



HRA Meeting 6:50 p.m.

CITY COUNCIL AGENDA
Tuesday, March 4, 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

Proclamations/Presentations

1. Coon Rapids Sustainability Commission Annual Report
2. Cons. Resolution 14-39 Authorizing the City to Participate in the Minnesota GreenStep Cities Program

Approval of Minutes of Previous Meeting

February 18, 2014, Regular Meeting

Consent Agenda

3. Cons. Resolution 14-42 Authorizing the Sale of Tax Forfeited Properties
4. Authorize Final Payment, Large Bituminous Patching Repairs, Project 13-16
5. 2013 Community Development Annual Report
6. Approve Temporary On-Sale Intoxicating Liquor License to Conduct Wine Tasting for Faith Lutheran Church of Coon Rapids, 11115 Hanson Boulevard
7. Cons. Resolution 14-38 Appointing Two Members to the Arts Commission
8. Accept Right of Entry Agreement from McDonalds USA, LLC for Fire Protection Purposes, Northdale Boulevard/Hanson Boulevard
9. Cons. Resolution 14-43 Concurring with Issuance of Gambling Premises Permit for Coon Rapids Lions Club at Coon Rapids Liquor, 11239 Foley Boulevard

Reports on Previous Open Mic

Public Hearing

Bid Openings and Contract Awards

Old Business

New Business

10. Cons. Appeal of Solicitor License Denial, Joseph Einbinder, The Window Store Home Improvements
11. Cons. Preliminary and Final Plat, Tylers Cove, 127th Avenue, Terry and Jeanette Balfany, PC 13-32
12. Cons. Approval of Registered Land Survey, Amcon, 87th Avenue and Evergreen Boulevard, PC 14-02
13. Cons. Amendment to Site Plan for Design Flexibility for Monument Sign, Frauenshuh, 11850 Blackfoot Street, PC 13-32
14. Cons. Amendment to Site Plan for Use and Design Flexibility to Allow a Second Freestanding Sign, 430 Coon Rapids Boulevard, Jack Ovick, PC 13-24
15. Cons. Resolution Approving Plans and Specifications and Ordering Advertisement for Bids, Large Bituminous Street Patching Repairs, Project 14-16
16. Cons. Resolution Approving Plans and Specifications and Ordering Advertisement for Bids for Well Rehabilitation, Project 14-19
17. Cons. Resolution Approving Plans and Specifications and Ordering Advertisement for Bids for City-Owned Electrical Repair, Project 14-18
18. Residential Street Reconstruction, Project 14-3:
 - a. Cons. Resolution Accepting Feasibility Report and Ordering Public Hearing
 - b. Cons. Resolution Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment Roll
 - c. Cons. Resolution Setting Assessment Hearing
19. Residential Street Reconstruction, Project 14-4:
 - a. Cons. Resolution Accepting Feasibility Report and Ordering Public Hearing
 - b. Cons. Resolution Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment Roll
 - c. Cons. Resolution Setting Assessment Hearing
20. Cons. Resolution 14-41 Approving Labor Agreement between the City of Coon Rapids and Law Enforcement Labor Services, Local 207
21. Cons. Resolution 14-40 Approving Labor Agreement between the City of Coon Rapids and the Law Enforcement Labor Services - Local #362 Representing Police Sergeants

Other Business

Adjourn



City Council Regular

Meeting Date: 03/04/2014

SUBJECT:

Attachments

2-18-14 Council Minutes

UNAPPROVED

COON RAPIDS CITY COUNCIL MEETING MINUTES OF FEBRUARY 18, 2014

OPEN MIC/PUBLIC COMMENT

Jerry Pierce, 12236 Partridge Street NW, commented on his last open mic appearance and said there should be an open discussion on the hoarding ordinance. He shared his displeasure with the non-domestic animal ordinance and not being allowed to feed the ducks, stating not many other cities have this ordinance. Mr. Pierce referred to the whistle-free designation in the City and two pedestrian deaths that occurred, and then commented that the Council did not handle the Northpoint Church conditional use permit discussion very well.

CALL TO ORDER

The second regular meeting of the Coon Rapids City Council for the month of February was called to order by Mayor Tim Howe at 7:15 p.m. on Tuesday, February 18, 2014, 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 KLINT, TO ADOPT THE AGENDA AS AMENDED REMOVING ITEM 10. THE MOTION PASSED UNANIMOUSLY.

PROCLAMATIONS/PRESENTATIONS

1. PRESENT PROCLAMATION AND CONSIDER RESOLUTION 14-36 ACCEPTING DONATION OF FUNDS FROM THE 2013 EISENHOWER ELEMENTARY SCHOOL PENNY DRIVE
-

Mayor Howe read a proclamation recognizing the students from the Eisenhower Elementary School for their efforts during the recent Kookies Penny Drive. He thanked the students for their donation of \$70.03 and requested the Council adopt a resolution accepting this donation.

MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER JOHNSON, TO ADOPT RESOLUTION NO. 14-36, ACCEPTING THE DONATION OF FUNDS FROM THE 2013 EISENHOWER ELEMENTARY SCHOOL PENNY DRIVE. THE MOTION PASSED UNANIMOUSLY.

2. COON RAPIDS HEART SAFE COMMUNITY PUBLIC SERVICE TRAINING VIDEO

Officer Bryan Platz, Minnesota Heart Safe, shared the trailer for the newly-created Heart Safe Community training video/public service announcement featuring community member Joshua Gagner for his heroic efforts that helped save a life of a co-worker in Coon Rapids on October 3, 2013. The video will be used everywhere possible to help promote the importance of AED training in the community and beyond.

Officer Platz explained that Bill Carson of billcarson.tv donated \$5,365.81 in services toward the production, directing, and shooting of this piece. The total cost of this video project is \$12,265.81, of which the balance will be paid for through donations from the Northstar Lions, Community Strength Foundation/Arts Commission, National Little League Association, Advanced First Aid, Coon Rapids Service, and the Coon Rapids Rotary Club. He was grateful to all these groups and for their participation in this community effort. He was pleased to announce that over 3,000 members of the community had been trained in AED use and compression CPR.

Mayor Howe thanked Officer Platz for his efforts and for bringing the community together to become Heart Safe.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

FEBRUARY 5, 2014, COUNCIL MEETING

MOTION BY COUNCILMEMBER MANNING, SECONDED BY COUNCILMEMBER KOCH, FOR APPROVAL OF THE MINUTES OF THE FEBRUARY 5, 2014, COUNCIL MEETING. THE MOTION PASSED UNANIMOUSLY.

CONSENT AGENDA/INFORMATIONAL BUSINESS

3. CONSIDER RESOLUTION 14-35 DESIGNATING THE *ANOKA COUNTY UNION HERALD* AS THE OFFICIAL NEWSPAPER FOR 2014
4. CONSIDER RESOLUTION 14-37 ACCEPTING THE DONATION OF A BEVERAGE BAR FROM THE PEPSI BOTTLING COMPANY TO THE COON RAPIDS CIVIC

CENTER

5. APPROVAL OF TEMPORARY ON-SALE 3.2% MALT LIQUOR FOR EPIPHANY CHURCH FOR USE AT SPRINGFEST
 6. CONSIDER WAIVER OF FEES FOR THE 2014 FOURTH OF JULY CELEBRATION
-

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

Councilmember Johnson provided comment on the beverage bar that was donated to the civic center. He stated this amenity was greatly appreciated and had already been used during Snowflake Days.

THE MOTION PASSED UNANIMOUSLY.

REPORTS ON PREVIOUS OPEN MIC

7. OPEN MIC REPORT – JERRY PIERCE – 12236 PARTRIDGE STREET NW – VARIOUS CONCERNS
-

Mayor Howe discussed Mr. Pierce’s comments made during Open Mic at the February 5, 2014 Council meeting.

PUBLIC HEARING

8. CONSIDER ADOPTION OF ORDINANCE AMENDING CITY CHARTER ESTABLISHING THE REGISTRATION OF WRITE-IN CANDIDATES FOR CITY-OFFICES
-

The staff report was shared with Council.

Councilmember Koch requested further information on the seven-day time limit for write in candidates within the ordinance language. City Attorney Brodie advised the language was based on State statute.

Mayor Howe opened and closed the public hearing at 7:43 p.m. since no one appeared to address the Council.

MOTION BY COUNCILMEMBER MANNING, SECONDED BY COUNCILMEMBER SANDERS, TO ADOPT THE PROPOSED ORDINANCE AMENDING CITY CHARTER CHAPTER 1-400 ESTABLISHING REGISTRATION OF WRITE-IN CANDIDATES FOR CITY OFFICES.

Councilmember Sanders said he was pleased with the ordinance amendment as it would streamline the voting reporting process.

THE MOTION PASSED UNANIMOUSLY.

OLD BUSINESS

9. CONSIDER RESOLUTION 14-31 ADOPTING 2014 (1) MISCELLANEOUS SPECIAL ASSESSMENTS (CONTESTED MISCELLANEOUS ASSESSMENTS ONE-YEAR)

The staff report was shared with Council.

MOTION BY COUNCILMEMBER KOCH, SECONDED BY COUNCILMEMBER JOHNSON, TO ADOPT RESOLUTION NO. 14-31 ADOPTING 2014(1) MISCELLANEOUS SPECIAL ASSESSMENTS (CONTESTED MISCELLANEOUS ASSESSMENTS-ONE YEAR). THE MOTION PASSED UNANIMOUSLY.

NEW BUSINESS

~~10. CONSIDER APPEAL OF SOLICITOR LICENSE DENIAL, JOSEPH EINBINDER, THE WINDOW STORE HOME IMPROVEMENTS~~

This agenda item has been removed from the agenda and rescheduled to the March 4, 2014, Council meeting.

**11. RIVERVIEW PARK IMPROVEMENT PLAN, PROJECT 14-9:
A. APPROVE PRELIMINARY DESIGN CONCEPT PLAN
B. APPROVE CONSULTANT SERVICES AGREEMENT FOR DESIGN AND BIDDING SERVICES AND AUTHORIZE EXECUTION OF AGREEMENT**

The staff report was shared with Council.

Mayor Howe said he was pleased that this project was finally able to move forward.

MOTION BY COUNCILMEMBER JOHNSON, SECONDED BY COUNCILMEMBER KOCH, TO APPROVE THE PRELIMINARY DESIGN CONCEPT PLAN FOR RIVERVIEW PARK; AND APPROVE THE CONSULTANT SERVICES AGREEMENT WITH WSB & ASSOCIATES, INC. FOR RIVERVIEW PARK DESIGN AND BIDDING SERVICES AND AUTHORIZE EXECUTION OF THE AGREEMENT BY APPROPRIATE CITY OFFICIALS. THE MOTION PASSED UNANIMOUSLY.

12. **CONSIDER RESOLUTION 14-34 EXEMPTING THE CITY OF COON RAPIDS FROM
THE MISSISSIPPI RIVER CRITICAL CORRIDOR AREA RULES**

The staff report was shared with Council.

Mayor Howe said he supported the exemption along with the proposed language changes.

**MOTION BY COUNCILMEMBER KOCH, SECONDED BY COUNCILMEMBER WELLS, TO
ADOPT RESOLUTION NO. 14-34 EXEMPTING THE CITY OF COON RAPIDS FROM THE
MISSISSIPPI RIVER CRITICAL CORRIDOR AREA RULES.**

Councilmember Manning questioned if this exemption would be supported. Councilmember Koch explained that if all cities passed a similar exemption, local government may have a chance of keeping the critical corridor management at a local level. Mayor Howe indicated this resolution would send a positive message as to where the City of Coon Rapids stands.

THE MOTION PASSED UNANIMOUSLY.

13. **RESIDENTIAL STREET RECONSTRUCTION, PROJECT 14-1:**
A. **CONSIDER RESOLUTION ACCEPTING FEASIBILITY REPORT AND
ORDERING PUBLIC HEARING ON IMPROVEMENT**
B. **CONSIDER RESOLUTION DECLARING COST TO BE ASSESSED AND
ORDER PREPARING OF PROPOSED ASSESSMENT ROLL**
C. **CONSIDER RESOLUTION SETTING ASSESSMENT HEARING**

The staff report was shared with Council.

**MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER
JOHNSON, TO ADOPT RESOLUTION NO. 14-1(4) ACCEPTING FEASIBILITY REPORT AND
ORDERING PUBLIC HEARING ON IMPROVEMENT; RESOLUTION NO. 14-1(10)
DECLARING THE COST TO BE ASSESSED AND ORDERING PREPARATION OF A
PROPOSED ASSESSMENT ROLL; AND RESOLUTION NO. 14-1(11) SETTING THE
ASSESSMENT HEARING DATE FOR MARCH 18, 2014. THE MOTION PASSED
UNANIMOUSLY.**

14. **ROUND LAKE BOULEVARD STREET RECONSTRUCTION, PROJECT 14-2:**
A. **CONSIDER RESOLUTION ACCEPTING FEASIBILITY REPORT AND
ORDERING PUBLIC HEARING**
B. **CONSIDER RESOLUTION DECLARING COST TO BE ASSESSED AND
ORDERING PREPARATION OF PROPOSED ASSESSMENT ROLL**
C. **CONSIDER SETTING ASSESSMENT HEARING**

The staff report was shared with Council.

MOTION BY COUNCILMEMBER KOCH, SECONDED BY COUNCILMEMBER MANNING, TO ADOPT RESOLUTION NO. 14-2(4) ACCEPTING FEASIBILITY REPORT AND ORDERING PUBLIC HEARING ON IMPROVEMENT FOR MARCH 18, 2014; RESOLUTION NO. 14-2(10) DECLARING THE COST TO BE ASSESSED AND ORDERING PREPARATION OF PROPOSED ASSESSMENT ROLL; AND RESOLUTION NO. 14-2(11) SETTING AN ASSESSMENT HEARING DATE FOR MARCH 18, 2014. THE MOTION PASSED UNANIMOUSLY.

15. ACCEPT PROPOSAL AND AUTHORIZE EXECUTION OF AGREEMENT FOR ENGINEERING SERVICES, 2014 WELL REHABILITATION PROGRAM, PROJECT 14-19
-

The staff report was shared with Council.

MOTION BY COUNCILMEMBER JOHNSON, SECONDED BY COUNCILMEMBER KLINT, TO ACCEPT THE PROPOSAL FOR ENGINEERING SERVICES FOR THE 2013/2014 WELL REHABILITATION PROGRAM FROM PROGRESSIVE CONSULTING ENGINEERS, INC. AND AUTHORIZE EXECUTION OF THE AGREEMENT FOR ENGINEERING SERVICES IN ACCORDANCE WITH THE PROPOSAL DATED NOVEMBER 11, 2013.

Councilmember Manning questioned how the Foley Boulevard tower would impact this project. Public Works Director Himmer explained Foley Boulevard has been identified as a replacement tower. He noted the Council would be approving a comprehensive water update under Item 16. He commented a new water tower location would be examined through this study.

THE MOTION PASSED UNANIMOUSLY.

16. APPROVE CONSULTANT SERVICES AGREEMENT AND AUTHORIZE EXECUTION OF AGREEMENT FOR COMPLETING WATER SYSTEM MASTER PLAN UPDATE, PROJECT 14-20
-

The staff report was shared with Council.

MOTION BY COUNCILMEMBER JOHNSON, SECONDED BY COUNCILMEMBER KLINT, TO APPROVE THE SELECTION OF BOLTON & MENK, INC. CONSULTING ENGINEERS AND SURVEYORS, TO COMPLETE THE CITY'S WATER SYSTEM MASTER PLAN UPDATE FOR A FEE OF \$47,626.00, APPROVE THE CONSULTANT SERVICES AGREEMENT, AND AUTHORIZE EXECUTION OF THE AGREEMENT BY APPROPRIATE CITY OFFICIALS. THE MOTION PASSED UNANIMOUSLY.

17. POLICE VEHICLE PURCHASE:
 - A. CONSIDER RESOLUTION 14-33 AMENDING THE 2014 CAPITAL EQUIPMENT FUND BUDGET
 - B. AUTHORIZE PURCHASE OF EIGHT MARKED AND ONE UNMARKED POLICE VEHICLES
-

The staff report was shared with Council.

MOTION BY COUNCILMEMBER WELLS, SECONDED BY COUNCILMEMBER JOHNSON, TO ADOPT RESOLUTION NO. 14-33 AMENDING THE 2014 CAPITAL EQUIPMENT FUND BUDGET; AND AUTHORIZE THE PURCHASE OF EIGHT MARKED AND ONE UNMARKED POLICE VEHICLE FROM NELSON AUTO CENTER UNDER THE STATE CONTRACT. THE MOTION PASSED UNANIMOUSLY.

18. TASER PURCHASE FOR POLICE DEPARTMENT:
 - A. CONSIDER RESOLUTION 14-32 AMENDING THE 2014 BUDGET TO REAPPROPRIATE FUNDS USING THE CONTRIBUTION FROM ANOKA HENNEPIN DRUG AND VIOLENT CRIME TASK FORCE
 - B. AUTHORIZE PURCHASE OF 15 TASERS AND RELATED EQUIPMENT FROM TASER INTERNATIONAL
-

The staff report was shared with Council.

MOTION BY COUNCILMEMBER JOHNSON, SECONDED BY COUNCILMEMBER WELLS, TO ADOPT RESOLUTION NO. 14-32 AMENDING THE 2014 BUDGET TO REAPPROPRIATE \$10,995.45 IN THE CAPITAL OUTLAY FUND TO CAPITAL OUTLAY USING THE CONTRIBUTION FROM THE ANOKA HENNEPIN DRUG AND VIOLENT CRIME TASK FORCE; AND AUTHORIZING THE PURCHASE OF 15 TASERS AND RELATED EQUIPMENT FROM TASER INTERNATIONAL IN THE AMOUNT OF \$20,340.45. THE MOTION PASSED UNANIMOUSLY.

OTHER BUSINESS

Councilmember Koch commended the Utility Department for managing the frozen water pipes throughout the City over the past several weeks.

Councilmember Klint appreciated all of the volunteers, along with Diane Buszta, for their efforts in making the 50th Anniversary of Snowflake Days an event to remember.

Mayor Howe thanked Marquis John Leggate for attending over 25 events during Snowflake Days. He agreed this year's Snowflake Days was a wonderful community festival, then shared a long list of

community members, businesses and organizations involved in the events noting Snowflake Days would not have been a tremendous success without their assistance. He said he was pleased by the turnout from the community.

Councilmember Johnson provided comment on the success of the medallion hunt.

Councilmember Koch encouraged residents to keep their fire hydrants free and clear of snow for emergency purposes throughout the winter months.

ADJOURN

MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER KOCH, TO ADJOURN THE MEETING AT 8:18 P.M. THE MOTION PASSED UNANIMOUSLY.

Approval Attestation:
Cathy Sorensen, City Clerk



City Council Regular

1.

Meeting Date: 03/04/2014

Subject: Coon Rapids Sustainability Commission Annual Report

From: Colleen Sinclair, Recycling Coordinator

INTRODUCTION

The Coon Rapids sustainability Commission would like to provide an annual report to Council.

DISCUSSION

The mission of the Sustainability Commission is to assist Council in making Coon Rapids a better, more earth friendly place to live. The past few years have produced a variety of education and outreach to our residents as well as provided assistance to various City projects within city hall. A representative of the commission will provide a brief update on their progress.

RECOMMENDATION

Staff recommends the Sustainability Commission present a short update of their progress.



City Council Regular

2.

Meeting Date: 03/04/2014

Subject: MN GreenSteps City

Submitted For: Colleen Sinclair, Recycling Coordinator

From: Colleen Sinclair, Recycling Coordinator

INTRODUCTION

The Sustainability Commission recommends the City of Coon Rapids become members of the Minnesota GreenStep Cities program.

DISCUSSION

Minnesota GreenStep Cities is a voluntary challenge, assistance and recognition program to help cities achieve their sustainability and quality-of-life goals. GreenStep is a free, continuous improvement program, managed by a public-private partnership, and based upon 28 best practices. Each best practice can be implemented by completing one or more actions at a 1, 2 or 3-star level, from a list of four to eight actions. These actions are tailored to all Minnesota cities, focus on cost savings and energy use reduction, and encourage civic innovation. The City of Coon Rapids has been categorized as a class "A" city based on its size and makeup of employees and properties. Through a recent audit within city departments staff has identified 14 of the 28 steps completed. Once these steps are recorded within the GreenSteps program, Coon Rapids will qualify for step 2 in the program.

A program overview and discussion was held at the February 18th City Council work session. Council was very receptive to the program and recommended passing the appropriate resolution to join at the next available Council meeting. The attached resolution starts the process for participation in the program. Also attached is a summary of the program initiatives, along with how the City of Coon Rapids currently ranks within the various criteria.

RECOMMENDATION

The Coon Rapids Sustainability Commission recommends the Council adopt Resolution 14-39 authorizing the City to participate in the MN GreenStep Cities Program.

Attachments

GreenStep City Coon Rapids report

GreenStep Resolution

Minnesota GreenStep Cities: City of Coon Rapids

<http://greenstep.pca.state.mn.us>



Overview:

This is a voluntary challenge, assistance and recognition program to help cities achieve their sustainability goals. This is a free continuous improvement program, managed by a public-private partnership including Minnesota Pollution Control Agency, Clean Energy Resource Teams, League of MN Cities, Great Plains Institute and more. It is based on 28 best practices, organized into five categories. Each best practice can be implemented by completing one or more actions, from a list of four to eight actions. These actions are tailored to all Minnesota cities, focus on cost savings and energy use reduction, and encourage civic innovation. Cities that implement a minimum number of best practices will be recognized as a GreenStep City, with additional practices garnering additional recognition based on a three step scale.

Requirements for Coon Rapids:

Cities are categorized into A, B or C cities depending on population, city buildings/employees, transit services available, location related to metropolitan area and other factors. These categories determine what is required to receive credit for each best practice. Coon Rapids is a Category A City. GreenStep Cities is a three part program. Step 1 requires cities to become familiar with the program, conduct inventory of completed/planned best practices and discuss with city council. Then approval of a city council resolution to work toward GreenStep Cities recognition is required to complete Step 1. Step 2 will require Coon Rapids to complete 8 of the 28 best practices and Step 3 requires completing 16 of the 28 best practices.

Current Status:

Coon Rapids already focuses on sustainability in many aspects outlined in the 28 best practices and we currently qualify for 14 credits based on preliminary inventory of city practices. Once a resolution is passed by City Council, we would likely start at Step 2 based on actions already implemented in the city. Some best practices are required to become a Step 3 city. Below these best practices are outline along with descriptions of what Coon Rapids is currently doing that would qualify for these credit. Credits that we do not yet qualify for are relisted at the bottom along with requirements for each credit. *Yellow highlighted items indicate CR will receive credit for this Best Practice based on current actions.

Looking Forward:

This program provides clear goals for city-wide sustainability in various areas. We are able to track what areas Coon Rapids is currently doing well in and what areas we can improve in based on specific criteria. It will provide framework for future projects and initiatives. Currently no other city in Anoka County is a GreenStep City and we hope Coon Rapids can be a leader in this program.

28 Best Practices:

* **Highlighted items** indicate CR will receive credit for this Best Practice based on current actions.

Building & Lighting

1. Efficient Existing Public Buildings (Required for Step 3):
 - Required but not yet complete: Must enter baseline data in MN B3 Benchmarking database for energy consumption in all city-owned buildings.
 - Completed: Make no/low cost facility operations & maintenance changes (water treatment sites, light bulb changes) , implement efforts to reduce plug loads, new construction of building and operation & maintenance qualifies under green building framework (CR Ice Arena)
2. ***Efficient Existing Private Buildings:**
 - Outreach program to reduce residential energy-water use (workshops & newsletters), business energy/water efficiency actions (water use monitoring), watering ordinance (city conservation sprinkling ban)
3. New Green Buildings: Not complete
4. ***Efficient Building & Street Lighting and Signals:**
 - Rapid replacement of inefficient street lights, coordinated traffic signals, solar powered lighting (Wedgewood Trail), relamp exterior building lighting (LED now used), motion sensor lighting (City Hall lot)
5. ***Building Reuse:**
 - Residential remodeling assistance program (Homes for Generations program) and standards for redevelopment (part of Master Plan standards)

Land Use

6. ***Comprehensive Planning & Implementation (Required for Step 3):**
 - Adopted Comprehensive Plan with complying regulatory ordinances and intergovernmental coordination for land use/watershed impacts (worked with watershed on infrastructure projects)
7. ***Higher Density/Efficient City Growth:**
 - Encourage higher density housing, limit low-density development, provide incentives for life-cycle housing (Homes for Generations)
8. ***Mixed Uses:**
 - Community planning for mixed use areas, city building adjacent to existing employment center, access to walking/biking trails and transit service (Ice Arena)
9. ***Efficient Highway-Oriented Development:**
 - Established design goals for at least one highway (Coon Rapids Blvd 2010 study, Hwy 10 corridor) and highway commercial zoning district for auto-oriented land uses
10. Conservation Design: Not complete

Transportation

11. Complete Green Streets (Required for Step 3): Not complete

- Required but not yet complete: Complete streets policy that also addresses street trees and stormwater
 - Completed: Remedy complete street gaps and remedy street-trail gaps (re-development of trails Mississippi River Trail Bikeway, Coon Rapids Blvd)
12. ***Mobility Options (Required for Step 3):**
 - Promote walking, biking and transit via distributing maps, documenting increased facilities, bus infrastructure (SHIP program), Walk/Bicycle Friendly City, expand transit service (Northstar)
 13. ***Efficient City Fleets:**
 - Increase efficiency of existing fleet (reorganizing mowing routes for gas/energy saving), right-size/ down-size city fleet, electric vehicle (battery operated athletic field stripper), bike use for police
 14. Demand-Side Travel Planning: Not complete

Environmental Management

15. Environmentally Preferable Purchasing (Required for Step 3): Not complete
16. ***Urban Forests (Required for Step 3):**
 - Certified Tree City USA, Tree Trusts' Best Practices, maximize tree planting in city, protect existing trees/ plant resilient species
17. ***Efficient Stormwater Management (Required for Step 3):**
 - Ordinances regarding stormwater runoff volumes, stormwater utility fees to enhance management, rain garden present in city (city park)
18. ***Parks & Trails:**
 - Plan for parks in new development areas (Sunrise Pond Park), low maintenance turf/native landscapes (15.7 acres native grasses), involve community in land stewardship projects (Adopt a Park program)
19. Surface Water Quality: Not complete
20. Efficient water & Watershed Facilities: Not complete
21. Septic Systems: Not complete
22. ***Solid Waste Reduction:**
 - Adopt and meet reduction goals in community and internally, promote reuse in community, organics collection, mandate recycling from multi-unit residential buildings
23. Local Air Quality: Not complete

Economic, Community Development

24. ***Benchmarks & Community Engagement (Required for Step 3):**
 - Committee to lead and report on GreenStep process (Sustainability Commission), measure and report to community regarding goals (Commission forums and outreach), engage community members, education outreach, block clubs/associations (National Night Out)
25. Green Business Development (Required for Step 3): Not complete
26. Renewable Energy: Not complete

27. Local Food: Not complete
28. Business Synergies: Not complete

Incomplete Best Practices

Receiving credit for the 14 practices outline above would qualify Coon Rapids for a Step 2 City. Looking forward, to become a Step 3 we would need to complete a total of 16 credits including all items marked as required for Step 3. Below are the practices we currently do not qualify for.

Building & Lighting

1. Efficient Existing Public Buildings (Required for Step 3): Need to complete B3 data
3. New Green Buildings: Buildings meet/qualify for green building framework, requirements for city buildings, assisting schools, financial support/incentives to private parties, etc.

Land Use

10. Conservation Design: Conduct Natural Resource Inventory or Assessment, woodland best management practices policy, conservation design scorecard, conservation easement program

Transportation

11. Complete Green Streets (Required for Step 3): Complete streets policy that includes street trees and stormwater
14. Demand-Side Travel Planning: Right-size parking development, require retail services location at transit service sites, LEED Neighborhood Development project, etc.

Environmental Management

15. Environmentally Preferable Purchasing (Required for Step 3): Required to adopt policy for purchasing EnergyStar equipment and 30% post-consumer recycled paper. Also practices including using renewable energy sources, local purchasing preference, requirements for recycled-content roadbed materials, printing services, etc.
19. Surface Water Quality: Star Lake/River designation of lake/river in city, multi-party community conversation regarding improved water quality, shoreline ordinance for all rivers/lake shorelines, revegetate shoreline, TMDL implementation, create Lake Improvement District
20. Efficient Water & Wastewater Facilities: Compare energy use/performance to peer facilities, motor maintenance/upgrades, budget for decreasing inflow/infiltration in sewers, create demand-side management program to reduce demand on water/wastewater systems
21. Septic Systems: Assistance/outreach program for voluntary landowner action, responsible entities of systems, sewage treatment ordinance, finance septic system upgrades programs
23. Local Air Quality: Education/financial campaign for wood burning/auto exhaust, policy or behavior change regarding idling, no-VOC household products, smoke free polity in multi-unit housing, larger business emission reduction programs, public charging stations, etc.

Economic, Community Development:

25. Green Business Development (Required for Step 3): Support green businesses through targeted assistance, connect them with assistance providers, promote green tourism, lower footprint of brownfield remediation, conduct buy local campaign, etc.
26. Renewable Energy: Solar ordinance, renewable generation, financing program for renewable energy, community renewable energy project, public section renewable energy, etc.

