



Special City Council Meeting to Canvass Election Results - 6:50 p.m.

CITY COUNCIL AGENDA
Tuesday, November 15, 2016
7:00 p.m.
Coon Rapids City Center
Council Chambers

Call to Order

Pledge of Allegiance

Roll Call

Adopt Agenda

Proclamations/Presentations

1. Certificate of Achievement for Excellence in Financial Reporting

Approval of Minutes of Previous Meeting

2. Approve Minutes of November 1, 2016

Consent Agenda

Public Hearing

3. Hold Public Hearing on Liquor License Fees and Consider Ordinances and Resolutions Setting 2017 Fees and Charges

Bid Openings and Contract Awards

Old Business

New Business

4. Order Preparation of Feasibility Report and Preparation of Plans for Project 17-1, Street Reconstruction

5. Order Preparation of Feasibility Report and Preparation of Plans for Project 17-2, MSA Street Reconstruction
6. Order Preparation of Feasibility Report and Preparation of Plans for Project 17-3, Street Reconstruction
7. Order Preparation of Feasibility Report and Preparation of Plans for Project 17-4, Street Reconstruction
8. Consider Resolution 16-128 Calling Bonds of 2008 A
9. Consider Resolutions 16-126 and 16-127 Establishing 2017 Fees and Charges for Use of City Park Facilities & Adult Sports Leagues
10. Consider Playground Equipment Expenditures for 2017 Park Improvements
11. Consider Fair Housing Implementation Council - Authorization of First Amendment to Cooperative Funding Agreement-Program Years 2015-2019

Open Mic/Public Comment

Reports on Previous Open Mic

Other Business

Adjourn



City Council Regular

1.

Meeting Date: 11/15/2016

Subject: Certificate of Achievement for Excellence in Financial Reporting

From: Sharon Legg, Finance Director

INTRODUCTION

The City of Coon Rapids has again received the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association of the United States and Canada for its comprehensive annual financial report (CAFR).

DISCUSSION

The award is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management. The award has been awarded to Francine Hanson, then Accounting Supervisor, as she was primarily responsible for preparing the award-winning CAFR. The CAFR was reviewed by an impartial panel of the Finance Officers Association to assure that it meets the high standards of the program including demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users to read the report. Although this is the 39th consecutive year that the City has received the award, it does not lessen the effort that goes into preparing the report and incorporating suggestions from previous reviews.

RECOMMENDATION

Please recognize Francine Hanson with the Certificate of Achievement for Excellence in Financial Reporting for the Comprehensive Annual Financial Report for year ending December 31, 2015.



City Council Regular

2.

Meeting Date: 11/15/2016

SUBJECT: Approve Minutes of November 1, 2016

Attachments

November 1, 2016

UNAPPROVED

COON RAPIDS CITY COUNCIL MEETING MINUTES OF NOVEMBER 1, 2016

CALL TO ORDER

The first regular meeting of the Coon Rapids City Council for the month of November was called to order by Mayor Jerry Koch at 7:00 p.m. on Tuesday, November 1, 2016, in the Council Chambers.

PLEDGE OF ALLEGIANCE TO THE FLAG

Mayor Koch led the Council in the Pledge of Allegiance.

ROLL CALL

Members Present: Mayor Jerry Koch, Councilmembers Denise Klint, Ron Manning, Wade Demmer, Jennifer Geisler, Brad Johnson and Steve Wells

Members Absent: None

ADOPT AGENDA

MOTION BY COUNCILMEMBER JOHNSON, SECONDED BY COUNCILMEMBER MANNING, TO ADOPT THE AGENDA AS PRESENTED. THE MOTION PASSED UNANIMOUSLY.

PROCLAMATIONS/PRESENTATIONS

None.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

1. OCTOBER 18, 2016, COUNCIL MEETING

MOTION BY COUNCILMEMBER MANNING, SECONDED BY COUNCILMEMBER WELLS, FOR APPROVAL OF THE MINUTES OF THE OCTOBER 18, 2016, COUNCIL MEETING. THE MOTION PASSED UNANIMOUSLY.

CONSENT AGENDA/INFORMATIONAL BUSINESS

2. ACCEPT QUARTERLY FINANCIAL REPORT

MOTION BY COUNCILMEMBER GEISLER, SECONDED BY COUNCILMEMBER KLINT, FOR APPROVAL OF THE CONSENT AGENDA AS PRESENTED. THE MOTION PASSED UNANIMOUSLY.

PUBLIC HEARING

3. ASSESSMENT HEARING MISCELLANEOUS 2016-3

The Staff report was shared with Council.

Mayor Koch asked if the City had received any written appeals. Finance Director Legg explained the City had received 13 written appeals and noted staff would revise the Resolution after this meeting.

Mayor Koch opened and closed the public hearing at 7:04 p.m. since no one appeared to address the Council.

MOTION BY COUNCILMEMBER MANNING, SECONDED BY COUNCILMEMBER KLINT, TO ADOPT RESOLUTION NO. 16-118 ADOPTING 2016(3) MISCELLANEOUS SPECIAL ASSESSMENTS (UNOPPOSED ONE YEAR); RESOLUTION NO. 16-119 ADOPTING 2016(3) MISCELLANEOUS SPECIAL ASSESSMENTS (UNOPPOSED THREE YEAR); AND RESOLUTION NO. 16-120 ADOPTING 2016(3) MISCELLANEOUS SPECIAL ASSESSMENTS (UNOPPOSED FIVE YEAR). THE MOTION PASSED UNANIMOUSLY.

BID OPENINGS AND CONTRACT AWARDS

None.

OLD BUSINESS

4. CONSIDER ADOPTION OF ORDINANCE 2183 TO CREATE MISDEMEANOR PENALTY FOR FAILURE TO HAVE RABIES VACCINATION

The Staff report was shared with Council.

City Attorney Brodie reported the penalty would remain a misdemeanor and not petty misdemeanor to encourage residents to bring their pet into compliance with City Code.

MOTION BY COUNCILMEMBER WELLS, SECONDED BY COUNCILMEMBER KLINT, TO ADOPT ORDINANCE 2183, PROVIDING PENALTIES FOR FAILING TO VACCINATE A DOG.

Councilmember Johnson discussed the context of the Ordinance stating as it currently reads the same penalty would be handed down to pet owners for failing to vaccinate their dogs as first time offenders of domestic assault or those receiving their first DWI. He supported the penalty being a petty misdemeanor for a first offense and a second offense being a misdemeanor.

Councilmember Klint asked if the City could be sued if it did not have an enforceable vaccination law in place. City Attorney Brodie advised the City would not be at fault.

Councilmember Demmer questioned how the City would be advertising the new Ordinance requirements to the public. City Attorney Brodie explained the City would publish the Ordinance in the City newsletter and online. Police Chief Wise reported this typically became an issue for the City after a dog bite. He described how dog bite scenarios were handled by the Police Department and encouraged the Council to support the Ordinance as it would strongly encourage pet owners to vaccinate their dogs.

Further discussion ensued regarding how the Ordinance would be administered by the City.

Councilmember Johnson requested the Ordinance be managed through a diversion program. City Attorney Brodie stated this was the intent of the City.

Mayor Koch asked if the educational portion of this Ordinance would be in place after the Ordinance was published. City Attorney Brodie reported staff would have the educational portion of this Ordinance in place.

Councilmember Demmer questioned if prosecution of this Ordinance would change in the future. City Attorney Brodie explained the intent of the City would be to manage these offenses through the CAP diversion program.

THE MOTION PASSED UNANIMOUSLY.

5. **CONSIDER ADOPTION OF ORDINANCE 2182 TO CHANGE ZONING OF OFFICE, GENERAL COMMERCIAL AND MODERATE DENSITY RESIDENTIAL TO HIGH DENSITY RESIDENTIAL**
-

The Staff report was shared with Council.

Mayor Koch questioned if the adjacent lot would be orphaned by the proposed separation. Planner Harlicker believed this lot could be redeveloped at a future date.

Mayor Koch understood the proposed rezoning of this parcel, which was 2.7 acres in size, would allow for 17 units on the site. Planner Harlicker stated this was the case.

Councilmember Manning explained the proposal would be an enhancement to the City and additional units would require a density flexibility variance.

Councilmember Geisler asked what other uses were allowed within the High Density Residential zoning district. Planner Harlicker discussed the allowed uses for the High Density Residential zoning district, such as a boarding house, group home and State run facility.

Councilmember Geisler was not comfortable with some of the uses within the High Density Residential zoning district being located on this property. She feared a request may come before the City that the Council would not want, but would have to approve due to the rezoning.

Councilmember Klint did not support the rezoning request. It was her opinion staff has let the City down and adamantly believed this request was a case of spot zoning. She understood a development was not to be considered by the Council when a property was being rezoned. She was extremely frustrated with how this request was brought to the Council. She understood that this property would be redeveloped at some point in the future, however, she thought this case was brought to the Council in the wrong manner. She requested staff provide the Council with information on how the surrounding land values would not be impacted. She explained she would not be supporting the rezoning request as it was not the proper zoning for this site.

Mayor Koch apologized to Councilmember Klint for having a worksession to discuss this item.

Councilmember Geisler wanted to see this site redeveloped and understood the property had opportunity. However, she recommended the site be redeveloped without being rezoned to High Density Residential. She suggested any requests for this property be brought forward to the City and that density flexibility be considered under the current overlay district zoning. Planner Harlicker explained the applicant had pursued this route because it provided better justification for an apartment building.

Councilmember Manning stated it appears the cart has been put before the horse. He wished Councilmember Klint had presented the Council with her thoughts on this case prior to the meeting. He explained he had the understanding this was not an abnormal request. However, after hearing from Councilmember Geisler and Councilmember Klint, he supported the redevelopment request proceed under the current zoning with density flexibility.

Councilmember Johnson asked how long Pederson Floral had been out of business. Planner Harlicker estimated the property has been vacant for the last eight years.

Councilmember Johnson discussed the history of the property and believed the potential uses or visions for a site should be considered by the City Council when addressing a rezoning. He stated this was exactly what was done at the worksession meeting. He supported the rezoning and he believed it made sense for the City.

Councilmember Manning was of the opinion the request should move forward without rezoning the property.

Mayor Koch believed the request was very well done by the developer and did not consider this to be a spot zoning matter. He understood that the majority of the Council supported the rezoning at the worksession meeting. He explained he would be offering his support of the rezoning.

Councilmember Demmer commented what makes this request confusing was the overlay district. He understood the Council had some discretion within the overlay district and believed any redevelopment of this site would be higher than seven units per acre, which would require the request to come before the City. He discussed the new apartment buildings along this corridor and was of the opinion that a high-density apartment building could benefit the City. He understood the potential developer was interested in building apartments that would benefit the employees of the college and hospital.

MOTION BY COUNCILMEMBER JOHNSON, SECONDED BY COUNCILMEMBER DEMMER, TO ADOPT ORDINANCE 2182, APPROVING THE PROPOSED ZONE CHANGE BASED ON THE FOLLOWING FINDINGS:

1. THE PROPOSED REZONING TO HIGH DENSITY RESIDENTIAL IS CONSISTENT WITH THE LAND USE DESIGNATION OF HIGH DENSITY RESIDENTIAL
2. THE PROPOSED REZONING IS COMPATIBLE WITH THE ADJACENT LAND USES AND ZONING.
3. THE TIMES AND CONDITIONS HAVE CHANGE SO THAT A REASONABLE USE OF THE PROPERTY CAN NOT BE MADE UNDER THE CURRENT ZONING.
4. THE PROPOSED ZONE CHANGE WOULD NOT HAVE AN ADVERSE IMPACT ON THE AREA.
5. THE PROPOSED REZONING IS CONSISTENT WITH THE COON RAPIDS BOULEVARD FRAMEWORK PLAN AND THE RIVER RAPIDS OVERLAY DISTRICT.

Councilmember Manning stated based on the facts presented this evening with the understanding that seven units per acre was not viable, he would now be supporting the rezoning.

Councilmember Geisler wanted to see development on this property that aligned with the overlay district. She did not support this site becoming a high density residential development and for this reason, would not be supporting the rezoning.

Mayor Koch understood use flexibility would be required if more than seven units per acre was requested for the redevelopment of this property. He asked what the notification process was if the developer requested density flexibility. Planner Harlicker described the notification process stating Public Hearing notices would be sent out prior to the Planning Commission meeting.

Councilmember Wells went on record stating he did not support the zone change.

THE MOTION PASSED 4-3 (GEISLER, KLINT AND WELLS OPPOSED).

6. PC16-15: CONSIDER ADOPTION OF RESOLUTION 16-121 CHANGING LAND
 USE TO HIGH DENSITY RESIDENTIAL

The Staff report was shared with Council.

Councilmember Geisler explained the Comprehensive Plan had to be in alignment with the City's Ordinances. Planner Harlicker reported this was the case.

MOTION BY COUNCILMEMBER GEISLER, SECONDED BY COUNCILMEMBER JOHNSON, TO ADOPT RESOLUTION NO. 16-121 APPROVING AN AMENDMENT TO THE CITY'S COMPREHENSIVE LAND USE PLAN TO CHANGE THE LAND USE DESIGNATION FROM OFFICE, GENERAL COMMERCIAL AND MODERATE DENSITY RESIDENTIAL TO HIGH DENSITY RESIDENTIAL BASED ON THE FOLLOWING:

1. THE PROPOSED COMPREHENSIVE LAND USE AMENDMENT IS COMPATIBLE WITH THE ADJACENT COMPREHENSIVE LAND USE DESIGNATIONS AND LAND USES.
2. THE PROPOSED COMPREHENSIVE LAND USE AMENDMENT WILL NOT HAVE AN ADVERSE IMPACT ON THE ADJACENT PROPERTIES.
3. THE PROPOSED COMPREHENSIVE LAND USE AMENDMENT IS CONSISTENT WITH THE COON RAPIDS BOULEVARD FRAMEWORK PLAN.
4. THE PROPOSED COMPREHENSIVE LAND USE AMENDMENT IS SUPPORTIVE OF THE COMPREHENSIVE LAND USE PLAN LAND USE CHAPTER AND HOUSING CHAPTER 'S GOALS FOR THE CITY, INCLUDING ELIMINATING UNDER UTILIZED AND OBSOLETE LAND USES, AND CREATING AND MAINTAINING A HIGH-QUALITY HOUSING ENVIRONMENT, AND A VARIETY OF HOUSING OPTIONS.

THE MOTION PASSED 5-2 (KLINT AND WELLS OPPOSED).

NEW BUSINESS

7. CONSIDER INTRODUCTION OF ORDINANCE REVISING FEES FOR 2017

The Staff report was shared with Council.

Councilmember Klint requested further information on the changes to the plumbing permit fees. Staff reviewed the changes in detail with the Council.

