE NORTHSTAR CORRIDOR DEVELOPMENT AUTHORITY**

WHEREAS, the City entered into a Joint Powers Agreement establishing the Northstar Corridor Development Authority; and

WHEREAS, the Authority meets to analyze the feasibility and environmental impacts of integrated transportation improvements along Highway 14 corridor, including highway improvements, commuter and freight rail and recreational trails; and

WHEREAS, the Agreement requests the appointment of one elected official from each government unit, with a designated alternate; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of Coon Rapids, Minnesota that Councilmember Bruce Sanders be appointed the City's representative on the Northstar Corridor Development Authority and Mayor Tim Howe shall be appointed to serve as alternate.

Adopted by the Coon Rapids City Council this 7th day of January, 2014.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk

RESOLUTION NO. 14-13

**RESOLUTION APPOINTING A REPRESENTATIVE TO THE
NORTH METRO CROSSING COALITION**

WHEREAS, it is necessary for the Coon Rapids City Council to appoint a delegate to represent the City of Coon Rapids to the North Metro Crossing Coalition for the year 2014.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Coon Rapids, Minnesota that Councilmember Bruce Sanders be designated as Council delegate to the North Metro Crossing Coalition for 2014 and Mayor Tim Howe shall be appointed to serve as alternate.

Adopted this 7th day of January, 2014, by the Coon Rapids City Council.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk



City Council Regular

6.

Meeting Date: 01/07/2014

Subject: Board and Commission Appointments

From: Cathy Sorensen, City Clerk

INTRODUCTION

Council is asked to approve the annual appointments of members to the City's Boards and Commissions.

DISCUSSION

Below is a list of term status for City Boards and Commissions with recommendations for reappointments. Per City Code Council is also responsible for designating Chairs for each Commission so current Chairs have been listed. The resolutions have been drafted based on that data but should Council wish to make any changes to Chair selections the resolutions can be updated accordingly.

Arts Commission (5 vacancies)

Mary Ann Kehn *Chair*

Jennifer Koch *Resigned*

Patty Sathre *Reappoint*

Board of Adjustment and Appeals (1 Vacancy)

Gary Wessling *Chair*

Teri Spano-Madden *Reappoint*

Trish Thorup *Reappoint*

Jeanette Rosand *Resigned*

Charter Commission

Appointments occur in March

Civil Service Commission

Bob Thistle *Chair (member with expiring term as designated by State Statute)*

Donna Naeve *Reappoint*

Historical Commission

Lyle Goff *Chair and Reappoint*

Jackie Dingley *Reappoint*

Parks and Recreation Commission (1 Vacancy)

Tim Arntson *Chair*

Mary Lou Hecht *Not Renewing*

Neal Livermore *Reappoint*

Ryan McAlpine *Reappoint*

Planning Commission

Jennifer Geisler *Chair*

Donna Naeve *Reappoint*

Safety Commission (3 Vacancies)

Bob Johnson *Chair*

Arnie Alderman *Reappoint*

Brian Armstrong *Not Renewing*

Mandy Benz *Not Recommended for Reappointment*

Sustainability Commission (3 Vacancies)

Stacey Demmer *Chair and Reappoint*

Joeleen Famoso - *Not Renewing*

Pamela Foster - *Resigned*

Steven Pedersen - *New Appointment (Application Attached)*

Donald Stauffer - *Not Renewing*

RECOMMENDATION

Staff recommends that Council adopt the following resolutions:

- a. Adopt Resolution 14-14 Approving Annual Appointments to the Arts Commission.
- b. Adopt Resolution 14-15 Approving Annual Appointments to the Board of Adjustment and Appeals.
- c. Adopt Resolution 14-16 Approving Annual Appointments to the Police and Firefighter's Civil Service Commission.
- d. Adopt Resolution 14-17 Approving Annual Appointments to the Historical Commission.
- e. Adopt Resolution 14-18 Approving Annual Appointments to the Parks Commission.
- e. Adopt Resolution 14-19 Approving Annual Appointments to the Planning Commission.
- f. Adopt Resolution 14-20 Approving Annual Appointments to the Safety Commission.
- g. Adopt Resolution 14-21 Approving Annual Appointments to the Sustainability Commission.

Attachments

Application - Steven Pedersen

Resolutions



CITY OF COON RAPIDS

ADVISORY COMMISSION APPLICATION FORM

(Please type or use black ink)

DATE: 11-25-13

NAME: Steven Pedersen

ADDRESS: 7100 11th St S ZIP: 55425

TELEPHONE: Home: Work: Cell:

EMAIL ADDRESS:

PLEASE RANK IN ORDER THE COMMISSIONS ON WHICH YOU WISH TO SERVE (leave blank any Commissions on which you do not wish to serve):

- Arts, Housing/Community Development, Board of Adjustment and Appeals, Mortgage Assistance Foundation, Capital Improvement, Parks and Recreation, Charter, Planning, Civil Service (Police & Fire), Safety, Historical, Sustainable Community (Green)

A) WORK EXPERIENCE: 40 years working on health and environmental issues.

B) CIVIC, PROFESSIONAL AND COMMUNITY ACTIVITIES:

chaired the MN stormwater steering comm. (4 yrs) Gov.-appointed member of Clean Water Council

C) WHY DO YOU WANT TO BE ON AN ADVISORY COMMISSION:

During my work career I worked on environmental sustainability issues. Now that I am retired I want to continue this work within the community where I live.

D) WHAT SKILLS, STRENGTHS OR ABILITIES DO YOU BELIEVE YOU WILL ADD TO THE COMMISSION?

years of experience on topic; strong
collaboration skills; a number of years
in committee leadership positions

E) ADDITIONAL COMMENTS:

REFERENCES (Optional)

Name	Address	Phone
------	---------	-------

B. Pederson
Signature

11-25-13
Date

Please return to:

City Manager's Office
City of Coon Rapids
11155 Robinson Drive
Coon Rapids MN 55433-3761
Telephone: 763-767-6493

The information provided by you on this application will be used to determine your suitability for appointment to an advisory commission. Participation as an advisory commission member is strictly voluntary and you are not required by law to provide this information, however, should you not furnish this information the City may have difficulty determining your suitability for appointment, contacting you regarding your information, and if selected, with your duties on the advisory commission. Under Minnesota State statutes, only your name is considered public information upon appointment. Any other information on this application is private data and will be accessible only to you, City staff, or as provided for by Minnesota statutes.