27. Local Food: Ordinances for agriculture/forest protection, local food production district, farmers market (coming soon), measurable increase institutional buying or local/organic/human foods
28. Business Synergies: Help businesses register for MN Materials Exchange, require items such as green product development/combined heat and power (CHP) generators, use eco industrial park tools to achieve economic/environmental benefits for industrial facilities

RESOLUTION NO. 14-39

RESOLUTION AUTHORIZING THE CITY OF COON RAPIDS TO PARTICIPATE IN THE MINNESOTA GREENSTEP CITIES PROGRAM

WHEREAS, Minnesota GreenStep Cities is a voluntary challenge, assistance and recognition program to help cities achieve their sustainability and quality-of-life goals. GreenStep is a free, continuous, improvement program, managed by a public-private partnership, and based upon 28 best practices. Each best practice can be implemented by completing one or more actions at a 1, 2 or 3-star level, from a list of four to eight actions. These actions are tailored to all Minnesota cities, focus on cost savings and energy use reduction, and encourage civic innovation; and

WHEREAS, steps taken toward sustainable solutions aim to improve community quality of life, building community capital and increasing government efficiency, accountability and transparency; and

WHEREAS, a broad coalition of public and private stakeholders including the League of Minnesota Cities, the MPCA, Office of Energy Security and CERTs responded to the 2008 legislation by establishing the Minnesota GreenStep Cities program to provide a series of sustainable development best practices focusing on local government opportunities to reduce energy use and greenhouse gases; and

WHEREAS, the Minnesota GreenStep Cities program assists in facilitating technical assistance for the implementation of these sustainable development best practices; and

WHEREAS, the Minnesota GreenStep Cities program provides cost-effective sustainable development best practices in the following five categories: (1) Buildings and Lighting; (2) Transportation; (3) Land Use; (4) Environmental Management; and (5) Economic and Community Development.

THEREFORE, BE IT RESOLVED by the City Council of the City of Coon Rapids does hereby authorize the City of Coon Rapids (the City) to participate in the Minnesota GreenStep Cities program that offers free, voluntary continuous improvement framework.

BE IT FURTHER RESOLVED that the City appoints Colleen Sinclair to serve as the City's GreenStep Coordinator for best practice documentation/implementation (and, as appropriate, identifies the Coon Rapids Sustainability Commission as the city's GreenStep coordination team); and

BE IT FURTHER RESOLVED that the City will facilitate the involvement of community members and other units of government as appropriate the Coon Rapids Sustainability Commission in the planning, promoting and/or implementing of GreenStep Cities best practices; and

BE IT FURTHER RESOLVED that the City Grants to the GreenStep program's buildings advisor read-only access to the City's B3 Benchmarking Database so as to facilitate analysis and cost-savings advice to the City regarding its buildings' energy use; and

BE IT FURTHER RESOVLED that the City will claim credit for having implemented and will work at its own pace toward implementing at least 16 GreenStep best practices that will result in energy use reduction, economic savings, quality of life improvement and reduction in the City's greenhouse gas footprint. An on-going summary of the City's implementation of best practices will be posted on the Minnesota GreenStep Cities web site.

Adopted this 4th day of March, 2014.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk



City Council Regular

3.

Meeting Date: 03/04/2014

Subject: Consider Resolution Authorizing the Sale of Tax Forfeited Properties

From: Scott Harlicker, Planner

INTRODUCTION

The City Council is asked to consider Resolution 14-42 authorizing the sale of tax forfeited properties.

DISCUSSION

The following three tax properties properties have been approved for sale by Anoka County subject to review by local governing bodies:

PIN #/LEGAL DESCRIPTION	Address
24-31-24-13-0050 THE S1/2 OF LOTS 7 & 8 BLK 1 LIBERTY PARK, SUBJ TO EASE OF REC	253 105th Avenue
03-30-24-22-0077 LOTS 33 & 34 BLK C RIVERVIEW HEIGHTS, SUBJ TO EASE OF REC	8288 Mississippi Boulevard
22-31-24-31-0060 LOT 4 BLOCK 6, ORRIN THOMPSONS RIVERVIEW TERRACE 13TH ADD, EX RDS SUBJ TO EASE OF RE	10441 Partridge Street

The Community Development and Finance Departments have discussed these properties and recommend the following:

1. The property at 253 105th Avenue is vacant and should be sold at auction to the highest bidder.
2. The property at 8288 Mississippi Boulevard. is vacant, only 50 feet wide and 5,800 square feet in area. It does not meet the minimum lot width or lot area requirements. It is recommended that this property be sold to an abutting property owner.
3. The property at 10441 Partridge Street has a home on it and should be sold at auction to the highest bidder.

RECOMMENDATION

Staff recommends Council adoption of Resolution 14-42 authorizing the sale of tax forfeited properties in the following manner:

- a. Tax parcel 24-31-24-13 0050; address 253 105th Avenue sold at auction to the highest bidder.
- b. Tax parcel 03-30-24-22-0077; address 8288 Mississippi Boulevard sale to abutting property owner.
- c. Tax parcel 22-31-24-31-0060; address 10441 Partridge Street sold at auction to the highest bidder.

Attachments

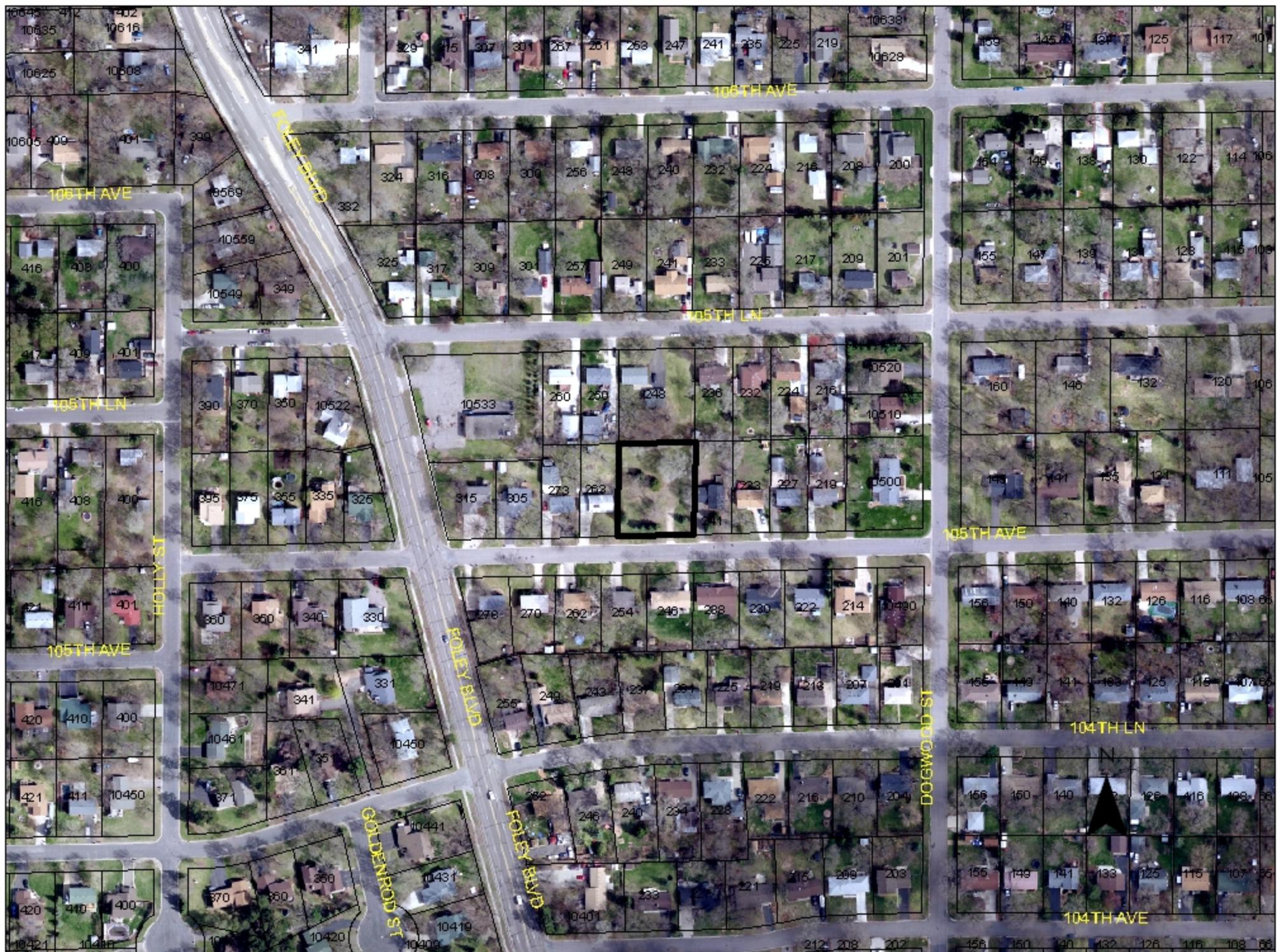
Location Map 253 105th Ave

Location Map 8288 Mississippi

Location Map 10441 Partridge St

Resolution 14-42

253 105th Avenue



10441 Partridge Street



RESOLUTION NO. 14-42

AUTHORIZING THE SALE OF A TAX FORFEIT PROPERTY

WHEREAS, the following described parcels of land (the “Property”) is located in the City of Coon Rapids:

PIN #/LEGAL DESCRIPTION	Address
24-31-24-13-0050 THE S1/2 OF LOTS 7 & 8 BLK 1 LIBERTY PARK, SUBJ TO EASE OF REC	253 105th Avenue
03-30-24-22-0077 LOTS 33 & 34 BLK C RIVERVIEW HEIGHTS, SUBJ TO EASE OF REC	8288 Mississippi Boulevard
22-31-24-31-0060 LOT 4 BLOCK 6, ORRIN THOMPSONS RIVERVIEW TERRACE 13TH ADD, EX RDS SUBJ TO EASE OF REC	10441 Partridge Street

WHEREAS, the Property has been forfeited to the State of Minnesota for nonpayment of taxes, and

WHEREAS, Coon Rapids City Council finds that the Property would provide optimal use if it is sold at an auction to the highest bidder or sold to abutting property owner.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Coon Rapids, Minnesota, that Anoka County is hereby authorized to sell the following described tax forfeit property.

PIN #/LEGAL DESCRIPTION	Address
24-31-24-13-0050 THE S1/2 OF LOTS 7 & 8 BLK 1 LIBERTY PARK, SUBJ TO EASE OF REC	253 105th Avenue
03-30-24-22-0077 LOTS 33 & 34 BLK C RIVERVIEW HEIGHTS, SUBJ TO EASE OF REC	8288 Mississippi Boulevard
22-31-24-31-0060 LOT 4 BLOCK 6, ORRIN THOMPSONS RIVERVIEW TERRACE 13TH ADD, EX RDS SUBJ TO EASE OF REC	10441 Partridge Street

Adopted by the Coon Rapids, Minnesota City Council this 4th day of March, 2014.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk



City Council Regular

4.

Meeting Date: 03/04/2014

Subject: Final Payment for Project 13-16, Large Bituminous Patching Repairs

Submitted For: Sharon Legg, Finance Director

From: Dianne Nelson, Advanced Accounting Technician

INTRODUCTION

The City Engineer has recommended final payment to Omann Brothers Paving, Inc. in the amount of \$24,784.67 for Project 13-16, Large Bituminous Patching Repairs.

DISCUSSION

A summary of Project 13-16, Omann Brothers Paving, Inc. is as follows:

Contract amount	\$124,185.00
Total additions/deletions	\$0.00
Final contract amount	\$124,185.00
Actual project cost	\$72,150.20
Less: previous payments by City	(\$47,365.53)
Amount due	\$24,784.67
Amount under final contract	(\$52,034.80)

The contract was completed during the 2013 construction season.

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. No liquidated damages are recommended. Staff recommends approval of final payment to Omann Brothers Paving, Inc. in the amount of \$24,784.67 for Project 13-16, Large Bituminous Patching Repairs.



City Council Regular

5.

Meeting Date: 03/04/2014

Subject: 2013 Community Development Annual Report

From: Marc Nevinski, Community
Development Director

INTRODUCTION

The 2013 Community Development Annual Report is presented to Council for its review and consideration.

DISCUSSION

The report is prepared annually and summarizes the various activities in the Community Development Department, including planning, housing and neighborhoods, economic development and redevelopment, and building inspections. Additionally, report summarizes the activities of the Planning Commission, Board of Adjustments and Appeals, and the Coon Rapids Mortgage Assistance Foundation.

RECOMMENDATION

It is recommended that the Council accept the 2013 Community Development Annual Report.

Attachments

2013 CD Annual Report

Home for Generations II

Home for Generations II was kicked off in May 2013. This City initiated remodeling assistance program offers subsidized consultations with architects, building permit rebates and grants to homeowners planning large, value-added investments to their homes. To be eligible, projects must be valued at \$35,000 or higher, the home must be owner-occupied and at least 20 years old, and the scope of work must include at least one of a number of required projects, including an addition; a covered front porch; a change to the interior layout; major kitchen, bathroom, or basement remodel; finishing of an unfinished basement or attic; adding a bathroom or converting a garage into livable space. Grants of up to \$5,000 are available .

A formal kick-off event was held at the Civic Center on May 30th, where contrac-

tors, architects and City staff were available to discuss improvement projects with more than 100 homeowners. During 2013, 48 Coon Rapids homeowners submitted applications to the *Home for Generations II* program, 34 homeowners had consultations with architects and 11 homeowners signed Participation Agreements with the City and began—and in some cases completed—construction projects. These 11 projects have totaled more than \$700,000 in home improvements.

The initial phase of *Home for Generations*, a remodeling demonstration program, was recognized in 2013 as one of only 13 “Bright Ideas” by the Innovations in American Government Awards Program of the Harvard Kennedy School - Ash Center for Democratic Governance and Innovation. Nationwide, over 600 applications were submitted for consideration.

Before



After



Inside this issue:

Coon Rapids Blvd	2
Building Inspections	3
Planning Commission	4
Board of Adjustment and Appeals	4
Business Development	5
Housing Preservation and Rehabilitation	6
Neighborhood Reinvestment	8
Scattered Site Acquisition	10
Transit—Oriented Development	10

Coon Rapids Boulevard

Development

The year 2013 brought a number of private projects along Coon Rapids Boulevard in the Port Wellness area.

The Medical Office Building along with several projects at Mercy Hospital were all started or completed in 2013. Improvements at the hospital and new tenants in the office building are expected to continue in 2014.



North Suburban Eye Specialists opened in July 2013.



The Medical Office Building is connected to the Mercy Hospital by a skyway over Coon Rapids Boulevard.

Redevelopment

The City completed Master Plans for Port Campus Square and Port Riverwalk using funds from a Brownfields Program Assessment Grant from the U.S. Environmental Protection Agency. These plans set the stage for redevelopment in both areas. The City completed demolition work on publicly owned property in Port Campus Square. The City continued to use the Assessment Grant for environmental and pre-demolition work on various properties along Coon Rapids Boulevard.

In Port Wellness, the City provided tax increment financing assistance for a 100-unit senior housing complex, Autumn Glen, on the former Frank's Nursery site on Coon Rapids Boulevard near Round Lake Boulevard. The City's Brownfields Assessment Grant assisted with environmental assessment and pre-demolition work at this site.



Autumn Glen Senior Housing Complex



Building Inspections

<u>Number of Permits Issued</u>	<u>2012</u>	<u>2013</u>	<u>Inspections Completed by Type</u>	<u>2012</u>	<u>2013</u>
Comm/Ind - New	8	11	Building	9,067	7,835
Comm/Ind - Remodel/Add	122	99	Electrical	2,406	2,593
Single-family - New	9	15	Mechanical	1,631	1,751
Single-family - Remodel/Add	240	287	Plumbing/Sewer & Water	1,863	2,528
Townhouse Detached - New	24	0	User-defined	376	219
Townhouse Attached - New	0	0			
Water Restoration/Vacant Property	310	234			

<u>Number of Permits Issued by Type</u>	<u>2012</u>	<u>2013</u>	<u>Key Numbers</u>	<u>2012</u>	<u>2013</u>
Building	2,509	2,230	Total Inspections	15,348	14,939
Electrical	1,631	1,738	Total Project Valuation	\$90,919,244	\$144,615,295
Mechanical	1,048	1,091	Total Permit & Plan Review Fees	\$1,077,021	\$1,216,024
Plumbing	1,330	1,377			
Sewer & Water	60	52			
Signs	180	124			

Major Projects in 2013

Medical Office Building - Shell	\$13,400,000
Autumn Glen Senior Living	\$9,462,164
Medical Office Building - Skyway	\$2,900,000
Chick-fil-A	\$1,454,795
Sentrum Corner - Shell, Building 1	\$1,050,000
North Suburban Eye Specialists	\$823,676
Sentrum Corner - Shell, Panera Bread	\$750,000
Gateway Commons - Shell	\$550,000
Anoka County Sheriff Gun Range	\$300,000
Bunker Hills Training Structure	\$240,000



Medical Office Building

In 2014, the Inspections Division will be redeveloping its Disaster Preparedness Plan. The updating of emergency contact information, public pamphlets, and the gathering of must-have materials has already begun. All of these items will be duplicated and kept in two separate buildings in the City for quick access after a natural disaster strikes. Coordination with Police, Fire and other first responders is also being evaluated to better facilitate the flow of information through the chain of command. The updates are expected to take most of the year with some tabletop exercises to help staff gain a sense of the process.



Planning Commission

During 2013, the Planning Commission considered 29 planning cases during 11 regularly scheduled Commission meetings. The Commission also conducted a work session to discuss changes to the City's Land Use Regulations Chapter of City Code.

The Commission's development review included the consideration of ten site plans. The site plans included a freight terminal, the Medical Office Building, Sentrum Corner—the redevelopment of the Sterling Bank site, McDonald's restaurant, O'Reilly Auto Parts, and the Mercy Hospital Mother Baby Center addition. The Commission also considered two conditional use permits, three plats, one lot split, three City Code amendments, three zoning amendments, four comprehensive plan amendments and three Planned Unit Development amendments.

See the appendix for a complete 2013 Planning Commission report.



Board of Adjustment and Appeals

The Board of Adjustment and Appeals is made up of five community volunteer members who are appointed by the City Council. The Board's functions are to conduct hearings and decide variances from the terms of the zoning and building maintenance codes; consider and decide appeals from decisions made by the Building Official and the Zoning Administrator and, for the purpose of such decisions, to interpret, construe and decide meanings of the zoning and building codes and to perform other duties prescribed by City Code or Minnesota Statutes. Under these other duties, the Board of Adjustment and Appeals hears appeals to the decisions of the City's Hearing Examiner in the City's Administrative Citation and Penalties process and, beginning in 2010, the Board has been tasked with hearing objections of contested miscellaneous assessments and providing recommendations to the City Council on those assessments.

During 2013, the Board considered 18 cases during three regularly scheduled Board meetings, including 16 miscellaneous assessment hearings and two variances from the City's Land Use Regulations. The Board denied a reduced side yard setback for a residential swimming pool – a decision overturned by the City Council upon appeal. A second setback variance for a residential structure was granted by the Board. With one exception, the Board's recommendations in all assessment objection hearings were adopted by the City Council. That exception included a pending assessment that was paid by the property owner prior to the assessment being adopted by Council.

In 2012, an appeal of a decision made by the City's Hearing Examiner regarding an Administrative Citation was upheld by the Board of Adjustment and Appeals. The decision of the Board was appealed by the petitioner to the State of Minnesota Court of Appeals. In an unpublished opinion issued on September 30, 2013, the Court of Appeals affirmed the decision of the Board of Adjustment and Appeals, and on December 17, 2013, the City received notice of the Minnesota Supreme Court Order denying the Petition for further review of the case. With that Order, the Court of Appeals decision stands.

See the appendix for the complete 2013 Board of Adjustment and Appeal hearing schedule.



Business Development

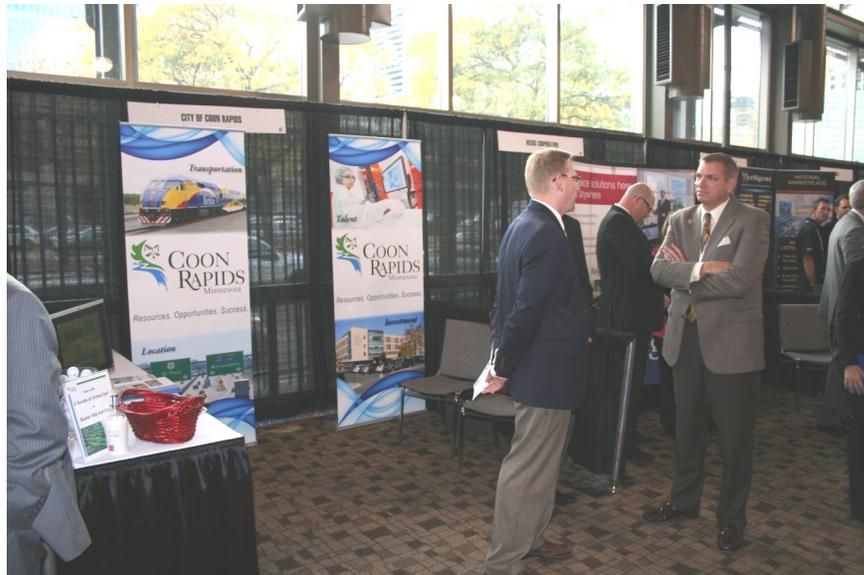
Networking

In April, the City hosted the Manufacturers' Roundtable Breakfast, a networking opportunity in cooperation with Anoka-Ramsey Community College. In June, the City hosted the Bankers' Breakfast.

The City began a partnership with the Anoka Area Chamber of Commerce to host periodic events for manufacturing businesses.

In partnership with Anoka-Ramsey Community College, the City hosted an event in conjunction with Manufacturing Week in October to introduce students to careers in manufacturing.

Early in the year, the City completed a Business Retention and Expansion study in partnership with the University of Minnesota Extension. The project involved local volunteers visiting businesses to gather information about specific opportunity areas and issues facing the Coon Rapids business community.



Finance & Business Development

The City established a commercial revolving loan fund of approximately \$350,000 to be administered by the Central Minnesota Development Company. To date, the loan fund has provided financing for one project—renovation of a former restaurant building on Northdale Boulevard as a new home to Simonson's Salon and Spa.

The City began participating in the Open to Business program of the Metropolitan Consortium of Community Developers. Open to Business provides technical assistance to existing and aspiring business owners, as well as financial resources for businesses that may not qualify for conventional financing. Over 20 Coon Rapids businesses and individuals utilized Open to Business in 2013.

Two Coon Rapids businesses participated in the Anoka County Economic Gardening program – Barna, Guzy & Steffen, Ltd. and ProSource Technologies, Inc.

Marketing

Staff once again attended the Minnesota Commercial Association of Realtors (MNCAR) exposition to market the City of Coon Rapids and its development and redevelopment sites to commercial real estate brokers around the metro area.

The City became a 2013 Sponsor of MNCAR, which provided increased exposure for Coon Rapids throughout the year.

Coon Rapids joined *Positively Minnesota*, a marketing consortium comprised of cities and regions throughout the state that provides communities cost-effective marketing opportunities.

The City exhibited at the Minnesota Medical Device and Manufacturing show and participated in a national site selector panel visit to Minnesota.

Staff established relationships with several key business recruiters at GreaterMSP.

The City continued publication of a semi-annual "Business Update" newsletter, which is mailed to all businesses in the City.



Housing Preservation and Rehabilitation



The City participated in the fifteenth annual home improvement trade show hosted by the cities of Coon Rapids, Andover and Anoka, and the Anoka Area Chamber of Commerce, on March 23, 2013. The County of Anoka joined as a co-host in 2013. For the seventh year, the show was held at the Andover YMCA Community Center. Staff organizers brought back the popular BOB 106.1FM live radio broadcast in 2013. The Home Depot sponsored a well attended hands-on power tool demonstration while Lowe's Home Improvements continued sponsorship of the ever popular Kid's Workshop. Local Cub Scout Pack 609 provided assistance with the Kid's Workshop and with collecting and delivering donations for the show's March is Minnesota Food Share Month food drive. In 2013, approximately 1,300 residents from the surrounding north metro area attended. We continue to find, through an attendance day survey, that a high number of people attending the show are Coon Rapids residents.



Community Development Block Grant Program

Title 1 of the Housing and Community Development Act of 1974 provides for a program of Community Development Block Grants (CDBG). The program is administered by the U.S. Department of Housing and Urban Development (HUD). Although the City qualifies as a metropolitan city entitlement under the block grant, it has elected to receive funds together with Anoka County through a Joint Request to HUD.

The federal CDBG program year 2012 was closed on December 31, 2013. Through the Joint Request to HUD, the City receives an annual grant in an amount determined by the formula allocation established by HUD. A Joint Cooperation Agreement with Anoka County provides for retention of funds by the county for program administration and county-wide public service programs. The 2012 entitlement grant of \$281,602 provided a modest increase of 3.64 percent over 2011. The grant included \$42,240 for county program administration and a like amount for public services. The remaining \$197,122, plus \$41,278 in program income, was allocated to the City's Housing Rehabilitation Loan Program providing home rehabilitation and energy conversation loans for ten residential units occupied by low- and moderate-income households earning not more than 80 percent of area median income (\$83,900 in federal FY 2012, \$82,300 in 2013).

Remodeling Advisor Visits

The City contracts with the Center for Energy and Environment (CEE) to provide Remodeling Advisor Visits (RAV) to Coon Rapids homeowners. They are a required component of the rehabilitation loan products offered through the Coon Rapids Mortgage Assistance Foundation loan programs and the visits are paid for through program funds. In addition, the City's Housing and Redevelopment Authority provides funds to make this service available to all Coon Rapids homeowners and participants in the new Home for Generations II remodeling program are encouraged to use this service. The RAV services provide assistance to homeowners in identifying and prioritizing improvements, providing objective remodeling advice and assistance with the collection and evaluation of project bids. This is a free service to all homeowners. In 2013, 76 RAV services were performed by CEE construction professionals for Coon Rapids homeowners.



Housing Preservation and Rehabilitation (cont.)

Coon Rapids Mortgage Assistance Foundation

The Coon Rapids Mortgage Assistance Foundation (CRMAF) established a housing loan program in 2005 offering Coon Rapids residents several home improvement loan options. These products include the Home Improvement Incentive Loan fund providing revolving loans for maintenance and value-added improvements to single- and two-family structures and interior work on common interest community properties; the Home Rehabilitation Assistance Loan fund providing low-interest loans for necessary repairs or improvements for borrowers earning not more than 110 percent of area median income; the Two-family Home Rehabilitation Loan fund providing funding for the exterior maintenance of two-family dwellings under guidelines that require the work be undertaken to ensure the exteriors of both units remain compatible and the Emergency Home Repair loan fund for homeowners facing emergency repair needs but who are unable to access other funding sources. Interest rates and payment options can vary by borrower income and program fund.

A fifth loan fund was added in 2013 to complement the Home for Generations II residential remodeling incentive program. This fund provides low, fixed-interest rate loans of up to \$50,000 for participants in this program. The Coon Rapids Mortgage Assistance Foundation has provided grants totalling \$12,500 to underwrite the cost to homeowners for the architectural consultations required by this program.

In 2013, the CRMAF housing program provided \$169,997 in loan funds to seven homeowners accessing each of the loan programs with the exception of the Emergency Home Repair fund. The total dollar volume and number of CRMAF loans increased over 2012 activity, reversing a three year decline in the ending activity of this program.



Additionally, efforts undertaken with CRMAF loan programs helped leverage nearly \$100,000 in residential investments through the program administrator, the Center for Energy and Environment (CEE). While the program administrator attempts to first place a borrower into a CRMAF loan, guidelines sometimes restrict access. For example, the loan to value limit for CRMAF loans is 100 percent whereas Minnesota Housing permits 110 percent. Also, Minnesota Housing offers unsecured home improvement loans while CRMAF does not. If the homeowner is unable to access CRMAF funds, CEE works with the homeowner to secure other funding.

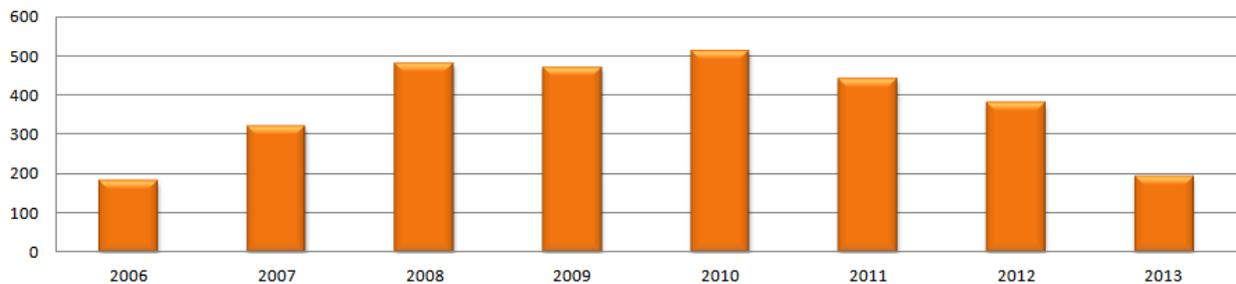
The ReGenerations Down Payment Assistance Program was established in November 2009 with CRMAF program funds to provide down payment assistance loans for housing purchases using the FHA Section 203(k) mortgage product. This product permits the purchaser to roll the purchase price plus rehabilitation costs into a single mortgage. The ReGenerations Program provides up to \$6,000 in down payment assistance while requiring a minimum of \$10,000 in rehab or remodeling investment in the property. There are no program limits imposed on the borrower's income or the purchase price, however, there are FHA mortgage limits under the 203(k) program. The down payment assistance loan may be forgiven after ten

years. Three loans closed under this program in 2013 providing \$14,474 in down payment assistance that leveraged \$45,639 in rehabilitation investments to the properties. Two of the properties purchased in 2013 were previously foreclosed residential properties; the third property was purchased through a traditional sale. As of the close of 2013, 21 ReGenerations down payment assistance loans have been issued representing nearly \$400,950 in rehabilitation to properties with sales totaling \$2,953,488. Of these 21 sales, 17 have returned vacant, foreclosed properties to homeowner occupancy.



Neighborhood Reinvestment

City of Coon Rapids Foreclosures



Vacant Properties

The City of Coon Rapids currently monitors a total of 428 vacant properties—the lowest level in the past six years. Coon Rapids had 800+ vacant properties during the foreclosure crisis. The City’s vacant housing stock is dwindling and sales prices are increasing. In 2013, foreclosures declined for the third year in a row. When homes become vacant, they are vulnerable to a variety of issues such as vandalism, freezing pipes, flooding, squatting, and other property neglect like unmowed lawns.

The Water Ordinance has allowed the City to shut off water at vacant properties and has been an extremely effective tool to protect the homes. Owners, realtors and mortgage companies continue to have the option of signing a waiver to keep water on at these properties as long as they do so within two weeks of the property being posted for water shut off and that the property continues to be heated. In 2013, 156 requests for waivers were submitted and 115 were approved to keep water on. Those denied were done so because gas and/or electricity was disconnected, the water had been off for longer than the two week grace period or there were known building code deficiencies. In 2013, the Water Restoration inspection became the Vacant Property inspection in an effort to further improve the understanding of this program.