Mayor Koch considered the Ordinance revising the 2017 fee schedule to be introduced.

8. CONSIDER RESOLUTION NO. 17-7(8) ACCEPTING PLANS AND SPECIFICATIONS FOR 2017 WELL REHABILITATION, AND AUTHORIZING SOLICITATION OF BIDS

The Staff report was shared with Council.

MOTION BY COUNCILMEMBER MANNING, SECONDED BY COUNCILMEMBER GEISLER, TO ADOPT RESOLUTION NO. 17-7(8) ACCEPTING PLANS AND SPECIFICATIONS FOR 2017 WELL REHABILITATION, AND AUTHORIZE THE SOLICITATION OF BIDS. THE MOTION PASSED UNANIMOUSLY.

9. CONSIDER SALE OF \$10,000,000 GENERAL OBLIGATION BONDS, SERIES 2016A

The Staff report was shared with Council.

Nick Anhut with Ehlers & Associates, reported the City received very favorable results for the sale of \$10,000,000 in general obligation bonds to cover the City's recent parks, water and road improvement projects. He explained the City received eight bids on the bonds with an interest rate of 1.41% from FTN Financial. Due to the positive bid results, the bonding amount has been reduced to \$9,500,000. He recommended the Council award the sale of the bonds.

MOTION BY COUNCILMEMBER JOHNSON, SECONDED BY COUNCILMEMBER DEMMER, TO RESOLUTION NO. 16-122 AWARDED THE SALE OF \$9,500,000 GENERAL OBLIGATION BONDS, SERIES 2016 A FIXING THEIR FORM AND SPECIFICATIONS; DIRECTING THEIR EXECUTION AND DELIVERY; AND PROVIDING FOR THEIR PAYMENT. THE MOTION PASSED UNANIMOUSLY.

OPEN MIC/PUBLIC COMMENT

Mayor Koch reviewed the rules of order for the Open Mic/Public Comment portion of the meeting.

REPORTS ON PREVIOUS OPEN MIC

None.

OTHER BUSINESS

Councilmember Manning explained a memory seminar would be held at Faith Lutheran.

Mayor Koch indicated the River North Apartments would be having an Open House on Saturday.

City Clerk Lenzmeier discussed the upcoming General Election and encouraged residents to get out and vote through absentee voting at City Hall or at their local polling place on November 8th.

City Manager Stemwedel reported the Council would not be holding a worksession meeting next week due to the General Election.

ADJOURN

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

Jerry Koch, Mayor

ATTEST:

Joan Lenzmeier, City Clerk



City Council Regular

3.

Meeting Date: 11/15/2016

Subject: Hold Public Hearing on Liquor License Fees and Consider Ordinances and Resolutions Setting 2017 Fees and Charges

From: Francine Hanson, Accounting Manager

INTRODUCTION

On October 18, 2016 and November 1, 2016, the attached ordinances adjusting certain fees and building inspection fees were introduced and are now being presented for adoption along with resolutions which include fees not set by ordinance. Rates for the civic center, ice arena, golf course and utility funds are set by separate City Council action throughout the year.

DISCUSSION

Ordinance Adjusting Certain Fees (see reference number in ordinance)

The fees for 2017 have been adjusted by the 2016 annual adjustment of 2.5% with exceptions noted below. A request for a rate change is made only if the adjustment is enough for the fee to be rounded to the next significant dollar amount. Items to note are as follows (reference numbers are included in the ordinance):

1. *Fees set by State Statute.* Certain fees under Section 5-209 (alcoholic beverages) and the gambling investigation fee under Section 5-2008 of the City Code are set by Minnesota Statutes and did not change for 2017.
2. *Effect of Changes made in 2016.* The following fees have been added to the ordinance based on a City Code change during 2016: A microdistillery cocktail room license at \$750, microdistillery off-sale license at \$380, brew pub off-sale license at \$380, small brewer off-sale license at \$380, brewer taproom license at \$750, tobacco manager investigation fee at \$130, and a chicken keeping permit at \$100. Due to the addition of the tobacco manager investigation fee, the tobacco license investigation fee will remain at \$130 instead of increasing to \$135 in 2017 to keep the two fees at the same rate.
3. *Property Monitoring Fees.* A property monitoring fee was approved by the City Council in 2006. The 2007 fees were set at \$600 per year for residential property and \$1,000 per year for commercial property to cover related costs. Staff recommends no change for 2017.
4. In certain cases there may be no change in the fee due to rounding. For example, the tobacco license, which is rounded to the nearest \$5, had a calculated base amount of \$182.57 in 2016 and

was rounded to \$185. For 2017, the calculated base increased to \$187.13, which rounded to the nearest \$5 leaves the fee at \$185.

5. Staff recommends that certain other fees not be increased for 2017 if they are adequate to cover current costs, are seldom used and therefore difficult to establish a cost basis, and/or are comparable to rates charged by other cities.

Ordinance Adjusting Building Inspection Fees

Staff is recommending the following changes to the building inspections fee schedule for 2017:

- The base amount in Table A-2017 has been increased by 2.125% to keep it in line with other metro cities.
- The base amount in Table A-2017 has been increased by \$24.00 for permits over \$500 to correct an error in the past two years. (The base fee should have been \$23.50 more in 2016 and \$22.50 in 2015.)
- The re-inspection fees have been reduced at each level. The first re-inspection fee decreased from \$75 to \$48, the second re-inspection fee decreased from \$150 to \$75, and the third and subsequent decreased from \$300 to \$150. It was noted by staff that the first re-inspection should not exceed the fee for processing a new permit, therefore each level of re-inspection fees has been reduced.
- Permits for residential furnace and A/C replacements (combined) and residential water heaters are increasing from \$61.50 to \$63.00.
- Under building permit fees, a new fee of \$48 has been added for inspection of tile tub/shower pan.
- Under plumbing permit fees, a new fee of \$30 for the first device plus \$2 per device thereafter, has been added for commercial and residential back flow protection device annual testing.
- Under electrical permit fees, the permit fees for inspections of equipment and devices related to siding of multi-family dwellings have been adjusted to better reflect inspection time required.

Other sections and amounts of the inspection fee ordinance will be unchanged for 2017.

Resolution 16-125 Establishing Certain Fees and Charges

Items not increased by the annual adjustment are as follows:

Fees set by State Statute. These include the returned check charge, day care inspection fee, and document charges. The State did not change these fees for 2017.

Water Meters. The City purchases water meters with couplings or flange kits and sells them to contractors for installation in new construction. The rate consists of our cost and a markup of 33% to cover handling and future replacements since there is no charge for the replacement of water meters. At this time it is anticipated that the cost to the city will not be increasing, so the rates are unchanged for 2017.

Amounts unchanged for 2017. Assessment/Utility searches fee, supplemental search detail fee, assessment charge for unpaid items assessed, notary fee, mailing list charge, vacant property

inspection fee, water service turn on/off fee, snowbird and irrigation turn on/off fee, water meter testing fee, police reports and accident reports, block party refundable barricade deposit, fire run and investigative reports fee, recreational fire violation fee, fire code violation fee, fireworks peddlers fee, water flow test fee, rental licensing fees, planning and inspection letter fee, kennel/multiple pet permits, and dog licenses are unchanged for 2017. Other fees may not have changed due to rounding.

Resolution 16-124 Establishing Certain Fees and Charges for CTN Studios

There were only two changes to the CTN fee schedule: under camera accessories, rental of the cammate 18' crane decreased from \$350 per day to \$300 per day. This was decreased to reflect current market rates and equipment costs. The daily rental fee for production truck A increased from \$5,900 to \$6,000.

RECOMMENDATION

- a. Conduct a public hearing regarding the fee increases for on-sale 3.2 malt liquor and off-sale 3.2 malt liquor licenses.
- b. Adopt an Ordinance to Revise Certain License Fees, Service Fees and Related Charges effective January 1, 2017.
- c. Adopt an Ordinance Establishing Permit and Inspection Fees for the Building Inspections Division as Authorized by Minnesota Statutes Section 16B.62, subdivision 1 effective January 1, 2017.
- d. Adopt Resolution 16-125 Establishing Certain Fees and Charges effective January 1, 2017.
- e. Adopt Resolution 16-124 Establishing Certain Fees and Charges for Use of CTN Studio Facilities effective January 1, 2017.

Attachments

License Fee Ordinance
Bldg. Inspection Fee Ordinance
Certain Fees and Charges
Certain Fees and Charges for CTN Studio

ORDINANCE NO.

AN ORDINANCE TO REVISE CERTAIN LICENSE FEES, SERVICE FEES AND RELATED CHARGES AND ESTABLISHING AN EFFECTIVE DATE THEREFOR

The City of Coon Rapids does ordain:

Section 1. The following fees are hereby established for the licenses and permits in Title 5 of Revised City Code - 1982:

<u>Description</u>	<u>2016 fees</u>	<u>2017 fees</u>	<u>Section City Code</u>	<u>For ref. only see memo</u>
Off-sale 3.2 Malt Liquor	\$150	\$155	5-209	
On-sale 3.2 Malt Liquor	\$710	\$725	5-209	
Temporary On-sale 3.2 Malt Liquor, (per day)	\$35	\$35	5-209	5
Temporary On-sale Strong Beer and Wine License	\$50	\$50	5-209	5
Temporary Wine Tasting (per event)	\$35	\$35	5-209	5
Tavern License (including public dancing)	\$605	\$620	5-209	
Bottle Clubs (including public dancing)	\$300	\$300	5-209	1
Public Drinking Place	\$605	\$620	5-209	
Intoxicating liquor, clubs, as defined in Minnesota Statutes Section 340A.101, Subd.7:				
(a) Clubs with membership of 200 or less	\$300	\$300	5-209	1
(b) Clubs with membership of 201 to 500 members	\$500	\$500	5-209	1
(c) Clubs with membership of 501 to 1,000 members	\$650	\$650	5-209	1
(d) Clubs with 1,001 and 2,000 members	\$800	\$800	5-209	1
(e) Clubs with 2,001 and 4,000 members	\$1,000	\$1,000	5-209	1
(f) Clubs with 4,001 and 6,000 members	\$2,000	\$2,000	5-209	1
(g) Clubs with 6,001 members or more	\$3,000	\$3,000	5-209	1
Off-Sale Intoxicating Liquor License	\$380	\$380	5-209	1
On-Sale Intoxicating Liquor License	\$9,600	\$9,600	5-209	5
Sunday sales	\$200	\$200	5-209	1
On-Sale Wine License				
(a) for seating capacity of at least 35 but no more than 99	\$1,000	\$1,000	5-209	1
(b) for seating capacity of 100 or more	\$2,000	\$2,000	5-209	1
On-Sale establishments open after 1:00 AM	\$300	\$300	5-209	1
Liquor Licensing Investigation Fee	\$500	\$500	5-211	1
Liquor Manager Investigation Fee	\$125	\$130	5-211	
Microdistillery Cocktail Room License		\$750	5-209	2
Microdistillery Off-Sale License		\$380	5-209	2
Brew Pub Off-Sale License		\$380	5-209	2
Small Brewer Off-Sale License		\$750	5-209	2
Brewer Taproom License				

<u>Description</u>	<u>2016 fees</u>	<u>2017 fees</u>	<u>City Code Section</u>	<u>For ref. only see memo</u>
Amusement Center License	\$465	\$480	5-305	
Archery Club License	\$75	\$80	5-405	
Bowling License	\$65	\$70	5-604	
Carnival License for 0-5 Ride	\$315	\$320	5-704	
Carnival License - Additional Ride	\$37	\$38	5-704	
Circus License	\$390	\$400	5-704	
Circus License Additional Day	\$44	\$45	5-704	
Christmas Tree Sales License	\$80	\$85	5-804	
Tobacco License	\$185	\$185	5-905	4
Tobacco License Investigation Fee	\$130	\$130	5-905	5
Tobacco Manager Investigation Fee		\$130	5-922	2
Dancing Permit annual	\$150	\$155	5-1004	
Dancing Permit per event	\$30	\$35	5-1004	
Gun Club License	\$75	\$80	5-1105	
Parade Permit	\$25	\$25	5-1204	5
Taxi License vehicle	\$44	\$45	5-1308	
Taxi License driver	\$29	\$30	5-1308	
Taxi License Investigation	\$30	\$30	5-1308	4
Theatre 1st screen	\$335	\$345	5-1406	
Theatre additional screens	\$48	\$49	5-1406	
Peddler License Fireworks/All Other per day	\$60/15	\$60/15	5-1507	5
Peddler License Fireworks/All Other per week	\$150/40	\$150/40	5-1507	5
Peddler License Fireworks/All Other per month	\$300/75	\$300/75	5-1507	5
Peddler License All Other for 6 months	\$300	\$300	5-1507	5
Peddler License Investigation Fee – each applicant	\$25	\$25	5-1507	5
Tree Trimmer License	\$69	\$71	5-1607	
Massage Parlor Business License	\$4,810	\$4,930	5-1811	
Masseur/Masseuse License	\$170	\$175	5-1811	
Massage Parlor Investigation Fee	\$2,400	\$2,460	5-1811	
Masseur License Investigation Fee	\$420	\$430	5-1811	
Conversation Parlor License	\$3,810	\$3,910	5-1905	
Gambling Investigation Fee	\$250	\$250	5-2008	1
Adult Oriented Business Annual License	\$7,400	\$7,550	5-2209	
Adult Oriented Business Investigation Fee	\$2,220	\$2,270	5-2209	
Fireworks Display Permit	\$100	\$100	5-2307	5
Pawnshop License	\$2,950	\$3,030	5-2405	
Pawnshop Investigation Fee	\$420	\$430	5-2405	
Pawnshop New Manager Investigation Fee	\$125	\$130	5-2410	
Pawnshop Transaction Fee				
-modem reporting	\$1.80/trans	\$1.80/trans	5-2405	5
-manual reporting	\$2.80/trans	\$2.80/trans	5-2405	5
Special Event Parking Permit	\$75	\$80	5-2508	
Secondhand/Antique Dealers LicenseA	\$330	\$340	5-2612	
Secondhand/Antique Dealers LicenseB	\$155	\$160	5-2612	
Secondhand/Antique Dealers Investigation FeeA	\$390	\$400	5-2612	
Secondhand/Antique Dealers Investigation FeeB	\$80	\$80	5-2612	4