RESOLUTION NO. 14-14

**APPROVING ANNUAL APPOINTMENTS TO THE
ARTS COMMISSION**

WHEREAS, the term of Patty Sathre expired on December 31, 2013; and

WHEREAS, Patty Sathre wishes to be reappointed to an additional term; and

WHEREAS, Jennifer Koch has resigned and a vacancy now exists.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Coon Rapids, Minnesota that Patty Sathre be reappointed to the Arts Commission for a three-year term to expire on December 31, 2016, a vacancy exists with a term to expire on December 31, 2015, and Mary Ann Kehn is appointed Chair for 2014.

BE IT FURTHER RESOLVED that five vacancies will exist on this Commission.

Adopted this 7th day of January, 2014, by the Coon Rapids City Council.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk

RESOLUTION NO. 14-15

**APPROVING ANNUAL APPOINTMENTS TO THE
BOARD OF ADJUSTMENT AND APPEALS**

WHEREAS, the terms of Terri Spano-Madden and Trish Thorup of the Board of Adjustment and Appeals expired on December 31, 2013; and

WHEREAS, the Commission recommends the reappointment of the members with the expired terms; and

WHEREAS, Jeanette Rosand has resigned and a vacancy now exists.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Coon Rapids, Minnesota that Terri Spano-Madden and Trish Thorup be reappointed for three-year terms to expire on December 31, 2016 and one vacancy with a term ending December 31, 2014 exists.

BE IT FURTHER RESOLVED that Gary Wessling be appointed as Chair of the Board of Adjustment and Appeals for the year 2014.

Adopted this 7th day of January, 2014, by the Coon Rapids City Council.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk

RESOLUTION NO. 14-16

**APPROVING ANNUAL APPOINTMENTS TO THE
POLICE AND FIREFIGHTER'S CIVIL SERVICE COMMISSION**

WHEREAS, the term of Donna Naeve on the Police and Firefighter's Civil Service Commission expired on December 31, 2013; and

WHEREAS, Donna Naeve is seeking reappointment to the Police and Firefighter's Civil Service Commission; and

WHEREAS, Minnesota State Statutes designates the Civil Service Commission member with the expiring term for that year be appointed Chair.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Coon Rapids, Minnesota that Donna Naeve be reappointed to serve on the Police and Firefighter's Civil Service Commission with a term to expire December 31, 2016 and that Bob Thistle be appointed Chair.

Adopted this 7th day of January, 2014, by the Coon Rapids City Council.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk

RESOLUTION NO. 14-17

**APPROVING ANNUAL APPOINTMENTS TO THE
HISTORICAL COMMISSION**

WHEREAS, the terms of Jackie Dingley and Lyle Goff expired on December 31, 2013; and

WHEREAS, the Historical Commission recommends the reappointment of Jackie Dingley and Lyle Goff; and

WHEREAS, the Historical Commission recommends the appointment of Lyle Goff as Chair for 2014.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Coon Rapids, Minnesota that Jackie Dingley and Lyle Goff be reappointed for three-year terms to expire on December 31, 2016; and

BE IT FURTHER RESOLVED that Lyle Goff be appointed as Chair of the Historical Commission for the year 2014.

Adopted this 7th day of January, 2014, by the Coon Rapids City Council.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk

RESOLUTION NO. 14-18

**APPROVING ANNUAL APPOINTMENTS TO THE
PARKS AND RECREATION COMMISSION**

WHEREAS, the terms of Mary Lou Hecht, Neal Livermore, and Ryan McAlpine of the Parks and Recreation Commission expired on December 31, 2013; and

WHEREAS, Mary Lou Hecht is not seeking reappointment and a vacancy now exists; and

WHEREAS, Neal Livermore and Ryan McAlpine are seeking reappointment.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Coon Rapids, Minnesota that Neal Livermore and Ryan McAlpine be reappointed for three-year terms to expire on December 31, 2016 and that a vacancy exist with a term to expire December 31, 2016.

BE IT FURTHER RESOLVED by the City Council of Coon Rapids, Minnesota that Tim Arntson be appointed Chair of the Parks and Recreation Commission for 2014.

Adopted this 7th day of January, 2014, by the Coon Rapids City Council.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk

RESOLUTION NO. 14-19

**APPROVING ANNUAL APPOINTMENTS TO THE
PLANNING COMMISSION**

WHEREAS, the term of Donna Naeve of the Planning Commission expired on December 31, 2013; and

WHEREAS, it is necessary to fill the vacancy at this time.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Coon Rapids, Minnesota that the Donna Naeve be reappointed for a three-year term to expire on December 31, 2016.

BE IT FURTHER RESOLVED that Jennifer Geisler be appointed as Chair of the Planning Commission for the year 2014.

Adopted this 7th day of January, 2014, by the Coon Rapids City Council.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk

RESOLUTION 14-20

**APPROVING ANNUAL APPOINTMENTS TO THE
SAFETY COMMISSION**

WHEREAS, the terms of Arnie Alderman, Brian Armstrong, and Mandy Benz of the Safety Commission expired on December 31, 2013; and

WHEREAS, Brian Armstrong is not seeking reappointment; and

WHEREAS, the Safety Commission recommends the reappointment of the one of the remaining members with expired terms;

WHEREAS, the Commission will have two vacancies with terms that expires December 31, 2016.

NOW THEREFORE BE IT RESOLVED by the City Council of Coon Rapids, Minnesota that Arnie Alderman and be reappointed for a three-year term to expire on December 31, 2016, and three vacancies be declared with a term that expires December 31, 2016.

BE IT FURTHER RESOLVED that Bob Johnson be appointed as Chair of the Safety Commission for the year 2014.