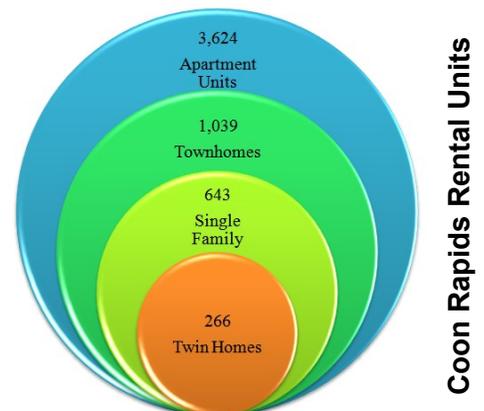


Summer in the City Neighborhood Events

The *Summer in the City* events in the parks continued to be very well received and a great alternative to holding more traditional, indoor meetings. Five *Summer in the City* neighborhood meetings were hosted—one in each of the City’s five Wards. Each meeting had up to 100 people in attendance.

Rental Licensing

This ordinance requires a great amount of staff time but is extremely successful in identifying and monitoring the City’s growing rental housing stock. In 2013, there were 1,506 rental licenses renewed in Coon Rapids (up from 1,330 in 2012) and an additional 298 new rental licenses issued (up from 262 in 2012)—223 of these properties had been converted from owner-occupied to rental.



Neighborhood Reinvestment (cont.)

Weeds, Maintenance, Code Enforcement

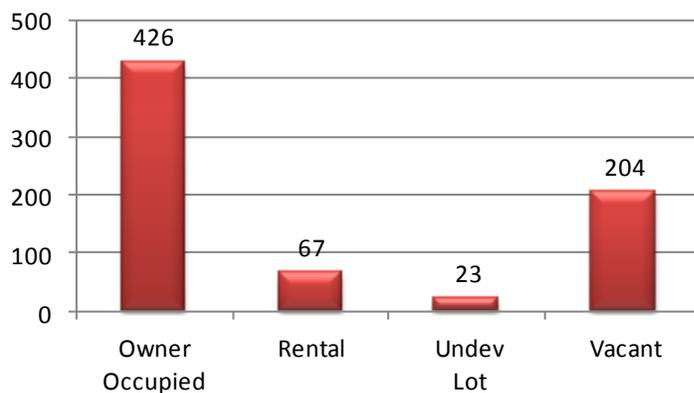
In 2013, the City initiated 2,366 (fairly consistent with 2,548 in 2012) new code enforcement work orders and investigated each of them.

The Administrative Penalties Ordinance is a tool to give property owners financial incentive to resolve the violation on their own in a timely manner. The Administrative Citation for a first offense is \$300, \$600 for a second offense, and so on, doubling at each offense. In 2013, the City issued a total of 1,548 Administrative Citations, including those for long grass. This volume is down a little from 2012 levels.

Of the citations issued, the City abated 178 properties of junk and debris in the yard, which is about 50 percent more than the number of abatements performed in 2012.

In 2013, the City inspected 865 properties and posted 720 properties for grass longer than eight inches tall. Of those, 109 had to be abated by the City's mowing crew. The City continues to perform these mowing abatements in-house.

2013 Long Grass Property Status



Excessive Storage Homes

Housing Inspectors identified and worked with 24 households with excessive storage issues in their home in 2013 (up from 15 in 2012). Coon Rapids is proactively collaborating with the Police and Fire Departments, as well as Anoka County and the many local service organizations available to residents, to get these properties cleaned up and into compliance. In these situations, staff works very closely to ensure that, not only do the properties get cleaned up, but that the individuals living in these homes are being connected to the resources needed to continue living in a safe and healthy environment.

Coon Rapids continues to be a leader throughout the State of Minnesota regarding experience and knowledge in how to manage and clean up garbage-clutter-hoarding homes. Housing Inspector Leya Drabczak continues to travel and train other government entities and service organizations in this capacity. She made eight such presentations in 2013.

Creekside Mobile Home Park

The Neighborhood Reinvestment Division decided that special attention was needed in the Creekside Mobile Home Park in 2013. Neighborhood Reinvestment, Police, Fire, Community Development, Building Inspections, Legal, Utility Billing and Public Works all worked together to do comprehensive inspections of the 278 homes in this community. Meetings were held with the park owners, manager and attorney, and letters were sent to the residents informing them of the inspections and what to expect. Violations of building, nuisance, rental licensing and fire codes were identified and City staff worked with all parties to gain compliance, including a proposed rewriting of the Planned Unit Development for the community. City staff will continue to work in Creekside throughout 2014.





11155 Robinson Dr NW
Coon Rapids, MN 55433
763-767-6430 Department
763-755-2880 Main

For a full, detailed report of the City of Coon Rapids Community Development Annual Report, please contact 763-767-6430.

Scattered Site Acquisition



The Scattered Site Acquisition (SSA) program is intended to remove blighted or substandard structures and replace them with high-quality homes. In 2013, the HRA acquired a property at 1607 103rd Avenue for redevelopment. It also acquired blighted single-family properties at 2208 115th Avenue, 2285 Main Street and 2335 Main Street, all of which will be incorporated into adjacent parkland. The HRA sold a lot at 10223 Hanson Boulevard for construction of a new house. The HRA also provided demolition funding to Twin Cities Habitat for Humanity for redevelopment of a single-family property at 10121 Quince Street.

Transit-Oriented Development

The City was awarded a \$40,000 Livable Communities Transit-Oriented Development grant for pre-development activities near the Foley Boulevard Park-and-Ride. The City will use the grant funds for land use and infrastructure planning near the transit station to prepare the area for redevelopment and improve access to the station.





City Council Regular

6.

Meeting Date: 03/04/2014

Subject: Temporary On-Sale Intoxicating Liquor License to Conduct Wine Tasting for Faith Lutheran Church of Coon Rapids

From: Vincent Vu, Management Analyst/Deputy Clerk

INTRODUCTION

George Dahlman, on behalf of Faith Lutheran Church of Coon Rapids, 11115 Hanson Blvd, has applied for a temporary on-sale intoxicating liquor license to conduct a wine tasting on Friday, April 25th, 2014, from 6:00 - 8:30 PM.

DISCUSSION

The appropriate fees have been paid, the police department is conducting a background investigation, and the Certificate of Insurance for liquor liability is on file. The on-sale intoxicating liquor license to conduct wine tasting will be valid from 6:00 - 8:30 PM on Friday, April 25th, 2014.

RECOMMENDATION

Council approval of a temporary on-sale intoxicating liquor license to conduct a wine tasting for Faith Lutheran Church of Coon Rapids, 11115 Hanson Blvd, from 6:00 - 8:30 PM on Friday, April 25th, 2014 contingent upon a successful background investigation.



City Council Regular

7.

Meeting Date: 03/04/2014

Subject: Arts Commission Appointments

From: Vincent Vu, Management
Analyst/Deputy Clerk

INTRODUCTION

The Arts Commission recommends the appointment of two new members to the Commission.

DISCUSSION

Cheryl Alberts and Donna Carson have submitted applications for the Arts Commission and have attended the January 21, 2014 and February 19, 2014 Arts Commission meetings. After discussion with the applicants, the Arts Commission recommends Ms. Alberts and Ms. Carson's appointment to the Arts Commission with a term expiring December 31, 2016.

RECOMMENDATION

Staff recommends Council adopt Resolution 14-38 appointing Cheryl Alberts and Donna Carson to the Arts Commission with terms to expire on December 31, 2016.

Attachments

Resolution 14-38

Donna Carson Commission Application

Cheryl Alberts Commission Application

RESOLUTION NO. 14-38

**RESOLUTION APPROVING THE APPOINTMENT OF
TWO MEMBERS TO THE ARTS COMMISSION**

WHEREAS, vacancies currently exist on the Arts Commission; and

WHEREAS, two individuals have expressed interest in the Arts Commission; and

WHEREAS, the Commission recommends appointing Donna Carson and Cheryl Alberts to the Arts Commission;

NOW THEREFORE, BE IT RESOLVED that Donna Carson and Cheryl Alberts be appointed to the Arts Commission for a current three-year term to expire on December 31, 2016.

Adopted this 4th day of March, 2014, by the Coon Rapids City Council.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk

cc: Vince Cheryl



CITY OF COON RAPIDS
ADVISORY COMMISSION APPLICATION FORM

(Please type or use black ink)

DATE: Dec. 13, 2013

NAME: Donna Carson

ADDRESS: ZIP:

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):

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

A) WORK EXPERIENCE: Over 20 years in accounting departments for an ad agency, manufacturing company, and medical clinic

B) CIVIC, PROFESSIONAL AND COMMUNITY ACTIVITIES: none

C) WHY DO YOU WANT TO BE ON AN ADVISORY COMMISSION: I would like to be a part of our community. We appreciate all that the city has done. I would like to be able to give back.

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

When I make a commitment, I follow through with that
commitment. I am reliable and will complete tasks given to me.

E) ADDITIONAL COMMENTS:

REFERENCES (Optional)

Name	Address	Phone
<u>Dave Sack</u>		

Donna Carson

Signature

12-13-13

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.

K: U: uel



CITY OF COON RAPIDS

ADVISORY COMMISSION APPLICATION FORM

(Please type or use black ink)

DATE: 1-2-14

NAME: Cheryl Alberts

ADDRESS: ZIP:

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

A) WORK EXPERIENCE: I was employed by Anoka County for 34 years with the majority of the time as Claims Coordinator in the Risk Management Department.

B) CIVIC, PROFESSIONAL AND COMMUNITY ACTIVITIES: I currently volunteer for Lyric Arts, Anoka Ramsey College, Coon Rapids Senior Advisory Council, Bloodmobile, Zion Church, and am a member of Artistedel Norte and the Banfil Locke center for the arts.

C) WHY DO YOU WANT TO BE ON AN ADVISORY COMMISSION: To help promote, and celebrate the arts in the community and give the residents a greater appreciation and participation in the arts.

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

I have a background of organizational skills - am detail orientated and have an interest in Community Volunteerism.

E) ADDITIONAL COMMENTS:

I appreciate your consideration of my application.

REFERENCES (Optional)

Name	Address	Phone
Mary Ann Kehn		

Cheryl Alberts
Signature

1-2-14
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.



City Council Regular

8.

Meeting Date: 03/04/2014

Subject: Accept Right of Entry Agreement from McDonalds USA, LLC for their Northdale Boulevard/Hanson Boulevard Location

From: Tim Himmer, Public Works Director

INTRODUCTION

Staff is requesting that the City Council accept the attached right of entry agreement from McDonalds USA, LLC for their Northdale Blvd/Hanson Blvd location.

DISCUSSION

McDonalds USA, LLC received site plan and final plat approval last fall for the construction of a new store located within the Gateway Commerce Center 2nd Addition, located on the southwest corner of Northdale Blvd and Hanson Blvd. Since the Gateway Commerce Center was initially set up as a private development this right of entry agreement allows the City to enter the McDonalds property to exercise the hydrant valves and flush the system. As previously stated the utility system within the site is considered private and they will continue to own and maintain it; this right of access just gives the City the ability to ensure appropriate fire protection.

RECOMMENDATION

Staff recommends that the City Council accept the attached right of entry agreement from McDonalds for their Northdale Blvd/Hanson Blvd location.

BUDGET IMPACT:

The right of entry agreement is being dedicated at no cost to the City. Exercising of valves and flushing of the hydrants will occur with other similar activities as planned and scheduled by Public Works staff.

Attachments

Right of Entry Agreement

RIGHT OF ENTRY AGREEMENT

THIS AGREEMENT, made on this ____ day of _____, 2014 by and between the **CITY OF COON RAPIDS**, a municipal corporation under the laws of Minnesota ("**City**"), and **MCDONALD'S USA, LLC**, a Delaware limited liability company ("**Owner**").

I. RECITALS

- 1.01. **Owner** is the fee owner of the real property legally described as follows ("**Property**"):

Lot 1, Block 1, Gateway Commerce Center 2nd Addition, according to the recorded plat thereof, Anoka County, Minnesota
- 1.02. **Owner** intends to construct a water distribution system on the **Property** associated with the development of a McDonalds restaurant.
- 1.03. **City** and **Owner** desire to permit **City** and its agents, employees, contractors and invitees to enter onto the **Property** for the purposes of maintaining the watermain system for public safety purposes and is limited to; hydrant flushing twice per year and exercising of the gate valves. This access right is limited to the watermain improvements only, as shown on the civil engineering plans from Landform as dated February 14th, 2014, consisting of pages sheets C4.1, Utilities.
- 1.04. In general terms the watermain system on the **Property** is considered a private system, which will be owned and the sole responsibility of the **Owner** to maintain and maintain in all other regard.

II. AGREEMENT

NOW, THEREFORE, in consideration of the premises and their mutual promises, the parties hereto hereby agree as follows:

- 2.01. **Entry.** Effective upon the date hereof, **Owner** hereby grants the **City** and its agents, employees and contractors the right to enter upon the **Property** for the purpose of maintaining the watermain system for public safety purposes, however, the **City** will not unreasonably interfere with the operation of **Owner's** business upon such entry and maintenance.
- 2.02. **Indemnification of the Owner.** In consideration for such entry, **City** agrees to and shall indemnify, defend and hold harmless **Owner**, its officers, employees and agents from and against any action, claim, damage, liability, loss, cost or expense (including, without limitation, attorneys fees and costs), resulting from the **City's** entry onto the **Property** and maintenance of the watermain system within the **Property**.

- 2.03. **Governing Law.** This agreement shall be interpreted in accordance with and governed by the laws of the state of Minnesota.
- 2.04. **Notices and Demands.** All notices, demands or other communications under this agreement shall be effective only if made in writing and shall be sufficiently given and deemed given when delivered personally or mailed by certified mail (return receipt requested), postage prepaid, properly addressed as follows: (a) City of Coon Rapids, 11155 Robinson Drive NW, Coon Rapids, Minnesota 55433, Attention Steve Gatlin, City Manager; and (b) Attention Director, U.S. Legal Department L/C: 22-0590, McDonald's USA, LLC, One McDonald's Plaza, Oak Brook, IL 60523; or to such other persons as the parties may, from time to time, designate in writing and forward to the other as proved in this section.
- 2.05. **Amendment.** This Agreement may be amended by the parties hereto only by written instrument executed with the same procedures and formality followed in the execution of this Agreement.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed in their names and behalves and on or as of the date first above written.

CITY OF COON RAPIDS

By: _____
Tim Howe, Mayor

By: _____
Steven D. Gatlin, City Manager

McDONALD'S USA, LLC

By: _____  HD

Its: Jacob Steinfunk, Senior Counsel

[Signatures continue on following page]

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

On this _____ day of _____, 2014, before me a Notary Public within and for said County, personally appeared Tim Howe and Steve Gatlin, to me personally known, who each by me duly sworn, each did say that they are respectively the Mayor and the City Manager of Coon Rapids, the municipal corporation named in the foregoing instrument, and that the seal affixed to said instrument was signed and sealed in behalf of said municipality by authority of its City Council and said Mayor and City Manager acknowledged said instrument to be the free act and deed of said municipal corporation.

Notary Public

STATE OF ILLINOIS)
)ss.
COUNTY OF DUPAGE)

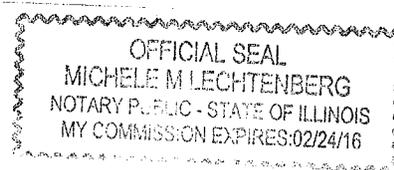
The foregoing instrument was acknowledged before me this 20th day of February, 2014, by Jacob Steinfunk, the Senior Counsel of McDonald's USA, LLC, a Delaware limited liability company.

Michele M. Lechtenberg

Notary Public

This Document Drafted By:

David J. Brodie
Coon Rapids City Attorney
11155 Robinson Drive
Coon Rapids, Minnesota 55433
(763) 767-6495





City Council Regular

9.

Meeting Date: 03/04/2014

Subject: New Gambling Premise Permit for Coon Rapids Lions Club at Coon Rapids Liquor

From: Vincent Vu, Management
Analyst/Deputy Clerk

INTRODUCTION

The Office of the City Clerk has received a Lawful Gambling Premises Permit application from Lori Anderson, on behalf of the Coon Rapids Lions Club, for Coon Rapids Liquor. This would allow charitable gambling to be conducted on the premises. Council is asked to adopt a resolution for issuance of a Premises Permit for the Coon Rapids Lions Club to conduct pull tabs with a dispensing device at 11239 Foley Blvd.

DISCUSSION

The Coon Rapids Lions Club has obtained a signed lease agreement with Coon Rapids Liquor to conduct charitable gambling at their location at 11239 Foley Blvd. Pull-tab dispensing devices are permitted at establishments licensed for off-sale intoxicating liquor under state statute 349.1721, subdivision 3.

The Coon Rapids Lions Club currently has three other sites at Classic Bowl, 11707 Round Lake Blvd., The Harvest Grill at Bunker Hills, 12800 Bunker Prairie Road, and MGM Liquor Warehouse, 2929 Coon Rapids Blvd. By obtaining Coon Rapids Liquor, the Coon Rapids Lions Club would have four out of allowed five locations - two of which being pull-tab dispensing devices.

The Coon Rapids Lions Club is requesting approval of a gambling premise permit. State Charitable Gambling law requires premises permits for gambling activities be approved or denied by the City Council.

RECOMMENDATION

Council is requested to adopt Resolution 14-43 Concurring with Issuance of a Gambling Premises Permit for Coon Rapids Lions Club at Coon Rapids Liquor, 11239 Foley Blvd.

Attachments

Gambling Location Listing 2/28/14

Resolution 14-43

COON RAPIDS GAMBLING LICENSES

ORGANIZATION	LOCATION(S)	ADDRESS(ES)	TYPE
AMERICAN LEGION POST #334	American Legion Post #334	11640 Crooked Lake Boulevard	
			EPT
			EPT
COON RAPIDS LION'S CLUB	Classic Bowl	11707 Round Lake Boulevard	
	The Harvest Grill	12800 Bunker Prairie Road	
	MGM Liquor Warehouse (Coon Rapids Liquor)	2929 Coon Rapids Blvd (11239 Foley Blvd)	EPT
			EPT
COON RAPIDS MAT BANDITS WRESTLING CLUB	Scoop's Pub	482 Northdale Boulevard	
	Shortstop	421 Northdale Boulevard	
	Lindee's	3395 Coon Rapids Boulevard	
			EPT
			EPT
COON RAPIDS NATIONAL LITTLE LEAGUE	The Well	35 Coon Rapids Boulevard	
	Willy's	2501 Coon Rapids Boulevard	
			EPT
			EPT
COON RAPIDS YOUTH HOCKEY ASSOCIATION	Broadway Pizza	3420 129 th Avenue NW	
	Carbone's/CR Billiards	8525 Cottonwood Street	
			EPT
			EPT
COON RAPIDS VFW POST #9625	VFW Post #9625	1919 Coon Rapids Boulevard	
			EPT
			EPT

EPT = ELECTRONIC PULL-TAB () = PROPOSED

RESOLUTION 14-43

**RESOLUTION CONCURRING WITH ISSUANCE
OF A GAMBLING PREMISES PERMIT FOR
COON RAPIDS LIONS CLUB AT
COON RAPIDS LIQUOR, 11239 FOLEY BOULEVARD**

WHEREAS, the Coon Rapids City Council has received an application for issuance of a Gambling Premises Permit from Coon Rapids Lions Club at Coon Rapids Liquor, 11239 Foley Boulevard; and

WHEREAS, Minnesota State Gambling Control Division requires the local governing body approve or deny the premises permit by adopting a resolution stating such facts; and

WHEREAS, the resolution must be submitted to the Gambling Control Division and must be valid for a two-year license period; and

WHEREAS, the Coon Rapids City Council has adopted City Code Section 5-2000 which states additional provisions that apply to the issuance of gambling licenses; and

WHEREAS, the Coon Rapids Lions Club meets the criteria established within the City Code.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Coon Rapids, Minnesota hereby concurs with the issuance of a Gambling Premises Permit for Coon Rapids Lions Club at Coon Rapids Liquor, 11239 Foley Boulevard, Coon Rapids.

Adopted by the Coon Rapids City Council this 4th day of March, 2014.

Tim Howe, Mayor

ATTEST:

Cathy Sorensen, City Clerk



City Council Regular

10.

Meeting Date: 03/04/2014

Subject: Solicitor License Denial Appeal

From: Cathy Sorensen, City Clerk

INTRODUCTION

The office of the City Clerk, upon recommendation by the Police Department, has denied Mr. Einbinder's request for a solicitor license for the business of The Window Store Home Improvements located at 2924 Anthony Ln, St. Anthony, MN 55418. Mr. Einbinder is appealing staff's denial. This item was rescheduled at the applicant's request from the February 18, 2014, meeting.

DISCUSSION

Mr. Einbinder had applied for a solicitor license on January 29, 2014. After forwarding the application to the Police Department, a criminal history check revealed an arrest for simple robbery as well as a guilty plea to a lesser charge of assault (see attached police report). Mr. Einbinder failed to list these offenses on his application. The Police Department recommended denial of the license for Mr. Einbinder on January 30, 2014 due to this omission, as well as the nature of the charges. A written notice informing Mr. Einbinder of his denial was sent to his home address on February 3, 2014.

City Code 5-1508 (4)(a) and 5-1508 (4)(d) allow for solicitor licenses to be denied based on the following factors:

- (a) The applicant, or anyone whose activity would be covered by the license, has been convicted of a felony or any crime involving moral turpitude within the 10 years preceding the date of the application
- (d) The applicant has provided false information on the application

Mr. Einbinder has previously received a solicitor license from the City of Coon Rapids (#13-161) valid for the time period March 19 - September 19. The arrest for simple robbery occurred during this time period in Minneapolis.

Mr. Einbinder submitted a written appeal to City Staff's decision on February 11, 2014 and is before Council to discuss the appeal.

RECOMMENDATION

It is requested that the City Council affirm the denial of the solicitor license to Joseph Einbinder for the business of The Window Store Home Improvements located at 2924 Anthony Ln, St. Anthony, MN 55418.

Attachments

JEinbinder Police Report

INCIDENT INFO

Agency Name: COON RAPIDS POLICE DEPT.		ORI #: MN0020500	JCF: <input type="checkbox"/>	Add'l Pages: <input type="checkbox"/>	 * 1 4 0 2 0 1 2 6 *
Reporting Officer(s): K072 THOMTON, TERRY				Total Value Stolen (Property): \$0.00	
Date Reported: 01/30/2014 10:13 AM	Assigned: 0900	Arrived: 0900	Cleared: 1000	Total Value Damaged (Property): \$0.00	
Earliest Date/Time Occurred:		Latest Date/Time Occurred:		Total Value Recovered (Property): \$0.00	
Location of Offense/Incident: 11155 ROBINSON DR NW COON RAPIDS, MN 55433-				Apt.:	Grid: 33F - 33F - BUSN - CITY CENTER COMPLEX

OFFENSE(S)

MOC Code:	Classification:	Disposition:
09956	BACKGROUND/EMPLOYMENT/CCH CHECK	PENDING

NARRATIVE

THE COON RAPIDS CITY CLERKS OFFICE REQUESTED A BACKGROUND ON SOLICITOR LICENSE APPLICANT EINBINDER. THIS IS FOR THE COMPANY THE WINDOW STORE HOME IMPROVEMENTS INC.

CRIM HIST/NCIC, DVS AND C.R. IN HOUSE RECORDS CHECKED.

CRIMINAL HISTORY REVEALED AN ARREST FROM APRIL 07, 2013 FOR SIMPLE ROBBERY IN MINNEAPOLIS.

A CHECK OF MINNEAPOLIS RECORDS REVEALED EINBINDER PLEAD GUILTY TO A LESSOR CHARGE OF ASSAULT AND IS SCHEDULED FOR SENTENCING IN MARCH OF 2014.

BECAUSE EINBINDER WAS NOT FORTHCOMING ON HIS APPLICATION REGARDING THE ARREST, AND THE NATURE OF THE CHARGE I RECOMMEND NO LICENSE BE ISSUED TO EINBINDER.

NAME CODES: A - Adult Arrested, AC - Arresting Citizen, C - Complainant, D - Driver, F - Family/Parent, G - Guardian, J - Juvenile Arrested, M - Mentioned, MP - Missing Person, I - Other Involved, O - Owner, P - Passenger, PT - Perpetrator, R - Reportee, S - Suspect, V - Victim, W - Witness

NAME(S)

<input type="checkbox"/> Person <input checked="" type="checkbox"/> Business	A/J/U: M	Code: M	Name: THE WINDOW STORE	Alias:		
Address (Street, City, State, Zip): 2924 ANTHONY LN ST ANTHONY, MN 55418-			Apt.:	Date of Birth:	Sex:	Race:
Height:	Weight:	Hair Color:	Eye Color:	Home/Bus. Phone:	Work/Bus. Cell:	Cell/Pager/Fax:
<input checked="" type="checkbox"/> Person <input type="checkbox"/> Business	A/J/U: A	Code: M	Name: EINBINDER, JOSEPH CLARK	Alias:		
Address (Street, City, State, Zip):			Apt.:	Date of Birth:	Sex:	Race:
Height:	Weight:	Hair Color:	Eye Color:	Home/Bus. Phone:	Work/Bus. Cell:	Cell/Pager/Fax:
<input type="checkbox"/> Person <input type="checkbox"/> Business	A/J/U:	Code:	Name:	Alias:		
Address (Street, City, State, Zip):			Apt.:	Date of Birth:	Sex:	Race:
Height:	Weight:	Hair Color:	Eye Color:	Home/Bus. Phone:	Work/Bus. Cell:	Cell/Pager/Fax:

CASE

Supervisor:	Extra Copy To:	Related Case Number:
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City Council Regular

11.

Meeting Date: 03/04/2014

Subject: PC 13-32 Preliminary and Final Plat Tylers Cove, 127th Avenue, Terry and Jeanette Balfany

From: Scott Harlicker, Planner

INTRODUCTION

The applicant is requesting preliminary and final plat approval for Tyler Cove, a two lot single family residential plat. The proposal includes request for a variance to the 80 foot minimum lot width requirement to allow a lot width of 78 feet.

DISCUSSION

The applicant is proposing to plat two lots on the east end of 127th Avenue. 127th Avenue at this location is a cul de sac east of Shenandoah Boulevard; the proposed lots are located at the end of the cul de sac. The area to be platted is part of a larger 39 acre parcel owned by the applicant. The property is currently used by the applicant as their residence and a sod farm. The remainder of the larger parcel will continue to be used as a residence and sod farm.

Lot Layout

The proposed lots comply with the lot depth and lot area requirements of the LDR2 zoning district. However, a variance is requested to the lot width requirement. Lot 1 is 13,342 square feet and Lot 2 is 12,887 square feet. Both lots have 47 feet of frontage on 127th Avenue and are 128 feet deep. The lot width measured at the front setback line is 78.36 feet for both lots, 80 feet is the minimum lot width requirement. The variance analysis is discussed below.

Grading, Drainage and Utilities

The property has been rough graded. Final grading will be approved at the time of building permit. Utilities are available in 127th Avenue. There is a 20 foot wide drainage and utility easement across the north property line of Lot 1; typical five and 10 foot easements are located along the other property lines.

Park Dedication

Park dedication in the amount of \$4,000 (\$2,000 per lot) is required prior to releasing the plat for recording.

Variance

The proposed plat requires a variance to the lot width requirement. The minimum lot width requirement, measured at the 35 foot front setback, is 80 feet. The applicant is proposing 78.36 feet. A 1.64 foot variance is required to the minimum 80 foot lot width. The parcels are confined by existing lots so that no additional land is available to meet the minimum lot width requirement.

The Subdivision Regulations permit the granting of variances (Coon Rapids Code 11-1504.7). The variances can be granted provided the following are met:

Criteria for Granting a Variance	Criteria Satisfied?
The intent of this Chapter is met	Yes - The granting of the variance will allow the orderly subdivision of the property.
The granting of the variance will not be detrimental to the public safety, health or welfare, or injurious to other property or improvements in the neighborhood in which the property is located	Yes - The granting of this variance will not be detrimental to the public or neighborhood.
The conditions upon which the request for a variance is based are unique to the property for which the variance is sought and are generally not applicable to other property	Yes - The property is bounded on two sides by existing lots that prohibit the proposed lots from complying with the minimum lot width requirement.
The literal interpretation of the provisions of this Chapter would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district	Yes - The adjacent lot to the north does not meet the lot width requirement.
The special conditions and circumstances do not result from the actions of the applicant	Yes - the special condition is a result of how the the adjacent lots were platted.
Because of the particular natural surroundings, shape, or topographical conditions of the specific property involved, unusual hardship to the owner would result, as distinguished from a mere inconvenience, if the strict letter of these regulations were carried out	Yes - without the variance the the lots can not be platted in an efficient manner.

Planning Commission Meeting

At the Planning Commission meeting held on February 20th one resident spoke at the public hearing; he spoke in favor of the proposed subdivision. The Commission voted unanimously to recommend approval of the proposed plat.

RECOMMENDATION

In Planning Case 13-31, the City Council approve the preliminary and final plat and lot width variance for Tyler's Cove with the following conditions:

1. All comments of the City Engineer be addressed.
2. Park dedication in the amount of \$4,000 be paid prior to releasing the plat for recording.
3. One street tree per lot be planted prior to the issuance of a Certificate of Occupancy.

Attachments

Location Map

Survey of Entire Balfany Parcel

Preliminary Plat

Grading Plan

Final Plat

Location Map



SKETCH AND DESCRIPTIONS

FOR: TYLERS COVE

1931 Main Street NW,
Coon Rapids, MN 55448

FEE OWNERS:
AND DEVELOPERS: Terry Balfany
1931 Main Street NW,
Coon Rapids, MN 55448
Phone-763-300-5813

SURVEYOR: Acre Land Surveying, Inc.
26450 Rum River Drive NW,
Isanti, MN 55040
(763) 444-9147
Lyle Reynolds, LS (763) 439-2702 cell

Jeanette Balfany
1931 Main Street NW,
Coon Rapids, MN 55448
Phone 651-288-9840

EXISTING DESCRIPTION

The Southwest Quarter of the Southeast Quarter of Section 3, Township 31, Range 24, Anoka County, Minnesota, EXCEPT Parcel A, Anoka County Highway Right of Way Plat No. 68, Anoka County, Minnesota.