<u>Description</u>	<u>2016 fees</u>	<u>2017 fees</u>	<u>City Code Section</u>	<u>For ref. only see memo</u>
Secondhand/Antique Dealers New Manager Investigation Fee	\$125	\$130	5-2605	
Secondhand/Antique Dealers Transaction Fee				
-modem reporting	\$1.80/trans	\$1.80/trans	5-2612	5
-manual reporting	\$2.80/trans	\$2.80/trans	5-2612	5
Exhibition Operator Permit (per event)	\$1,110	\$1,140	5-2628	
Exhibitor Permit (per event)	\$44	\$45	5-2628	
Precious Metals License	\$2,950	\$3,030	5-2711	
Precious Metals Investigation Fee	\$390	\$400	5-2711	
Precious Metals New Manager Investigation Fee	\$125	\$130	5-2711	
Precious Metals Transaction Fee				
-modem reporting	\$1.80/trans	\$1.80/trans	5-2711	5
-manual reporting	\$2.80/trans	\$2.80/trans	5-2711	5
Currency Exchange License	\$75	\$80	5-2805	
Therapeutic Massage Enterprise License	\$335	\$345	5-2907	
Massage Therapist License	\$47	\$48	5-2907	
Therapeutic Massage Enterprise Investigation Fee	\$420	\$430	5-2907	
Massage Therapist Investigation Fee	\$47	\$48	5-2907	

Section 2. The following fees are hereby established for the services in Title 6 of

Revised City Code – 1982:

<u>Description</u>	<u>2016 fees</u>	<u>2017 fees</u>	<u>Section of City Code</u>	<u>For ref. only see memo</u>
Non-Domestic Animal Permit	\$275	\$280	6-506	
Non-Domestic Animal Permit Investigation Fee	\$115	\$115	6-506	4
Chicken Keeping Permit		\$100	6-700	2

Section 3. The following fees are hereby established for the services in Title 8 of

Revised City Code - 1982:

<u>Description</u>	<u>2016 fees</u>	<u>2017 fees</u>	<u>City Code Section</u>	<u>For ref. only see memo</u>
Waste and Recycling Hauler License				
First Vehicle	\$175	\$180	8-211	
Each Additional Vehicle	\$29	\$30	8-211	
Response to False Alarms (45)	\$50	\$50	8-1403	4
Response to False Alarms (69)	\$100	\$105	8-1403	
Response to False Alarms (10 or more)	\$200	\$205	8-1403	

Section 4. The following fees are hereby established for the permits and approvals in

Title 11 of Revised City Code - 1982:

<u>Description</u>	<u>2016 fees</u>	<u>2017 fees</u>	<u>For ref. only see memo</u>
Conditional Use Permit with Site Plan Review*	\$575	\$590	
Conditional Use Permit without Site Plan Review*	\$335	\$345	
Conditional Use Permit/Mining Permit	\$225	\$235	
Home Occupation Permit Application Fee		\$100	2
Home Occupation Permit	\$225	\$235	
Planned Unit Development	\$1,460	\$1,500	
Revision to Final Planned Unit Development	\$325	\$330	
Site Plan Review – Residential	\$870	\$890	
Site Plan Review – Commercial	\$465	\$480	
Lot Split or Registered Land Survey in lieu of lot split	\$290	\$300	
Subdivision Exemption	\$290	\$300	
Preliminary Plat	\$480	\$490	
Final Plat	\$160	\$165	
Registered Land Survey in lieu of plat*	\$480	\$490	
Comprehensive Plan Amendment	\$690	\$705	
Rezoning	\$455	\$465	
Variance*	\$270	\$275	
Vacation	\$310	\$315	

*Plus recording fees

Section 5. The following fees are hereby established for the services in Title 12 of

Revised City Code – 1982:

<u>Description</u>	<u>2016 fees</u>	<u>2017 fees</u>	<u>Section of City Code</u>	<u>For ref. only see memo</u>
Sign Contractor License	\$50	\$50	12-106	5
Vacant Residential Property Monitoring*	\$600	\$600	12-312	3
Vacant Commercial Property Monitoring*	\$1,000	\$1,000	12-312	3
Excessive Consumption of Inspection Services Fee	\$160	\$160	12-317	5

*Per year

Section 6. The City Council for the City of Coon Rapids authorizes the collection of any surcharge imposed by the State of Minnesota or other governmental agency in addition to the City fee.

Section 7. Effective Date of Ordinance. This ordinance shall be effective for all annual permits and/or licenses issued for 2016 and succeeding years, and for all other permits and licenses issued after January 1, 2017.

Introduced the 18th day of October, 2016.

Adopted the _____ day of _____, 2016.

Jerry Koch, Mayor

ATTEST:

Joan Lenzmeier, City Clerk

ORDINANCE NO. _____

**AN ORDINANCE ESTABLISHING PERMIT AND INSPECTION FEES FOR
THE BUILDING INSPECTIONS DIVISION AS AUTHORIZED BY MINNESOTA
STATUTES SECTION 16B.62, SUBD. 1**

The City of Coon Rapids does ordain:

Section 1. The City Council for the City of Coon Rapids establishes the following permit and inspection fees for the Building Inspection Division:

**2017
INSPECTION DIVISION FEE SCHEDULE
(ref. MN Rules 1300.0160, subd. 1, subd. 2)**

Table A-2017

VALUATION		FEES	State Surcharge (except fixed fees)
FROM	TO		
\$0	\$500	\$48	0.0005 x permit fee
\$501	\$2,000	\$48 for the first \$500 plus \$3.05 for each additional \$100 or fraction thereof, up to and including \$2,000	
\$2,001	\$25,000	\$93.75 for the first \$2,000 plus \$14 for each additional \$1,000 or fraction thereof, up to and including \$25,000	
\$25,001	\$50,000	\$415.75 for the first \$25,000 plus \$10.10 for each additional \$1,000 or fraction thereof, up to and including \$50,000	
\$50,001	\$100,000	\$668.25 for the first \$50,000 plus \$7 for each additional \$1,000 or fraction thereof, up to and including \$100,000	
\$100,001	\$500,000	\$1,018.25 for the first \$100,000 plus \$5.60 for each additional \$1,000 or fraction thereof, up to and including \$500,000	
\$500,001	\$1,000,000	\$3,258.25 for the first \$500,000 plus \$4.75 for each additional \$1,000 or fraction thereof, up to and including \$1,000,000	
\$1,000,001	and up	\$5,633.25 for the first \$1,000,000 plus \$3.65 per \$1,000 or fraction thereof.	See page 6

Plan Review Fees

When applicable, a plan review fee of 65 percent (or 35 percent for small scale residential or commercial projects) will be added to building and grading permits. When applicable, a plan review fee of 35 percent will be added to electric, mechanical, sewer and water, and plumbing permits. Commercial plan review fee will be collected at time of plan submittal.

State Surcharge

State surcharge will be collected on each permit. See page 5 for more information on calculating state surcharge.

Working Without a Permit Investigation Fee

The greater of \$100 or 25 percent of the permit fee not to exceed \$500. Fee may not exceed the permit fee.

Investigation fees will be charged by the Chief Building Official, or designee, where additional time and expense is incurred by the City in order to achieve code compliance.

Re-Inspection Fee

	Commercial or Residential	State Surcharge
First	\$48	No state surcharge
Second	\$75	
Third and subsequent	\$150	

Re-inspection fees will be charged by the Chief Building Official, or designee, where additional time and expense is incurred by the City in order to complete a required inspection. Incidents where such fees may be charged include, but are not limited to: work unprepared for a scheduled inspection; failure to cancel a scheduled inspection; work required by correction orders that is not completed; or work which does not pass a secondary inspection.

Building Permit Fees

Table A-2017 will be used to calculate permit fees based on the value of the work. Minimum residential permit fee shall be \$48 except as noted in Minnesota Rules Chapter 1300.

A Sewer Availability Charge as established by the Metropolitan Council Environmental Services and adopted by City resolution is collected with the building permit when applicable. Visit [http://www.metrocouncil.org/Wastewater-Water/Funding-Finance/Rates-Charges.aspx#Sewer Availability Charge \(SAC\)](http://www.metrocouncil.org/Wastewater-Water/Funding-Finance/Rates-Charges.aspx#SewerAvailabilityCharge(SAC)) for more information,

Exceptions to Table A-2017:

The permits for the described work on residential properties with individual property lines, will be as follows (per address or unit).

		State Surcharge
Residential Re-roof	as provided in Table A-2017; minimum of \$150 and not to exceed \$250	.0005 x permit fee
Residential Re-side	as provided in Table A-2017; minimum of \$150 and not to exceed \$250	.0005 x permit fee
Residential Replacement of Garage Doors	as provided in Table A-2017 but not to exceed \$250	.0005 x permit fee
Mobile Home Installation	\$75	\$1

Residential Driveway	\$100	\$1
Residential Curb or Street Cut	\$125 (+ \$500 escrow)	\$1
Tile tub/shower pan	\$48	\$1
Inspections for which no fee is specifically indicated, such as Certificate of Occupancy or other such inspection.	\$100 or total hourly cost to the jurisdiction whichever is greater.	\$1
Loan Property Condition Inspection and Report	\$250	\$1

Plumbing Permit Fees

Table A-2017 will be used to calculate permit fees based on the value of the work. Minimum residential permit fee shall be \$48.

Exceptions to Table A-2017: The permits for the described work on residential properties will be as follows (per address or unit).

		State Surcharge
Commercial or Residential Backflow Protection Device Install	\$48	\$1
Commercial or Residential Backflow Protection Device Annual Testing	\$30 for first device, \$2 per device thereafter	\$1
Residential Water Heater	\$63	\$1
Residential Water Softener	\$48	\$1

Sewer and Water Permit Fees

Table A-2017 will be used to calculate permit fees based on the value of the work. Minimum residential permit fee shall be \$48.

Exceptions to Table A-2017: The permits for the described work on residential properties will be as follows (per address or unit).

		State Surcharge
Residential Water and/or Sewer Connection	\$100	\$1
Residential Water/Sewer Repair	\$100	\$1
Residential Onsite Sewer (septic)	\$250	\$1

Grading Permit

Table A-2017 will be used to calculate grading permit fees. Additional escrow fees may be due at time of permit issuance.

Mechanical Permit Fees (Heating, Ventilation, Air Conditioning)

Table A-2017 will be used to calculate permit fees based on the value of the work. Minimum residential permit fee shall be \$48.

Exceptions to Table A-2017: The permits for the described work on residential properties will be as follows (per address or unit).

		State Surcharge
Residential Furnace and/or A/C replacement	Individual unit \$48, both \$63	\$1
Residential Basement Finish Ductwork	\$48	\$1

Electrical Permit Fees

Table A-2017 will be used to calculate permit fees based on the value of the work. Minimum permit fee shall be \$48.

Exceptions to Table A-2017: The permit fees for minor residential work shall be set at \$48 (installation, replacement, alteration or repair, limited to one inspection). A re-inspection fee may apply for any required additional trips, see Re-Inspection Fee Table above.

Solar PV installation fees are based on the watt rating of the system in accordance with the State of Minnesota Solar PV System Fee Schedule Sections (a), (b), and (c).

Equipment and Devices Related to Siding Replacement

		State Surcharge
Single Family	\$48	\$1
Multi-family (excludes apartments)	\$48 for first four units/addresses, \$2 per each additional unit/address	\$1

Services Panels

		State Surcharge
New, altered or installed	\$48	\$1

Permit Fees for a Medical Gas System

Table A-2017 will be used to calculate permit fees based on the value of the work. Minimum permit fee shall be \$48.

Gas Piping Fees

		State Surcharge
Per Opening	\$12.25	\$1
Minimum Fee (if gas only)	\$48	\$1

Fuel Storage Tanks

		State Surcharge
Underground Remove/Install	\$200	\$1
Aboveground Remove/Install	\$200	\$1
Replace Existing with Similar	\$250	\$1

Fire Protection Systems

		State Surcharge
Sprinkler System		
First 10 Heads	\$100	\$1
Each Additional 10 Head	\$20	
Fire Pump	\$100	\$1
Fire Suppression Systems (Hoods, Paint Booths, Computer Server Rooms, etc.)	\$100	\$1
Fire Alarm Permit	\$100	\$1
Each Additional Panel	\$100	
Each Alarm Device	\$2	

Refund of Permit Fees (ref. MN Rules 1300.0160, Subd. 9)

The City may refund fees for permits on which no work has been done and no inspections have been made. Requests for refunds must be in writing and signed by the permit holder. The Chief Building Official must approve each refund and the City shall retain the following:

City Retains:	Timeframe:
\$50	for requests made within 30 days, fee totals less than \$50 are non refundable.
\$50 or 20 percent of the permit whichever is greater	for requests made within 60 days
\$50 or 40 percent of the permit whichever is greater	for requests made within 90 Days
\$50 or 60 percent of the permit whichever is greater	for requests made within 120 days
\$50 or 80 percent of the permit whichever is greater	for requests made within 180 days

NO REFUND is available after 180 days. Plan check fees, state surcharge fee, and re-inspection fees are non refundable.

Section 2 The City Council for the City of Coon Rapids authorizes the Building Inspection Division to collect a surcharge on behalf of the State as established by Minnesota Statutes Section 326B. 148 or any other governmental agency in addition to the City fee.

Section 3 Effective Date of Ordinance. This ordinance shall be effective for all annual permits and/or licenses issued for 2017 and succeeding years, and for all other permits and licenses issued after January 1, 2017

Introduced this 1st day of November, 2016.

Adopted this ____ day of _____, 2016.