Adopted this 7th day of January, 2014, by the Coon Rapids City Council.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk

RESOLUTION NO. 14-21

**APPROVING ANNUAL APPOINTMENTS TO THE
2014 SUSTAINABILITY COMMISSION**

WHEREAS, the terms of Stacey Demmer, Joeleen Famoso, and Donald Stauffer of the Sustainability Commission expired on December 31, 2013; and

WHEREAS, Stacey Demmer is seeking reappointment and the Commission recommends the reappointment; and

WHEREAS, Joeleen Famoso and Donald Stauffer are not seeking reappointment but Steven Pedersen has applied and the Commission recommends his appointment; and

WHEREAS, the Commission will have two vacancies after these appointments.

NOW THEREFORE BE IT RESOLVED by the City Council of Coon Rapids, Minnesota that Stacey Demmer be reappointed for three-year terms to expire on December 31, 2016 and Steven Pedersen be appointed for a three-year term to expire on December 31, 2016.

BE IT FURTHER RESOLVED that Stacey Demmer be appointed as Chair of the Sustainability Commission for the year 2014.

Adopted this 7th day of January, 2014, by the Coon Rapids City Council.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk



City Council Regular

7.

Meeting Date: 01/07/2014

Subject: Authorization of Purchase Capital Equipment from Forfeiture Fund

From: Brad Wise, Police Chief

INTRODUCTION

Staff is recommending replacing Police Department fitness equipment and making modest fitness room modifications using Police Department Forfeiture Funds.

DISCUSSION

Some equipment in the Police Department fitness room dates to 1996 and is needing replacement. Those pieces include: a treadmill, flat bench, and multi-functional trainer. The rubber mats on the floor need replacement and staff would like to remove a wall to an adjacent storage room to make the training space in the fitness room larger. Cost estimates are as follows:

Matrix Treadmill \$3,800

Matrix Olympic Flat Bench \$900

Matrix Aura Functional Trainer \$5,600

Rubber mat floor replacement \$3,000

Wall removal construction costs: \$2,500

The proposed expenditure amounts to approximately \$16,000. Funds would come from the Police Department's drug forfeiture account. Minnesota Statute 609.5315 Subd. 5 authorizes the use of forfeiture funds to "be forwarded to the appropriate agency for deposit as a supplement to the agency's operating fund or similar fund for use in law enforcement."

RECOMMENDATION

Authorize expending drug forfeiture funds to replace fitness equipment and related room improvements in the Police Department.

BUDGET IMPACT:

There is no impact to the City budget as funds would come from a police forfeiture account.



City Council Regular

8.

Meeting Date: 01/07/2014

Subject: Final Payment for Project 13-4, Street Reconstruction, Blackfoot Street

Submitted For: Sharon Legg, Finance Director

From: Dianne Nelson, Advanced Accounting Technician

INTRODUCTION

The City Engineer has recommended final payment to Northwest Asphalt, Inc. in the amount of \$9,394.65 for Project 13-4, Street Reconstruction, Blackfoot Street.

DISCUSSION

A summary of Project 13-4, Street Reconstruction, Blackfoot Street, is as follows:

Contract completion date (paving)	10/3/13
Contract completion date (remainder of project)	10/11/13
Final completion date	10/18/13

Contract amount	\$218,484.50
Total additions/deletions	\$0.00
Final contract amount	\$218,484.50
Actual project cost	\$187,893.00
Less: previous payments by City	(\$178,498.35)
Amount due	\$9,394.65
Amount under final contract	(\$30,591.50)

The actual project costs were less than the final contract amount due to less work performed than actual bid.

RECOMMENDATION

All of the above dates and amounts are reasonable and accurate according to the project file. The delay in completion was due to inclement weather. No liquidated damages are recommended. Staff recommends approval of final payment to Northwest Asphalt, Inc. in the amount of \$9,394.65 for Project 13-4, Street Reconstruction, Blackfoot Street.



City Council Regular

9.

Meeting Date: 01/07/2014

Subject: All-Hazard Mitigation Planning

Submitted For: Cary Parks, Captain Administration **From:** Cathy Sorensen, City Clerk

INTRODUCTION

The Federal Emergency Management Agency (FEMA) requires all cities and counties to have mitigation plans in place prior to receiving any grant funds or to be eligible for federal disaster reimbursement in the event of a Presidential emergency declaration.

DISCUSSION

In 2004, FEMA began requiring cities and counties to prepare All-Hazard Mitigation Plans. Coon Rapids and other municipalities in Anoka County began working with Anoka County officials on the County-wide plan, and participation at that time was authorized by Council Resolution 04-22 on January 20, 2004. This plan was completed in 2006 and approved by FEMA in 2007. FEMA requires these plans to be reviewed and updated periodically.

Emergency management and public safety personnel from each community in Anoka County review and update the current All-Hazards Mitigation Plan and work collaboratively with Anoka County emergency management officials. Continued participation in the process requires each city council to approve participation through a council resolution.

RECOMMENDATION

Staff recommends that the City Council adopt Resolution 14-22, adopting the multi-jurisdictional Anoka County All-Hazard Mitigation Plan.

Attachments

Resolution 14-22

RESOLUTION NO. 14-22

**RESOLUTION TO ADOPT THE ANOKA COUNTY MULTI-JURISDICTIONAL
HAZARD MITIGATION PLAN**

WHEREAS, the State of Minnesota has ordained that every county and incorporated municipality in the State is required to have a Hazard Mitigation Plan approved by the Minnesota Department of Homeland Security and Emergency Management, to maintain eligibility for state disaster assistance after November 2004; and

WHEREAS, the Federal Emergency Management Administration (FEMA) under the Disaster Mitigation Act of 2000 has ordained that every county and incorporated municipality within the county is required to have a Hazard Mitigation Plan approved by FEMA in order to be eligible for Hazard Mitigation Grant Program Funding for Presidential disasters declared after November 2004; and

WHEREAS, under the Disaster Mitigation Act of 2000, the Federal Emergency Management Agenda (FEMA) has issued an Interim Final Rule that details the minimum criteria for local hazard mitigation plans; and

WHEREAS, the City of Coon Rapids agrees with the concept of and necessity for hazard mitigation planning; and

WHEREAS, the Anoka County Hazard Mitigation Planning Committee recommends the adoption of the Anoka County Multi-Jurisdictional Hazard Mitigation Plan; and

WHEREAS, the Minnesota Department of Homeland Security and Emergency Management and the Federal Emergency Management Agency have conducted a review of and approved the Anoka County Multi-Jurisdictional Hazard Mitigation Plan.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Coon Rapids, Minnesota that the Anoka County Multi-Jurisdictional Hazard Mitigation Plan is adopted as submitted for public welfare as required.