Subject to existing highways, easements and rights of way of record.

PROPOSED DESCRIPTIONS:

PARCEL A:

That part of the Southwest Quarter of the Southeast Quarter of Section 3, Township 31, Range 24, Anoka County, Minnesota, described as follows:

Beginning at the northwest corner thereof; thence South 88 degrees 53 minutes 20 seconds East, assumed bearing, along the north line of said Southwest Quarter of the Southeast Quarter, 195.05 feet; thence South 01 degrees 06 minutes 40 seconds West 74.73 feet; thence South 47 degrees 40 minutes 30 seconds West 159.76 feet; thence North 89 degrees 14 minutes 21 seconds West 77.91 feet to the west line of said Southwest Quarter of the Southeast Quarter; thence North 00 degrees 45 minutes 39 seconds East along said west line 185.06 feet to the point of beginning.

Subject to existing easements of record

PARCEL B:

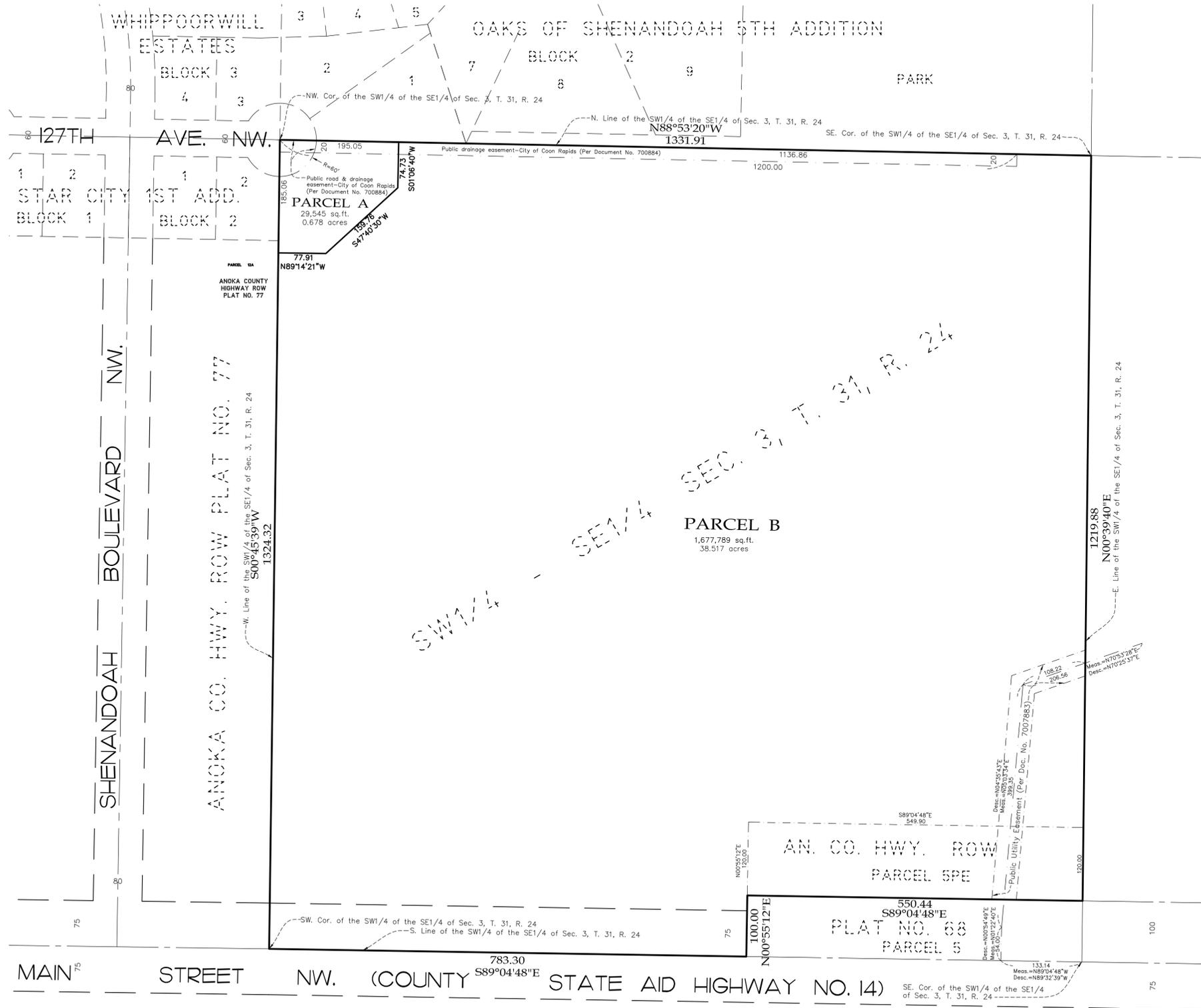
The Southwest Quarter of the Southeast Quarter of Section 3, Township 31, Range 24, Anoka County, Minnesota, EXCEPT Parcel A, Anoka County Highway Right of Way Plat No. 68, Anoka County, Minnesota and EXCEPT that part of said Southwest Quarter of the Southeast Quarter, described as follows:

Beginning at the northwest corner thereof; thence South 88 degrees 53 minutes 20 seconds East, assumed bearing, along the north line of said Southwest Quarter of the Southeast Quarter, 195.05 feet; thence South 01 degrees 06 minutes 40 seconds West 74.73 feet; thence South 47 degrees 40 minutes 30 seconds West 159.76 feet; thence North 89 degrees 14 minutes 21 seconds West 77.91 feet to the west line of said Southwest Quarter of the Southeast Quarter; thence North 00 degrees 45 minutes 39 seconds East along said west line 185.06 feet to the point of beginning.

Subject to existing highways, easements and rights of way of record.

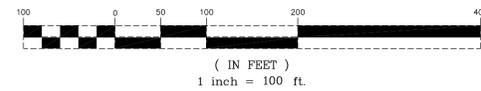
GENERAL NOTES

- Bearings shown hereon are based on the Anoka County Coordinate System.
- No field work was done in conjunction with this Sketch and Description by Acre Land Surveying, Inc.
- Boundary information shown hereon is based on information obtained from the Anoka County Surveyors Office, Abstracts of Title and information obtained from the surveys of this and adjacent parcels by others.



LOCATION MAP
NO SCALE

NORTH
GRAPHIC SCALE



REVISIONS

12-03-13	Misc. Revisions
12-06-13	Misc. Changes

BENCHMARK

Top Nut of Hydrant on E. end of 127th Ave.
NW. E. of Shenandoah Blvd. NW.
Elevation = 874.19 (City of Coon Rapids)

Job #13939FP

I hereby certify that this plan, survey or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.
Lyle C. Reynolds
Lyle C. Reynolds Date: 11-20-13 Reg. No. 13072

Sheet No. 3 of 3 Sheets

ACRE LAND SURVEYING
26450 Rum River Dr. NW
Isanti, Minnesota 55040
763-444-9147 ir.acrelandsurvey@gmail.com

INDEX SHEET & PRELIMINARY PLAT

FOR: TYLERS COVE

195X 127th Avenue NW,
Coon Rapids, MN 55448

FEE OWNERS AND DEVELOPERS: Terry Balfany
1931 Main Street NW,
Coon Rapids, MN 55448
Phone: 763-300-5813

SURVEYOR: Acre Land Surveying, Inc.
26450 Rum River Drive NW,
Isanti, MN 55040
(763) 444-9147
Lyle Reynolds, LS (763) 439-2702 cell

ENGINEER: Campion Engineering Services, Inc.
1800 Pioneer Creek Center
P.O. Box 249
Maple Plain, MN 359
Phone: 763-479-5172
Fax: 763-479-4242

PROPOSED DESCRIPTION
That part of the Southwest Quarter of the Southeast Quarter of Section 3, Township 31, Range 24, Anoka County, Minnesota, described as follows:

Beginning at the northwest corner thereof; thence South 88 degrees 53 minutes 20 seconds East, assumed bearing, along the north line of said Southwest Quarter of the Southeast Quarter, 195.05 feet; thence South 01 degrees 06 minutes 40 seconds West 74.73 feet; thence South 47 degrees 40 minutes 30 seconds West 159.76 feet; thence North 89 degrees 14 minutes 21 seconds East 77.91 feet to the west line of said Southwest Quarter of the Southeast Quarter; thence North 00 degrees 45 minutes 39 seconds East along said west line 185.06 feet to the point of beginning.

PROPOSED: A subdivision consisting of 2 Urban Residential lots to be used for Single Family Residential purposes.

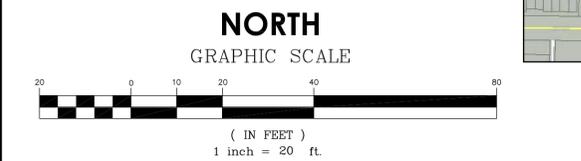
Existing Zoning: LDR-2 Low-Density Residential District
Proposed Zoning: LDR-2 Low-Density Residential District
Proposed Use: A subdivision consisting of 2 Low-Density Residential lots
Watershed District: Coon Creek Watershed District
Total Number of New Lots: 2
Total Area of Plat: 29,545 sq. ft. (0.678 acres)
Total area of New Public ROW: 2,816 sq. ft. (0.065 acres)
Proposed Utilities: Sewer. Services are in place
Water. Services are in place

GENERAL NOTES

- Field survey was conducted on October 28th, 2013.
- Bearings shown hereon are based on the Anoka County Coordinate System.
- Utilities shown hereon are based on observation, utility plans from the City of Coon Rapids and utility company markings. Excavations were not made during the process of this survey to locate underground utilities and/or structures. Additional underground utilities and/or structures may be encountered. Contact Gopher State One Call Notification Center at (651) 454-0002 for verification of utility type and field location, prior to excavation. *Gopher State One Call* was contacted per ticket number 132910470.
- Top soil and sub soil conditions have not been analyzed and no representation is made as to the suitability of the existing soil conditions for the intended use.

SHEET	DESCRIPTION
1	INDEX SHEET AND PRELIMINARY PLAT
2	GRADING, DRAINAGE AND EROSION CONTROL PLAN
3	SKETCH AND DESCRIPTIONS

- LEGEND**
- DENOTES IRON MONUMENT FOUND
 - DENOTES IRON MONUMENT SET
 - ▨ DENOTES CONCRETE SURFACE
 - ▩ DENOTES BITUMINOUS
 - DENOTES EXISTING CONTOURS
 - DENOTES STORM SEWER
 - DENOTES SANITARY SEWER
 - DENOTES WATER MAIN
 - DENOTES UNDERGROUND ELECTRIC LINE
 - DENOTES UNDERGROUND GAS MAIN
 - DENOTES HYDRANT
 - DENOTES SANITARY MANHOLE
 - DENOTES STORM CATCH BASIN
 - DENOTES EXISTING TREE
 - × DENOTES EXISTING SPOT ELEVATION
 - DENOTES WETLAND DELINEATION LINE BY SEH REPORT DATED JUNE 09, 2010.



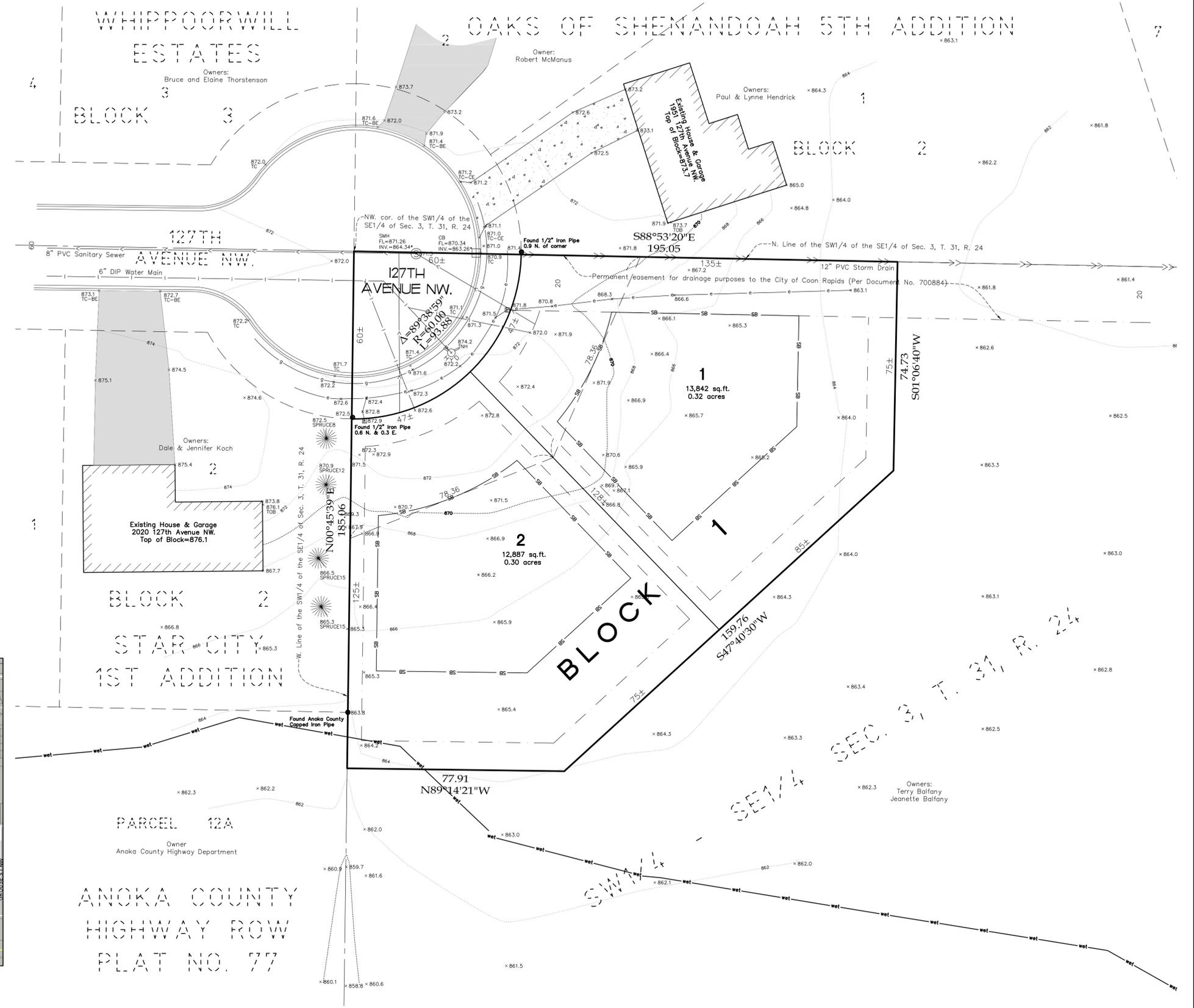
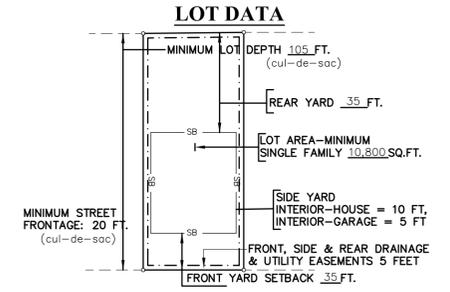
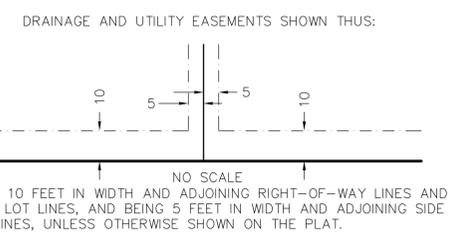
REVISIONS

NO.	DATE	DESCRIPTION
11-12-13		Add Wetland Delineation
12-03-13		Misc. Revisions
12-06-13		Misc. Changes

I hereby certify that this plan, survey or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Lyle C. Reynolds Date: 10-30-13 Reg. No. 13072
Lyle C. Reynolds

100 YEAR FLOOD ELEVATION	MAP YEAR	SOURCE
FEMA 2700110001A	859.5 (1929)	1977 FS PROFILE
FEMA 270030304E	859.7 (1988)	2014 FS PROFILE



BENCHMARK
Top Nut of Hydrant on E. end of 127th Ave.
NW. E. of Shenandoah Blvd. NW.
Elevation = 874.19 (City of Coon Rapids)

Job #13942HS

Sheet No. 1 of 3 Sheets

ACRE LAND SURVEYING
26450 Rum River Dr. NW.
Isanti, Minnesota 55040
763-444-9147 ir.acrelandsurvey@gmail.com

CALL 48 HOURS BEFORE DIGGING:
GOPHER STATE ONE CALL
TWIN CITY AREA 651-454-0002
MN. TOLL FREE 1-800-252-1166

GENERAL NOTES

- VERIFY EXISTING SANITARY SEWER SERVICE ELEVATION PRIOR TO BEGINNING HOME CONSTRUCTION. LOW LEVEL ELEVATIONS PROPOSED, MAY REQUIRE USING SEWAGE EJECTOR PUMPS TO SERVE THE LOW LEVEL.
- IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO VERIFY EXISTING SOIL CONDITIONS.
- EXISTING CONDITIONS/UTILITY LOCATIONS PER SURVEY PREPARED BY ACRE LAND SURVEYING.
- CONSTRUCTION SHALL COMPLY WITH ALL APPLICABLE GOVERNING CODES.
- THE CONTRACTOR SHALL TAKE ALL PRECAUTIONS NECESSARY TO AVOID PROPERTY DAMAGE TO ADJACENT PROPERTIES DURING THE CONSTRUCTION PHASES OF THIS PROJECT. THE CONTRACTOR WILL BE HELD SOLELY RESPONSIBLE FOR ANY DAMAGES TO THE ADJACENT PROPERTIES OCCURRING DURING THE CONSTRUCTION PHASES OF THIS PROJECT.
- THE CONTRACTOR MUST CONTACT ALL APPROPRIATE UTILITY COMPANIES AT LEAST 48 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATION OF EXISTING UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS. THE LOCATIONS OF SMALL UTILITIES SHALL BE OBTAINED BY THE CONTRACTOR BY CALLING GOPHER STATE ONE CALL (1-800-252-1166).
- SAFETY NOTICE TO CONTRACTORS: IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, THE CONTRACTOR WILL BE SOLELY AND COMPLETELY RESPONSIBLE FOR CONDITIONS ON THE JOB SITE, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY DURING PERFORMANCE OF THE WORK. THIS REQUIREMENT WILL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS. THE DUTY OF THE ENGINEER OR THE DEVELOPER TO CONDUCT CONSTRUCTION REVIEW OF THE CONTRACTOR'S PERFORMANCE IS NOT INTENDED TO INCLUDE REVIEW OF THE ADEQUACY OF THE CONTRACTOR'S SAFETY MEASURES IN, ON OR NEAR THE CONSTRUCTION SITE.
- THE CONTRACTOR SHALL RESTRICT ALL GRADING AND CONSTRUCTION ACTIVITIES TO AREAS DESIGNATED ON THE PLANS.
- ALL SOIL TESTING SHALL BE COMPLETED BY THE OWNER'S SOILS ENGINEER. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING ALL REQUIRED SOIL TESTS AND INSPECTIONS WITH THE SOILS ENGINEER.
- THE SITE HAS NOT NECESSARILY BEEN DESIGNED TO BALANCE THE ON-SITE MATERIALS. AFTER THE SITE GRADING IS COMPLETE, IF EXCESS SOIL MATERIAL EXISTS, THE CONTRACTOR SHALL DISPOSE OF ALL EXCESS SOIL MATERIAL OFF-SITE IN A MANNER ACCEPTABLE TO THE OWNER AND THE REGULATING AGENCIES.
- THE EXISTING TOPSOIL ON THIS SITE VARIES IN DEPTH. IT IS THE CONTRACTOR'S RESPONSIBILITY THAT ALL SURFACE VEGETATION AND ANY TOPSOIL OR OTHER LOOSE, SOFT OR OTHERWISE UNSUITABLE MATERIAL BE REMOVED FROM THE BUILDING PAD AREAS PRIOR TO PLACEMENT OF ANY EMBANKMENT.
- EMBANKMENT MATERIAL NOT PLACED IN THE BUILDING PAD AREAS SHALL BE COMPACTED IN ACCORDANCE WITH THE REQUIREMENTS OF THE QUALITY COMPACTION METHOD AS OUTLINED IN MN/DOT 2105.3F2 OR AS DIRECTED BY THE SOILS ENGINEER.
- EXCAVATION FOR THE PURPOSE OF REMOVING UNSTABLE OR UNSUITABLE SOILS SHALL BE COMPLETED AS REQUIRED BY THE SOILS ENGINEER. EMBANKMENT MATERIAL PLACED IN THE BUILDING PAD AREA SHALL BE COMPACTED AS DIRECTED BY THE SOILS ENGINEER.
- TOLERANCES:
 - AREAS WHICH ARE TO RECEIVE TOPSOIL SHALL BE GRADED TO WITHIN 0.30 FOOT ABOVE OR BELOW THE REQUIRED ELEVATION, UNLESS DIRECTED BY THE ENGINEER.
 - TOPSOIL SHALL BE GRADED TO PLUS OR MINUS 1/2 INCH OF THE SPECIFIED THICKNESS.
- ALL DISTURBED UNSURFACED AREAS ARE TO IMMEDIATELY RECEIVE SIX INCHES OF TOPSOIL, SEED AND MULCH AND BE WATERED UNTIL A HEALTHY STAND OF GRASS IS OBTAINED.
- PROPOSED CONTOURS ARE TO FINISHED SURFACE. PLAN GRADE IS TO FINISHED GARAGE FLOOR ELEVATION. EXISTING CONTOURS ARE SHOWN AT 2 FOOT INTERVALS. ALL PROPOSED CONTOURS ARE SHOWN AT 2 FOOT INTERVALS.
- THE CONTRACTOR SHALL ASSURE POSITIVE DRAINAGE AWAY FROM THE BUILDINGS FOR ALL NATURAL AND PAVED AREAS.
- THE CONTRACTOR SHALL PROVIDE DEWATERING AS REQUIRED TO COMPLETE THE SITE GRADING CONSTRUCTION OR AS DIRECTED BY THE SOILS ENGINEER.

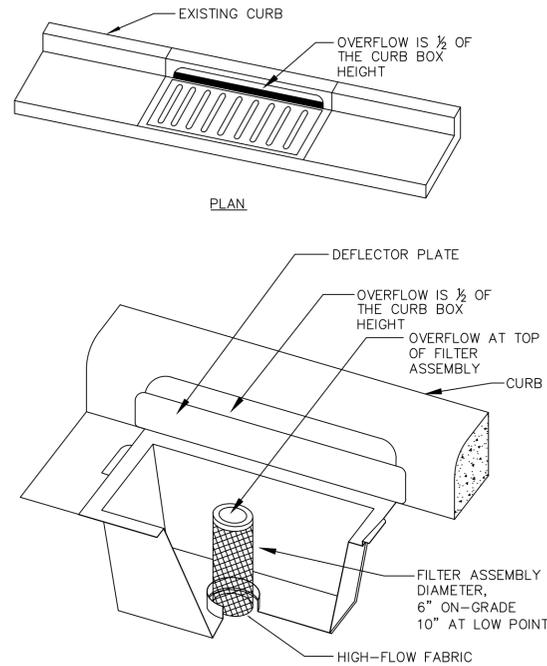
CAUTION NOTES:

THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND/OR ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS IS BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES AND, WHERE POSSIBLE, MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE.

THE CONTRACTOR MUST CONTACT ALL THE APPROPRIATE UTILITY COMPANIES AT LEAST 48 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATION OF UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS. THE LOCATIONS OF SMALL UTILITIES SHALL BE OBTAINED BY THE CONTRACTOR BY CALLING GOPHER STATE ONE CALL AT 800-252-1166 OR 651-454-0002.

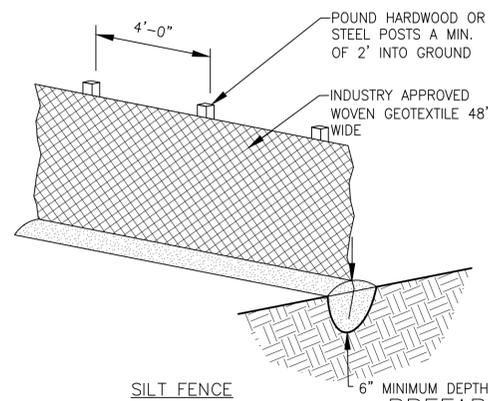
EROSION/SILTATION CONTROL

- ALL EROSION CONTROL AND SILTATION CONTROL WILL COMPLY WITH MINNESOTA'S BEST MANAGEMENT PRACTICES MANUAL AND REGULATIONS OF THE CITY.
- THE CONTRACTOR SHALL BE FAMILIAR WITH AND FOLLOW ALL REQUIREMENTS OF THE MPCA NPDES PHASE II PERMIT FOR CONSTRUCTION ACTIVITIES INCLUDING BUT NOT LIMITED TO: WEEKLY EROSION CONTROL INSPECTIONS, INSPECTION AFTER 0.5" RAINFALL OR MORE AND DOCUMENTATION OF ALL CORRECTIVE MEASURES. BY BEGINNING CONSTRUCTION, THE CONTRACTOR ACKNOWLEDGES THE TERMS OF THIS PERMIT AND AGREES TO ABIDE BY THEM.
- THE CONTRACTOR SHALL PERFORM ANY CORRECTIVE MEASURES ORDERED BY THE CITY OR THE MPCA WITHIN 24 HOURS OF NOTIFICATION. ALSO, ADDITIONAL EROSION CONTROL MEASURES DEEMED NECESSARY BY EITHER THE CITY OR THE MPCA SHALL BE INSTALLED WITHIN 24 HOURS OF NOTIFICATION.
- ANY DEPOSITING OF SILT OR MUD ON NEW OR EXISTING PAVEMENTOR IN EXISTING STORM SEWERS SHALL BE REMOVED AFTER EACH RAIN AND AFFECTED AREAS CLEANED.
- THE CONTRACTOR SHALL ASSUME COMPLETE RESPONSIBILITY FOR CONTROLLING ALL SILTATION.
- THE SILT FENCES SHALL BE REMOVED BY THE CONTRACTOR AFTER THE TURF IS ESTABLISHED.
- ALL DISTURBED AREAS SHALL BE RESTORED WITH A MINIMUM 6 INCHES TOPSOIL, SEEDING AND MULCHED WITHIN 7 DAYS OF COMPLETION OF SITE GRADING. SEEDING SHALL BE IN ACCORDANCE WITH MNDOT SPECIFICATION 2575 MIX 280 @ 50 LBS/ACRE (OR APPROVED EQUAL). DORMANT SEEDING AREAS SHALL BE SEEDING AND MULCHED IN ACCORDANCE WITH MNDOT SPECIFICATIONS, STRAW MULCHING QUANTITY SHALL BE TWO TONS PER ACRE, FERTILIZER (22-5-10) SHALL BE APPLIED AT A RATE OF 350 POUNDS PER ACRE.
- CONSTRUCTION SHALL PROCEED IN THE FOLLOWING SEQUENCE:
 - CONTRACTOR SHALL SCHEDULE A PRE-CONSTRUCTION MEETING WITH THE CITY.
 - INSTALL EROSION CONTROL MEASURES AND ROCK CONSTRUCTION ENTRANCE
 - CONTACT CITY FOR APPROVAL OF EROSION CONTROL INSTALLATION.
 - MAINTAIN EROSION MEASURE, I.E. SILT FENCE, ROCK CONSTRUCTION ENTRANCE.
 - COMPLETE SITE GRADING TOLERANCING.
 - INSTALL SEED AND MULCH ON AREAS THAT ARE NOT TO BE HARD SURFACES.
- ALL STORM SEWER INLETS AND FLARED END SECTIONS SHALL BE ADEQUATELY PROTECTED UNTIL ALL DISTURBED AREAS ARE STABILIZED.
- STOCKPILE AREAS WHICH REMAIN ON THE SITE FOR MORE THAN SEVEN DAYS SHALL BE SEEDING, MULCHED, AND SURROUNDED BY SILT FENCE.
- INDIVIDUAL EROSION CONTROL PLANS WILL BE REQUIRED FOR LOT BUILDERS AT THE TIME OF HOME CONSTRUCTION.

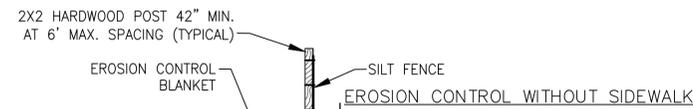


WIMCO ROAD DRAIN CG-23 HIGH FLOW INLET PROTECTION CURB AND GUTTER MODEL OR CITY APPROVED EQUAL.