Jerry Koch, Mayor

ATTEST:

Joan Lenzmeier, City Clerk

RESOLUTION NO. 16-125

A RESOLUTION ESTABLISHING CERTAIN FEES AND CHARGES

WHEREAS, the fees and charges for certain City services do not currently reflect City costs; and

WHEREAS, the City Council finds that it is in the best interest of the City for the costs of City services to be borne to the extent practical by the users of those services; and

WHEREAS, the City Council further finds that certain fees and charges for City services should be increased or established to more accurately reflect the City's costs in providing those services.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Coon Rapids that effective January 1, 2016 the following fees and charges, including sales tax and any surcharge imposed by the State of Minnesota or other governmental agency where applicable, shall be (prior year amounts, if different, in parentheses):

1. Sign permits
 - a. New permanent ground or monument sign.....(\$190).....\$195
 - b. New ground or monument sign on existing support.....(\$95).....\$100
 - c. New permanent wall sign.....(\$95).....\$100
 - d. Change or addition to existing permanent ground or wall sign(\$95).....\$100
 - e. Temporary sign for commercial, institutional, or industrial use.....(\$55).....\$60
 - i. Public units of government with taxing authority and their agencies shall be exempt from the payment of fees for temporary signs.
 - ii. Any questions regarding whether an applicant qualifies for an exemption shall be determined by the City Council upon the request of either the applicant or the staff person responsible for issuing the permit.
 - iii. Exemption from the payment of a temporary sign permit fee does not relieve the unit of government, or its agency, from compliance with all other applicable provisions of the sign code including, but not limited to, obtaining required permits.
2. Commercial wireless Telecommunications Antennas and Tower Permits (cost of consultant services, if applicable, is in addition to permit fees)
 - a. Tower including applicant's antennas located thereon
 - i. Permit issued administratively.....(\$530).....\$545
 - ii. Permit issued by City Council.....(\$845).....\$865
 - b. Antennas mounted to one existing tower or other structure
 - i. Permit issued administratively.....(\$245).....\$250
 - ii. Permit issued by City Council.....(\$370).....\$380
3. Abatement Administrative Charge.....(\$72).....\$74
4. Tree Removal Administrative Charge.....(\$77).....\$79
5. Assessment/Utility Searches.....\$20
Supplemental Search Detail.....\$10

6.	Assessment Charge for Unpaid Items Assessed.....	\$35
7.	Notary Fee.....	\$5
8.	Mailing List Charge	
	All utility accounts..... (\$120).....	\$125 plus \$2.00 per thousand printing
	Monthly new utility accounts.....	\$7
9.	a. Vacant Property Inspection fee (by Inspection Dept.).....	\$85
	b. Water Service Turn On/Off and Water Meter Removal or Re-install (per visit)*.....	\$70
	c. Snowbird and Irrigation Turn On/Off (per season)*.....	\$70
	*(rate during regular Public Works hours; 1-1/2 times this rate all other hours)	
	d. Water Meter Testing.....	\$75
10.	Water Meters (with couplings or flange kits)*	
	5/8 inch.....	\$305
	3/4 inch.....	\$370
	1 inch.....	\$475
	1 ½ inch regular.....	\$930
	2 inch regular.....	\$1,150
	1 ½ inch turbine.....	\$1,260
	2 inch turbine.....	\$1,320
	3 inch turbine.....	\$1,990
	4 inch turbine.....	\$2,690
	2 inch compound.....	\$2,630
	3 inch compound.....	\$3,830
	4 inch compound.....	\$4,980
	*Strainers/diverters extra if required	
11.	Returned Check Charge.....	\$30
12.	Parking Fines..... (\$25).....	\$30
13.	Police Reports and Accident Reports - no charge if three pages or less	
\$.25/page for requests of 4 pages or more	
14.	Letter of Good Standing.....	\$18
15.	Crime Statistic Reports..... (\$27).....	\$28
16.	Police Services	
	a. Vehicle lock-outs.....	\$20
	b. Digital audio file (per CD).....	\$25
	c. Digital Camera files (per CD).....	\$25
	d. Printed digital photo.....	\$2
	e. Digital Squad Camera files (per CD/DVD).....	\$25
	f. Car Seat Training..... (\$27).....	\$28
	g. Crime Free Multi-Housing Certification training.....	\$40

- 17. Block Party Refundable Barricade Deposit.....\$25
- 18. Fire Department Services
 - a. Fire Run and Investigative Reports
 -\$.25/page for requests of 4 to 100 pages plus photo costs
 -Actual costs charged for requests greater than 100 pages
 - b. Recreational Fire Violation.....\$75
 - c. Fire Code Violation (other than recreational fire violations).....\$50
 - d. Fireworks Peddlers
 - Initial Property Inspection.....\$120
 - Each Additional Re-inspection.....\$75
 - e. Water Flow Test.....\$150
 - f. Day Care Inspection\$50
 - g. Lock Boxes.....actual cost
- 19. Rental Licensing
 - a. Annual fee.....\$110 per building
 - b. Single Family conversion Fee.....\$500 per building
 - c. Background Investigation Fee.....\$45
 - d. Periodic Inspection Fee – Initial Inspection
 - with one follow-up.....\$50 per building plus/(\$20)...\$25 per dwelling unit inspected
 - e. Each additional re-inspection.....\$100 per building
- 20. Planning and Inspection Letter.....\$95
- 21. Other Document Charges: Annual Financial Reports; Annual Budget; Capital Improvement Program; City Code; City Council Agenda Books, Agendas. Short Minutes or Long Minutes; Planning Commission Agenda Books, Agenda Page or Long Minutes
 -\$.25/page for requests 100 pages or less
 -Actual costs charged for requests greater than 100 pages
- 22. Kennel and Multiple Pet Permits
 - a. Annual permit.....\$40
 - b. Inspection or Re-inspection\$100 per inspection
- 23. Dog License
 - License fee for calendar year.....\$10

Adopted by the Coon Rapids City Council this 15th day of November, 2016.

Jerry Koch, Mayor

ATTEST:

Joan Lenzmeier, City Clerk

1RESOLUTION NO. 16-124

**RESOLUTION ESTABLISHING CERTAIN FEES AND CHARGES
FOR USE OF THE CTN STUDIO FACILITIES**

WHEREAS, CTN Studio facilities, staff, and equipment are dedicated for the production of programming for the city of Coon Rapids community channels; and

WHEREAS, only CTN Studio staff are to use or operate equipment due to liability, knowledge of operation, and protection of the facilities; and

WHEREAS, the City may provide production services to the general public, depending on the availability of CTN Studio facilities, staff and equipment; and

WHEREAS, the cost of services provided should be borne by the users of those services.

NOW, THEREFORE, BE IT RESOLVED that the following fee schedule shall be effective January 1, 2016 including sales tax or surcharge imposed by the State of Minnesota or other governmental agency where applicable (prior year amounts, if different, in parentheses):

<u>STUDIO - includes staff assistance</u>	<u>Rates</u>
Studio A rental	\$500/day
Studio B rental	\$200/day
HD control room rental	\$400/day
Voice over room (1 hour minimum)	\$70/hr

<u>STAFF (3 hour minimum)</u>	
Producer.....	\$75/hr
Director.....	\$75/hr
Graphics Designer.....	\$55/hr
Production Assistant.....	\$40/hr

<u>EDIT SUITES (3 hour minimum)</u>	
Editing - Apple, Final Cut X, Photoshop, Motion, Mac Pro.....	\$125/hr w/editor
Rendering - Apple, Final Cut X, Photoshop, Motion, Mac Pro.....	\$70/hr no editor

<u>FIELD CAMERA</u>	
HD Panasonic P2, HPX 500 w/Fuji 18x lens (x2).....	\$400 per day
HD Panasonic P2 HPX 255 w/22x lens.....	\$230 per day
HD Panasonic P2 HPX 170 w/13x lens.....	\$170 per day
Canon C100 Package.....	\$200 per day

CAMERA ACCESSORIES

Cammate 18' crane.....	(\$350).....	\$300 per day
P2 card, 64 GB.....		\$45 per day
P2 card, 32 GB.....		\$25 per day
Tripod - Oconner 1030 w/Gitzo sticks.....		\$30 per day
Tripod - Bogan 501 (light duty).....		\$10 per day
Filex K302 LED light kit.....		\$100 per day
Lectrosanics UCR/UM100 wireless lavalier.....		\$50 per day
Sony ECM 44B Lav Mic.....		\$10 per day

PRODUCTION TRUCK (4 hour minimum)

Rate for 5 camera remote HD production (A) truck 32'	(\$5,900).....	\$6,000 per day
Rate for 4 camera remote HD production (B) truck 25'		\$5,000 per day
Generator use for truck rental.....		\$350 per day

Crew costs are additional, see above staff rates.

Tapes and other supplies are extra.

COPIES OF CTN PROGRAMS

DVD.....		\$20 each
Blu-ray.....		\$20 each

A 25% deposit is required on all projects over \$1,000.

10% discount for public schools and non-profit organizations.

Adopted by the Coon Rapids City Council this 15th day of November, 2016.

Jerry Koch, Mayor

ATTEST:

Joan Lenzmeier, City Clerk



City Council Regular

4.

Meeting Date: 11/15/2016

Subject: Order Preparation of Feasibility Report and Preparation of Plans for Project 17-1, Street Reconstruction

Submitted For: Mark Hansen, Assistant City Engineer

From: Sarah Greene, Administrative Assistant II

INTRODUCTION

Project 17-1 includes the reconstruction of approximately 3.1 miles of residential streets (see attached map) and includes:

1. University Avenue Service Road from 104th Avenue to 104th Lane
2. Alder Street from 104th Avenue to 104th Lane
3. Butternut Street from 102nd Avenue to cul-de-sac
4. Butternut Street from 104th Lane to 105th Avenue
5. Cottonwood Street from 101st Avenue to 102nd Lane
6. Dogwood Street from 101st Ave to Egret Boulevard
7. 101st Lane from University Avenue to Butternut Street
8. 102nd Avenue from University Avenue to Cottonwood Street
9. 102nd Lane from University Avenue to Dogwood Street
10. 103rd Avenue from University Avenue to Dogwood Street
11. 104th Avenue from University Avenue to Dogwood Street
12. 104th Lane from University Avenue to Dogwood Street
13. 105th Avenue from University Avenue to Dogwood Street

DISCUSSION

In 1994, the City began a street reconstruction program to replace its aging street infrastructure. Since then, more than 113 miles of the City's 220 mile system have been reconstructed. This project would continue the program for 2017. Streets within the project area vary from 45 to 50 years old. Reconstruction methods will include full depth reclamation of the existing street pavement and aggregate base, and then overlaying with an equal amount of bituminous pavement. In addition, the replacement of damaged curb sections, sidewalks, and driveway aprons will be performed as needed. The project feasibility report will also address watermain and sanitary sewer repairs based on field investigations completed by the City's utility division.

City policy requires an assessment to be levied on properties that benefit from the proposed street improvements. Properties to be assessed are those with direct access to the street(s) being reconstructed. The goal of the policy is to assess up to 50% of the project cost. Actual project

costs, and the number of assessable properties will cause the assessable share to vary. For 2017, the assessment rates will be increased in accordance with annual construction cost index increases as determined by Engineering News Record.

Estimated project costs and proposed assessment amounts will be presented to the Council in the form of a feasibility report, prepared in accordance with Minnesota State Statute, Chapter 429.

Affected property owners will receive a mailed notification of the pending project in November of 2016. Informational meetings will be held this December, as well as January of 2017 to inform property owners of the project, respond to concerns, and answer questions about the project.

RECOMMENDATION

Staff recommends adoption of the following resolutions necessary for Project 17-1 as part of the 2017 Street Reconstruction Projects:

- a. Adopt Resolution No. 17-1(3) Ordering Preparation of Feasibility Report.
- b. Adopt Resolution No. 17-1(6) Ordering Preparation of Plans.

BUDGET IMPACT:

The feasibility report will include an estimated project cost along with impacts to the General Fund, Utility Fund, and Storm Water Utility Fund. It will also identify the amount proposed for assessments.

Attachments

- Project Location Map
 - Resolution 17-1(3)
 - Resolution 17-1(6)
-



**Project 17-1
Proposed Street Reconstruction**

 2017-1 3.1 miles



RESOLUTION NO. 17-1(3)

**(3) RESOLUTION ORDERING PREPARATION OF
FEASIBILITY REPORT ON IMPROVEMENT
(NO PETITION OR INADEQUATE PETITION)**

WHEREAS, it is proposed to improve Residential Streets as follows:

- University Avenue Service Road from 104th Avenue to 104th Lane
- Alder Street from 104th Avenue to 104th Lane
- Butternut Street from 102nd Avenue to cul-de-sac
- Butternut Street from 104th Lane to 105th Avenue
- Cottonwood Street from 101st Avenue to 102nd Lane
- Dogwood Street from 101st Ave to Egret Boulevard
- 101st Lane from University Avenue to Butternut Street
- 102nd Avenue from University Avenue to Cottonwood Street
- 102nd Lane from University Avenue to Dogwood Street
- 103rd Avenue from University Avenue to Dogwood Street
- 104th Avenue from University Avenue to Dogwood Street
- 104th Lane from University Avenue to Dogwood Street
- 105th Avenue from University Avenue to Dogwood Street

by street reconstruction and to assess the benefitted property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Sections 429.011 to 429.111,

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

That the proposed improvement be referred to the City Engineering Division and the City Engineering Division is hereby instructed to prepare and submit to the Council a feasibility report indicating in a preliminary manner whether the proposed improvement is necessary, cost effective, and feasible, whether it should best be constructed as proposed or in connection with some other improvement, and the estimated cost of the improvement as recommended.

Adopted this 15th day of November, 2016.

Jerry Koch, Mayor

ATTEST:

Joan Lenzmeier, City Clerk

RESOLUTION NO. 17-1(6)

(6) RESOLUTION ORDERING PREPARATION OF PLANS

WHEREAS, it is proposed to improve Residential Streets as follows:

- University Avenue Service Road from 104th Avenue to 104th Lane
- Alder Street from 104th Avenue to 104th Lane
- Butternut Street from 102nd Avenue to cul-de-sac
- Butternut Street from 104th Lane to 105th Avenue
- Cottonwood Street from 101st Avenue to 102nd Lane
- Dogwood Street from 101st Ave to Egret Boulevard
- 101st Lane from University Avenue to Butternut Street
- 102nd Avenue from University Avenue to Cottonwood Street
- 102nd Lane from University Avenue to Dogwood Street
- 103rd Avenue from University Avenue to Dogwood Street
- 104th Avenue from University Avenue to Dogwood Street
- 104th Lane from University Avenue to Dogwood Street
- 105th Avenue from University Avenue to Dogwood Street

by street reconstruction; 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:

The City Engineering Division is hereby designated as the engineer for this improvement. The City Engineering Division shall prepare plans and specifications for the making of such improvement.

Adopted this 15th day of November, 2016.

Jerry Koch, Mayor

ATTEST:

Joan Lenzmeier, City Clerk



City Council Regular

5.

Meeting Date: 11/15/2016

Subject: Order Preparation of Feasibility Report and Preparation of Plans for Project 17-2, MSA Street Reconstruction

Submitted For: Mark Hansen, Assistant City Engineer

From: Sarah Greene, Administrative Assistant II

INTRODUCTION

Project 17-2 includes the reconstruction of approximately 1.5 miles of Minnesota State Aid streets (see attached map) and includes:

1. 101st Avenue from Foley Boulevard to University Avenue
2. 121st Avenue from Foley Boulevard to University Avenue
3. Shenandoah Boulevard from 122nd Avenue to 124th Lane

DISCUSSION

In 1994, the City began a street reconstruction program to replace its aging street infrastructure. Since then, more than 113 miles of the City's 220 mile system have been reconstructed. This project would continue the program for 2017. Streets within the project area vary from 25 to 35 years old. Reconstruction methods include full depth reclamation of the existing street pavement and aggregate base, and then resurfacing. In addition, replacement of damaged curb sections, sidewalks, and driveway aprons will be performed as needed. The project feasibility report will address watermain and sanitary sewer repairs based on field investigations completed by the City's utility division.

City policy requires an assessment to be levied on properties that benefit from the proposed street improvements. Properties to be assessed are those with direct access to the street(s) being reconstructed. The goal of the policy is to assess up to 50% of the project cost. Actual project costs, and the number of assessable properties will cause the assessable share to vary. For 2017, the assessment rates will be increased in accordance with annual construction cost index increases as determined by Engineering News Record.