Adopted this 7th day of January, 2014, by the Coon Rapids City Council.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk



City Council Regular

10.

Meeting Date: 01/07/2014

Subject: Set Public Hearing Date for Miscellaneous Assessments 2014(1)

From: Heidi Cederstrand, Assessment Clerk II

INTRODUCTION

A date for a public hearing should be set to consider miscellaneous assessments to be certified to the County for collection with the 2015 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 February 6 and make a recommendation to the City Council at the February 18 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 14-23 Miscellaneous Assessment declaring the cost to be assessed, ordering preparation of the proposed assessment roll and ordering the public hearing for January 21, 2014 on the proposed assessment roll.

Attachments

Res. Set PH for MISC2014(1)

RESOLUTION NO. 14-23

**RESOLUTION DECLARING COST TO BE ASSESSED AND ORDERING
PUBLIC HEARING ON PROPOSED ASSESSMENT ROLL FOR
2014(1) 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 \$143,060.07 and administrative fees of \$9,660 making the total cost of the improvements \$152,720.07.

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 \$152,720.07.
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 21st day of January, 2014 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 7th day of January, 2014.

Tim Howe, Mayor

Attest:

Catherine M. Sorensen, City Clerk



City Council Regular

11.

Meeting Date: 01/07/2014

Subject: Harvest Grill-Sixth Amendment to Lease

Submitted For: Steve Gatlin, City Manager

From: David Brodie, City Attorney

INTRODUCTION

At the December 10, 2013 Work Session Jason Hines of Potluck Catering/The Harvest Grill at Bunker Hills requested that Council consider an amendment to his current lease agreement with regard to weekly rent payments.

DISCUSSION

At the December 10, 2013 work session, staff outlined Mr. Hines' request that the Harvest Grill be allowed to make weekly rent payments not only through December for rent due at Bunker Hills but for the length of the remaining lease. The current lease does not allow for weekly rent payments. In order to bring the rent current, Mr. Hines proposed that October, November, and December rent be divided into six weekly payments of \$17,279.93. Mr. Hines also requested that the Harvest Grill be able to continue with weekly rental payments for all its obligations under the Lease and its amendments. Mr. Hines requests the ability to escrow his 2015 liquor license fee with the City and agreed to "pay ahead" on his rent obligations in order to provide that the monthly rent be received by the City before the beginning of the month for which rent is due rather than during the month. Mr. Hines also reiterated his desire to add the \$20,000 owed for monument signage and building signage to the arrearage repayment established in the Third Amendment to the Lease. (Note this was also agreed to in the Fifth Amendment to the Lease) Note, Mr. Hines neither requested nor the City agreed to any decrease to the amount of the yearly rent, utilities, incentive rent or any other obligation under the Lease or its amendments. At the time of the work session, the Harvest Grill still had an outstanding property tax bill with Anoka County and not yet applied for its 2014 liquor license.

Since the work session, Mr. Hines has made the six payments of \$17,279.93 to satisfy his October, November and December 2013 rent, utilities and incentive rent obligations. He has met the necessary requirements to obtain his 2014 liquor license from the City, and paid his 2013 personal property tax obligation with Anoka County.

Based on input from Council at the December 10 work session, staff has prepared a Sixth Amendment to the Lease. Key terms of the Sixth Amendment to the Lease include:

1. Acknowledging that the Harvest Grill has made weekly payments for October, November and December rent including taxes, utilities, incentive rent.
2. Confirming that monies owed for monument signage and building signage (\$20,000) will be added to the payment schedule as established in the Third Lease Amendment with a new term of three years ending December 1, 2016 at an interest rate of 7.5%.
3. Confirming that the Harvest Grill will continue to escrow its personal property tax with the City.
4. Ability for the Harvest Grill to make weekly rent payments per the payment schedule attached to the lease that includes base rent, utilities, incentive rent, liquor license fee, arrearage repayment under Third Amendment, and in 2014 an additional "pay ahead" rent of \$630 per week.

5. Confirming that Mr. Hines would provide City with all financials for his Bunker Hills Harvest Grill operation as outlined in paragraph 9 of Third Amendment to Lease Agreement.
6. Payments to City will be in form of cashier's checks or certified checks.
7. Original lease terms will be strictly enforced in terms of payment due dates.

RECOMMENDATION

Council is asked to approve the Sixth Amendment to the Lease Agreement, Bunker Hills Golf Course Restaurant and Catering Provider, Potluck Catering, Inc., d/b/a Town and Country Caterers.

Attachments

Sixth Amendment to Lease
Exhibit A6-1

**SIXTH AMENDMENT TO
LEASE AGREEMENT**

**BUNKER HILLS GOLF COURSE
RESTAURANT AND CATERING PROVIDER**

THIS SIXTH AMENDMENT TO LEASE AGREEMENT (“Sixth Amendment”) made and entered into this _____ day of January, 2014, by and between the City of Coon Rapids, a Minnesota municipal corporation, hereinafter referred to as “City”, and Potluck Catering, Inc., d/b/a Town and Country Caterers, a Minnesota corporation, hereinafter referred to as “Tenant.”

WITNESSETH:

The City and Tenant entered into a Commercial Lease Agreement dated September 21, 2010 (“the Lease”), concerning the restaurant, banquet facility, and bar and grill portions of the clubhouse at the Bunker Hills Golf Course (“the Golf Course”). The Tenant is now conducting business at the Golf Course doing business as “the Harvest Grill.”