9 DETAIL: CATCH BASIN INLET EROSION CONTROL



PREFABRICATED SILT FENCE

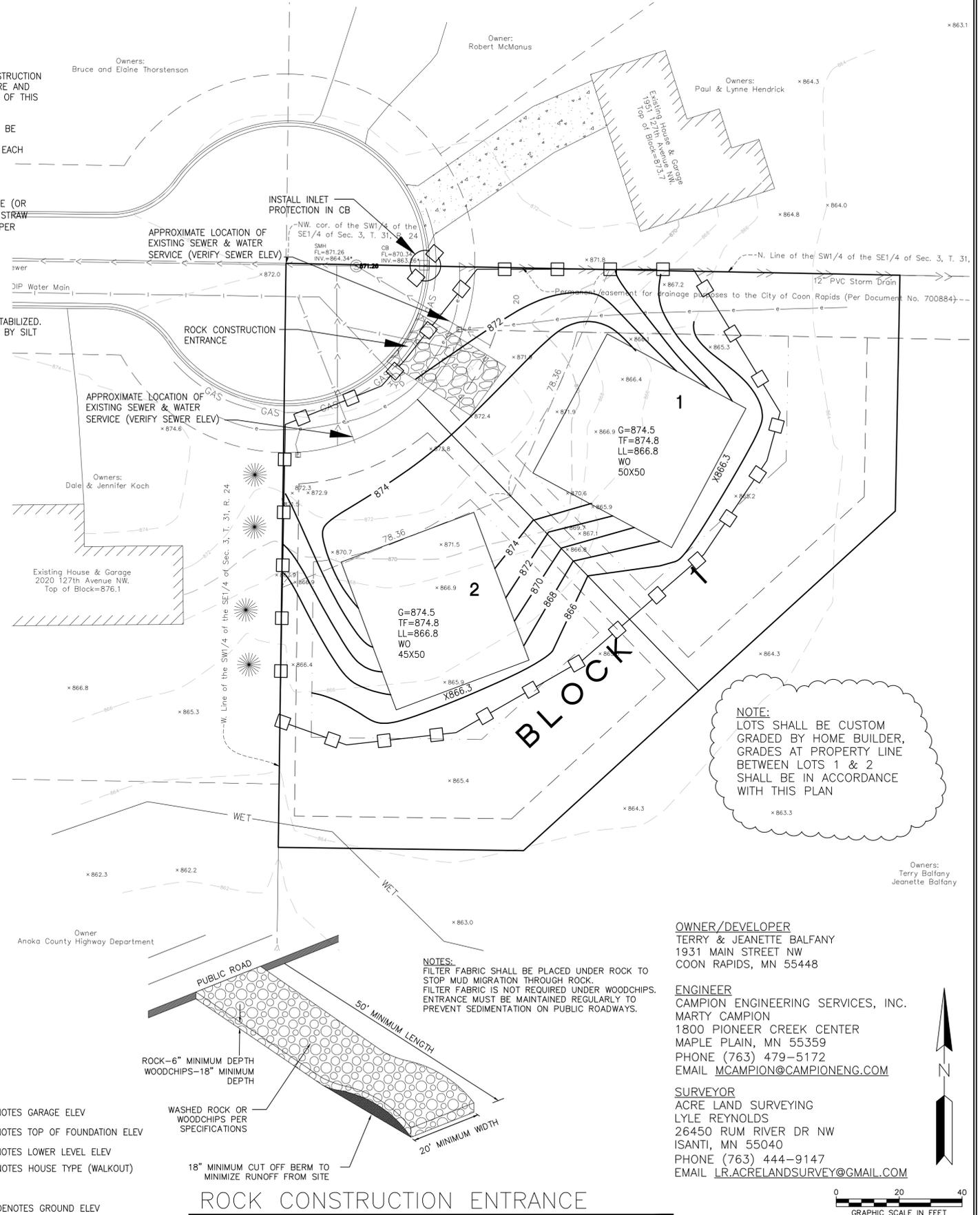


NOTES:

- INSTALL SILT FENCE PER PLAN SET BEFORE BEGINNING CONSTRUCTION.
- INSTALL SILT FENCE AND EROSION CONTROL BLANKET BEHIND CURB & GUTTER AS SHOWN.
- REPLACE TORN, OVERBURDENED, OR DECOMPOSING SILT FENCE WITHIN 24 HOURS.
- TO JOIN SECTIONS OF SILT FENCE, POSITION POSTS TO OVERLAP. FABRIC SHOULD FOLD AROUND EACH POST ON FULL TURN.

□ DENOTES SILT FENCE

G=950.00	← DENOTES GARAGE ELEV
TF= 950.3	← DENOTES TOP OF FOUNDATION ELEV
LL=942.3	← DENOTES LOWER LEVEL ELEV
WO	← DENOTES HOUSE TYPE (WALKOUT)
X941.8	← DENOTES GROUND ELEV



NOTE:
LOTS SHALL BE CUSTOM GRADED BY HOME BUILDER, GRADES AT PROPERTY LINE BETWEEN LOTS 1 & 2 SHALL BE IN ACCORDANCE WITH THIS PLAN

OWNER/DEVELOPER
TERRY & JEANETTE Balfany
1931 MAIN STREET NW
COON RAPIDS, MN 55448

ENGINEER
CAMPION ENGINEERING SERVICES, INC.
MARTY CAMPION
1800 PIONEER CREEK CENTER
MAPLE PLAIN, MN 55359
PHONE (763) 479-5172
EMAIL MCAMPION@CAMPIONENG.COM

SURVEYOR
ACRE LAND SURVEYING
LYLE REYNOLDS
26450 RUM RIVER DR NW
ISANTI, MN 55040
PHONE (763) 444-9147
EMAIL LR.ACRELANDSURVEY@GMAIL.COM

TYLERS COVE
TERRY & JEANETTE Balfany
COON RAPIDS, MN

GRADING & EROSION CONTROL PLAN

SHEET NO. 2 OF 3 SHEETS

PROJECT NO:
13-048

DATE:
11/18/2013

NO.	DATE	DESCRIPTION
1	12/05/2013	CUSTOM GRADING NOTE

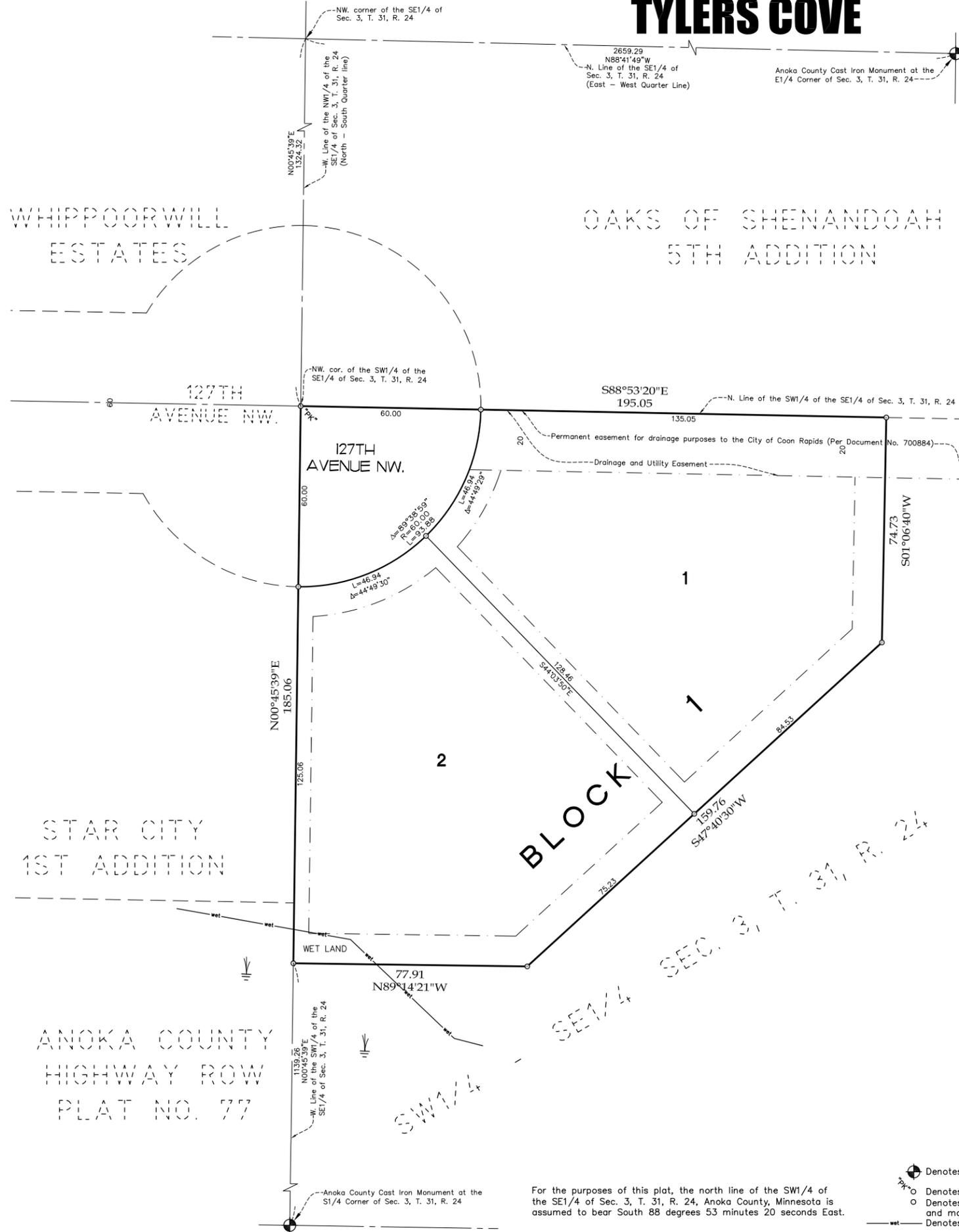
CAMPION ENGINEERING SERVICES, INC.

• CIVIL ENGINEERING LAND PLANNING
1800 Pioneer Creek Center,
P.O. Box 249
Maple Plain, MN 55359
Phone: 763-479-5172
Fax: 763-479-4242
E-Mail: mcampion@campioneng.com

I hereby certify that this plan, specification or report has been prepared by me or under my direct supervision and that I am a duly licensed Professional Engineer under the laws of the State of Minnesota.
Martin P. Campion 12/05/2013
-Lic. # 19901 Date:



TYLERS COVE



KNOW ALL PERSONS BY THESE PRESENTS: That Terry Ray Balfany, a single person, owner, and Jeannette V. Balfany, a single person, owner, of the following described property:

That part of the Southwest Quarter of the Southeast Quarter of Section 3, Township 31, Range 24, Anoka County, Minnesota, described as follows:

Beginning at the northwest corner thereof; thence South 88 degrees 53 minutes 20 seconds East, assumed bearing, along the north line of said Southwest Quarter of the Southeast Quarter, 195.05 feet; thence South 01 degrees 06 minutes 40 seconds West 74.73 feet; thence South 47 degrees 40 minutes 30 seconds West 159.76 feet; thence North 89 degrees 14 minutes 21 seconds West 77.91 feet to the west line of said Southwest Quarter of the Southeast Quarter; thence North 00 degrees 45 minutes 39 seconds East along said west line 185.06 feet to the point of beginning.

Have caused the same to be surveyed and platted as TYLERS COVE and do hereby dedicate to the public for public use the public way and the drainage and utility easements as shown on this plat.

In witness whereof said Terry Ray Balfany, a single person, has hereunto set his hand this _____ day of _____, 20____.

SIGNED:

Terry Ray Balfany

STATE OF MINNESOTA
 COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20____ by Terry Ray Balfany, a single person.

Notary Public, _____ County, Minnesota
 My Commission expires _____

In witness whereof said Jeannette V. Balfany, a single person, has hereunto set her hand this _____ day of _____, 20____.

SIGNED:

Jeannette V. Balfany

STATE OF MINNESOTA
 COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20____ by Jeannette V. Balfany, a single person.

Notary Public, _____ County, Minnesota
 My Commission expires _____

I, Lyle C. Reynolds do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this _____ day of _____, 20____.

Lyle C. Reynolds, Licensed Land Surveyor
 Minnesota License Number 13072

STATE OF MINNESOTA
 COUNTY OF _____

This instrument was acknowledged before me this _____ day of _____, 20____ by Lyle C. Reynolds.

Notary Public, _____ County, Minnesota
 My Commission expires _____

Planning Commission, City of Coon Rapids, Minnesota

Be it known that on this _____ day of _____, 20____, the Planning Commission of the City of Coon Rapids, Minnesota, did hereby review and approve this plat of TYLERS COVE.

Planning Commission, City of Coon Rapids, Minnesota

By _____ Chairman

City Council, City of Coon Rapids, Minnesota

This plat of TYLERS COVE was approved and accepted by the City Council of the City of Coon Rapids, Minnesota at a regular meeting thereof held this _____ day of _____, 20____, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

City Council, City of Coon Rapids, Minnesota

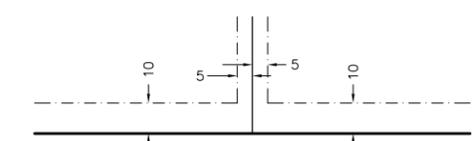
By _____ Mayor By _____ Clerk

COUNTY SURVEYOR

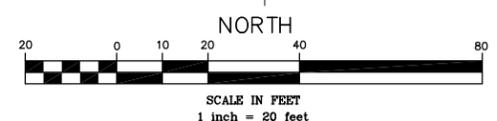
I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this _____ day of _____, 20____.

Larry D. Holm
 Anoka County Surveyor

DRAINAGE AND UTILITY EASEMENTS SHOWN THUS:



BEING 10 FEET IN WIDTH AND ADJOINING RIGHT-OF-WAY LINES AND REAR LOT LINES, AND BEING 5 FEET IN WIDTH AND ADJOINING SIDE LOT LINES, UNLESS OTHERWISE SHOWN ON THE PLAT.



ACRE LAND SURVEYING
 BLAINE, MN

For the purposes of this plat, the north line of the SW1/4 of the SE1/4 of Sec. 3, T. 31, R. 24, Anoka County, Minnesota is assumed to bear South 88 degrees 53 minutes 20 seconds East.

- ◈ Denotes Anoka County Cast Iron Monument.
- Denotes PK Nail set.
- Denotes 1/2 inch by 14 inch iron monument set and marked by L.S. No. 13072.
- wet — Denotes wet land line.



City Council Regular

12.

Meeting Date: 03/04/2014

Subject: PC 14-02 Registered Land Survey, 87th Avenue and Evergreen Boulevard, Amcon

From: Scott Harlicker, Planner

INTRODUCTION

The applicant is requesting approval of a Registered Land Survey (RLS) to subdivide a 23-acre parcel into two lots. Tract A will be 16.44 acres and Tract B is 6.63 acres.

DISCUSSION

The applicant is proposing to subdivide the parcel into two lots. The subdivision is being requested in conjunction with a site plan for a freight terminal and a warehouse. The Planning Commission reviewed the site plan at their February 20th meeting. They approved the site plan with conditions.

The subdivision will allow the warehouse to be placed on a separate lot from the freight terminal. Both parcels comply with the dimensional requirements of the Industrial District. The proposed site plan locates the buildings so that they meet the setback requirements on both lots. Grading, drainage and utilities are being considered as part of the site plan review process. Park dedication will be paid prior to the issuance of a building permit.

Planning Commission Meeting

At the Planning Commission meeting held on February 20th no one spoke at the public hearing. The Commission voted unanimously to recommend approval of the RLS.

RECOMMENDATION

In Planning Case 14-2, the City Council approve the Registered Land Survey with the following conditions:

1. All comments of the City Engineer be addressed.
 2. Cross access easement be provided over the two parcels.
-

Attachments

Location Map

Registered Land Survey

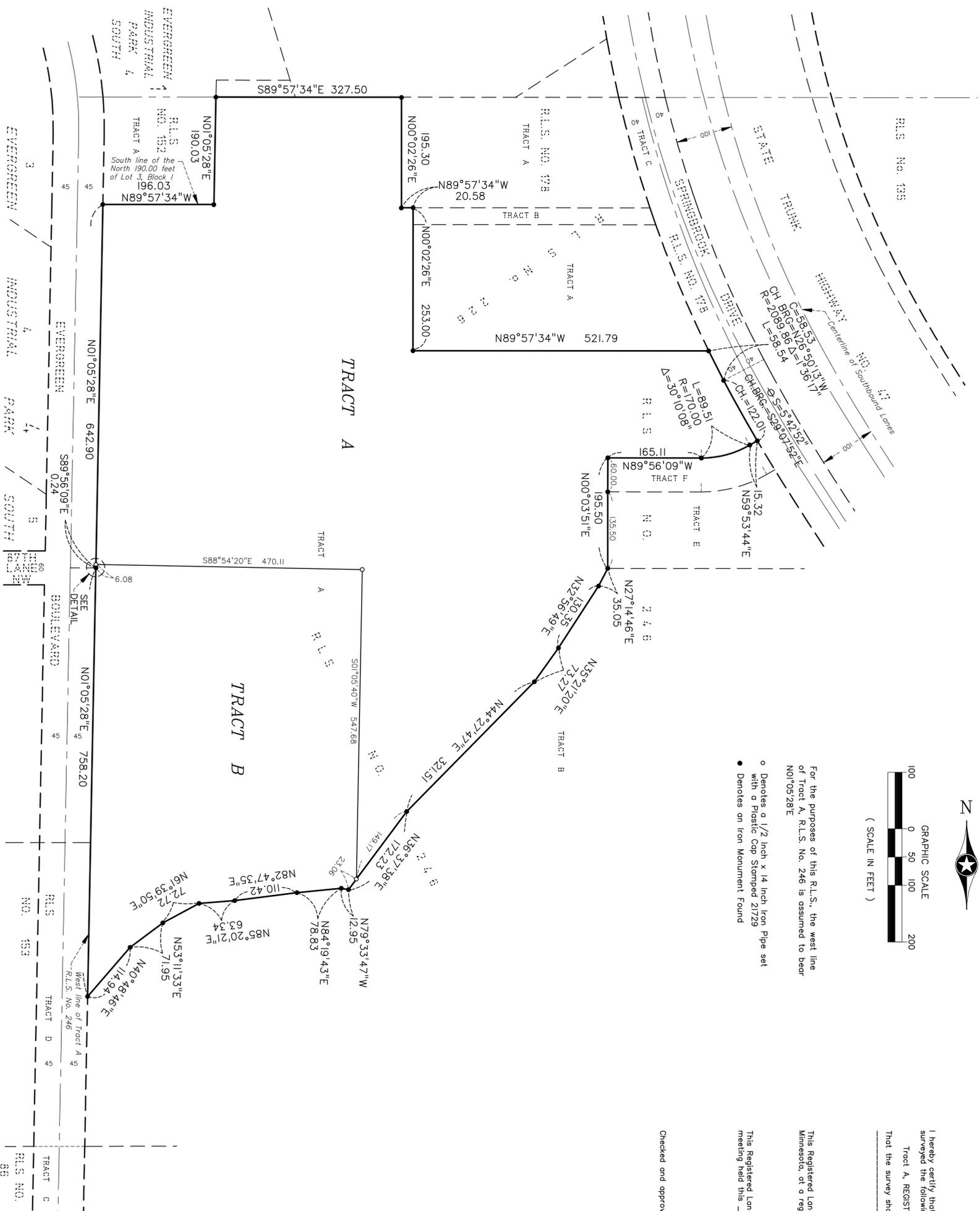
Location Map





For the purposes of this R.L.S., the west line of Tract A, R.L.S. No. 246 is assumed to bear N01°05'28"E

- Denotes a 1/2 inch x 14 inch Iron Pipe set with a Plastic Cap Stamped 21729
- Denotes an Iron Monument Found



I hereby certify that in accordance with the provisions of Chapter 508, Minnesota Statutes of 1949, as amended, I have surveyed the following described property situated in the County of Anoka, State of Minnesota, to wit:
Tract A, REGISTERED LAND SURVEY NO. 246, Anoka County, Minnesota.
That the survey shown herein is a correct delineation of said survey. Dated this _____ day of _____ 20__

Rick M. Blom, Land Surveyor
Minnesota License No. 21729

This Registered Land Survey was approved and accepted by the Planning Commission of the City of Coon Rapids, Minnesota, at a regular meeting held this _____ day of _____ 20__

By: _____ Chairperson

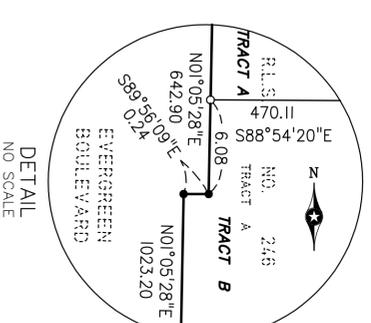
This Registered Land Survey was approved and accepted by the City Council of the City of Coon Rapids, Minnesota, at a meeting held this _____ day of _____ 20__

By: _____ Mayor

Attested: _____ Clerk

Larry Holm
Anoka County Surveyor

Checked and approved this _____ day of _____ 20__





City Council Regular

13.

Meeting Date: 03/04/2014

Subject: PC 13-32, Site Plan Amendment to Allow Design Flexibility for a Monument Sign, 11850 Blackfoot St, Frauenshuh

From: Scott Harlicker, Planner

INTRODUCTION

The applicant is requesting an amendment to the approved site plan for a 123,000-square foot office building. The amendment includes a request for design flexibility to allow a monument sign that exceeds the maximum height and square footage requirements.

DISCUSSION

The applicant is requesting design flexibility to allow a monument sign that exceeds the maximum height and square footage requirements. The maximum height allowed is 10 feet, the applicant is proposing a 12 foot high sign. The maximum size is 100 square feet, the applicant is proposing 252 square feet. The proposed sign will be 21 feet wide; there is no maximum width requirement. The proposed sign complies with the setback requirement from Coon Rapids Boulevard.

The applicant is requesting design flexibility under section 11-1003.16. Design flexibility may be approved provided the applicant demonstrates an alternative approach to meeting the design standards is necessary to respond to site conditions, will result in better integration of uses or additional public amenities, and will further the intent of this Section.

Because of the number of tenants, the applicant is requesting a larger sign so that the lettering is legible. In addition, because of the proximity of Mercy Medical Center and Mercy Hospital, a legible sign is needed to direct traffic to the correct location and better integrate the uses of the two buildings. The sign will be monument style and located in a grove of oak trees at the intersection of Blackfoot Street and Coon Rapids Boulevard. The existing trees and proposed landscaping will offset any potential harmful affects of the larger sign.

Planning Commission Meeting

At the Planning Commission meeting held on February 20th no one spoke at the public hearing. The Commission voted unanimously to recommend approval of the proposed sign.

RECOMMENDATION

In Planning Case 13-32 the City Council approve the request for design flexibility to allow a 12-foot tall, 252-square foot monument sign based on the following findings:

1. The applicant demonstrated that the modification is necessary to respond to site conditions. The large building and number of tenants creates the need for the larger sign to ensure that the lettering is legible.
2. The larger sign will result in better integration of uses. It will better direct traffic to the appropriate building within the Mercy Medical Complex.
3. The placement of the sign within a grove of mature trees and the additional landscaping provides mitigation for any potential harmful effects of the larger sign.

Attachments

Location Map

Applicant's Narrative

Sign Elevation

Site Plan

Location Map



December 23, 2013



Mr. Scott Harlicker
Planner
City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN, 55433-3761

Re: Mercy Specialty Medical Center, Monument sign design relief

Dear Scott,

On behalf of Frauenshuh, the Developer and Owner of the Mercy Specialty Medical Center, we are requesting design relief in regards to the monument sign requirements of:

- Overall area allowed and,
- Maximum height limitations

The design relief requested is to increase the allowable sign area to 150 square feet, a 50% increase from the current design. In addition to the area increase, we are also requesting relief in the height allowance for the monument sign. We currently have a monument sign design that meets the current requirements. Our request for design relief would increase the size of the monument sign proportionally so the sign as designed would remain the same however the letter size could increase and make a more legible sign.

To address the following areas of the regulation:

- **(a) The modification significantly advances the intent of this chapter;** the functional needs of the monument sign are to direct patients to the correct location. At this location, the Mercy hospital and the new Mercy Specialty Medical Center provide a broad range of services. Directing traffic to the correct location is not only a matter of convenience but also of safety for patients, staff and the general public.
- **(b) The modification is necessary to develop the property in an efficient, well-organized way;** as mentioned above, the monument sign has a functional use in directing traffic to a large healthcare campus with various entry points for services. Due to the size of the overall campus and the number of services delivered, it is imperative to clearly direct traffic. Because a large percentage of patients arrive by car, it is necessary to have long distance visibility of the monument sign so provide the necessary and clear information to patients as they approach the campus. The design relief intends to allow larger font on the monument sign for the various tenants. The design relief will not alter the amount of information, the style or any other characteristics beyond the size of the font.
- **(c) The plan provides significant site amenities, buffers, and other elements to offset any potential harmful effects that could be caused by the use.** The monument sign will be situated on the corner of Blackfoot Street NW and Coon Rapids Boulevard with visibility towards the southeast. We are planning to nestle the monument in the grove of large, mature oak trees that will remain on the corner. The materials for the base will match materials from the specialty medical center. The information on the sign will show the building address and the names of the tenants in the building. The sign is not intended to act as a logo for any individual service or company. We have taken extensive efforts to fit as much landscaping on the site of the specialty medical center while also being sensitive to maintaining the existing mature trees on site. The mature trees add value to Coon Rapids Boulevard but do limit visibility of the specialty medical center building. We could add a small amount of planting in the location of the former house structure that stood on the corner. We feel the oaks would provide the necessary backdrop for the monument sign and adding other elements in this area would detract from the overall functionality of this area.

POPE ARCHITECTS, INC.

1295 BANDANA BOULEVARD N, SUITE 200
ST. PAUL, MN 55108-2735
(651) 642-9200 | FAX (651) 642-1101

www.popearch.com

Mercy Specialty Medical Center, Monument sign design relief

December 13, 2013

Page 2

We are requesting the Coon Rapids Planning Commission and City Council review this request and consider granting relief to the monument size and height for this one condition. Specifically we are requesting the overall area of the sign be increased to 150 square feet and that the height be allowed up to 15' from grade at the sign location.

Sincerely,

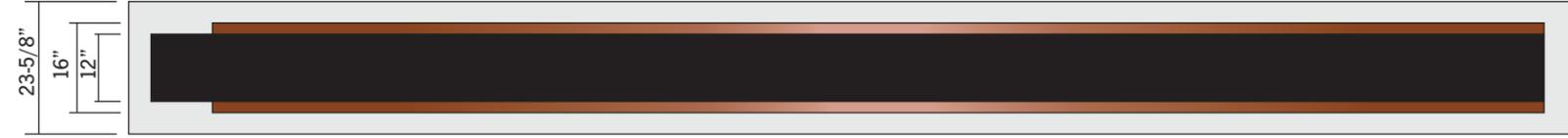
POPE ARCHITECTS, INC.

A handwritten signature in black ink, appearing to read 'D. Moga', is positioned above a faint, illegible stamp.

David Moga, AIA
Project Manager

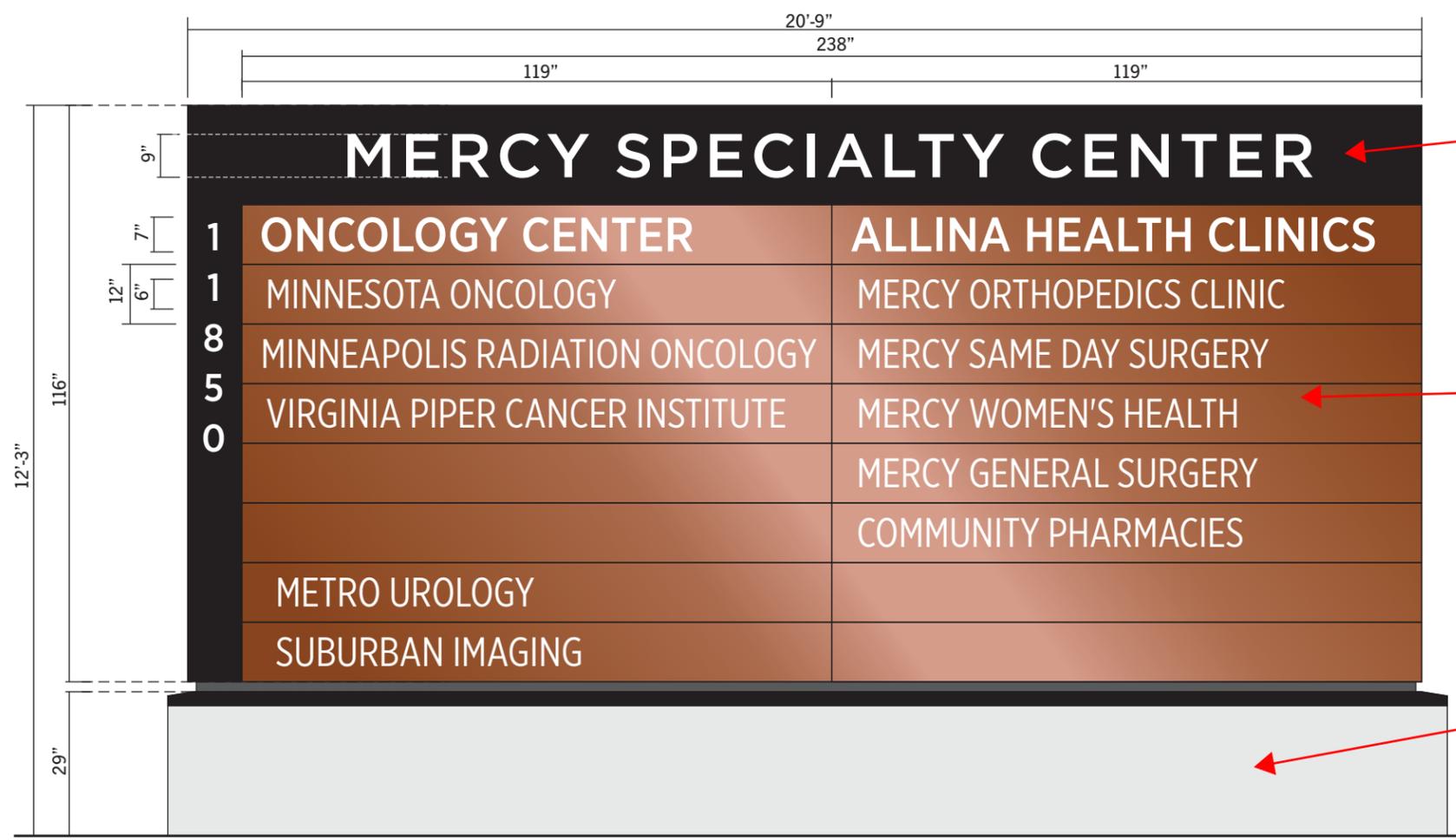
cc: File

G:\26172\12007\CORR\Meeting Minutes\City County\Request for design relief - monument.docx



② Plan View

Scale: 3/8"=1'-0"



Custom fabricated aluminum double sided sign cabinet with white LED lighting. The black color provides contrast to the name and address.

The header copy and tenant panels (16 total tenant panels) text have routed out faces and are backed with white acrylic. The Matthews Aztec Copper color is in the same family as the dark field brick on the new Medical Office Building.

Precast concrete base to match the precast concrete at the base of the new Medical Office Building.