Estimated project costs and proposed assessment amounts will be presented to the Council in the form of a feasibility report, prepared in accordance with Minnesota State Statue, Chapter 429.

Affected property owners will receive a mailed notification of the pending project in November of 2016. Informational meetings will be held this December, as well as January of 2017 to inform property owners of the project, respond to concerns, and answer questions about the project.

RECOMMENDATION

Staff recommends adoption of the following resolutions necessary for Project 17-2 as part of the 2017 Street Reconstruction Projects:

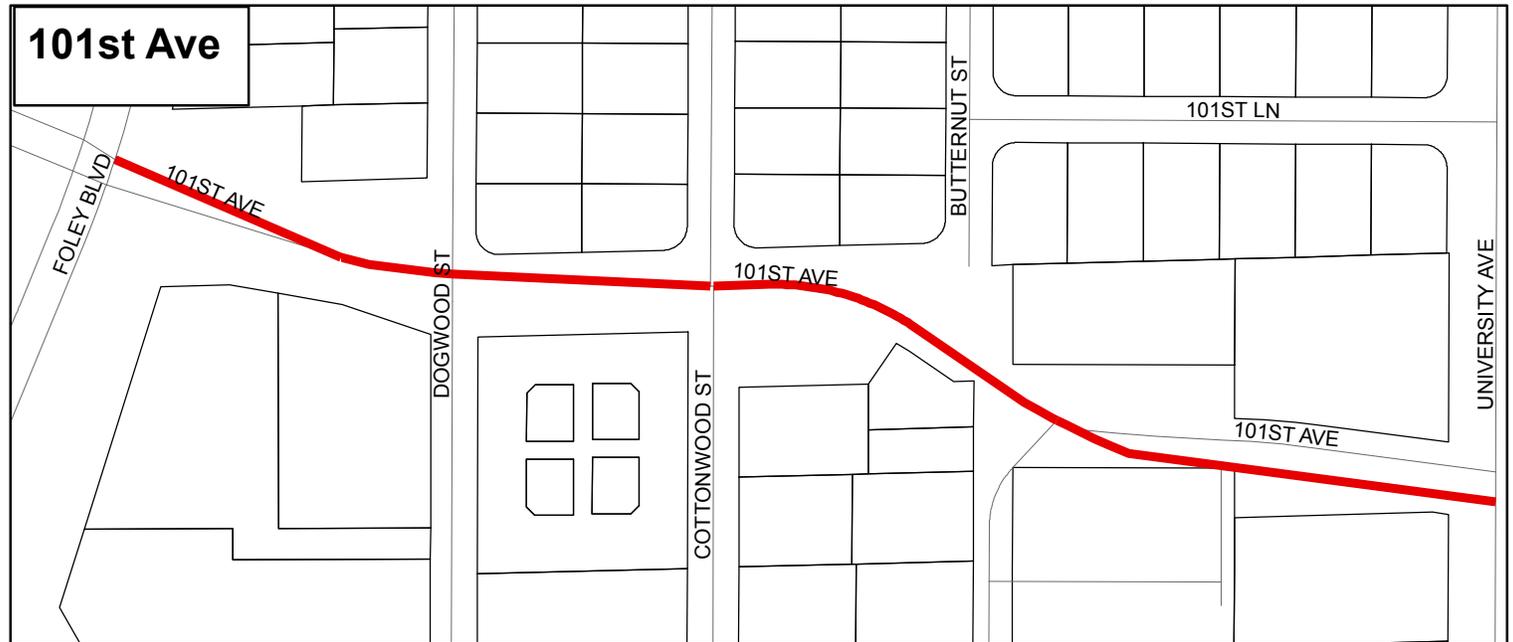
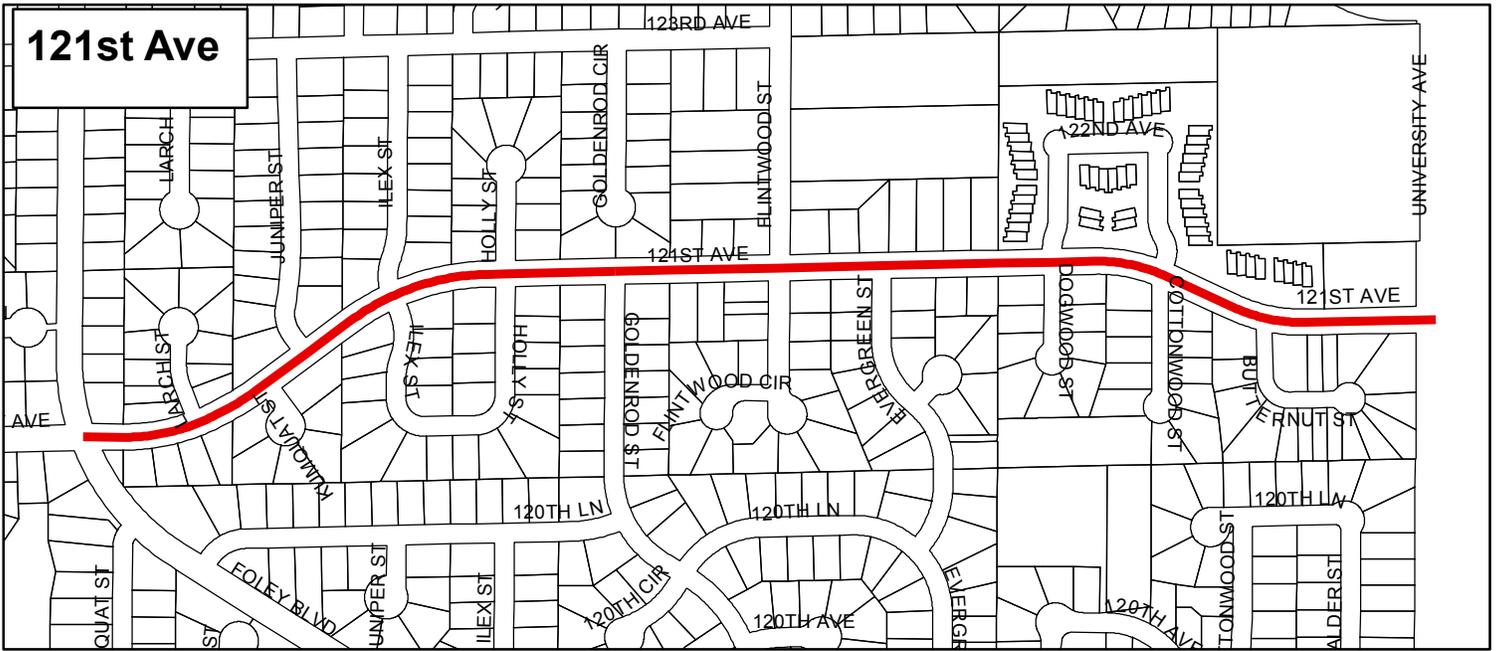
- a. Adopt Resolution No. 17-2(3) Ordering Preparation of Feasibility Report.
 - b. Adopt Resolution No. 17-2(6) Ordering Preparation of Plans.
-

BUDGET IMPACT:

The feasibility report will include an estimated project cost along with impacts to the General Fund, Utility Fund, and Storm Water Utility Fund. It will also identify the amount proposed for assessments.

Attachments

- Project Location Map
 - Resolution 17-2(3)
 - Resolution 17-2(6)
-



**Project 17-2
Proposed Street Reconstruction**

— 2017-2 1.5 miles



RESOLUTION NO. 17-2(3)

**(3) RESOLUTION ORDERING PREPARATION OF
FEASIBILITY REPORT ON IMPROVEMENT
(NO PETITION OR INADEQUATE PETITION)**

WHEREAS, it is proposed to improve State Aid Streets as follows:

- 101st Avenue from Foley Boulevard to University Avenue (SAP 114-128-005)
- 121st Avenue from Foley Boulevard to University Avenue (SAP 114-102-018)
- Shenandoah Boulevard from 122nd Ave to 124th Lane (SAP 114-129-012)

by street reconstruction and to assess the benefitted property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Sections 429.011 to 429.111,

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

That the proposed improvement be referred to the City Engineering Division and the City Engineering Division is hereby instructed to prepare and submit to the Council a feasibility report indicating in a preliminary manner whether the proposed improvement is necessary, cost effective, and feasible, whether it should best be constructed as proposed or in connection with some other improvement, and the estimated cost of the improvement as recommended.

Adopted this 15th day of November, 2016.

Jerry Koch, Mayor

ATTEST:

Joan Lenzmeier, City Clerk

RESOLUTION NO. 17-2(6)

(6) RESOLUTION ORDERING PREPARATION OF PLANS

WHEREAS, it is proposed to improve State Aid Streets as follows:

- 101st Avenue from Foley Boulevard to University Avenue (SAP 114-128-005)
- 121st Avenue from Foley Boulevard to University Avenue (SAP 114-102-018)
- Shenandoah Boulevard from 122nd Ave to 124th Lane (SAP 114-129-012)

by street reconstruction; 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:

The City Engineering Division is hereby designated as the engineer for this improvement. The City Engineering Division shall prepare plans and specifications for the making of such improvement.

Adopted this 15th day of November, 2016.

Jerry Koch, Mayor

ATTEST:

Joan Lenzmeier, City Clerk



City Council Regular

6.

Meeting Date: 11/15/2016

Subject: Order Preparation of Feasibility Report and Preparation of Plans for Project 17-3, Street Reconstruction

Submitted For: Mark Hansen, Assistant City Engineer

From: Sarah Greene, Administrative Assistant II

INTRODUCTION

Project 17-3 includes the reconstruction or mill & overlay of approximately 3 miles of residential streets (see attached map) and includes:

1. Butternut Street from 121st Avenue to cul-de-sac
2. Cottonwood Street from 121st Avenue to cul-de-sac
3. Cottonwood Street from 121st Avenue to 122nd Avenue
4. Dogwood Street from 121st Avenue to cul-de-sac
5. Dogwood Street from 121st Avenue to 122nd Avenue
6. 122nd Avenue from Cottonwood Street to Dogwood Street
7. Flintwood Circle/Street from 121st Avenue to cul-de-sac
8. Goldenrod Circle from 123rd Avenue to cul-de-sac
9. Holly Street from Ilex Street to 121st Avenue
10. Holly Street from 121st Avenue to cul-de-sac
11. Holly Street from 123rd Avenue to cul-de-sac
12. Ilex Street from Foley Boulevard to 120th Lane
13. Ilex Street from Holly Street to 121st Avenue
14. Ilex Street from 121st Avenue to 123rd Avenue
15. Juniper Street from 120th Lane to cul-de-sac
16. Juniper Street from 121st Avenue to 123rd Avenue
17. Kumquat Street from 121st Avenue to cul-de-sac
18. Larch Street from 121st Avenue to cul-de-sac
19. Larch Circle from 123rd Avenue to cul-de-sac
20. 120th Lane from Foley Boulevard to Goldenrod Street
21. 123rd Avenue from west of Olive Street to Flintwood Street
22. Magnolia Street from Norway Street to 121st Avenue
23. Norway Street from Magnolia Street to 121st Avenue
24. Norway Street from 121st Avenue to cul-de-sac

DISCUSSION

In 1994, the City began a street reconstruction program to replace its aging street infrastructure. Since then, more than 113 miles of the City's 220 mile system have been reconstructed. This project would continue the program for 2017. Streets within the project area vary from 32 to 43 years old. Reconstruction methods will include full depth reclamation of the existing street pavement and aggregate base, and then resurfacing. In addition, replacement of damaged curb sections, sidewalks, and driveway aprons will be performed as needed. The project feasibility report will address watermain and sanitary sewer repairs based on field investigations completed by the City's utility division.

City policy requires an assessment to be levied on properties that benefit from the proposed street improvements. Properties to be assessed are those with direct access to the street(s) being reconstructed. The goal of the policy is to assess up to 50% of the project cost. Actual project costs, and the number of assessable properties will cause the assessable share to vary. For 2017, the assessment rates will be increased in accordance with annual construction cost index increases as determined by Engineering News Record.

Estimated project costs and proposed assessment amounts will be presented to the Council in the form of a feasibility report, prepared in accordance with Minnesota State Statute, Chapter 429.

Affected property owners will receive a mailed notification of the pending project in November of 2016. Informational meetings will be held this December, as well as January of 2017 to inform property owners of the project, respond to concerns, and answer questions about the project.

RECOMMENDATION

Staff recommends adoption of the following resolutions necessary for Project 17-3 as part of the 2017 Street Reconstruction Projects:

- a. Adopt Resolution No. 17-3(3) Ordering Preparation of Feasibility Report.
- b. Adopt Resolution No. 17-3(6) Ordering Preparation of Plans.

BUDGET IMPACT:

The feasibility report will include an estimated project cost along with impacts to the General Fund, Utility Fund, and Storm Water Utility Fund. It will also identify the amount proposed for assessments.

Attachments

Project Location Map
Resolution 17-3(3)
Resolution 17-3(6)

RESOLUTION NO. 17-3(3)

**(3) RESOLUTION ORDERING PREPARATION OF
FEASIBILITY REPORT ON IMPROVEMENT
(NO PETITION OR INADEQUATE PETITION)**

WHEREAS, it is proposed to improve Residential Streets as follows:

- Butternut Street from 121st Avenue to cul-de-sac
- Cottonwood Street from 121st Avenue to cul-de-sac
- Cottonwood Street from 121st Avenue to 122nd Avenue
- Dogwood Street from 121st Avenue to cul-de-sac
- Dogwood Street from 121st Avenue to 122nd Avenue
- 122nd Avenue from Cottonwood Street to Dogwood Street
- Flintwood Circle/Street from 121st Avenue to cul-de-sac
- Goldenrod Circle from 123rd Avenue to cul-de-sac
- Holly Street from Ilex Street to 121st Avenue
- Holly Street from 121st Avenue to cul-de-sac
- Holly Street from 123rd Avenue to cul-de-sac
- Ilex Street from Foley Boulevard to 120th Lane
- Ilex Street from Holly Street to 121st Avenue
- Ilex Street from 121st Avenue to 123rd Avenue
- Juniper Street from 120th Lane to cul-de-sac
- Juniper Street from 121st Avenue to 123rd Avenue
- Kumquat Street from 121st Avenue to cul-de-sac
- Larch Street from 121st Avenue to cul-de-sac
- Larch Circle from 123rd Avenue to cul-de-sac
- 120th Lane from Foley Boulevard to Goldenrod Street
- 123rd Avenue from West of Olive Street to Flintwood Street
- Magnolia Street from Norway Street to 121st Avenue
- Norway Street from Magnolia Street to 121st Avenue
- Norway Street from 121st Avenue to cul-de-sac

by street reconstruction and to assess the benefitted property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Sections 429.011 to 429.111,

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

That the proposed improvement be referred to the City Engineering Division and the City Engineering Division is hereby instructed to prepare and submit to the Council a feasibility report indicating in a preliminary manner whether the proposed improvement is necessary, cost effective, and feasible, whether it should best be constructed as proposed or in connection with some other improvement, and the estimated cost of the improvement as recommended.