The City and Tenant entered into a First Amendment to Commercial Lease Agreement dated December 18, 2011 (“the First Amendment”) modifying certain provisions of the Lease related to the impact of the reconstruction of County Road 14/Main Street and the closure of the road as part of that project. The City and Tenant entered into a Second Amendment to Commercial Lease Agreement dated January 17, 2012 (“the Second Amendment”) modifying certain provisions of the First Amendment as part of the ongoing negotiations related to the impact of the County Road 14/Main Street road closure. The City and Tenant entered into the Third Amendment to the Commercial Lease dated February 8, 2012 modifying the certain provisions for the 2012 lease year to allow the Tenant to remain open while maintain the service level expectations of the City. The City and Tenant entered into the Fourth Amendment allowing Tenant to sublease space in the Premise to a third party for charitable gambling. The City and Tenant entered into the Fifth Amendment allowing Tenant to make temporary weekly payments of rent and other expenses and to include Tenant's share of signage into current arrearage repayment schedule.

Tenant has come forth to the City requesting the ability to pay 2014 financial obligations under the Lease on a weekly payment schedule instead of a monthly schedule. In addition, the Tenant and City wish to reiterate that Tenant's share of signage will be added to current repayment schedule and Tenant will provide certain financial information to City. To avoid confusion, Tenant and City agree that the Fifth Amendment will no longer be effective. This Sixth Amendment continues to show the City’s and the Tenant’s good faith efforts to a successful long-term clubhouse relationship as vital to the public interest in the City of Coon Rapids.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, the sufficiency of which is hereby acknowledged, the Lease, is hereby amended as follows:

1. **DEFINITIONS.** All capitalized terms, not otherwise separately defined herein, shall have the meanings ascribed to them in the Lease and/or the Amendments to the Lease.

2. **FIFTH AMENDMENT.** As of the effective date of this Amendment, the Fifth Amendment is no longer in effect.

3. **2013 RENT.** Paragraph 5 of the Lease is hereby modified to reflect that Tenant paid to the City the remaining 2013 rent (October-December) including base rent, utilities, taxes, and incentive rent on a weekly basis. The six payments in total equaled the October, November, December rent and delinquent utilities. The weekly payments commenced on Monday, November 25, 2013 and were in the amount of \$17,279.93. The remaining five payments were made on December 2, 2013, December 9, 2013, December 16, 2013, December 23, 2013, and December 30, 2013. Tenant has made all payments under this paragraph and City acknowledges receipt herein of those payments.

4. **ARREARS REPAYMENT.** Tenant currently is paying past due rent and utilities to the City pursuant to Paragraph 4 of the Third Amendment to the Lease. City agrees that additional amount owed of \$20,000 for signage will be added to the existing principal balance on January 1, 2014. Tenant shall continue to re-pay the delinquency in 2014 on weekly basis as prescribed in Paragraph 6 of this Amendment. However, if Tenant's gross sales or total income, as measured by Tenant's gross receipts reported to the State of Minnesota for sales tax purposes, exceed Tenant's monthly expenses including rent, as measured by the financial reporting requirements in paragraph 8 of this Sixth Amendment, Tenant shall pay such excess to the City. Any such excess received by the City shall first be credited by the City to the Delinquency and then shall be retained by the City as incentive rent.

5. **PERSONAL PROPERTY TAX PAYMENT.** Tenant will pay \$6,250.00 per month to the City until such time as Tenant's yearly personal property tax obligation has been reached. Tenant shall pay the personal property tax payment per the schedule prescribed in paragraph 6 of this Amendment. The City shall hold said amounts to pay Anoka County when due for Tenant's personal property tax account as required in paragraph 22 of the Lease. All other terms and conditions of paragraph 22 of the Lease shall remain in full force and effect.

6. **2014 RENT AND OTHER PAYMENTS.** Paragraph 5 of the Lease is hereby modified to reflect that Tenant shall pay the City the monthly rent due which includes base rent, utilities, plus, the arrears repayment pursuant to paragraph 4 of this Amendment, personal property taxes pursuant to paragraph 5 on this Amendment, and the escrow of the following year liquor license fee on weekly basis per the payment schedule attached to this Sixth Amendment as Exhibit A6-1. As included in the weekly payment, Tenant agrees to pay additional rent in 2014 as prescribed on the payment schedule to provide that the monthly rent be received by the City before the beginning of the month for which rent is due rather than during the month as was the original intent of the Lease. Incentive based rent shall be calculated and collected pursuant to

paragraph 6 of the Lease except that such incentive based rent shall be shall also be paid on a weekly basis. Per the payment schedule, weekly payment shall commence on January 6, 2014 and continue to be paid each Monday thereafter except that rent shall be payable the day after a holiday in the event that rent is due on one of the following holidays-Martin Luther King Day, President's Day, Memorial Day, Fourth of July, Labor Day, Christmas Eve, Christmas and New Year's Day. All rent due under this Paragraph is due on the payment date and no grace period exists for late payments. Each year a new payment schedule shall be generated to show Tenant's weekly payment obligations.

7. PAYMENT METHOD. For the length of the remaining Lease, Tenant shall pay all payments owed including rent, utilities, taxes and incentive rent in the form of a Cashier's Check or Certified Check.

8. FINANCIAL OVERSIGHT. The City may enter into a contract with a consultant experienced in the operational and financial management of a destination restaurant to advise the City. The purpose of the consultant will be to advise the City on Tenant's operations and ensure that Tenant is meeting its operational and financial obligations to the City. Tenant and Tenant's on-site manager shall meet with the consultant on a monthly basis. Tenant will fully cooperate with the consultant to review the operation of the restaurant. Tenant will provide the City with monthly financial statements for Tenant's operation, including monthly balance sheets, revenues and expenses, and any other financial information deemed necessary by the City, in a format acceptable to the City. The City may request additional information or clarification from Tenant if the City believes, in the City's discretion, that discrepancies or irregularities appear in the information provided by Tenant. If the City determines that discrepancies or irregularities exist, and the City reasonably determines that Tenant purposefully created the discrepancies or irregularities to avoid paying the rent, the delinquency, or incentive rent as described in Lease and the Amendments, the City may terminate the lease.

9. FULL FORCE AND EFFECT. Except as expressly amended by the provisions of this Sixth Amendment, the terms and conditions contained in the Lease, the First Amendment, the Second Amendment, Third Amendment and Fourth Amendment shall continue to govern the rights and obligations of the parties and the Lease shall remain in full force and effect until and unless expressly modified by the parties in writing.

IN WITNESS WHEREOF, the parties hereto have executed this Sixth Amendment as of the day and year above written.