① Elevation

Scale: 3/8"=1'-0"



archetype

9635 Girard Ave S.
 Minneapolis, Minnesota 55431
 952 641 9600
archetypesign.com

Contact:
Brad Babcock
 952 641 9609
bradb@archetypesign.com

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Approved: _____

Type:
 Description:
 Double-Sided
 Building ID Monument



City Council Regular

14.

Meeting Date: 03/04/2014

Subject: PC 13-24, Site Plan Approval for a Second Freestanding Sign, 430 Coon Rapids Blvd, Jack Ovick

From: Scott Harlicker, Planner

INTRODUCTION

The applicant is requesting use and design flexibility to allow a second freestanding pylon sign.

DISCUSSION

On December 19th the Planning Commission recommended approval of revised building elevations and the proposed additional wall sign for 610 Express. The Commission recommended denial of the proposed second freestanding pylon sign. At your meeting on January 21st, the City Council approved the building elevations and the additional wall sign. However, the applicant came to the meeting with a new location for the freestanding sign. They proposed to place the sign in the southwest corner of the site, in the rear of the site adjacent to the dumpster enclosure. The proposed new location of the second freestanding sign to the southwest corner of the site was significant enough to warrant review by the Planning Commission. Therefore, the Council referred the matter of the second freestanding sign back to the Planning Commission for their review and recommendation.

Freestanding Sign

The applicant is proposing a 48 foot tall freestanding pylon sign in the southwest corner of the site, adjacent to the Highway 610 exit ramp. The applicant is requesting the pylon sign to gain visibility from Highway 610 and better visibility from Coon Rapids Boulevard. Code allows one monument sign per property. There is an existing monument sign along Coon Rapids Boulevard near the entrance to the site. The applicant is requesting both **use and design flexibility** regarding a second freestanding sign. Use flexibility is requested with respect to allowing a second freestanding sign, and design flexibility because a pylon sign is proposed.

Use flexibility may be granted if the applicant demonstrates the following:

- (a) The modification significantly advances the intent of this Section;
- (b) The modification is necessary to develop the property in an efficient, well-organized way; and
- (c) The plan provides significant site amenities, buffers, and other elements to offset any potential harmful effects that could be caused by the use.

The sign is being proposed to provide better visibility from Highway 610. However, the sign proposal is not in alignment with the policies and standards for Coon Rapids Boulevard and staff does not believe the applicant has satisfied the standards for granting use flexibility. Specifically, the applicant has not demonstrated how the proposed sign will a) advance the intent of the code, b) is necessary to develop the property efficiently, or c) provide amenities or mitigate development effects.

Design flexibility may be approved provided the applicant demonstrates an alternative approach to meeting the design standards is necessary to respond to site conditions, will result in better integration of uses or additional public amenities, and will further the intent of this Section. Staff does not believe the desire for better visibility from Highway 610 meets these standards. Specifically, the applicant has not demonstrated how the proposed sign

will respond to sight conditions, better integrate uses or add public amenities, or will advance the intent of the code.

In addition to not meeting the criteria set forth by City Code, allowing a pylon sign would be a significant diversion from the direction the City has established for Coon Rapids Boulevard, and will have implications for future uses of both this site and other sites within the Boulevard and 610 corridor. Furthermore, allowing a pylon would be unfair to other properties in the area which have developed since the current standards were adopted in 2002. The applicant should work with MnDOT to locate a "blue commerce" sign on 610 directing drivers to various establishments in the area.

Planning Commission Meeting

At the Planning Commission meeting held on February 20th no one spoke at the public hearing. The applicant explained they would like the additional sign to provide visibility from the highway. The Commission discussed need for consistency with the design standards and that the proposed sign did not meeting the standards for granting design and use flexibility. The Commission voted unanimously to recommend denial of the proposed pylon sign.

RECOMMENDATION

In Planning Case 13-24, the City Council deny the request for use and design flexibility based on the following:

Use Flexibility

Deny the request for **use flexibility**. Section 11-903.12 states that use flexibility may be approved provided the applicant meets the following findings:

- (a) The modification significantly advances the intent of this Section;
- (b) The modification is necessary to develop the property in an efficient, well-organized way; and
- (c) The plan provides significant site amenities, buffers, and other elements to offset any potential harmful effects that could be caused by the use.

The sign proposal is not in alignment with the policies and standards for Coon Rapids Boulevard and staff does not believe the applicant has satisfied the standards for granting use flexibility. Specifically, the applicant has not demonstrated how the proposed sign will a) advance the intent of the code, b) is necessary to develop the property efficiently, or c) provide amenities or mitigate development effects.

Design Flexibility

Deny the request for **design flexibility**. Section 11-903.12 states that design flexibility may be approved provided the applicant demonstrates such modification is necessary to respond to site conditions, will result in better integration of uses or additional public amenities, and will further the intent of this Section.

The desire for better visibility from Highway 610 is not sufficient to meet the standards for granting design flexibility. Specifically, the applicant has not demonstrated how the proposed sign will respond to sight conditions, better integrate uses or add public amenities, or will advance the intent of the code.

Attachments

Location Map

Site Plan with Proposed Sign Location

Sign Elevations

View Coon Rapids Boulevard

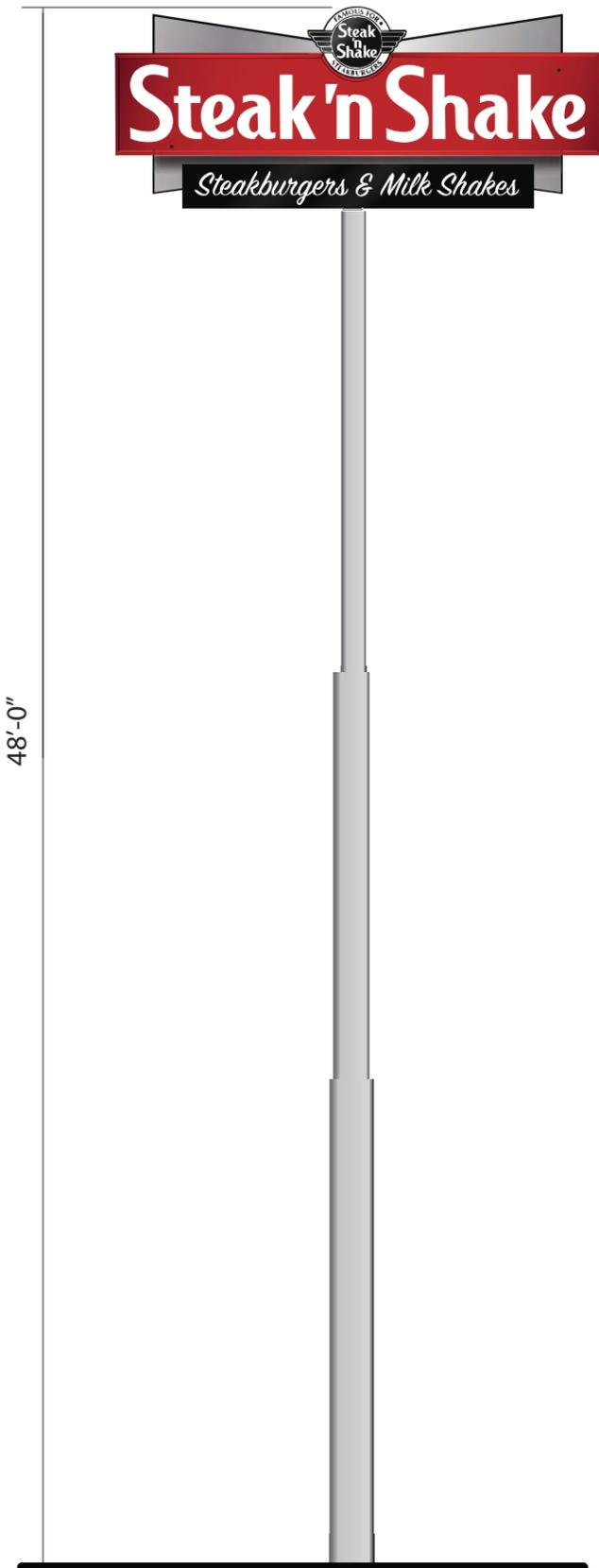
View Highway 610

View Highway 610 Exit Ramp

Applicant's Narrative

Location Map





**INTOWN
Suites**
EXTENDED-STAY LIVING
STUDIOS
KITCHENS

FROM
269.99
WEEK

Steak 'n Shake
Chick-fil-ee & All-Clare

Shell
ATM
CAR WASH



WEST NORTH
10 51 47
University Ave
3/4 MILE
EXITS ONLY

3
Coon Rapids Blvd

Crab 'n' Shells



Coon Rapids Blvd



Steak 'n Shake

Little's
Cafe

Construction Consultants, Inc.

NARRATIVE – REVISED REQUESTED USE AND DESIGN FLEXIBILITY

- A. Entrance canopy accent wall & signage (three walls)
- B. Pick-up window accent wall & signage (three walls)
- C. Coon Rapids accent fascia & signage (three walls)

NARRATIVE

1. SITE CONDITIONS
ALTERNATIVE APPROACH

The location of 610 and the 610 ramp are unique to the site. Trees and foliage block the view of the food business from 610 ramp, the gas canopy on the south, and the 3 story motel with 2 pylon signs create a distraction to branding the food business proposed in the dated building. The modification significantly advances the intent of this section.
2. THE MODIFICATION IS
NECESSARY TO DEVELOP THE
PROPERTY IN AN EFFICIENT,
WELL ORGANIZED WAY.

The addition of three visible elements, with food business identity color and lettering, will make reasonable use of the property. In addition to the food business branding, the owner proposes to re-finish the entire roof to a neutral (gray) color, and screen the equipment on the side of the building adjacent to the motel.
3. DESIGN STANDARD FLEXIBILITY

The proposed improvements would develop the property with significant amenities in a well-organized manner. No potential harmful effects would be experienced by the port authority.



City Council Regular

15.

Meeting Date: 03/04/2014

Subject: Approve Plans and Specifications and Order Advertisement for Bids - Project 14-16, Large Bituminous Patch Repairs

Submitted For: Tim Himmer, Public Works Director **From:** Cher Ridout, Admin Secretary II

INTRODUCTION

Each year the City contracts for street repairs throughout the City, primarily in the seal coat areas and watermain break areas. The City Engineering Division has completed plans and specifications for large bituminous street patching. Council is requested to approve the plans and specifications and order advertisement for bids for this project.

DISCUSSION

There are various types of repair work needed throughout the City each year consisting of concrete repair, bituminous street surfacing repair, and turf restoration. The City will be soliciting quotes for the smaller contracts including bituminous repair of small areas, concrete repair, and turf restoration work. The large bituminous patching repair work would be advertised for bids. The advertisement would be published in March with a bid opening scheduled for April 4, 2014. Bid results and a recommendation for contract award would be presented to Council at the April 15, 2014 meeting. If the contract is awarded, work is expected to begin in May.

RECOMMENDATION

It is recommended that Council adopt Resolution No. 14-16(8) approving plans and specifications and ordering advertisement for bids for large bituminous street patching repairs.

BUDGET IMPACT:

Repair and restoration work identified to date is estimated to cost approximately \$100,000. Funding for this work has been budgeted in various activities. Patching for watermain break repairs would be paid from the Water Utility Fund, patching for storm drain repairs would come from the Storm Water Utility Fund, and patching in sealcoat areas would come from the Street Reconstruction Fund.

Attachments

Resolution No. 14-16(8)

RESOLUTION NO. 14-16(8)

**(8) RESOLUTION APPROVING PLANS AND SPECIFICATIONS
AND ORDERING ADVERTISEMENT FOR BIDS**

WHEREAS, the City Engineering Division has prepared plans and specifications for the improvement of the City's street system by bituminous patching of areas larger than 20 square yards and has presented such plans and specifications to the Council for approval; and

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

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

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The City Clerk shall prepare and cause to be inserted in the official paper and in a trade journal, if applicable, an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for 21 days, shall specify the work to be done, shall state that bids will be received by the City of Coon Rapids until 10:00 a.m. on the 4th day of April, 2014, at which time they will be publicly opened in the City Hall by the Engineer, will then be tabulated, and will be considered by the Council at 7:00 p.m. on the 15th day of April, 2014, in the Council Chambers, and that no bids will be considered unless sealed and filed with the City and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the Clerk for 5% of the amount of such bid.

Adopted this 4th day of March, 2014.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk



City Council Regular

16.

Meeting Date: 03/04/2014

Subject: Approve Plans and Specifications and Order Advertisement for Bids - Project 14-19, 2014 Well Rehabilitation Program

Submitted For: Tim Himmer, Public Works Director **From:** Cher Ridout, Admin Secretary II

INTRODUCTION

Following completion of a Water System Master Plan in 2001, the City began a comprehensive well rehabilitation program. The initial phase of the well rehabilitation program took six years. All 25 of the City's municipal wells, as well as booster pumping systems at both treatment plants were rehabilitated. In 2011 we began a new 5-6 year well rehabilitation program. Wells 19, 20, 22, and 23 are scheduled for reconstruction in 2014. Council is requested to consider approval of plans and specifications and order advertisement for bids for this work.

DISCUSSION

On February 18, 2014, Council approved an engineering services agreement with Progressive Consulting Engineers, Inc. (PCE) for design and construction services to rehabilitate Wells 19, 20, 22, and 23. PCE completed the plans and specifications and a cost estimate for the four wells. Attached is a letter from PCE outlining the project scope and feasibility of the project, and a detailed project schedule.

Work included in the rehabilitation is as follows:

- Checking pump motors
- Pulling pumps and inspecting line shafts and replacing components as necessary
- Replacing pumps and motor parts as needed
- Videotaping wells
- Checking water level and measuring devices at each well
- Assessing need for sand removal and possible well redevelopment
- Check well digital flow monitoring

If the wells are in good condition, the cost estimate to rehabilitate all four wells is \$80,000 to \$90,000. Alternates are included in the bidding documents to include replacement of pump equipment and/or removal of iron bacteria or encrustation if the wells require additional work due to deteriorating equipment. Cost estimates could add up to approximately \$305,000 to the contract should the additional work be necessary on all four wells to ensure optimal operation.

If Council approves the plans and specifications, the advertisement for bids will be published in March with bids received on March 28, 2014. Work is proposed to begin in May and be completed at the end of 2014.

RECOMMENDATION

It is recommended that City Council approve Resolution No. 14-19(8) approving plans and specifications and ordering advertisement for bids for rehabilitation of Wells 19, 20, 22 and 23.

BUDGET IMPACT:

The Water System Maintenance Fund contains \$360,129 to fund the rehabilitation of Wells 19, 20, 22, and 23. The base bid, estimated to be \$80,000 to \$90,000 would include inspection and testing of the wells and equipment. It is difficult to estimate what work is needed to each well until it has been examined by the contractor. The contract includes an alternate only if something is discovered during the inspections that require repair and/or replacement of the equipment. The alternate work is estimated at \$305,000 if all wells were in a deteriorated condition. If this were to occur, adequate funding is available.

Attachments

Location Map

PCE 2-25-14 Letter

Project Schedule

Resolution No. 14-19(8)



February 25, 2014

Tim Himmer, P.E.
Director of Public Works
City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761

Re: 2014 Well Rehabilitation
City Project 14-19
Council Authorization of Project

Dear Mr. Himmer:

The Project Manual and Drawings for the 2014 Well Rehabilitation Project are complete and the project is ready for Authorization by the Coon Rapids City Council. This letter includes a project summary, engineer's opinion of probable construction cost and project schedule. Please let us know if there is any additional information that would help the council in their authorization process.

Three copies of the Project Manual and Drawings will be sent under separate cover for the City's use.

Project Summary

The work includes rehabilitation of four of the City's municipal water wells. They are Wells Nos. 19, 20, 22 and 23. The last time these wells were rehabilitated and updated was over 11 years ago in late 2002 and early 2003.

Generally, the project includes performing the following base bid work at each well:

1. Removal of well pump and inspection of well pump equipment.
2. Video inspection of each well to determine condition of the well.
3. Replacement of worn and obsolete equipment with new equipment.
4. Reinstallation of well pump and equipment.

The project bid will also include prices for Alternate Work. Engineer will assess the condition of the equipment and prices submitted for Alternate Work with City staff and recommend Alternate work to be selected.

Following is a short summary of the Alternate work at each well.

1. Replacement of pump or pump motor
2. Replacement of carbon steel lineshaft with stainless steel lineshaft.
3. Sandblast and paint pump discharge piping.
4. Replace flow meter (only at Well No. 20)
5. Replace discharge piping and equipment with new dismantling joint, piping and valves.
6. Replacement of outdated, problematic RF admittance water level measuring devices with new pressure transducer devices.
7. Treating well to remove iron bacteria or encrustation, as needed.

Engineer's Opinion of Probable Construction Cost

The cost of the project will vary considerably depending on the condition of the equipment and the work required which cannot be known until the equipment is removed and inspected. The bid form has been designed to solicit prices from the bidders for each quantity of the work to address these unknowns.

Below we have separated out the cost opinion by Base Bid Items, Pump and Pump Discharge Alternate Bid Items, and Well Alternate Bid Items.

Total for all Base Bid Items and all Alternate Work is \$305,000. This is within the City's approximately \$340,000 budget for the construction costs on this project.

Base Bid Items. If the equipment is all in good condition with minimal or no replacement needed, it is our opinion that the construction cost for the Base Bid could be as low as \$80,000 to \$90,000 for the four wells.

Pump and Pump Discharge Alternate Bid Items. If the well pump equipment has deteriorated considerably, all or most of the equipment will need to be replaced. It is our opinion that the construction cost for these items could be between \$0 to \$110,000 for the four wells. This includes prices for new pumps and motors which would cost \$50,000 to \$60,000 if all four pumps and motors needed replacement.

Well Alternate Bid Items. It is our opinion that the construction cost for these items could be between \$0 to \$105,000 for the four wells. This includes prices for treating each well to remove iron bacteria or encrustation for \$45,000 to \$55,000 if all four wells needed this work.

Project Schedule

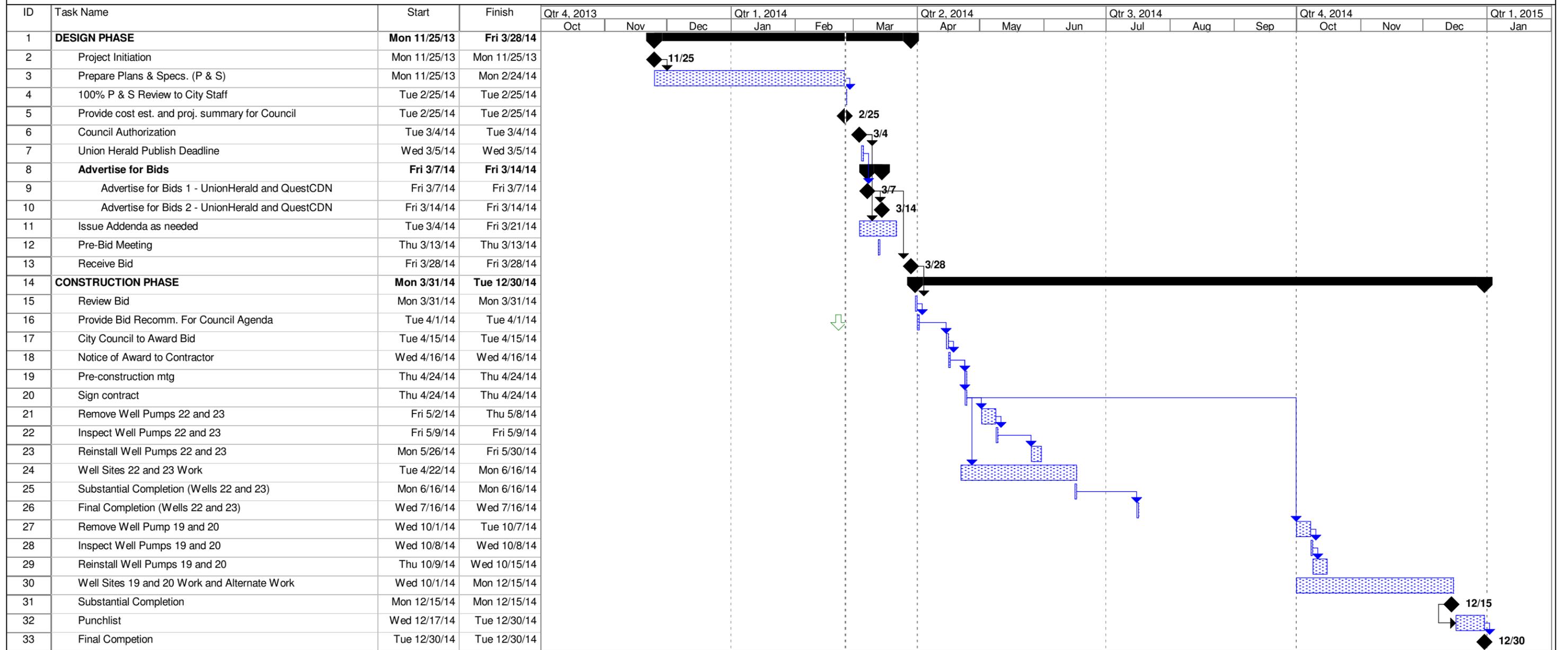
Attached is the estimated schedule based on Council approval of the project on Tuesday, March 4, 2014, and bidding on Friday, March 28, 2014.

If you have any questions or concerns you would like to discuss, please do not hesitate to contact me.

Sincerely,

David J. Brown, P.E.
Senior Project Manager

City of Coon Rapids 2014 Well Rehabilitation Project Schedule



Project: project schedule 02-21-2014
Date: Tue 2/25/14

Task		Progress		Summary		External Tasks		Deadline	
Split		Milestone		Project Summary		External Milestone			

RESOLUTION NO. 14-19(8)

**(8) RESOLUTION APPROVING PLANS AND SPECIFICATIONS
AND ORDERING ADVERTISEMENT FOR BIDS**

WHEREAS, Progressive Consulting Engineers, Inc. has prepared plans and specifications for the improvement of the City's water system by well rehabilitation of Wells 19, 20, 22 and 23 and has presented such plans and specifications to the Council for approval; and

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

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

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The City Clerk shall prepare and cause to be inserted in the official paper and in a trade journal, if applicable, an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for 21 days, shall specify the work to be done, shall state that bids will be received by the Clerk until 10:00 a.m. on the 28th day of March, 2014, at which time they will be publicly opened in the City Hall by the City Clerk and engineer, will then be tabulated, and will be considered by the Council at 7:00 p.m. on the 15th day of April, 2014, in the Council Chambers, and that no bids will be considered unless sealed and filed with the Clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the Clerk for 5% of the amount of such bid.

Adopted this 4th day of March, 2014.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk



City Council Regular

17.

Meeting Date: 03/04/2014

Subject: Approve Plans and Specifications and Order Advertisement for Bids - Project 14-18, Electrical Repair Contract

Submitted For: Tim Himmer, Public Works Director **From:** Cher Ridout, Admin Secretary II

INTRODUCTION

The City contracts for repair of City owned street lights and other City maintained electrical systems every three years. The City Engineering Division has prepared plans and specifications for this work. Council is requested to approve plans and specifications and order advertisement for bids for a new contract.

DISCUSSION

The City has over 2000 street lights throughout the City that are the City's responsibility to maintain. There are also several ballfield lights, traffic signal lights, Golf Course and Ice Center electrical work, building maintenance, and other items that need electrical maintenance. The City has contracted for this electrical work for many years. The last contract was awarded to Rawlands Electric in 2011. Maintenance of City owned street lights is the main item under this contract. The City Public Works Department notifies the contractor of locations needing repair and the contractor is required to perform the repair within two weeks unless there is severe damage. The contract also provides for emergency repair such as a damaged street light from an auto accident. The contract can extend over a three-year period if both parties are in agreement to continue at the contract bid prices from one year to the next. This has worked well for the City over the years.

RECOMMENDATION

It is recommended that Council adopt Resolution No. 14-18(8) approving plans and specifications and ordering advertisement for bids for City-owned electrical repair.

BUDGET IMPACT:

Funds for this contract are budgeted annually under the Street Light Maintenance Fund (Activity 503) in the amount of \$150,000 for street light maintenance. Some funding may also be used from the Park Maintenance, Golf Course, Ice Center, and Building Maintenance funds.

Attachments

Resolution No. 14-18(8)

RESOLUTION NO. 14-18(8)

**(8) RESOLUTION APPROVING PLANS AND SPECIFICATIONS
AND ORDERING ADVERTISEMENT FOR BIDS**

WHEREAS, the City Engineering Department prepared plans and specifications for the improvement of the City's street lighting system by repair and maintenance and has presented such plans and specifications to the Council for approval; and

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

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

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The City Clerk shall prepare and cause to be inserted in the official paper and in a trade journal, if applicable, an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for 21 days, shall specify the work to be done, shall state that bids will be received by the Clerk until 10:00 a.m. on the 28th day of March, 2014, at which time they will be publicly opened in the City Hall by the City Clerk and engineer, will then be tabulated, and will be considered by the Council at 7:00 p.m. on the 1st day of April, 2014, in the Council Chambers, and that no bids will be considered unless sealed and filed with the Clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the Clerk for 5% of the amount of such bid.

Adopted this 4th day of March, 2014.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk



City Council Regular

18.

Meeting Date: 03/04/2014

Subject: Accept Feasibility and Order Public Hearing and Assessment Hearing for Residential Street Reconstruction - Project 14-3

Submitted For: Kevin Kawlewski, City Engineer

From: Cher Ridout, Admin Secretary II

INTRODUCTION

The City Engineering Division is recommending the reconstruction of approximately 3.25 miles of residential streets in the area around Hanson Boulevard between 107th Avenue NW and 113th Avenue NW. Staff has prepared a feasibility report for the proposed improvements. Council is being requested to accept the report and to order the public improvement hearing and the assessment hearing for the project, with both hearings to be held on April 1, 2014.

DISCUSSION

Council ordered the preparation of a feasibility report for the proposed project on November 19, 2013. Streets included in the scope of the report are as follows:

1. 112th Lane NW from Swallow Street to the cul-de-sac
2. 112th Avenue NW from Swallow Street to Partridge Street
3. 111th Circle NW from Thrush Street to the cul-de-sac
4. 110th Lane NW from Thrush Street to Hanson Boulevard
5. 110th Avenue NW from Swallow Street to Osage Street
6. 109th Lane NW from Swallow Street to Osage Street
7. 109th Avenue NW from Osage Street to the cul-de-sac
8. Wren Street NW south of 113th Avenue NW
9. Uplander Street NW south of 113th Avenue NW
10. Verdin Circle NW south of 112th Lane NW
11. Swallow Street NW from 113th Avenue NW to 111th Lane NW
12. Quinn Street NW from 113th Avenue NW to 112th Avenue NW
13. Partridge Street NW from 113th Avenue NW to 112th Avenue NW
14. Osage Street NW south of 113th Avenue NW
15. Thrush Street NW from 110th Lane NW to 111th Lane NW
16. Osage Street NW from 110th Lane NW to the cul-de-sac
17. Swallow Street NW from 110th Lane NW to 109th Lane NW
18. 108th Lane NW from Hanson Boulevard to the cul-de-sac and from Hanson Boulevard to Killdeer Street NW
19. 108th Avenue NW from Hanson Boulevard to Linnet Street NW
20. 107th Lane NW from Linnet Street NW to the cul-de-sac
21. Linnet Street from 107th Avenue NW to 108th Avenue NW
22. Killdeer Street from 108th Lane NW to the cul-de-sac
23. 107th Avenue NW from Linnet Street to the cul-de-sac

Proposed improvements include reclamation of the existing bituminous surface and aggregate base, removal and replacement of damaged curb and gutter, sidewalk and pedestrian curb ramp improvements in accordance with ADA requirements, replacement of approximately 150 feet of sanitary sewer on 110th Avenue NW and other

needed repairs, watermain repairs or replacements as necessary, and repairs or replacements for the existing storm sewer as needed.

City assessment policy calls for assessing properties benefiting from the proposed improvements. The proposed assessment rate is \$1,667.00 for single family residential property, \$20.83 per front foot for multi-family residential property, and \$41.65 per front for commercial property. The project as proposed includes 226 single family properties, 198 multi-family properties, and Rockslide Park.

The legal descriptions for the area of benefit are:

- Lot 20, Block 7; Lot 8, Block 8; and Lot 7, Block 9 of Thompson Heights, 4th Addition
- Lots 1-16, Block 1; Lots 1-16, Block 2; Lots 1-7, Block 3; Lots 1-7, Block 4; Lots 1-7, Block 5; Lots 1-14, Block 6; Lots 1-14, Block 7; and Lots 1-7, Block 8 of Hanson Boulevard Addition
- Lot 1, Block 1; Lots 1-4, Block 2; and Lots 1-4, Block 3 of Gateway Place
- Lots 1-8, Block 1 of Osage Place
- Lots 1-14, Block 1 of Gateway Townhomes
- Lots 1-3, Block 1; and Lots 8-11, Block 1 of Adam A. Biedny Estates
- Lots 1-3, Block 1; Franzen's 2nd Addition
- Lots 1-5, Block 1; and Lots 1-3, Block 2 of S.J.'s Countryside Park
- Lots 1-20, Block 1; Lots 1-27, Block 2; Lots 1-15, Block 3; Lots 1-25, Block 4; and Lots 1-12, Block 5 of Meadow Lane Estates
- Lots 1-2, Block 1 of Twin Harmony
- Lots 1-3, Block 1 of Angie Addition
- Lots 1-2, Lots 4-6, and Lots 8-13, Block 1 of Hanson Boulevard Estates
- Lots 1-3, Block 1; and Lots 1-3, Block 2 of Tenold Addition
- Lots 1-3, Block 1; and Lots 1-3, Block 2 of Tenold 2nd Addition
- Lots 1-18, Block 1; Lots 1-21, Block 2; Lots 1-13, Block 3; and Lots 1-2, Block 4 of Suncrest Estates
- Lots 1-15, Block 1 of Woodland Park

- PIN 15-31-24-32-0056
- PIN 15-31-24-32-0076
- PIN 22-31-24-12-0003

Approximately 450 properties were notified of the pending project in December, 2013. A neighborhood meeting was held on February 25, 2014 with approximately 15 people in attendance. General comments from residents in attendance were in support of the project.

The total estimated project cost is \$1,708,660.00. The project is necessary to improve the condition of the streets, is feasible to construct from an engineering standpoint and is cost-effective.