Adopted this 15th day of November, 2016.

Jerry Koch, Mayor

ATTEST:

Joan Lenzmeier, City Clerk

RESOLUTION NO. 17-3(6)

(6) RESOLUTION ORDERING PREPARATION OF PLANS

WHEREAS, it is proposed to improve Residential Streets as follows:

- Butternut Street from 121st Avenue to cul-de-sac
- Cottonwood Street from 121st Avenue to cul-de-sac
- Cottonwood Street from 121st Avenue to 122nd Avenue
- Dogwood Street from 121st Avenue to cul-de-sac
- Dogwood Street from 121st Avenue to 122nd Avenue
- 122nd Avenue from Cottonwood Street to Dogwood Street
- Flintwood Circle/Street from 121st Avenue to cul-de-sac
- Goldenrod Circle from 123rd Avenue to cul-de-sac
- Holly Street from Ilex Street to 121st Avenue
- Holly Street from 121st Avenue to cul-de-sac
- Holly Street from 123rd Avenue to cul-de-sac
- Ilex Street from Foley Boulevard to 120th Lane
- Ilex Street from Holly Street to 121st Avenue
- Ilex Street from 121st Avenue to 123rd Avenue
- Juniper Street from 120th Lane to cul-de-sac
- Juniper Street from 121st Avenue to 123rd Avenue
- Kumquat Street from 121st Avenue to cul-de-sac
- Larch Street from 121st Avenue to cul-de-sac
- Larch Circle from 123rd Avenue to cul-de-sac
- 120th Lane from Foley Boulevard to Goldenrod Street
- 123rd Avenue from West of Olive Street to Flintwood Street
- Magnolia Street from Norway Street to 121st Avenue
- Norway Street from Magnolia Street to 121st Avenue
- Norway Street from 121st Avenue to cul-de-sac

by street reconstruction; 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:

The City Engineering Division is hereby designated as the engineer for this improvement. The City Engineering Division shall prepare plans and specifications for the making of such improvement.

Adopted this 15th day of November, 2016.

Jerry Koch, Mayor

ATTEST:

Joan Lenzmeier, City Clerk



City Council Regular

7.

Meeting Date: 11/15/2016

Subject: Order Preparation of Feasibility Report and Preparation of Plans for Project 17-4, Street Reconstruction

Submitted For: Mark Hansen, Assistant City Engineer

From: Sarah Greene, Administrative Assistant II

INTRODUCTION

Project 17-4 includes the reconstruction of approximately 2.9 miles of residential streets (see attached maps) and includes:

1. Riverdale Drive from Northdale Boulevard to Round Lake Boulevard
2. 133rd Avenue from Crooked Lake Boulevard to Gladiola Street
3. Eidelweiss Street from 132nd Avenue to 133rd Avenue
4. Flora Street from 132nd Avenue to 133rd Avenue
5. Gladiola Street from 132nd Avenue to 133rd Avenue
6. 132nd Avenue from Eidelweiss Street to Gladiola Street
7. 121st Lane from Crooked Lake Boulevard to east of Ivywood Street
8. 121st Lane from Shenandoah Boulevard to Partridge Street
9. Osage Street from 121st Lane to cul-de-sac
10. Killdeer Street from 128th Avenue to cul-de-sac
11. Ibis Street from 129th Lane to 131st Avenue
12. 129th Circle from Ibis Street to cul-de-sac
13. Grouse Street from 129th Lane to cul-de-sac
14. Linnet Circle from Coon Rapids Boulevard Service Road to cul-de-sac
15. 93rd Avenue from west of East River Road to cul-de-sac
16. 93rd Lane from East River Road to cul-de-sac
17. 127th Lane from 127th Avenue to cul-de-sac
18. Juniper Street from 127th Avenue to 127th Lane
19. 127th Avenue from Larch Street to Holly Street
20. Holly Street from 126th Avenue to 127th Avenue
21. 126th Avenue from Larch Street to Holly Street

DISCUSSION

In 1994, the City began a street reconstruction program to replace its aging street infrastructure. Since then, more than 113 miles of the City's 220 mile system have been reconstructed. This project would continue the program for 2017. Streets within the project area vary from 24 to 45 years old. Reconstruction methods will include full depth reclamation of the existing street pavement and aggregate base, and then resurfacing. In addition, the replacement of

damaged curb sections, sidewalks, and driveway aprons will be performed as needed. The project feasibility report will address watermain and sanitary sewer repairs based on field investigations completed by the City's utility division.

City policy requires an assessment to be levied on properties that benefit from the proposed street improvements. Properties to be assessed are those with direct access to the street(s) being reconstructed. The goal of the policy is to assess up to 50% of the project cost. Actual project costs, and the number of assessable properties will cause the assessable share to vary. For 2017, the assessment rates will be increased in accordance with annual construction cost index increases as determined by Engineering News Record.

Estimated project costs and proposed assessment amounts will be presented to the Council in the form of a feasibility report, prepared in accordance with Minnesota State Statute, Chapter 429.

Affected property owners will receive a mailed notification of the pending project in November of 2016. Informational meetings will be held this December, as well as January of 2017 to inform property owners of the project, respond to concerns, and answer questions about the project.

RECOMMENDATION

Staff recommends adoption of the following resolutions necessary for Project 17-4 as part of the 2017 Street Reconstruction Projects:

- a. Adopt Resolution No. 17-4(3) Ordering Preparation of Feasibility Report.
- b. Adopt Resolution No. 17-4(6) Ordering Preparation of Plans.

BUDGET IMPACT:

The feasibility report will include an estimated project cost along with impacts to the General Fund, Utility Fund, and Storm Water Utility Fund. It will also identify the amount proposed for assessments.

Attachments

Project Location Map - North Segments
Project Location Map - South Segments
Resolution 17-4(3)
Resolution 17-4(6)

RESOLUTION NO. 17-4(3)

**(3) RESOLUTION ORDERING PREPARATION OF
FEASIBILITY REPORT ON IMPROVEMENT
(NO PETITION OR INADEQUATE PETITION)**

WHEREAS, it is proposed to improve Residential Streets as follows:

- Riverdale Drive from Northdale Boulevard to Round Lake Boulevard
- 133rd Avenue from Crooked Lake Boulevard to Gladiola Street
- Eidelweiss Street from 132nd Avenue to 133rd Avenue
- Flora Street from 132nd Avenue to 133rd Avenue
- Gladiola Street from 132nd Avenue to 133rd Avenue
- 132nd Avenue from Eidelweiss Street to Gladiola Street
- 121st Lane from Crooked Lake Boulevard to east of Ivywood Street
- 121st Lane from Shenandoah Boulevard to Partridge Street
- Osage Street from 121st Lane to cul-de-sac
- Killdeer Street from 128th Avenue to cul-de-sac
- Ibis Street from 129th Lane to 131st Avenue
- 129th Circle from Ibis Street to cul-de-sac
- Grouse Street from 129th Lane to cul-de-sac
- Linnet Circle from Coon Rapids Boulevard Service Road to cul-de-sac
- 93rd Avenue from west of East River Road to cul-de-sac
- 93rd Lane from East River Road to cul-de-sac
- 127th Lane from 127th Avenue to cul-de-sac
- Juniper Street from 127th Avenue to 127th Lane
- 127th Avenue from Larch Street to Holly Street
- Holly Street from 126th Avenue to 127th Avenue
- 126th Avenue from Larch Street to Holly Street

by street reconstruction and to assess the benefitted property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Sections 429.011 to 429.111,

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

That the proposed improvement be referred to the City Engineering Division and the City Engineering Division is hereby instructed to prepare and submit to the Council a feasibility report indicating in a preliminary manner whether the proposed improvement is necessary, cost effective, and feasible, whether it should best be constructed as proposed or in connection with some other improvement, and the estimated cost of the improvement as recommended.

Adopted this 15th day of November, 2016.

Jerry Koch, Mayor

ATTEST:

Joan Lenzmeier, City Clerk

RESOLUTION NO. 17-4(6)

(6) RESOLUTION ORDERING PREPARATION OF PLANS

WHEREAS, it is proposed to improve Residential Streets as follows:

- Riverdale Drive from Northdale Boulevard to Round Lake Boulevard
- 133rd Avenue from Crooked Lake Boulevard to Gladiola Street
- Eidelweiss Street from 132nd Avenue to 133rd Avenue
- Flora Street from 132nd Avenue to 133rd Avenue
- Gladiola Street from 132nd Avenue to 133rd Avenue
- 132nd Avenue from Eidelweiss Street to Gladiola Street
- 121st Lane from Crooked Lake Boulevard to east of Ivywood Street
- 121st Lane from Shenandoah Boulevard to Partridge Street
- Osage Street from 121st Lane to cul-de-sac
- Killdeer Street from 128th Avenue to cul-de-sac
- Ibis Street from 129th Lane to 131st Avenue
- 129th Circle from Ibis Street to cul-de-sac
- Grouse Street from 129th Lane to cul-de-sac
- Linnet Circle from Coon Rapids Boulevard Service Road to cul-de-sac
- 93rd Avenue from west of East River Road to cul-de-sac
- 93rd Lane from East River Road to cul-de-sac
- 127th Lane from 127th Avenue to cul-de-sac
- Juniper Street from 127th Avenue to 127th Lane
- 127th Avenue from Larch Street to Holly Street
- Holly Street from 126th Avenue to 127th Avenue
- 126th Avenue from Larch Street to Holly Street

by street reconstruction; 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:

The City Engineering Division is hereby designated as the engineer for this improvement. The City Engineering Division shall prepare plans and specifications for the making of such improvement.

Adopted this 15th day of November, 2016.

Jerry Koch, Mayor

ATTEST:

Joan Lenzmeier, City Clerk



City Council Regular

8.

Meeting Date: 11/15/2016

Subject: Consider Resolution 16-128 Calling Bonds of 2008 A

From: Sharon Legg, Finance Director

INTRODUCTION

The G.O. Improvement Bonds of 2008 A should be called to save interest costs.

DISCUSSION

The City should call Improvement Bonds of 2008 A principal in the amount of \$320,000 for bonds due February 2018 and 2019. These bonds are paying interest rates (4.25% and 4.30%) that are higher than present and near term interest rates. There is sufficient cash available in the Improvement Fund from assessments paid early to pay off the bonds.

RECOMMENDATION

Staff recommends adoption of Resolution No. 16-128 Calling for Redemption of 2008 A Improvement Bonds.

Attachments

Call Bonds

Res 16-128 Revised

RESOLUTION NO. 16-128

RESOLUTION CALLING FOR REDEMPTION OF THE OUTSTANDING G.O.

IMPROVEMENT BONDS, SERIES 2008

WHEREAS, The City Council of the City of Coon Rapids, Minnesota (the "City") issued \$ \$1,575,000 General Obligation Improvement Bonds, Series 2008A originally dated November 13, 2008; and

WHEREAS, the bonds maturing in the years 2018 through 2019 may be called for redemption and prepayment on February 1, 2017 and on any date thereafter at par and accrued interest, all as provided in the resolution of the City Council authorizing the issuance of said Bonds; and

WHEREAS, funds are now available to pay these bonds early; and

WHEREAS, the City Council deems it desirable and in the best interest of the City to call \$320,000 in principal amount of the bonds on February 1, 2017 in accordance with said resolution authorizing the issuance of said Bonds.

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

- 1 That the General Obligation Improvement Bonds, Series 2008A maturing in the years 2018 through 2019 totaling \$320,000 be redeemed and prepaid on February 1, 2017 at a price of par.
- 2 The Clerk is hereby authorized and directed to mail the notice of call to each and every registered holder of the Bonds to be called for redemption. Said notice shall be in substantially the form attached hereto as Exhibit A.
- 3 The City Treasurer is hereby authorized and directed to deposit with the bank where the Bonds are payable sufficient funds to pay all principal and interest due on said Bonds as of the call date.

Adopted by the Coon Rapids City Council this 15nd day of November. 2016

Jerry Koch, Mayor

ATTEST:

Joan Lenzmeier, City Clerk

NOTICE OF CALL FOR REDEMPTION

GENERAL OBLIGATION IMPROVEMENT BONDS, SERIES 2008A

CITY OF COON RAPIDS, ANOKA COUNTY, MINNEOSTA

NOTICE IS HEREBY GIVEN that by order of the City Council of the City of Coon Rapid, Anoka County, Minnesota, there have been called for redemption and prepayment on February 1, 2017 those outstanding bonds of the City designated as General Obligation Improvement Bonds, Series 2008A, dated November 13, 2008, having stated maturity dates of February 1 in the years 2018 through 2019 both inclusive, and totaling \$320,000 in principal amount. The bonds are being called at a price of par, on which date all interest on said bonds will cease to accrue. Holders of the bonds hereby called for redemption are requested to present their bonds for payment, at the office of the City Finance Director of the City of Coon Rapids, Minnesota, on or before February 1, 2017.

Date: November 15, 2016

BY ORDER OF THE CITY COUNCIL OF THE CITY OF COON RAPIDS

RESOLUTION NO. 16-128

**RESOLUTION PROVIDING FOR THE REDEMPTION OF CERTAIN OUTSTANDING
GENERAL OBLIGATION IMPROVEMENT AND UTILITY BONDS, SERIES 2008A
OF THE CITY**

BE IT RESOLVED By the City Council of the City of Coon Rapids, Anoka County, Minnesota (the “City”), as follows:

1. The City has issued its General Obligation Improvement and Utility Bonds, Series 2008A, dated November 13, 2008 (the “Bonds”), in the original aggregate principal amount of \$4,330,000. The Bonds maturing on February 1 in the years 2018 through 2024, in the aggregate principal amount of \$1,815,000 (the “Callable Bonds”), are subject to redemption and prepayment on February 1, 2017 and any date thereafter at a price of par plus accrued interest.

2. It is determined that it is in the sound financial management of the City that the Improvement Portion (as defined in the resolution awarding the sale of the Bonds) of the Callable Bonds maturing in 2018 and 2019 in the aggregate principal amount of \$320,000 (the Redeemed Bonds”) be prepaid and redeemed on February 1, 2017, or such later date for which proper notice of redemption may be given, and such bonds are hereby called for redemption on such date.