CITY OF COON RAPIDS

By: _____
Tim Howe, Mayor

By: _____
Steve Gatlin, City Manager

POTLUCK CATERING, INC.

By: _____
Jason Hines, Owner and Operator

KB & J'S ENTERPRISES, INC.

By: _____
Jason Hines

By: _____
Kim T. Hines

CONTINUING PERSONAL GUARANTY

As additional inducement for the City to enter into this Sixth Amendment, the undersigned jointly and severally and unconditionally guarantees that the Tenant will make all payments and meet any and all debts, liabilities, and obligations of every nature or form, now existing or hereafter arising or acquired under this Sixth Amendment, Fifth Amendment, the Fourth Amendment, the Third Amendment, the Second Amendment, the First Amendment, and the Lease fully and promptly. If the Tenant defaults, the undersigned will immediately be responsible for and pay all sums due under the terms of the Lease, the First Amendment, the Second Amendment, the Third Amendment, the Fourth Amendment, and this Sixth Amendment, and all amounts payable under the equipment leases. If it is necessary for the City to proceed legally to enforce this Guaranty, the undersigned expressly consents to the jurisdiction of the State of Minnesota, Tenth Judicial District, with venue in Anoka County and to pay all costs, including reasonable attorneys fees incurred in enforcement of this guaranty and waives any right to a jury trial. It is not necessary for the City to proceed against the Tenant before enforcing this guaranty.