RECOMMENDATION

It is recommended that Council adopt the following resolutions (a 4/5 vote is needed for approval):

- a. Resolution No. 14-3(4) accepting the feasibility report and ordering a public hearing to be held on April 1, 2014.
- b. Resolution No. 14-3(10) declaring the cost to be assessed and ordering preparation of a proposed assessment roll.
- c. Resolution No. 14-3(11) setting the assessment hearing date for April 1, 2014.

BUDGET IMPACT:

Total estimated cost of the proposed improvement is \$1,708,660.00 with a total amount assessed of \$560,002.00. The balance of the project cost would be recovered from various funds:

- \$625,388 from the Street Reconstruction Fund (797) resulting in annual tax levy of approximately \$150,000 to repay bonds over a five year period, or \$85,000 over a ten year period, beginning in 2015.
- \$16,400 from the Sanitary Sewer Fund (620)
- \$56,670 from the Storm Water Drainage Fund (740) recovered through storm drainage charges.
- \$450,200 from the Water System Maintenance Fund (601) recovered through charges for water used.

Attachments

14-3 Feasibility Report

Resolution No. 14-3(4)

Resolution No. 14-3(10)

Resolution No. 14-3(11)

Feasibility Report

PROJECT 14-3

Street Reconstruction

Residential Streets in the Area
Around Hanson Boulevard
Between 107th Avenue NW and
113th Avenue NW

March 4, 2014

*I hereby certify that this report was prepared
by me or under my direct supervision and that
I am a duly Licensed Professional Engineer
under the laws of the State of Minnesota.*

Kevin B. Kawlewski

Kevin B. Kawlewski, PE, City Engineer
License No. 25496 Date: 3/04/14



Prepared By:
CITY OF COON RAPIDS
ENGINEERING
DIVISION

PROJECT HISTORY

In 1994, the City began a street reconstruction program to replace aging street infrastructure. Since that time, more than 85 miles of the City's 220 mile street system have been reconstructed. In 1997, the City implemented a policy for assessing a portion of the cost of street reconstruction to properties benefitting from the improvements.

In the fall of 2012, City staff completed a pavement condition rating evaluation of City streets. The evaluation identified nearly 33 miles of City streets in poor condition. Streets that were identified for improvement as part of the 2014 Street Improvement Project were also reviewed to verify the final street reconstruction program for this year. The overall program was re-evaluated to analyze costs associated with higher levels of utility improvements. Based on discussions with the City Council, the overall program was developed and presented for approval. Subsequently, at the recommendation of City staff, Council ordered preparation of a feasibility report on November 19, 2013. This feasibility report is for reconstruction of residential streets in an area around Hanson Boulevard between 107th Avenue NW and 113th Avenue NW. This project area would include reconstruction of approximately 3.25 miles of residential streets.

PROJECT AREA CHARACTERISTICS / EXISTING CONDITIONS

The proposed streets included with Project 14-3 are illustrated on the attached Location Map. Streets included in the scope of this report are as follows:

1. 112th Lane NW from Swallow Street to the cul-de-sac
2. 112th Avenue NW from Swallow Street to Partridge Street
3. 111th Circle NW from Thrush Street to the cul-de-sac
4. 110th Lane NW from Thrush Street to Hanson Boulevard
5. 110th Avenue NW from Swallow Street to Osage Street
6. 109th Lane NW from Swallow Street to Osage Street
7. 109th Avenue NW from Osage Street to the cul-de-sac
8. Wren Street NW south of 113th Avenue NW
9. Uplander Street NW south of 113th Avenue NW
10. Verdin Circle NW south of 112th Lane NW
11. Swallow Street NW from 113th Avenue NW to 111th Lane NW
12. Quinn Street NW from 113th Avenue NW to 112th Avenue NW
13. Partridge Street NW from 113th Avenue NW to 112th Avenue NW
14. Osage Street NW south of 113th Avenue NW
15. Thrush Street NW from 110th Lane NW to 111th Lane NW
16. Osage Street NW from 110th Lane NW to the cul-de-sac
18. Swallow Street NW from 110th Lane NW to 109th Lane NW
19. 108th Lane NW from Hanson Boulevard to the cul-de-sac and from Hanson Boulevard to Killdeer Street NW
20. 108th Avenue NW from Hanson Boulevard to Linnet Street NW
21. 107th Lane NW from Linnet Street NW to the cul-de-sac

22. Linnet Street from 107th Avenue NW to 108th Avenue NW
23. Killdeer Street – from 108th Lane NW to the cul-de-sac
24. 107th Avenue NW from Linnet Street to the cul-de-sac

Land uses within the project area include the following:

- Single family residential (226 parcels)
- Duplex and multi-unit townhomes (198 parcels)
- Rockslide Park

Residential streets in the areas proposed for reconstruction as previously described were originally constructed between 1977 and 1980, so they are 45 years old. Because of their age, these streets have experienced excessive fatigue cracking and are to the point where routine maintenance (crack sealing and seal coating) is no longer cost-effective. There are also numerous areas where the existing concrete curb and gutter has cracked, broken, or settled, resulting in a reduced capacity to effectively convey drainage.

The existing water distribution system in the project areas consist of 6-inch and 8-inch ductile iron pipe. It was constructed at the same time as the streets in the area, from 1977 to 1980. There is not a substantial history of watermain breaks in the area. The pipe age ranges from roughly 44 to 47 years and still has many years before it will need to be replaced completely.

The sanitary sewer system consists of 8-inch PVC pipe and is considered to be in good condition. Closed circuit televising of the sanitary sewer system within the proposed project area has revealed the pipe is generally sound. There is approximately 150 feet of sanitary sewer on 110th Avenue NW just west of Hanson Boulevard that has developed a substantial sag in the line with standing water in the pipe. The manholes are precast concrete structures and have been found to be generally in good condition with no sign of groundwater seeping into the system.

There is minimal storm sewer located within the project area. City staff is not aware of inadequate drainage capacity in the system nor areas that experience localized surface flooding. The storm sewer is considered to be in good condition.

PROPOSED IMPROVEMENTS

Streets in the project area are proposed to be reconstructed by reclaiming the existing bituminous pavement and gravel base, recompacting reclaimed material, disposing of excess reclaimed material, and resurfacing the streets with new bituminous pavement. There may be areas where subgrade corrections are needed, due to the presence of soft or unsuitable soils. In addition, removal and replacement of existing concrete curb and gutter that is in poor condition (cracked, broken, settled) or that does not drain properly, is proposed. In the event that existing curb returns are being removed, new pedestrian curb ramps will be installed at curb returns with existing sidewalk (as needed) to comply with Americans with Disabilities Act (ADA) requirements.

Sanitary sewer manholes, storm sewer manholes and catch basins will be repaired, replaced or adjusted as needed before the street is repaved. The area of sanitary sewer on 110th Avenue NW that was identified with a sag is proposed to be replaced to eliminate standing water concerns in the pipe. Extension of storm sewer pipe will be considered during project design and construction, as existing conditions allow.

Obsolete fire hydrants and hydrants with lead components will be replaced with new hydrants. Watermain valves and valve boxes will be repaired, replaced, or adjusted as needed prior to final paving. All valve and hydrant replacements will be completed using stainless steel nuts and bolts.

Boulevard trees were trimmed this winter to clear the streets of low hanging branches. All street name signs and other street signs will be replaced with new signs and posts. All new street name signs will have larger lettering consistent with the current City logo.

MAINTENANCE IMPACT

The streets proposed for reconstruction have deteriorated extensively and would require increased maintenance if they are not repaved soon. Seal coating is no longer effective for the streets, due to the excessive cracking that has occurred. It becomes cost-prohibitive to maintain street surfaces that are as badly cracked as exists on these streets.

Once the streets are repaved, crack sealing and seal coating should be performed in 6 to 10 years to preserve the new bituminous pavement. With periodic maintenance, the street surfacing should not require replacement for at least 30 years.

New watermain valve boxes, new storm water inlet castings and structures, and new adjusting rings on sanitary sewer manholes will be installed as needed with the project, preserving the existing utility infrastructure and reducing the need for future maintenance.

ESTIMATED COST/FINANCING

The total estimated cost of the street reconstruction project is \$1,708,660.

The City Public Works Department has requested that obsolete fire hydrants be replaced with new fire hydrants as a part of every street reconstruction project and that watermain valves be repaired or replaced as needed. The estimated cost to replace fire hydrants and to repair or replace watermain valves is \$450,200. Tree trimming costs are approximately \$15,000 and will be paid from Street Reconstruction Funds. Sanitary sewer repair costs are estimated to be \$16,400. Storm sewer repair costs are estimated to be \$56,670.

The City would finance the project and assess a portion of the cost to the adjacent benefiting properties. The City's policy goal is to assess approximately 50% of street reconstruction costs to benefiting properties. The City would initially pay for the cost of the project from a combination of

Street Reconstruction (797), Storm Water Utility (640), Sanitary Sewer System Maintenance (620) and Water System Maintenance (601) funds. Project funding is summarized below:

Street Reconstruction Fund	\$625,388
Storm Water Utility Fund	\$56,670
Sanitary Sewer Utility Fund	\$16,400
Water System Maintenance Fund	\$450,200
Proposed Amount to be Assessed	<u>\$560,002</u>
 Total Estimated Project Cost	 \$1,708,660

The City's share of approximately \$625,388 that is for street work would result in an annual tax levy of approximately \$130,000 if bonds are sold and paid for over a 5-year period beginning in 2014. The assessed share of the total project cost is approximately 33% for this project, due to the number and orientation of properties that can be assessed within the project limits, as well as the amount of non-assessable watermain work anticipated.

PROJECT TIMETABLE

- February 25, 2014 - Staff conducts neighborhood meeting for residents
- March 4, 2014 - Council accepts feasibility report, orders a public hearing, and sets an assessment hearing date
- April 1, 2014 - Council holds the public hearing and assessment hearing and orders the project. Council approves plans and specs and orders ad for bids.
- April 29, 2014 - Open bids
- May 6, 2014 - Council adopts the assessments and awards contract for construction
- June – Sept. 2014 - Project Construction

Note— Assessments are proposed to be adopted by Council on May 20th rather than on April 1st when the assessment hearing is held. This allows a construction contract to be awarded, signifying the Council’s intent to proceed with project construction and to incur costs for the project prior to assessments being levied. Upon adoption of the assessments, residents would have 30 days to pay off the assessment without incurring interest charges.

PROPOSED ASSESSMENTS

In 1997, assessment rates were established as part of the City’s policy for financing street reconstruction. Under the policy, rates are to be updated annually, using the Construction Cost Index

(CCI). Assessment rates for 2014 have been increased by 2.9% from the 2013 rates, reflecting an increase in the CCI.

The rates to be used for 2014 are as follows--

Single-family lot	- \$1,667 per lot (CCI factor results in an increase of \$47.00 from 2012)
Residential (higher density including duplex units)	- \$20.83 per front-foot or average width
Office and Commercial	- \$41.65 per front foot or average width (double residential rate per policy)

Assessments would be spread over a 10-year period with an interest rate of 3.95% with the first installment due in 2015. Property owners would have the option of paying their entire assessment within 30 days following Council adoption of the assessments and would incur no interest charges. Payments made after the 30-day period would also require payment of any interest charges accrued up to the time payment is made. If the assessment were paid as part of the property tax statement, the annual cost for a single-family home would be approximately \$200 per year for the 10-year period.

A copy of the proposed assessment roll is available in the City Engineer's office, as well as in the City Clerk's office.

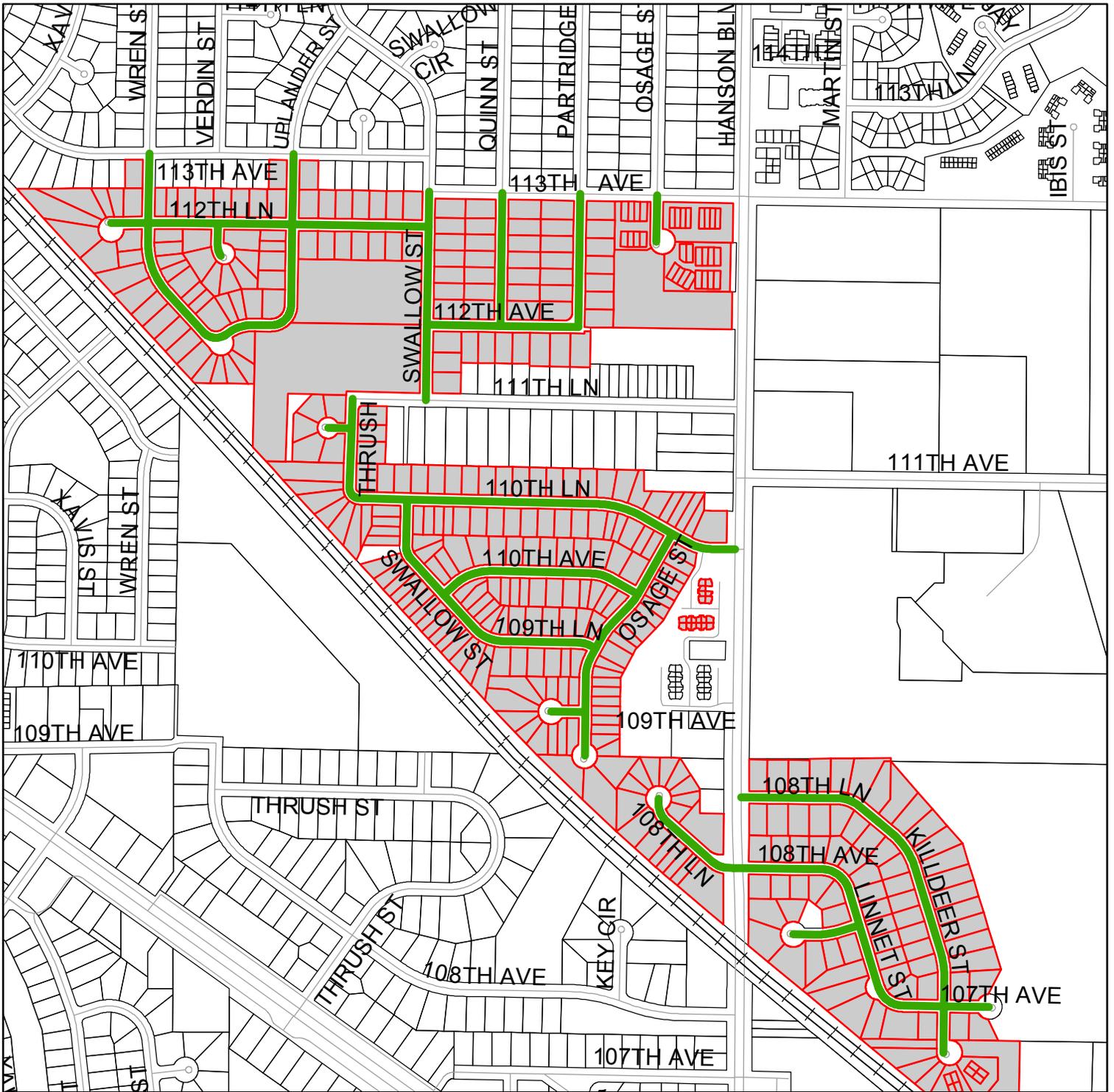
PROJECT FEASIBILITY

The proposed project is necessary for the City to keep the streets in the project area in a safe and drivable condition. The project is cost effective and is technically feasible to construct. An independent appraiser was retained in 2008 to review the "benefit" to the properties for work similar to what is proposed with this project. The appraiser's report indicated that the "benefit" to the properties is in the range of \$2,000 to \$5,000. The proposed rate of \$1,667 does not exceed this "benefit" amount. Therefore, the project is also economically feasible.

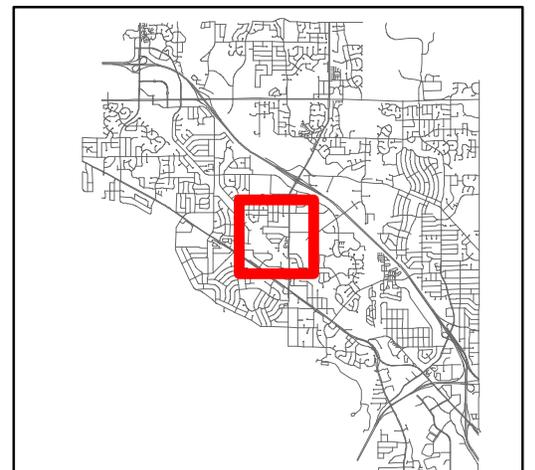
CONCLUSIONS AND RECOMMENDATION

As part of its 2014 Street Reconstruction Program, the City is proposing to reconstruct 3.25 miles of residential streets with this project. A majority of the project cost would be paid by the City and a portion of the project cost would be recovered through assessments to benefiting property owners, in accordance with the Street Reconstruction Policy approved by Council in 1997. Property owners were notified of the project and of the proposed assessment rates by letter in December 2013. An informational meeting was held on February 25, 2014 and staff listened to concerns, suggestions and answered questions that residents had regarding the project. Council will be requested to schedule both the public hearing and assessment hearing for April 1, 2014.

It is recommended that Council accept this feasibility report, order a public hearing on the project, and order a hearing on the proposed assessments by adopting the resolutions included with this report.



Project 14-3
Residential Street Reconstruction
3.25 miles



RESOLUTION NO. 14-3(4)

**(4) RESOLUTION ACCEPTING FEASIBILITY REPORT
AND ORDERING PUBLIC HEARING ON IMPROVEMENT**

WHEREAS, pursuant to resolution of the Council adopted on the 19th day of November, 2013, a report has been prepared by the City Engineering Division with reference to the improvement of residential streets in the area around Hanson Boulevard between 107th Avenue NW and 113th Avenue NW by street reconstruction, and this report was received by the Council on the 4th day of March, 2014; and

WHEREAS, the report provides information regarding whether the proposed project is necessary, cost effective, and feasible,

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

1. The Council will consider such improvement in accordance with the report and the assessment of benefitting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Sections 429.011 to 429.111, at an estimated total cost of the improvement of \$1,708,660.
2. A public hearing shall be held on such proposed improvement on the 1st day of April, 2014 in the Council Chambers of the City Hall at 7:00 p.m., and the Clerk shall give mailed and published notice of such hearing and improvement as required by law.

Adopted this 4th day of March, 2014.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk

RESOLUTION NO. 14-3(10)

**(10) RESOLUTION DECLARING COST TO BE ASSESSED
AND ORDERING PREPARATION OF
PROPOSED ASSESSMENT ROLL**

WHEREAS, a contract is proposed to be let for the improvement of residential streets in the area around Hanson Boulevard between 107th Avenue NW and 113th Avenue NW by street reconstruction and the contract price for such improvement is estimated to be \$1,553,325.00 and the expenses incurred or to be incurred in the making of said improvement are estimated to be \$155,335.00, so that the total cost of the improvement is estimated to be \$1,708,660.00 and of this cost the City will pay \$1,148,658.00 as its share of the cost; and

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

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

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

1. The cost of such improvement to be specially assessed is hereby declared to be \$560,002.00.
2. The City Clerk, with the assistance of the City Engineer 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 Engineer shall file a copy of such proposed assessment in his office for public inspection.
3. The Clerk shall, upon the completion of such proposed assessment, notify the Council thereof.

Adopted this 4th day of March, 2014.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk

RESOLUTION NO. 14-3(11)

**(11) RESOLUTION FOR HEARING ON
PROPOSED ASSESSMENT ROLL**

WHEREAS, per a Resolution passed by the Council on the 4th day of March, 2014, the City Clerk was directed to prepare a proposed assessment of the cost of improving residential streets in the area around Hanson Boulevard between 107th Avenue NW and 113th Avenue NW by street reconstruction; and

WHEREAS, the Clerk will give a minimum of 14 days written notice to the Council and all benefitted property owners described in the assessment roll 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. A hearing shall be held on the 1st day of April, 2014, in the City Hall at 7:00 p.m. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official paper at least 2 weeks prior to the hearing.

Adopted this 4th day of March, 2014.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk



City Council Regular

19.

Meeting Date: 03/04/2014

Subject: Accept Feasibility and Order Public Hearing and Assessment Hearing for Residential Street Reconstruction - Project 14-4

Submitted For: Kevin Kawlewski, City Engineer

From: Cher Ridout, Admin Secretary II

INTRODUCTION

The City Engineering Division is recommending the reconstruction of approximately 2.5 miles of residential streets in the area north of Coon Rapids Boulevard between 101st Avenue NW and 103rd Avenue NW plus the area between Mississippi Boulevard NW and 84th Lane NW west of East River Road. Staff has prepared a feasibility report for the proposed improvements. Council is being requested to accept the report and to order the public improvement hearing and the assessment hearing for the project, with both hearings to be held on April 1, 2014.

DISCUSSION

Council ordered the preparation of a feasibility report for the proposed project on November 19, 2013. Streets included in the scope of the report are as follows:

1. 103rd Avenue NW from Sycamore Street NW to Olive Street NW
2. Sycamore Street NW from 101st Avenue NW to 103rd Avenue NW
3. Redwood Street NW from 101st Avenue NW to 103rd Avenue NW
4. Quince Street NW from 101st Avenue NW to 103rd Avenue NW
5. Palm Street NW from 101st Avenue NW to 103rd Avenue NW
6. Olive Street NW from 101st Avenue NW to 103rd Avenue NW
7. 90th Avenue west of East River Road
8. 89th Lane NW from Tamarack Street NW to Sycamore Street NW
9. Tamarack Avenue NW from 89th Avenue NW to 300 feet north of 89th Lane NW
10. Sycamore Avenue NW from 89th Avenue NW to 89th Lane NW
11. 84th Lane NW from East River Road to end cul-de-sac termini
12. Redwood Street NW from Mississippi Boulevard to 84th Lane NW
13. Palm Street NW from Mississippi Boulevard to 84th Lane NW

Proposed improvements include reclamation of the existing bituminous surface and aggregate base, removal and replacement of damaged curb and gutter, sidewalk and pedestrian curb ramp improvements in accordance with ADA requirements, complete replacement of the existing watermain in the Woodcrest area and other needed repairs or replacements as necessary, and repairs or replacements for the existing storm sewer as needed.

City assessment policy calls for assessing properties benefiting from the proposed improvements. The proposed assessment rate is \$1,667.00 for single family residential property, \$20.83 per front foot for multi-family residential property, and \$41.65 per front for commercial property. The project as proposed includes 187 single family properties, Adams Elementary School, and Woodcrest Park.

The legal descriptions for the area of benefit are:

- Lots 1-12, Block 1; Lots 1-12, Block 2; Lots 1-12, Block 3; Lots 1-4, Block 4; Lots 1-6, Block 5; Lots 1-5, Block 6; Lots 8-12, Block 6; Lots 2-6, Block 7; Lots 8-12, Block 7; and Lots 1-12, Block 8 of Woodcrest Plat 2

- Lots 1-13, Block 1; and Lots 1-28, Block 2 of Meadow View Addition Plat 1
- Lots 1-7, Block 1; and Lots 1-7, Block 2 of Sunwood Estates
- Lots 1-2, Block 1; and Lots 1-5, Block 2 of Aqua Village South
- Lots 1-3, Block 1 of Aqua Vista 2nd Addition
- Lots 1-20, Block 1; Lots 1-5, Block 2; and Lots 1-16, Block 3 of Mississippi Oaks
- Lots 1-7, Block 1 of Mississippi Oaks Plat 3

- PIN 23-31-24-41-0002
- PIN 35-31-24-14-0011
- PIN 31-31-24-14-0016
- PIN 35-31-24-14-0049
- PIN 35-31-24-14-0050

Approximately 200 properties were notified of the pending project in December 2013. A neighborhood meeting was held on February 25, 2014 with approximately 15 people in attendance. General comments from residents in attendance were in support of the project.

The total estimated project cost is \$3,054,140. The project is necessary to improve the condition of the streets, is feasible to construct from an engineering standpoint and it is cost-effective.

RECOMMENDATION

It is recommended that Council adopt the following resolutions (a 4/5 vote is needed for approval):

- a. Resolution No. 14-4(4) accepting the feasibility report and ordering a public hearing to be held on April 1, 2014.
- b. Resolution No. 14-4(10) declaring the cost to be assessed and ordering preparation of a proposed assessment roll.
- c. Resolution No. 14-4(11) setting the assessment hearing date for April 1, 2014.

BUDGET IMPACT:

Total estimated cost of the proposed improvement is \$3,054,140 with a total amount assessed of \$330,155.00. The balance of the project cost would be recovered from various funds as follows:

- \$1,041,065 from the Street Reconstruction Fund (797) resulting in an annual tax levy of approximately \$252,000 to repay bonds over a five year period, or \$142,000 over a ten year period, beginning in 2015.
- \$11,000 from the Sanitary Sewer Fund (620)
- \$66,610 from the Storm Water Drainage Fund (740) recovered through storm drainage charges.
- \$1,605,310 from the Water System Maintenance Fund (601) recovered through charges for water used.

Attachments

14-4 Feasibility Report

Resolution No. 14-4(4)

Resolution No. 14-4(10)

Resolution No. 14-4(11)

Feasibility Report

PROJECT 14-4

Street Reconstruction

Area North of Coon Rapids Boulevard between
101st Avenue NW and 103rd Avenue NW
Plus
Area between Mississippi Boulevard NW and 84th
Lane NW west of East River Road

March 4, 2014

*I hereby certify that this report was prepared
by me or under my direct supervision and that
I am a duly Licensed Professional Engineer
under the laws of the State of Minnesota.*

Kevin B. Kawlewski

Kevin B. Kawlewski, PE, City Engineer
License No. 25496 Date: 3/4/14



Prepared By:
**CITY OF COON RAPIDS
ENGINEERING
DIVISION**

PROJECT HISTORY

In the fall of 2012, City staff completed a pavement condition rating evaluation of City streets. The evaluation identified nearly 33 miles of City streets in poor condition. Streets that were identified for improvement as part of the 2014 Street Improvement Project were also reviewed to verify the final street reconstruction program for this year. The overall program was re-evaluated to analyze costs associated with higher levels of utility improvements. Based on discussions with the City Council, the overall program was developed and presented for approval. Subsequently, at the recommendation of City staff, Council ordered preparation of a feasibility report on November 19, 2013. This feasibility report is for reconstruction of residential streets in an area generally lying north of Coon Rapids Boulevard between 101st Avenue NW and 103rd Avenue NW and a second area just west of East River Road generally between Mississippi Boulevard NW and 90th Avenue NW. This project area would include reconstruction of 2.5 miles of residential streets.

In 1994, the City began a street reconstruction program to replace aging street infrastructure. Since that time, more than 76 miles of the City's 220 mile street system have been reconstructed. In 1997, the City implemented a policy for assessing a portion of the cost of street reconstruction to properties benefitting from the improvements.

PROJECT AREA CHARACTERISTICS / EXISTING CONDITIONS

The overall project area is illustrated on *Figure 1*. Streets included in the scope of this report are as follows:

1. 103rd Avenue NW from Sycamore Street NW to Olive Street NW
2. Sycamore Street NW from 101st Avenue NW to 103rd Avenue NW
3. Redwood Street NW from 101st Avenue NW to 103rd Avenue NW
4. Quince Street NW from 101st Avenue NW to 103rd Avenue NW
5. Palm Street NW from 101st Avenue NW to 103rd Avenue NW
6. Olive Street NW from 101st Avenue NW to 103rd Avenue NW
7. 90th Avenue west of East River Road
8. 89th Lane NW from Tamarack Street NW to Sycamore St. NW
9. Tamarack Avenue NW from 89th Avenue NW to 300 feet north of 89th Lane NW
10. Sycamore Avenue NW from 89th Avenue NW to 89th Lane NW
11. 84th Lane NW from East River Road to end cul-de-sac termini
12. Redwood Street NW from Mississippi Boulevard to 84th Lane NW
13. Palm Street NW from Mississippi Boulevard to 84th Lane NW

Land uses within the project area include the following:

- Single family residential (187 parcels)
- Adams Elementary School
- Woodcrest Park

Residential streets in the areas proposed for reconstruction as previously described were originally constructed between 1966 and 1976 in the Woodcrest Area and between 1975 and 1980 in other parts of the project area ranging from 35 to over 50 years old. Because of their age, these streets have experienced excessive fatigue cracking and are to the point where routine maintenance (crack sealing and seal coating) is no longer cost-effective. There are also numerous areas where the existing concrete curb and gutter has cracked, broken, or settled, resulting in a reduced capacity to effectively convey drainage. Pavement ages of individual streets within the project limits are illustrated on *Figure 2*.

The existing water distribution system for the project areas consists of 6-inch and 8-inch ductile iron and cast iron pipe. It was constructed at the same time as the streets in the area from 1977 to 1980. The exception is that the watermain in the Woodcrest area is cast iron pipe and was installed in the late 1950's. There is not a substantial history of watermain breaks in the area but there has been a high number of frozen lines in Woodcrest due to shallow depths of bury this winter. The pipe age ranges from roughly 34 to over 50 years. The ages of the watermain system and pipe sizes are illustrated on *Figure 3*. The majority of the pipe system still has many years before it will need to be replaced completely.

The sanitary sewer system consists of 8-inch PVC pipe and is considered to be in good condition. Closed circuit televising of the sanitary sewer system within the proposed project area has revealed the pipe is sound with no significant sagging of the lines or standing water or joint issues. The manholes are precast concrete structures and have been found to be generally in good condition with no sign of groundwater seeping into the system.

There is minimal storm sewer located within the project area. City staff is not aware of inadequate drainage capacity or areas that experience localized flooding. The storm sewer is considered to be in good condition.

PROPOSED IMPROVEMENTS

Streets in the project area are proposed to be reconstructed by reclaiming the existing bituminous pavement and gravel base, recompacting reclaimed material, disposing of excess reclaimed material, and resurfacing the streets with new bituminous pavement. There may be areas where subgrade corrections are needed, due to the presence of soft or unsuitable soils. In addition, removal and replacement of existing concrete curb and gutter that is in poor condition (cracked, broken, settled) or that does not drain properly, is proposed. In the event that existing curb returns are being removed, new pedestrian curb ramps will be installed at curb returns with existing sidewalk (as needed) to comply with American with Disabilities Act (ADA) requirements.