3. The City Finance Director (the “Registrar”) is authorized and directed to mail the Notice of Call for Redemption in substantially the form attached hereto as **Exhibit A** to the registered owners of each Redeemed Bond to be redeemed at the addresses shown on the registration books kept by the Registrar and to deposit with the bank where the Redeemed Bonds are payable sufficient funds to pay all principal and interest due on said Redeemed Bonds as of the call date.

Adopted by the Coon Rapids City Council this 15th day of November 2016.

Jerry Koch, Mayor

ATTEST:

Joan Lenzmeier, City Clerk

STATE OF MINNESOTA)
)
COUNTY OF ANOKA) SS.
)
CITY OF COON RAPIDS)

I, the undersigned, being the duly qualified and acting City Clerk of the City of Coon Rapids, Minnesota (the “City”), do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of the City Council held on Tuesday, November 15, 2016, with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to the prepayment and redemption of a portion of the General Obligation Improvement and Utility Bonds, Series 2008A, of the City.

WITNESS My hand as City Clerk this ____ day of November, 2016.

City Clerk
City of Coon Rapids, Minnesota

**EXHIBIT A
NOTICE OF CALL FOR REDEMPTION**

**GENERAL OBLIGATION IMPROVEMENT AND UTILITY BONDS, SERIES 2008A
CITY OF COON RAPIDS
ANOKA COUNTY, MINNESOTA**

NOTICE IS HEREBY GIVEN that, by order of the City Council of the City of Coon Rapids, Anoka County, Minnesota, there have been called for redemption and prepayment on

February 1, 2017

a portion of the outstanding bonds of the City designated as General Obligation Improvement and Utility Bonds, Series 2008A, issued in the original aggregate amount of \$4,330,000, dated November 13, 2008, having stated maturity dates of February 1 in the years 2018 and 2019, totaling \$320,000 in principal amount, and with the following CUSIP numbers:

<u>Year of Maturity</u>	<u>Amount</u>	<u>Original CUSIP</u>	<u>New CUSIP For Redeemed Portion</u>
2018	\$165,000	21657A KE8	
2019	155,000	21657A KF5	

The bonds are being called at a price of par plus accrued interest to February 1, 2017, on which date all interest on said bonds will cease to accrue. Holders of the bonds hereby called for redemption are requested to present their bonds for payment at the office of the City Finance Director on or before February 1, 2017.

Important Notice: In compliance with the Jobs and Growth Tax Relief Reconciliation Act of 2003, federal backup withholding tax will be withheld at the applicable backup withholding rate in effect at the time the payment by the redeeming institutions if they are not provided with your social security number or federal employer identification number, properly certified. This requirement is fulfilled by submitting a W-9 Form, which may be obtained at a bank or other financial institution.

Dated: November 15, 2016.

BY ORDER OF THE CITY COUNCIL



City Council Regular

9.

Meeting Date: 11/15/2016

Subject: Consider Resolutions 16-126 and 16-127 Establishing 2017 Fees and Charges for Use of City Park Facilities & Adult Sports Leagues

From: Francine Hanson, Accounting Manager

INTRODUCTION

Staff is recommending that council considers adoption of the 2017 fees and charges for use of the city park facilities and adult sports leagues.

DISCUSSION

Items with changes for the 2017 fees and charges for use of the City park facilities are as follows:

1. *City Park Buildings Rentals:* The fee structure for rental of the Riverwind facility and the Community Warming House facility are recommended to change. The current fee structure charges renters a fee for up to three hours usage and then a fee for each additional hour of usage. The proposed change charges renters only two rates, either a fee for up to three hours usage or a fee for all day. This structure will make it easier for renters to be able to pay the fee in advanced and not worry about how many hours beyond three they are using during a given day.

2. *Athletic Field Rentals:* The two hour rental rate of the softball fields has increased from \$30 to \$100 for residents of Coon Rapids, and \$60 to \$150 for non-residents. The increase makes the rates charged for softball field rentals the same as soccer, baseball, football and lacrosse fields now that the softball fields are newly renovated. The weekend tournament day rate per field for non-residents has decreased for each field as follows: soccer field rental was \$400 and is being reduced to \$300, softball field rental was \$200 and is being reduced to \$150, baseball field rental was \$400 and is being reduced to \$300, football and lacrosse field rental was \$400 and is being reduced to \$300. The decrease is due to the fact that non-residents do not rent the fields for weekend tournaments very often and this fee is more comparable to fees charged around the area.

3. *Equipment Rentals:* The only rental change in this category reduces the rental for lights to \$30 per field or rink from the current \$90 fee. The decrease makes this rental fee more comparable to fees charges around the area. A clarification statement has been added to the equipment rentals section stating that priority one and two classification of users are exempt from paying the lights fee.

Items with changes for the 2017 fees and charges for adult sports leagues are as follows:

1. *Summer Softball Leagues:* Recommended changes are as follows: an increase from \$550 to \$600 for single game leagues and an increase from \$895 to \$950 for double header leagues. These fees have not been increased since 2015 and the increase makes them more comparable with fees charges around the area.
2. *Fall Softball Leagues:* Recommended changes are as follows: an increase from \$500 to \$525 for men's and co-rec leagues. This fee has not been increased since 2015 and the increase makes it more comparable with fees charged around the area.
3. *Fees removed:* A fee of \$350 for men's boot hockey leagues and \$40 for adult bags league have been removed because the City will not be offering these leagues in 2017 due to lack of past participation.

RECOMMENDATION

Staff recommends:

1. City Council adopt Resolution 16-126 Establishing Certain Fees and Charges for Use of City Park Facilities effective January 1, 2017.
2. City Council adopt Resolution 16-127 Establishing Certain Fees and Charges for Adult Sports Leagues effective January 1, 2017.

Attachments

Certain Fees and Charges for use of City Park Facilities

Certain Fees and Charges for Adult Sports Leagues

RESOLUTION NO. 16-126

**A RESOLUTION ESTABLISHING CERTAIN FEES AND CHARGES
FOR USE OF CITY PARK FACILITIES**

WHEREAS, City Code Section 10-425 provides for the issuance of permits for the exclusive use of City park facilities under certain circumstances; and

WHEREAS, City Code Section 10-425 further authorizes the City Council to establish fees and charges for certain exclusive uses of park facilities; and

WHEREAS, the City Council finds that it is in the best interest of the City that the costs of City services be borne to the extent practical by the users of those services.

NOW, THEREFORE, BE IT RESOLVED that for the purpose of establishing fee charges for the use of City park buildings, users are based on four classifications of priority:

- Priority 1 Any event directly sponsored by the City of Coon Rapids
- Priority 2 Events conducted by a Coon Rapids Civic, Athletic, or Public Organization
- Priority 3 Events conducted by a Coon Rapids Resident, Coon Rapids Non-Profit, or Coon Rapids business
- Priority 4 Events conducted by a Non-Coon Rapids Resident

BE IT FURTHER RESOLVED, that the established exclusive use permit fees to be charged to each category shall be as follows:

- Priority 1 or 2 No charge unless specified in an Affiliation and Facility Agreement
- Priority 3 Per fee schedule below
- Priority 4 Per fee schedule below

BE IT FURTHER RESOLVED, that exclusive use permit fees for the use of City park buildings shall be as follows effective January 1, 2016 including sales tax or surcharge imposed by the State of Minnesota or other governmental agency where applicable:

CITY PARK BUILDINGS RENTALS

	<u>Up to 3 hours</u>	<u>Full Day</u>	<u>Damage deposit</u>
Riverwind			
Large meeting room - capacity 88			
Priority 3	\$60	\$100	\$150*
Priority 4	\$75	\$125	\$150*
Use of Kitchen	\$25	\$25	

*May be waived by Facility Manager

	Daily Rate Up to <u>75 people</u>	Daily Rate Over 75 <u>people</u>
Lions Coon Creek Park		
Shelters #1 ,#2, #3 (electricity available)		
Priority 3	\$75	\$150
Priority 4	\$100	\$200
Shelter #4 (by parking lot with no electricity)		
Priority 3	\$60	N/A
Priority 4	\$75	N/A
Picnic shelters at Crooked Lake (no electricity)		
Priority 3	\$60	\$120
Priority 4	\$75	\$150
Community		
Warming House	Up to <u>3 hours</u>	<u>Full Day</u>
(Wintercrest, Thorpe, Sand Creek, Riverview)		
Priority 3	\$60	\$100
Priority 4	\$75	\$125

Deposit of \$25 for any facility with a keyed access. Deposit may be waived by Facility Manager.

ATHLETIC FIELD RENTALS (Two hour minimum required)

<u>Field Type</u>	<u>Two Hour Rate (Per Field)</u>	<u>Weekend Tournament Day Rate (Per Field)</u>
Soccer Fields		
Resident or adult league	\$100	\$200
Non-resident	\$150	\$300
Softball Fields		
Resident	\$100	\$100
Non-resident	\$150	\$150
Baseball Fields		
Resident	\$100	\$200
Non-resident	\$150	\$300
Football and Lacrosse Fields		
Resident	\$100	\$200
Non-resident	\$150	\$300
Ice Rink		
Resident	\$25	N/A
Non-resident	\$50	N/A

EQUIPMENT RENTALS

- 1. Chalker\$15
- 2. Chalk\$6 per bag
- 3. Drag\$15
- 4. Batter’s Box\$5
- 5. Hose and Nozzle\$5
- 6. Portable Toilets\$60 per toilet
- 7. Lights*\$30 per field or rink
- 9. Dumpster.....\$150 per unit

*Priority 1 & 2 classification users are exempt from the lights fee.

DEPOSITS

Users must submit a \$500 key, cleanup and damage deposit. Deposit will be returned minus charges upon completion of rental, league, or tournament. Deposit may be waived by Facility Manager.

MAINTENANCE

Weekend Maintenance Worker - \$48.00/hour

BE IT FURTHER RESOLVED that the cleaning and damage deposit shall be applicable to all user categories.

Adopted by the Coon Rapids City Council this 15th day of November, 2016.

Jerry Koch, Mayor

ATTEST:

Joan Lenzmeier, City Clerk

RESOLUTION NO. 16-127

**A RESOLUTION ESTABLISHING CERTAIN FEES AND CHARGES
FOR ADULT SPORTS LEAGUES**

WHEREAS, the City owns park facilities where leagues are administered; and

WHEREAS, the City Council finds that it is in the best interest of the City to control its assets;
and

WHEREAS, the City Council further finds that certain fees and charges for City services should
be established to more accurately reflect the City's costs in providing those services.

NOW, THEREFORE, BE IT RESOLVED by the City Council for the City of Coon Rapids,
Minnesota, that effective January 1, 2017 the following fee schedule, including sales tax
or surcharge imposed by the State of Minnesota or other governmental agency where
applicable, shall be (prior year amounts, if different, in parentheses):

- | | | | |
|----|---|--------------|-------|
| 1. | Summer Softball Leagues | | |
| | a. Single Game Leagues..... | (\$550)..... | \$600 |
| | b. Double Header Leagues..... | (\$895)..... | \$900 |
| 2. | Fall Softball Leagues | | |
| | a. Men's and Co-Rec Leagues..... | (\$500)..... | \$525 |
| 3. | Team Conduct and Eligibility Fees (per incident)..... | | \$25 |

Adopted by the Coon Rapids City Council this 15th day of November, 2016.

Jerry Koch, Mayor

ATTEST:

Joan Lenzmeier, City Clerk



City Council Regular

10.

Meeting Date: 11/15/2016

Subject: Consider Playground Equipment Expenditures for 2017 Park Improvements

From: Tim Himmer, Public Works Director

INTRODUCTION

City staff is seeking Council approval to purchase playground equipment for two 2017 park improvement projects; Boulevard Park and the City Soccer Complex.

DISCUSSION

Boulevard Park was identified as the next park referendum project, with construction to occur in 2017. The Park & Recreation Commission and City Council have reviewed concept plans for this new park on several occasions over the past few months. At the work session meeting on October 25th, staff provided information on a playground equipment grant offered by GameTime. GameTime is currently offering a 50% discount on specific play structure products until November 15th. Several qualifying options were reviewed by the City Council at that meeting, and direction was provided to further refine the park concept and (if feasible) advance the purchase of grant eligible equipment. In order to secure the grant money, the City must place the order no later than today with delivery to occur in mid-December and installation after the 4th of July celebration in 2017. The total cost of this equipment has been separated into material and labor portions so the City can also realize sales tax savings. In addition to the cost of the materials (\$109,236.28), an additional \$41,884 will be required in 2017 for the installation of the equipment. This amount will be included in the overall project budget.

An updated concept (attached) and project estimate for Boulevard Park was previously sent to the City Council via email, and the same was discussed by the Park & Recreation Commission on November 14th. The current project estimate for Boulevard Park is approximately \$200,000 over the preliminary estimate from 2012. The cost overruns are primarily due to an expanded scope of improvements and increased construction costs over the past five years. Staff believes these additional costs can be covered by either the introduction of park dedication dollars from River North Apartments, use of miscellaneous park funds from the Park Improvement Fund, or re-appropriation of park referendum dollars from other identified projects. Staff wanted to provide all pertinent information to the City Council for review prior to any equipment purchases. Should a project budget amendment be required at the time of final design and bidding, it will be brought forward to the City Council at that time.

Additionally, the playground equipment at the Soccer Complex has been identified for replacement in 2017 within the Park Improvement Fund. The proposed items are also eligible

under the GameTime grant. Based upon conversation regarding the above item, staff is seeking Council authorization to purchase this equipment at the same time. If agreeable, staff will order both items at the same time to save on delivery charges. Like Boulevard Park, the cost of materials and labor have been separated out for this purchase. An additional \$19,416.12 will be required for the installation of this equipment in 2017, which will be funded by the same Park Improvement Fund.

RECOMMENDATION

Staff recommends that the City Council authorize the expenditure of \$109,236.28 for the purchase of playground equipment at Boulevard Park.

Staff also recommends that the City Council approve Resolution 16-123, amending the Park Improvement Fund budget and authorizing the expenditure of \$35,583.88 for the purchase of playground equipment for the Soccer Complex.

Attachments

- Blvd Park Concept
 - Blvd Park Material Quote
 - Blvd Park Install Quote
 - Soccer Complex Design
 - Soccer Complex Material Quote
 - Soccer Complex Install Quote
 - Resolution
-

PRE-K:
 • Climbers Corner



PRE-K:
 • Creative Art Center



PRE-K:
 • 2 bay swing with expression swings
ELEMENTARY:
 • 3 bay swing with adaptive swing and belts



TRAIL CONNECTION TO 111TH AVENUE

TRAIL TO ICE ARENA PARKING

Pre-K play with partial PIP surface
 Umbrella Shade structures with tables
 Elem Play with partial PIP surface
 Raised seat wall
 2,500 sf Splash Pad

Raised seat wall planter with flag poles
 FUTURE AREA FOR GAZEBO / FLEXIBLE PERFORMANCE STRUCTURE WITH PLAZA.