Kim T. Hines

X

Name of Guarantor

Signature

Dated

Jason Hines

X

Name of Guarantor

Signature

Dated

Harvest Grill Weekly Rent Schedule

	Rent payments	Rent to get current	Utilities	Note	RE Taxes	Liquor License	Total payment excluding 2%	Balance due	Base rent due	Base rent payment	Rent to get current	Balance due end of period
								beginning of period				
		32,760.00	60,000.00		75,000.00	9,750.00						
01/06/14	1,890.00	630.00	1,153.85	456.25	1,442.31	187.50	5,759.90	0	7,560.00	-1,890.00	-630.00	5,040.00
01/13/14	1,890.00	630.00	1,153.85	456.25	1,442.31	187.50	5,759.90	5,040.00		-1,890.00	-630.00	2,520.00
01/20/14	1,890.00	630.00	1,153.85	456.25	1,442.31	187.50	5,759.90	2,520.00		-1,890.00	-630.00	0.00
01/27/14	1,890.00	630.00	1,153.85	456.25	1,442.31	187.50	5,759.90	0.00		-1,890.00	-630.00	-2,520.00
02/03/14	1,890.00	630.00	1,153.85	460.00	1,442.31	187.50	5,763.65	-2,520.00	7,560.00	-1,890.00	-630.00	2,520.00
02/10/14	1,890.00	630.00	1,153.85	460.00	1,442.31	187.50	5,763.65	2,520.00		-1,890.00	-630.00	0.00
02/17/14	1,890.00	630.00	1,153.85	460.00	1,442.31	187.50	5,763.65	0.00		-1,890.00	-630.00	-2,520.00
02/24/14	1,890.00	630.00	1,153.85	460.00	1,442.31	187.50	5,763.65	-2,520.00		-1,890.00	-630.00	-5,040.00
03/03/14	2,520.00	630.00	1,153.85	368.00	1,442.31	187.50	6,301.65	-5,040.00	12,600.00	-2,520.00	-630.00	4,410.00
03/10/14	2,520.00	630.00	1,153.85	368.00	1,442.31	187.50	6,301.65	4,410.00		-2,520.00	-630.00	1,260.00
03/17/14	2,520.00	630.00	1,153.85	368.00	1,442.31	187.50	6,301.65	1,260.00		-2,520.00	-630.00	-1,890.00
03/24/14	2,520.00	630.00	1,153.85	368.00	1,442.31	187.50	6,301.65	-1,890.00		-2,520.00	-630.00	-5,040.00
03/31/14	2,520.00	630.00	1,153.85	368.00	1,442.31	187.50	6,301.65	-5,040.00		-2,520.00	-630.00	-8,190.00
04/07/14	5,040.00	630.00	1,153.85	460.00	1,442.31	187.50	8,913.65	-8,190.00	20,160.00	-5,040.00	-630.00	6,300.00
04/14/14	5,040.00	630.00	1,153.85	460.00	1,442.31	187.50	8,913.65	6,300.00		-5,040.00	-630.00	630.00
04/21/14	5,040.00	630.00	1,153.85	460.00	1,442.31	187.50	8,913.65	630.00		-5,040.00	-630.00	-5,040.00
04/28/14	5,040.00	630.00	1,153.85	460.00	1,442.31	187.50	8,913.65	-5,040.00		-5,040.00	-630.00	-10,710.00
05/05/14	8,190.00	630.00	1,153.85	460.00	1,442.31	187.50	12,063.65	-10,710.00	32,760.00	-8,190.00	-630.00	13,230.00
05/12/14	8,190.00	630.00	1,153.85	460.00	1,442.31	187.50	12,063.65	13,230.00		-8,190.00	-630.00	4,410.00
05/19/14	8,190.00	630.00	1,153.85	460.00	1,442.31	187.50	12,063.65	4,410.00		-8,190.00	-630.00	-4,410.00
05/26/14	8,190.00	630.00	1,153.85	460.00	1,442.31	187.50	12,063.65	-4,410.00		-8,190.00	-630.00	-13,230.00
06/02/14	6,552.00	630.00	1,153.85	368.00	1,442.31	187.50	10,333.65	-13,230.00	32,760.00	-6,552.00	-630.00	12,348.00
06/09/14	6,552.00	630.00	1,153.85	368.00	1,442.31	187.50	10,333.65	12,348.00		-6,552.00	-630.00	5,166.00
06/16/14	6,552.00	630.00	1,153.85	368.00	1,442.31	187.50	10,333.65	5,166.00		-6,552.00	-630.00	-2,016.00
06/23/14	6,552.00	630.00	1,153.85	368.00	1,442.31	187.50	10,333.65	-2,016.00		-6,552.00	-630.00	-9,198.00
06/30/14	6,552.00	630.00	1,153.85	368.00	1,442.31	187.50	10,333.65	-9,198.00		-6,552.00	-630.00	-16,380.00
07/07/14	8,190.00	630.00	1,153.85	460.00	1,442.31	187.50	12,063.65	-16,380.00	32,760.00	-8,190.00	-630.00	7,560.00
07/14/14	8,190.00	630.00	1,153.85	460.00	1,442.31	187.50	12,063.65	7,560.00		-8,190.00	-630.00	-1,260.00
07/21/14	8,190.00	630.00	1,153.85	460.00	1,442.31	187.50	12,063.65	-1,260.00		-8,190.00	-630.00	-10,080.00
07/28/14	8,190.00	630.00	1,153.85	460.00	1,442.31	187.50	12,063.65	-10,080.00		-8,190.00	-630.00	-18,900.00
08/04/14	8,190.00	630.00	1,153.85	460.00	1,442.31	187.50	12,063.65	-18,900.00	32,760.00	-8,190.00	-630.00	5,040.00
08/11/14	8,190.00	630.00	1,153.85	460.00	1,442.31	187.50	12,063.65	5,040.00		-8,190.00	-630.00	-3,780.00
08/18/14	8,190.00	630.00	1,153.85	460.00	1,442.31	187.50	12,063.65	-3,780.00		-8,190.00	-630.00	-12,600.00
08/25/14	8,190.00	630.00	1,153.85	460.00	1,442.31	187.50	12,063.65	-12,600.00		-8,190.00	-630.00	-21,420.00
09/01/14	6,552.00	630.00	1,153.85	368.00	1,442.31	187.50	10,333.65	-21,420.00	32,760.00	-6,552.00	-630.00	4,158.00
09/08/14	6,552.00	630.00	1,153.85	368.00	1,442.31	187.50	10,333.65	4,158.00		-6,552.00	-630.00	-3,024.00
09/15/14	6,552.00	630.00	1,153.85	368.00	1,442.31	187.50	10,333.65	-3,024.00		-6,552.00	-630.00	-10,206.00
09/22/14	6,552.00	630.00	1,153.85	368.00	1,442.31	187.50	10,333.65	-10,206.00		-6,552.00	-630.00	-17,388.00
09/29/14	6,552.00	630.00	1,153.85	368.00	1,442.31	187.50	10,333.65	-17,388.00		-6,552.00	-630.00	-24,570.00
10/06/14	5,040.00	630.00	1,153.85	460.00	1,442.31	187.50	8,913.65	-24,570.00	20,160.00	-5,040.00	-630.00	-10,080.00
10/13/14	5,040.00	630.00	1,153.85	460.00	1,442.31	187.50	8,913.65	-10,080.00		-5,040.00	-630.00	-15,750.00
10/20/14	5,040.00	630.00	1,153.85	460.00	1,442.31	187.50	8,913.65	-15,750.00		-5,040.00	-630.00	-21,420.00
10/27/14	5,040.00	630.00	1,153.85	460.00	1,442.31	187.50	8,913.65	-21,420.00		-5,040.00	-630.00	-27,090.00
11/03/14	3,150.00	630.00	1,153.85	460.00	1,442.31	187.50	7,023.65	-27,090.00	12,600.00	-3,150.00	-630.00	-18,270.00
11/10/14	3,150.00	630.00	1,153.85	460.00	1,442.31	187.50	7,023.65	-18,270.00		-3,150.00	-630.00	-22,050.00
11/17/14	3,150.00	630.00	1,153.85	460.00	1,442.31	187.50	7,023.65	-22,050.00		-3,150.00	-630.00	-25,830.00
11/24/14	3,150.00	630.00	1,153.85	460.00	1,442.31	187.50	7,023.65	-25,830.00		-3,150.00	-630.00	-29,610.00
12/01/14	1,512.00	630.00	1,153.85	368.00	1,442.31	187.50	5,293.65	-29,610.00	7,560.00	-1,512.00	-630.00	-24,192.00
12/08/14	1,512.00	630.00	1,153.85	368.00	1,442.31	187.50	5,293.65	-24,192.00		-1,512.00	-630.00	-26,334.00
12/15/14	1,512.00	630.00	1,153.85	368.00	1,442.31	187.50	5,293.65	-26,334.00		-1,512.00	-630.00	-28,476.00
12/22/14	1,512.00	630.00	1,153.85	368.00	1,442.31	187.50	5,293.65	-28,476.00		-1,512.00	-630.00	-30,618.00
12/29/14	1,512.00	630.00	1,153.85	368.00	1,442.31	187.50	5,293.65	-30,618.00		-1,512.00	-630.00	-32,760.00
Total	252,000.00	32,760.00	60,000.00	22,065.00	75,000.00	9,750.00	451,575.00	0.00	252,000.00	-252,000.00	-32,760.00	-32,760.00



City Council Regular

12.

Meeting Date: 01/07/2014

Subject: Cons. Resolution Establishing Bunker Hills Golf Course Fees and Charges

From: Tim Anderson, Golf Pro/Manager

INTRODUCTION

Attached are the proposed 2014 golf rates, which are being recommended to remain stable for 2014. Anticipated expenses, as well as course quality and demand at Bunker Hills, are taken into consideration when setting the rates.

DISCUSSION

The 2013 and 2014 rates of some comparable public golf courses are attached, as well as the proposed 2014 rates for Bunker Hills. Also attached are rates for several practice ranges in close proximity to Bunker Hills.

The Patron Card has become the membership base for customer loyalty at Bunker Hills. 2014 rates focus on continuing the positive growth of these loyal users for the entire facility at Bunker Hills.

The offering of competitively priced practice opportunities provide for an affordable golf experience on a vastly upgraded hitting surface and learning environment.

Continuing to provide complimentary access to junior golfers after 4:00 p.m. on the Executive Course with a paid adult should further several facility-wide goals:

1. Promotion of family/community recreational activities
2. Promotion and growth of junior golf initiatives
3. Promotion and growth of beginner/new golfer initiatives
4. Promotion of Bunker Hills Golf Club as a community gathering place
5. Create more activity on the Executive Course during historically slow periods

RECOMMENDATION

Adopt Resolution 14-24 establishing Bunker Hills Golf Course fees and charges.