Sanitary sewer manholes, storm sewer manholes and catch basins will be repaired, replaced or adjusted as needed before the street is repaved. Extension of storm sewer pipe will be considered during project design and construction, as existing conditions allow.

Due to the age of the cast iron pipe, shallow bury depths and freezing issues in the Woodcrest area, it is proposed to replace the existing CIP watermain with DIP or PVC pipe in the following areas:

- Sycamore Street – from 101st Avenue NW to 103rd Avenue NW
- Redwood Street – from 101st Avenue NW to 103rd Avenue NW
- Quince Street – from 101st Avenue NW to 103rd Avenue NW
- Palm Street - from 101st Avenue NW to 103rd Avenue NW
- 103rd Avenue NW – from Sycamore Street to Palm Street

The watermain improvements proposed with Project 14-4 are shown on **Figure 4**. The replacement of the watermain as proposed will require the installation of a temporary water system while the mains are being replaced. The phasing will be set up such that the Contractor will need to finish and test portions of the project before beginning the next phase. In this area, the installation of new services will also include new curb stops and will result in some tree removal due to the proximity of the service excavations. In addition, all of the curb and gutter in this area will be replaced due to the excavations associated with the new watermain installation.

In addition to the proposed watermain replacement, obsolete fire hydrants will be replaced with new hydrants. Watermain valves and valve boxes will be repaired, replaced, or adjusted as needed prior to final paving. All fittings, valve and hydrant replacement will be completed using stainless steel nuts and bolts to minimize the risk of deterioration and extend the life of the main.

Boulevard trees were trimmed this winter to clear the streets of low hanging branches. All street name signs and other street signs will be replaced with new signs and posts. All new street name signs will have larger lettering consistent with the current City logo.

MAINTENANCE IMPACT

The streets proposed for reconstruction have deteriorated extensively and would require increased maintenance if they are not repaved soon. Seal coating is no longer effective for the streets, due to the excessive cracking that has occurred. It becomes cost-prohibitive to maintain street surfaces that are as badly cracked as exists on these streets.

Once the streets are repaved, crack sealing and seal coating should be performed in 6 to 10 years to preserve the new bituminous pavement. With periodic maintenance, the street surfacing should not require replacement for at least 30 years.

New watermain valve boxes, new storm water inlet castings and structures, and new adjusting rings on sanitary sewer manholes will be installed as needed with the project, preserving the existing utility infrastructure and reducing the need for future maintenance.

ESTIMATED COST/FINANCING

The total estimated cost of the street reconstruction Project 14-4 is \$3,054,140.

The estimated project costs include the watermain replacement/repair costs in the amount of \$1,383,310.00, storm sewer repairs and improvements in the amount of \$66,610.00 and sanitary sewer repairs in the amount of \$11,000.00. Tree trimming costs are approximately \$10,000 and will be paid from Street Reconstruction Fund.

The City would finance the project and assess a portion of the cost to adjacent benefiting properties. The City's policy goal is to assess approximately 50% of street reconstruction costs to benefiting properties. The City would initially pay for the cost of the project from a combination of Street Reconstruction (797), Storm Water Utility (640), Water System Maintenance (601) and Sanitary Sewer Maintenance (620) funds. Project funding is summarized below:

Street Reconstruction Fund	\$1,041,065
Sanitary Sewer Maintenance Fund	\$11,000
Storm Water Utility Fund	\$66,610
Water System Maintenance Fund	\$1,605,310
Proposed Amount to be Assessed	<u>\$330,155</u>
Total Estimated Project Cost	\$3,054,140

The City's share of approximately \$1,041,065 for street work would result in an annual tax levy of approximately \$290,000 if bonds are sold and paid for over a 5-year period beginning in 2014. The assessed share of the total project cost is approximately 11% for this project, due to the number and orientation of properties that can be assessed within the project limits, as well as the amount of non-assessable watermain work anticipated.

PROJECT TIMETABLE

- February 25 2014 - Staff conducts neighborhood meeting for residents
- March 4, 2014 - Council accepts feasibility report, orders a public hearing, and sets an assessment hearing date
- April 1, 2014 - Council holds the public hearing and assessment hearing and orders the project. Council approves plans and specs and orders ad for bids.
- April 29, 2014 - Open bids
- May 6, 2014 - Council adopts the assessments and awards contract for construction
- June - Nov. 2014 - Project construction

Note— Assessments are proposed to be adopted by Council on May 20th rather than on April 1st when the assessment hearing is held. This allows a construction contract to be awarded, signifying the Council’s intent to proceed with project construction and to incur costs for the project prior to assessments being levied. Upon adoption of the assessments, residents would have 30 days to pay off the assessment without incurring interest charges.

PROPOSED ASSESSMENTS

In 1997, assessment rates were established as part of the City’s policy for financing street reconstruction. Under the policy, rates are to be updated annually, using the Construction Cost Index (CCI). Assessment rates for 2014 have been increased by 2.9% from the 2013 rates, reflecting an increase in the CCI.

The rates to be used for 2014 are as follows--

- Single-family lot - \$1,667 per lot (CCI factor results in an increase of \$47.00 from 2012)
- Residential (higher density including duplex units) - \$20.83 per front-foot or average width
- Office and commercial - \$41.65 per front foot or average width (double residential rate per policy)

Assessments would be spread over a 10-year period with an interest rate of 3.95% and the first installment would be due in 2015. Property owners would have the option of paying their entire assessment within 30 days following Council adoption of the assessments and would incur no interest charges. Payments made after the 30-day period would also require payment of any interest charges accrued up to the time payment is made. If the assessment were paid as part of the property tax statement, the annual cost for a single-family home would be approximately \$200 per year for the 10-year period.

A copy of the proposed assessment roll is available in the City Engineer’s office, as well as in the City Clerk’s office.

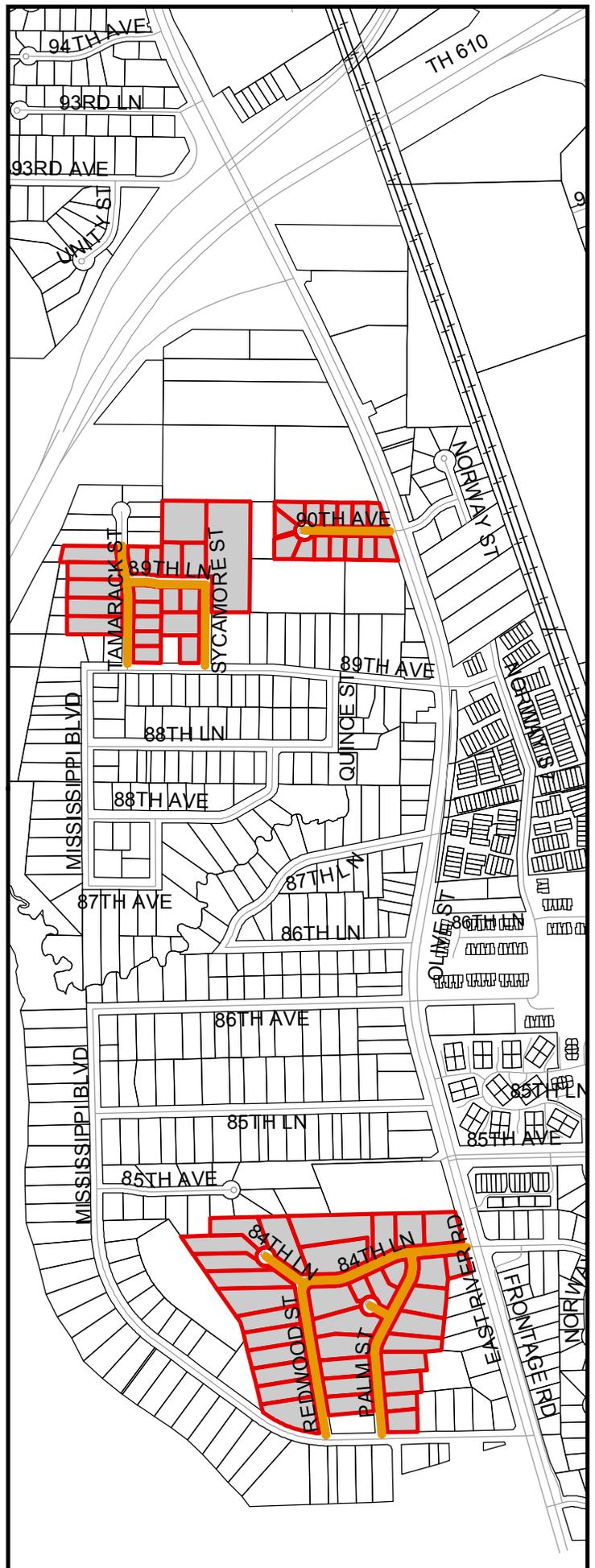
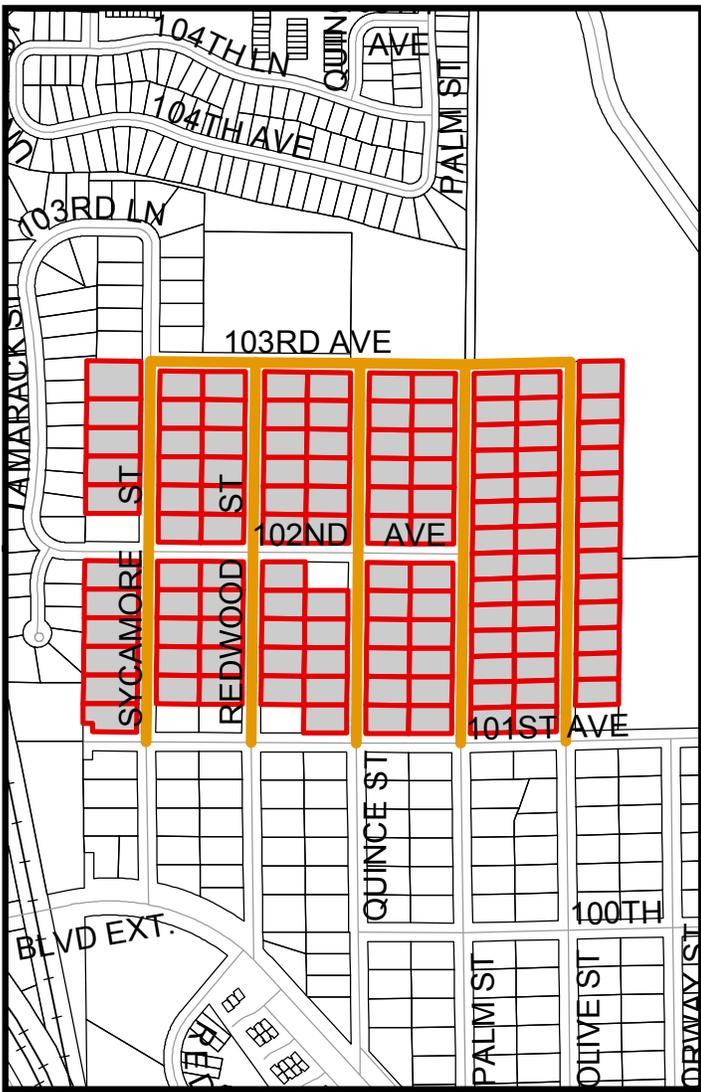
PROJECT FEASIBILITY

The proposed project is necessary for the City to keep the streets in the project area in a safe and drivable condition. The project is cost effective and is technically feasible to construct. An independent appraiser was retained in 2008 to review the “benefit” to the properties for work similar to what is proposed with this project. The appraiser’s report indicated that the “benefit” to the properties is in the range of \$2,000 to \$5,000. The proposed rate of \$1,667 does not exceed this “benefit” amount. Therefore, the project is also economically feasible.

CONCLUSIONS AND RECOMMENDATION

As part of its 2014 Street Reconstruction Program, the City is proposing to reconstruct 2.5 miles of residential streets with this project. A majority of the project cost would be paid by the City and a portion of the project cost would be recovered through assessments to benefiting property owners, in accordance with the Street Reconstruction Policy approved by Council in 1997. Property owners were notified of the project and of the proposed assessment rates by letter in December, 2013. An informational meeting was held in February 2014 and staff listened to concerns and suggestions, and answer questions that residents had regarding the project. Council will be requested to schedule both the public hearing and assessment hearing for April 1, 2014.

It is recommended that Council accept this feasibility report, order a public hearing on the project, and order a hearing on the proposed assessments by adopting the resolutions included with this report.



Project 14-4

Streets to be Reconstructed 2.5 miles

Affected Parcels

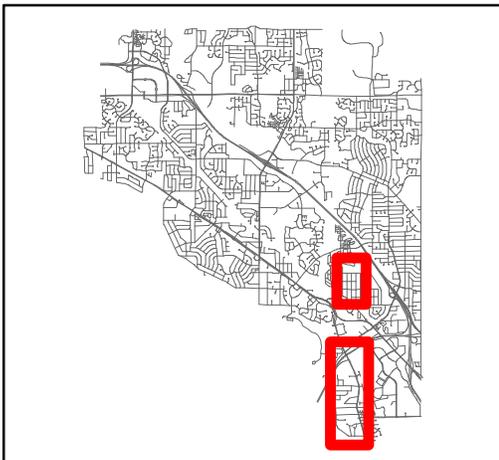


Figure 1



Project 14-4

— Cast Iron Watermain being replaced in Prj 14-4

Figure 4



RESOLUTION NO. 14-4(4)

**(4) RESOLUTION ACCEPTING FEASIBILITY REPORT
AND ORDERING PUBLIC HEARING ON IMPROVEMENT**

WHEREAS, pursuant to resolution of the Council adopted on the 19th day of November, 2013, a report has been prepared by the City Engineering Division with reference to the improvement of residential streets in the area north of Coon Rapids Boulevard between 101st Avenue NW and 103rd Avenue NW plus the area between Mississippi Boulevard NW and 84th Lane NW west of East River Road by street reconstruction, and this report was received by the Council on the 4th day of March, 2014; and

WHEREAS, the report provides information regarding whether the proposed project is necessary, cost effective, and feasible,

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

1. The Council will consider such improvement in accordance with the report and the assessment of benefitting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Sections 429.011 to 429.111, at an estimated total cost of the improvement of \$3,054,140.
2. A public hearing shall be held on such proposed improvement on the 1st day of April, 2014 in the Council Chambers of the City Hall at 7:00 p.m., and the Clerk shall give mailed and published notice of such hearing and improvement as required by law.

Adopted this 4th day of March, 2014.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk

RESOLUTION NO. 14-4(10)

**(10) RESOLUTION DECLARING COST TO BE ASSESSED
AND ORDERING PREPARATION OF
PROPOSED ASSESSMENT ROLL**

WHEREAS, a contract is proposed to be let for the improvement of residential streets in the area north of Coon Rapids Boulevard between 101st Avenue NW and 103rd Avenue NW plus the area between Mississippi Boulevard NW and 84th Lane NW west of East River Road by street reconstruction and the contract price for such improvement is estimated to be \$2,748,730.00 and the expenses incurred or to be incurred in the making of said improvement are estimated to be \$305,410.00, so that the total cost of the improvement is estimated to be \$3,054,140.00 and of this cost the City will pay \$2,723,985.00 as its share of the cost; and

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

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

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

1. The cost of such improvement to be specially assessed is hereby declared to be \$330,155.00.
2. The City Clerk, with the assistance of the City Engineer 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 Engineer shall file a copy of such proposed assessment in his office for public inspection.
3. The Clerk shall, upon the completion of such proposed assessment, notify the Council thereof.

Adopted this 4th day of March, 2014.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk

RESOLUTION NO. 14-4(11)

**(11) RESOLUTION FOR HEARING ON
PROPOSED ASSESSMENT ROLL**

WHEREAS, per a Resolution passed by the Council on the 4th day of March, 2014, the City Clerk was directed to prepare a proposed assessment of the cost of improving residential streets in the area north of Coon Rapids Boulevard between 101st Avenue NW and 103rd Avenue NW plus the area between Mississippi Boulevard NW and 84th Lane NW west of East River Road by street reconstruction; and

WHEREAS, the Clerk will give a minimum of 14 days written notice to the Council and all benefitted property owners described in the assessment roll 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. A hearing shall be held on the 1st day of April, 2014, in the City Hall at 7:00 p.m. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official paper at least 2 weeks prior to the hearing.

Adopted this 4th day of March, 2014.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk



City Council Regular

20.

Meeting Date: 03/04/2014

Subject: 2014 - 2016 Police Officers Labor Agreement

From: Matt Stemwedel, Assistant City
Manager

INTRODUCTION

The Council is requested to formally ratify the terms of the negotiated labor agreement for 2014-2016 between the City of Coon Rapids and the Law Enforcement Labor Services, Local 207, representing the Police Officers bargaining unit.

DISCUSSION

A three-year (2014-2016) agreement has been reached between the City Manager and Law Enforcement Labor Services Local 207 (Union), which represents the City's Police Officers. The Union membership ratified the contract on February 13, 2014.

The substantive terms of the agreement are summarized below:

- 1.) Contract duration: Three years, calendar years 2014 - 2016.
- 3.) Clothing allowance - Article 20: Amend to increase the uniform allowance to the following: \$830 in 2014, \$850 in 2015 and \$870 in 2016.

- 2.) Holidays - Article 21: Amend article to include language clarifying holidays for new employees and upon resignation:

21.3: Newly hired employees will receive one holiday for every month remaining in the calendar year, including the month in which they begin employment if the first day of work is on or before the 15th of the month. Upon a resignation, the Employer will deduct pay for holidays that have been previously sold back on a one holiday for every month remaining in the calendar year basis for any month the employee did not work until the 15th of the month or after.

For purposes of determining holiday accruals during a shift change, if the change occurs on or before the 15th of the month the employee will be credited for the holiday leave that corresponds with their assignment (10-hours or 8-hours). If the assignment does not occur until after the 15th of the month, the change to holidays leave will not begin until the next month.

- 4.) Sick Leave - Article 23: Amend article to read as follows:

23.3: An employee who is absent from work due to illness for more than one day may be required to present a doctor's certificate of his/her illness and recovery, if the employee is suspected of misusing the sick leave privilege. The City will reimburse the Employee for any out of pocket medical expense (limited to in-network physicians) associated with the City required office visit or may require the Employee to see a City-designated physician. This reimbursement requirement does not apply to office visits associated with obtaining FMLA certification, workers' compensation matters, or Employee initiated to document work

restrictions.

- 5.) Specialty Pay – Article 27: Amend article 27.1 to increase specialty pay to \$300.00 per month for the duration of the agreement.
- 6.) Wages – Appendix A: amend as follows:
 - 2.25% increase to the wage rate effective January 1, 2014
 - 2.5% increase to wage rate effective January 1, 2015
 - 2.5% increase wage rate effective January 1, 2016
- 6.) Memorandum of Understanding that allows Union members to choose between the Sick Leave Incentive program in Article 23.4 and the City’s Wellness Program.
- 7.) Miscellaneous and minor language changes as deemed appropriate by the City Manager

RECOMMENDATION

Staff recommends the Council adopt Resolution 14-41, approving the labor agreement between the City and Law Enforcement Labor Services, Local 207.

BUDGET IMPACT:

The wage increases have been appropriately budgeted for within the 2014 City budget. The wage increases for 2015 and 2016 will be included in future budgets. For reference, the cost of living adjustments included in this agreement mirror the adjustments included in the City's other collective bargaining agreements.

Attachments

Police Officers Labor Agreement Resolution

RESOLUTION 14-41

RESOLUTION APPROVING A LABOR AGREEMENT BETWEEN THE CITY OF COON RAPIDS AND LAW ENFORCEMENT LABOR SERVICES, LOCAL #207 FOR THE TERM JANUARY 1, 2014 THROUGH DECEMBER 31, 2016

WHEREAS, the City of Coon Rapids (“City”) recognizes Law Enforcement Labor Services, Local No. 207 (“Union’), as the exclusive bargaining representative under Minnesota Statutes, Chapter 179A, for police officer job classifications as identified in the collective bargaining agreement; and

WHEREAS, representatives of the City and representatives of the Union reached a tentative agreement through the collective bargaining process.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Coon Rapids, Minnesota approves the terms of the tentative agreement, which are as follows:

1. Contract duration: Three years, calendar years 2014 - 2016.
2. Clothing allowance - Article 20: Amend to increase the uniform allowance to the following: \$830 in 2014, \$850 in 2015 and \$870 in 2016.
3. Holidays - Article 21: Amend article to include language clarifying holidays for new employees and upon resignation:

21.3: Newly hired employees will receive one holiday for every month remaining in the calendar year, including the month in which they begin employment if the first day of work is on or before the 15th of the month. Upon a resignation, the Employer will deduct pay for holidays that have been previously sold back on a one holiday for every month remaining in the calendar year basis for any month the employee did not work until the 15th of the month or after.

For purposes of determining holiday accruals during a shift change, if the change occurs on or before the 15th of the month the employee will be credited for the holiday leave that corresponds with their assignment (10-hours or 8-hours). If the assignment does not occur until after the 15th of the month, the change to holidays leave will not begin until the next month.

4. Sick Leave - Article 23: Amend article to read as follows:

23.3: An employee who is absent from work due to illness for more than one day may be required to present a doctor's certificate of his/her illness and recovery, if the employee is suspected of misusing the sick leave privilege. The City will reimburse the Employee for any out of pocket medical expense (limited to in-network physicians) associated with the City required office visit or may require the Employee to see a City-designated physician. This reimbursement requirement does not apply to office visits associated with obtaining FMLA certification, workers' compensation matters, or Employee initiated to document work restrictions.

5. Specialty Pay – Article 27: Amend article 27.1 to increase specialty pay to \$300.00 per month for the duration of the agreement.
6. Wages – Appendix A: amend as follows:
 - a) 2.25% increase to the wage rate effective January 1, 2014
 - b) 2.5% increase to wage rate effective January 1, 2015
 - c) 2.5% increase wage rate effective January 1, 2016
6. Memorandum of Understanding that allows Union members to choose between the Sick Leave Incentive program in Article 23.4 and the City's Wellness Program.
7. Miscellaneous and minor language changes as deemed appropriate by the City Manager.

BE IT FURTHER RESOLVED that the City Council authorizes the Mayor and the City Manager to execute four copies of a contract reflecting the terms of the settlement upon receipt of the same executed by the designated bargaining unit representatives.

Adopted by the Coon Rapids City Council this 4th day of March, 2014.

Tim Howe, Mayor

ATTEST:

Cathy Sorensen, City Clerk



City Council Regular

21.

Meeting Date: 03/04/2014
Subject: 2014 - 2016 Police Sergeants Labor Agreement
From: Matt Stemwedel, Assistant City Manager

INTRODUCTION

The City Council is requested to formally ratify the terms of the negotiated labor agreement for 2014-2016 between the City of Coon Rapids and the Law Enforcement Labor Services, Inc. representing the Police Sergeants bargaining unit.

DISCUSSION

A three-year (2014-2016) agreement has been reached between the City Manager and Law Enforcement Labor Services - Local #362 (Union), which represents the City's Police Sergeants. The Union membership ratified the contract on February 26, 2014.

The substantive terms of the agreement are summarized below.

- 1.) Contract Duration: Three years, calendar years 2014 through 2016.
- 2.) Court Time - Article 14: New article to include language regarding court stand-by pay, which had previously been included in a Memorandum of Understanding in previous contracts.

14.2: Employees who are required to be on stand-by for court are compensated at the rate of one hour's pay or compensatory time off for each hour on standby.

- 3.) Clothing allowance - Article 18: Amended to increase the uniform allowance to the following: \$830 in 2014, \$850 in 2015 and \$870 in 2016.
- 4.) Holidays – Article 19: Amended to include the following language regarding holiday overtime pay and holiday distribution for new employees and employee resignations. This language is very similar to the language in the Police Officers contract.

19.3: Employees shall be compensated at two times the employee's premium rate for hours worked in excess of the employee's regular scheduled shift on the following holidays:

New Year's Day
Memorial Day
Independence Day
Labor Day
Thanksgiving Day
Christmas Eve Day
Christmas Day
New Year's Eve Day

19.4: Upon a resignation, the Employer will deduct pay for holidays that have been previously sold back on a one holiday for every month remaining in the calendar year basis for any month the employee did not work until the 15th of the month or after.

For purposes of determining holiday accruals during a shift change, if the change occurs on or before the 15th of the month the employee will be credited for the holiday leave that corresponds with their assignment (10-hours or 8-hours). If the assignment does not occur until after the 15th of the month, the change to holidays leave will not begin until the next month.

5.) Vacations - Article 20: Amend Article 20.3 to discard the existing language and to replace it with the following:

20.3: Bid Period: Employees will be able to bid one continuous vacation period from December 1st to December 31st for the following calendar year based on seniority. After December 31st, all leave requests will be granted on a first-come, first-served basis.

6.) Wellness Program - Article 22: Create new article to include language for participation in the City Wellness Program, which was previously a separate Memorandum of Understanding:

Article 22.1: Employees will be eligible to participate in the Employer's Wellness Program (Biometric Screenings) on the same basis as the Employer's non-union employees. In the event that the Employer's wellness program incentives change in total value, up-to 16 hours of vacation or up-to \$400.00, the parties may renegotiate this issue. Both parties agree it is reasonable for the Employer to modify biometric screening categories and thresholds from time to time to better meet Employer wellness programming goals and that such modifications will not be considered a change in value that would require renegotiation.

7.) Wages - Article 24: The Police Sergeants make a wage rate that is 22% above the top patrol officer hourly rate. The effective increases are as follows, which match the increases provided in the City's other collective bargaining agreements. Additionally, the agreement includes a provision for a specialty pay for the sergeant that is assigned to investigative duties.

- 2.25% increase to the wage rate effective January 1, 2014
- 2.5% increase to wage rate effective January 1, 2015
- 2.5% increase wage rate effective January 1, 2016

24.2: An employee assigned to Sergeant investigative duties will receive an additional \$300.00 (three hundred dollars) per month.

8.) Miscellaneous and minor language changes as deemed appropriate by the City Manager.

RECOMMENDATION

Staff recommends the Council adopt Resolution 14-40, approving the labor agreement between the City and the Law Enforcement Labor Services - Local #362 representing the Police Sergeants.

BUDGET IMPACT:

The wage increases have been appropriately budgeted for within the 2014 city budget. The wage increases for 2015 and 2016 will be included in future budgets. For reference, the cost of living adjustments included in this agreement mirror the adjustments included in the the City's other labor agreements.

Attachments

Police Sergeant Labor Agreement Resolution

RESOLUTION 14-40

RESOLUTION APPROVING A LABOR AGREEMENT BETWEEN THE CITY OF COON RAPIDS AND LAW ENFORCEMENT LABOR SERVICES, INC., LOCAL #362 FOR THE TERM JANUARY 1, 2014 THROUGH DECEMBER 31, 2016

WHEREAS, the City of Coon Rapids (“City”) recognizes Law Enforcement Labor Services, Inc., Local No. 362 (“Union”), as the exclusive bargaining representative under Minnesota Statutes, Chapter 179A, for Police Sergeant job classification as identified in the collective bargaining agreement; and

WHEREAS, representatives of the City and representatives Union, representing the Police Sergeants bargaining unit, reached a tentative agreement through the collective bargaining process.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Coon Rapids, Minnesota approves the terms of the tentative agreement, which are as follows:

1. Contract duration: Three years, calendar years 2014 - 2016.
2. Court Time - Article 14: Amend article to include language regarding court stand-by pay, which had previously been included in a Memorandum of Understanding:

14.2: Employees who are required to be on stand-by for court are compensated at the rate of one hour’s pay or compensatory time off for each hour on standby.

3. Clothing allowance - Article 18: Amend to increase the uniform allowance to the following: \$830 in 2014, \$850 in 2015 and \$870 in 2016.

4. Holidays – Article 19: Amend to include the following:

19.3: Employees shall be compensated at two times the employee's premium rate for hours worked in excess of the employee's regular scheduled shift on the following holidays:

<u>New Year's Day</u>	<u>Thanksgiving Day</u>
<u>Memorial Day</u>	<u>Christmas Eve Day</u>
<u>Independence Day</u>	<u>Christmas Day</u>
<u>Labor Day</u>	<u>New Year's Eve Day</u>

19.4: Upon a resignation, the Employer will deduct pay for holidays that have been previously sold back on a one holiday for every month remaining in the calendar year basis for any month the employee did not work until the 15th of the month or after.

For purposes of determining holiday accruals during a shift change, if the change occurs on or before the 15th of the month the employee will be credited for the holiday leave that corresponds with their assignment (10-hours or 8-hours). If the assignment does not occur until after the 15th of the month, the change to holidays leave will not begin until the next month.

5. Vacations - Article 20: Amend Article 20.3 to discard the existing language and to replace it with the following:

20.3: Bid Period: Employees will be able to bid one continuous vacation period from December 1st to December 31st for the following calendar year based on seniority. After December 31st, all leave requests will be granted on a first-come, first-served basis.

6. Wellness Program - Article 22: Create new article to include language for participation in the City Wellness Program, which was previously a separate Memorandum of Understanding:

Article 22.1: Employees will be eligible to participate in the Employer's Wellness Program (Biometric Screenings) on the same basis as the Employer's non-union employees. In the event that the Employer's wellness program incentives change in total value, up-to 16 hours of vacation or up-to \$400.00, the parties may renegotiate this issue. Both parties agree it is reasonable for the Employer to modify biometric screening categories and thresholds from time to time to better meet Employer wellness programming goals and that such modifications will not be considered a change in value that would require renegotiation.

7. Wages – Article 25: amend as follows:

- a) 2.25% increase to the wage rate effective January 1, 2014
- b) 2.5% increase to wage rate effective January 1, 2015
- c) 2.5% increase wage rate effective January 1, 2016
- d) 24.2: An employee assigned to Sergeant investigative duties will receive an additional \$300.00 (three hundred dollars) per month.

8. Miscellaneous and minor language changes as deemed appropriate by the City Manager.

BE IT FURTHER RESOLVED that the City Council authorizes the Mayor and the City Manager to execute four copies of a contract reflecting the terms of the settlement upon receipt of the same executed by the designated bargaining unit representatives.

Adopted by the Coon Rapids City Council this 4th day of March, 2014.

Tim Howe, Mayor

ATTEST:

Cathy Sorensen, City Clerk