Attachments

Resolution 14-24

2014 Golf Rate Proposal

2014 Practice Analysis

RESOLUTION 14-24

RESOLUTION ESTABLISHING BUNKER HILLS GOLF COURSE FEES AND CHARGES

WHEREAS, the fees and charges for Bunker Hills Golf Course 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 of the golf course to remain competitive within the metro area to the extent practical; and

WHEREAS, the City Council further finds that certain fees and charges for Bunker Hills Golf Course should remain stable for 2014 to ensure competitiveness within the metro area.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Coon Rapids, Minnesota that effective January 7, 2014, the fees and charges (including sales tax where applicable) for Bunker Hills Golf Course shall remain as outlined in Attachment A.

Adopted this 7th of January, 2014.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk

Rate Comparisons

Bunker Hills	2014	\$45 non-patron	18-hole	\$17.00
		\$33 patron	9-hole	\$ 9.00

Golf Courses

Green Fees

Carts

Prestwick (Woodbury)	2013	\$60 weekdays \$55 member	18-hole 9-hole	\$20.00 \$10.00
Rush Creek (Maple Grove)	2014	\$79 before 8:00am \$115 8:00am-4:00pm \$49 after 4:00pm	18-hole	\$19.00
The Wilds (Prior Lake)	2013	\$80	18-hole	\$16.00
Edinburgh USA (Brooklyn Park)	2013	\$54 non-resident \$46 resident	18-hole 9-hole	\$17.00 \$ 9.00
Willingers (Northfield)	2013	\$49 weekdays \$59 weekends	18-hole	\$16.00
Stoneridge (Stillwater)	2013	\$74 weekdays \$84 weekends	18-hole 9-hole	\$16.00 \$10.00
Legends Golf Club (Prior Lake)	2013	\$74	18-hole	\$15.00
Chaska Town Course (Chaska)	2013	\$60 non-resident weekdays \$66 non-resident weekends	18-hole 9-hole	\$17.00 \$ 8.50
The Refuge	2013	\$42	18-hole 9-hole	\$17.00 \$12.00

Executive/ Par 3 Courses

Bunker Hills	2014	\$13 non-patron / \$9 patron
Kate Haven	2013	\$15
Majestic Oaks	2013	\$12
Centerbrook	2013	\$15

2014 Golf Rates - Bunker Hills Golf Course

<u>ID Cards</u>	<u>2013</u>	<u>2014</u>	<u>Increase</u>
*Individual ID Card	50	50	0
*Husband/Wife ID Card	80	80	0
*Senior Citizen ID Card	30	30	0
*Sales tax not included			

<u>Daily Fees on Regulation Course</u>	<u>2013</u>	<u>2014</u>	<u>Increase</u>
18 Holes	45	45	0
18 Holes (Sat., Sun., Holidays after 4:00)	33	33	0
18 Holes w/ ID card	33	33	0
18 Holes w/ ID card (Sat., Sun., Holidays after 4:00)	25	25	0
9 Holes	23	23	0
9 Holes (Sat., Sun., Holidays after 4:00)	17	17	0
9 Holes w/ ID card	17	17	0
9 Holes w/ ID card (Sat., Sun., Holidays after 4:00)	13	13	0
* 18 Holes - Senior Patron	22	22	0
* 18 Holes - Junior	18	18	0
* 9 Holes - Junior	9	9	0
** 9 Holes - Junior (Sat., Sun., Holidays after 4:00)	6	6	0

* During restricted times

** Rate subject to play with parent/guardian

<u>Daily Fees on Executive Course</u>	<u>2013</u>	<u>2014</u>	<u>Increase</u>
9 Hole	13	13	0
9 Hole w/ ID card	9	9	0
9 Hole – Senior Patron	8	8	0
**9 Hole – Junior	6	6	0
**9 Hole – Junior (after 4:00)	0	0	0

** Rate subject to play with adult

<u>Rental Fees on Both Courses</u>	<u>2013</u>	<u>2014</u>	<u>Increase</u>
18 Hole club rental	15/25	15/25	0
9 Hole club rental	10/15	10/15	0
18 Hole power cart	17	17	0
9 Hole power cart	9	9	0
Pull Cart	5	5	0
*Golf Cart Membership	750	750	0

*Must hold an Individual Membership or Adult Season Pass (Individual, Husband/Wife or Senior)

<u>Practice Facility Rates</u>	<u>2013</u>	<u>2014</u>	<u>Increase</u>
Range Balls - Small (30 balls)	4	4	0
Range Balls - Medium (60 balls)	N/A	7	0
Range Balls - Large (100 balls)	N/A	10	0
*Practice Pass (First 30)	450	450	0

*Includes practice balls and access to the short-game facility for the season, sales tax not included.

<u>Individual Membership</u>	<u>2013</u>	<u>2014</u>	<u>Increase</u>
*Individual (First 100)	1,650	1,650	0

*Sales tax not included

<u>Simulator Center</u>	<u>2013</u>	<u>2014</u>	<u>Increase</u>
*Season Ticket – Individual (Unlimited Play)	400	400	0
Public (per hour)	32	32	0
Patron (per hour)	28	28	0
Senior/Junior (per hour)	28	28	0

*Sales tax not included

Season Tickets

* Individual	\$1150	\$1150	\$0
* Husband/Wife	1600	1600	0
* Senior Citizen	500	500	0
Junior	150	150	0

* Must have held a season pass since 1987 to purchase a season pass in 2014.

2014 PRACTICE FEE ANALYSIS

Club	Small Price	Ball Count	Per Ball	Medium Price	Ball Count	Per Ball	Large Price	Ball Count	Per Ball	Membership
Bunker Hills	\$4.00	30	\$0.13	\$7.00	60	\$0.12	\$10.00	100	\$0.10	\$450.00
Edinburgh	\$4.25	35	\$0.12							
Majestic Oaks	\$5.50	40	\$0.14	\$9.00	70	\$0.13				
Northfork	\$3.75	25	\$0.15	\$6.50	50	\$0.13				\$399.00
Victory Links	\$5.00	25	\$0.20	\$7.00	70	\$0.10	\$10.00	110	\$0.09	\$550.00