ICE ARENA

8' Trail connection

8' WIDE TRAIL TO COON RAPIDS BOULEVARD

ELEMENTARY:
 • Stardust



SPLASH PAD



Boulevard Park Plan D8392L1 - Equipment

City of Coon Rapids
 Attn: Tim Himmer
 1831 111th Avenue
 Coon Rapids, MN 55433
 Phone: 763-767-6494
 thimmer@coonrapidsmn.gov

Ship To Zip: 55448

Quantity	Part #	Description	Unit Price	Amount
1	RDU	GameTime - IX16017 Stardust.	\$109,384.00	\$109,384.00
1	STR	GameTime - Shadow Tri Runner	\$15,000.00	\$15,000.00
1	RDU	GameTime - Six-unit swing package.	\$3,879.00	\$3,879.00
1	RDU	GameTime - PS play unit for ages 2-5.	\$25,306.00	\$25,306.00
1	36060	GameTime - Creative Art Center	\$9,307.00	\$9,307.00
1	RDU	GameTime - Four-unit swing package.	\$4,662.00	\$4,662.00
1	178749	GameTime - Owner's Kit	\$50.00	\$50.00
			SubTotal:	\$167,588.00
			Discount:	(\$67,345.00)
			Freight:	\$8,993.28
			Total Amount:	\$109,236.28

This quotation is subject to polices in the current Gametime Park and Playground catalog and the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment. Purchases in excess of \$1,000.00 to be supported by your written purchase order made out to Gametime, c/o Minnesota/Wisconsin Playground.

Pricing: f.o.b. factory, firm for 30 days from date of quotation. Sales tax, if applicable, will be added at time of invoice unless a tax exempt certificate is provided at time of order entry.

Payment terms: payment in full, check submitted with order.

Freight charges: Prepaid & added

Order Information:

Bill To: _____

Ship To: _____

Company: _____

Project Name: _____

Attn: _____

Attn: _____

Address: _____

Address: _____

City, State, Zip: _____

City, State, Zip: _____

Contact: _____

Contact: _____

Tel: _____

Tel: _____

Fax: _____

Fax: _____



Boulevard Park Plan D8392L1 - Equipment

Acceptance of quotation:

Accepted By (printed): _____

P.O. No: _____

Signature: _____

Date: _____

Title: _____

Phone: _____

Facsimile: _____

Purchase Amount: **\$109,236.28**



Minnesota / Wisconsin Playground
5101 Highway 55, Suite 6000
Golden Valley, Minnesota 55422
Ph. 800-622-5425 | 763-546-7787
Fax 763-546-5050 | dan@mnwiplay.com

QUOTE
#17358

11/02/2016

Boulevard Park Plan D8392L1 - Equipment Installation

City of Coon Rapids
Attn: Tim Himmer
1831 111th Avenue
Coon Rapids, MN 55433
Phone: 763-767-6494
thimmer@coonrapidsmn.gov

Ship To Zip: 55448

Quantity	Part #	Description	Unit Price	Amount
1	INSTALL	GameTime - Installation of Equipment Only for Quote #17356 - <i>Note: Delivery by city, all site prep, flat concrete work & surfacing by others.</i>	\$41,884.00	\$41,884.00
			SubTotal:	\$41,884.00
			Total Amount:	\$41,884.00

This quotation is subject to polices in the current Gametime Park and Playground catalog and the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment. Purchases in excess of \$1,000.00 to be supported by your written purchase order made out to Gametime, c/o Minnesota/Wisconsin Playground.

Pricing: f.o.b. factory, firm for 30 days from date of quotation. Sales tax, if applicable, will be added at time of invoice unless a tax exempt certificate is provided at time of order entry.

Payment terms: net 30 days for tax supported governmental agencies. A 1.5% per month finance charge will be imposed on all past due accounts. Equipment shall be invoiced separately from other services and shall be payable in advance of those services and project completion. Retainage not accepted.

Acceptance of quotation:

Accepted By (printed): _____

P.O. No: _____

Signature: _____

Date: _____

Title: _____

Phone: _____

Facsimile: _____

Purchase Amount: **\$41,884.00**



Soccer Field Complex

Coon Rapids, Minnesota





Minnesota / Wisconsin Playground
 5101 Highway 55, Suite 6000
 Golden Valley, Minnesota 55422
 Ph. 800-622-5425 | 763-546-7787
 Fax 763-546-5050 | info@mnwiplay.com

QUOTE
 #17318

10/28/2016

Coon Rapids - Soccer Field Park D8396L

City of Coon Rapids
 Attn: Gregg Engle
 11155 Robinson NW Dr
 Coon Rapids, MN 55448
 Phone: 763-767-6552
 Fax: 763-767-6540
 engle@coonrapidsmn.gov

Ship To Zip: 55448

Quantity	Part #	Description	Unit Price	Amount
1	RDU	GameTime - PT16026 Double Agent. (1) 4839 -- Click Wheel Ass'y (1) 4840 -- Answer Wheel Ass'y (1) 4841 -- Maze Wheel Ass'y (1) 4842 -- Echo Chamber Ass'y (1) 4843 -- Flat Mirror Ass'y (1) 12024 -- 3 1/2" Uprt Ass'Y Alum 9' (6) 12025 -- 3 1/2" Uprt Ass'Y Alum 10' (8) 12027 -- 3 1/2" Uprt Ass'Y Alum 12' (2) 12068 -- 3 1/2"Uprt Ass'Y Alum 13' (1) 12928 -- Deck Flat Cap Pkg-45 1/2" (1) 18200 -- 36" Sq Punched Deck P/T 1.3125 (13) 18201 -- 36" Tri Punched Deck P/T (1) 18319 -- Single Steering Wheel (1) 18679 -- Bongos (1) 18763 -- Nature Discovery Table - 36" (2) 19002 -- Single Gizmo Panel (1) 19003 -- Decorative Panel (1) 19005 -- Transfer System w/Barrier (2' Rise) (1) 19036 -- Optional Access Step (4') (1) 19043 -- 'S' Crawl Tube (1) 19046 -- Tunnel-Up Climber (1) 19056 -- Twister (6') (1) 19058 -- Giant Wave (1) 19077 -- Arch (3'6" & 4') (1) 19082 -- Double Wave Zip Slide (6') (1) 19084 -- Ashiko (1) 19085 -- Djembe (1) 19092 -- Chain Link (8') (1) 19104 -- Ridge Climber (1) 19123 -- Straight Zip Slide (4') (1) 19127 -- 7'6" & 8' Zip Slide w/ Gizmos (1) 19129 -- Cosmix 8' High	\$37,474.00	\$37,474.00





Minnesota / Wisconsin Playground
 5101 Highway 55, Suite 6000
 Golden Valley, Minnesota 55422
 Ph. 800-622-5425 | 763-546-7787
 Fax 763-546-5050 | info@mnwiplay.com

QUOTE
 #17318

10/28/2016

Coon Rapids - Soccer Field Park D8396L

Quantity	Stock ID	Description	Unit Price	Amount
1	RDU	(1) 19286 -- Transfer Platform w/ Guardrail 4' (4) G12069 -- 3 1/2" Uprt Ass'Y Galv 14' GameTime - PT11894 Andover.	\$9,628.00	\$9,628.00
		(1) 4839 -- Click Wheel Ass'y (1) 4840 -- Answer Wheel Ass'y (1) 4841 -- Maze Wheel Ass'y (1) 4842 -- Echo Chamber Ass'y (2) 12024 -- 3 1/2" Uprt Ass'Y Alum 9' (4) 12027 -- 3 1/2" Uprt Ass'Y Alum 12' (1) 12962 -- Gizmo Panel 36"Dk - 4 Gizmos (1) 13540 -- Crunch Bar (2) 18200 -- 36" Sq Punched Deck P/T 1.3125 (1) 18319 -- Single Steering Wheel (1) 18672 -- Slate Roof (1) 19094 -- Schooner (2'-6" & 3') (1) 19110 -- Corkscrew (2'-6" & 3') (1) 19122 -- Wave Zip Slide (2'-6" & 3') (1) 19285 -- Transfer Platform w/ Guardrail 3' (1) 19585 -- Letters Maze above deck		
1	RDU	GameTime - Three-unit swing package. (1) 5152 -- PT Solo Add-A-Bay 3 1/2" x 8' (1) 8696 -- Encl Seat 3 1/2"(8696) (2) 8910 -- Belt Seat 3 1/2"Od(8910) (1) 18826 -- PrimeTime Swing 3 1/2" x 8'	\$2,390.00	\$2,390.00
1	178749	GameTime - Owner's Kit	\$50.00	\$50.00
2	28009	GameTime - 6' P/S Bench W/Back Inground	\$523.00	\$1,046.00
2	161290	GameTime - Geo-Textile 2250 Sq Ft Roll	\$596.00	\$1,192.00
1	EFW - 12L	EWFLGE - 12" compressed depth engineered wood fiber.	\$3,823.00	\$3,823.00

SubTotal: \$55,603.00
 Grant: (\$23,551.00)
 Freight: \$3,531.88
Total Amount: \$35,583.88

Quote must be ordered in conjunction with Boulevard Park in order to be eligible for maximum grant funding.

This quotation is subject to current Minnesota/Wisconsin Playground policies as well as the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment. Purchases in excess of \$1,000.00 to be supported by your written purchase order made out to Minnesota/Wisconsin Playground.





Minnesota / Wisconsin Playground
5101 Highway 55, Suite 6000
Golden Valley, Minnesota 55422
Ph. 800-622-5425 | 763-546-7787
Fax 763-546-5050 | info@mnwiplay.com

QUOTE #17318

10/28/2016

Coon Rapids - Soccer Field Park D8396L

Pricing: f.o.b. factory, firm for 30 days from date of quotation. Sales tax, if applicable, will be added at time of invoice unless a tax exempt certificate is provided at time of order entry.

Payment terms: payment in full, check submitted with order.

Shipment: order shall ship within 30-45 days after GameTime's receipt and acceptance of your purchase order, color selections, approved submittals, and receipt of deposit, if required.

EWf Shipment: order shall deliver within 14 - 21 days after our receipt and acceptance of your purchase order as well as schedule and weather allowing. Bulk material will ship via semi-truck/trailer with a live floor system in trailer which allows driver to deposit EWF directly onto a specific area provided proper access is available. Driver has final say whether the site has proper access. Site restoration is not included and will be the responsibility of the owner/owner's representative. Road restrictions may be in effect and cause delays depending on time of year.

Order Information:

Bill To:
Company:
Attn:
Address:
City, State, Zip:
Contact:
Tel:
Fax:

Ship To:
Project Name:
Attn:
Address:
City, State, Zip:
Contact:
Tel:
Fax:

Acceptance of quotation:

Accepted By (printed):
Signature:
Title:
Facsimile:

P.O. No:
Date:
Phone:
Purchase Amount: \$35,583.88





Minnesota / Wisconsin Playground
 5101 Highway 55, Suite 6000
 Golden Valley, Minnesota 55422
 Ph. 800-622-5425 | 763-546-7787
 Fax 763-546-5050 | info@mnwiplay.com

QUOTE
 #17322

10/31/2016

Coon Rapids - Soccer Field Park D8396L - Install

City of Coon Rapids
 Attn: Gregg Engle
 11155 Robinson NW Dr
 Coon Rapids, MN 55448
 Phone: 763-767-6552
 Fax: 763-767-6540
 engle@coonrapidsmn.gov

Ship To Zip: 55448

Quantity	Part #	Description	Unit Price	Amount
1	INS	Install play equipment and benches.	\$9,973.12	\$9,973.12
1	PIP - SC	Install poured rubber surfacing per drawing. Includes concrete base. Site preparation, edging and access path by others. -	\$7,909.00	\$7,909.00
		<i>Color is 50% standard and 50% black. Price includes site security.</i>		
1	EFW INS	Install fabric and wood fiber.	\$1,534.00	\$1,534.00

SubTotal: \$19,416.12
Total Amount: \$19,416.12

Quote must be ordered in conjunction with Boulevard Park in order to be eligible for maximum grant funding.

This quotation is subject to current Minnesota/Wisconsin Playground policies as well as the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment. Purchases in excess of \$1,000.00 to be supported by your written purchase order made out to Minnesota/Wisconsin Playground.

Pricing: f.o.b. factory, firm for 30 days from date of quotation. Sales tax, if applicable, will be added at time of invoice unless a tax exempt certificate is provided at time of order entry.

Payment terms: payment in full, check submitted with order.





Minnesota / Wisconsin Playground
5101 Highway 55, Suite 6000
Golden Valley, Minnesota 55422
Ph. 800-622-5425 | 763-546-7787
Fax 763-546-5050 | info@mnwiplay.com

QUOTE
#17322

10/31/2016

Coon Rapids - Soccer Field Park D8396L - Install

Project Scope:

- ~ **INCLUSIONS** ~
- ~ One mobilization
- ~ Public utility locates only
- ~ Marking and digging of footings to accept direct embedment supports
- ~ Unpacking of play equipment
- ~ Assembly of play equipment
- ~ Concrete for footings of play equipment
- ~ Pouring of concrete for footings
- ~ Spreading of engineered wood fiber (EWF)
- ~ Installation of concrete base and poured rubber
- ~ Standard insurance offerings

- EXCLUSIONS -

- Clear access path to play area for installation equipment
- Private utility locates such as, but not limited to, irrigation, fiber optics, private lighting, etc.
- Accepting, unloading and storage of order(s)/shipment(s) prior to installation
- Sitework of any kind such as, but not limited to, grading (play area to have max slope of 1%), site restoration, drainage, etc.
- Removal of existing play equipment, border, safety surfacing, etc.
- Digging in rock, hard pan, tree roots, unstable soil conditions, etc.
- Border to help contain safety surfacing
- Bonding of any type
- Permits of any kind

Order Information:

Bill To: _____
 Company: _____
 Attn: _____
 Address: _____
 City, State, Zip: _____
 Contact: _____
 Tel: _____
 Fax: _____

Ship To: _____
 Project Name: _____
 Attn: _____
 Address: _____
 City, State, Zip: _____
 Contact: _____
 Tel: _____
 Fax: _____

Acceptance of quotation:

Accepted By (printed): _____
 Signature: _____
 Title: _____
 Facsimile: _____

P.O. No: _____
 Date: _____
 Phone: _____

Purchase Amount: **\$19,416.12**



RESOLUTION NO. 16-123

**RESOLUTION AMENDING THE 2016 PARK IMPROVEMENT FUND BUDGET
FOR THE PURCHASE OF PLAYGROUND EQUIPMENT
FOR THE COON RAPIDS SOCCER COMPLEX**

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

WHEREAS, the 2016 budget does not include funds for playground equipment for the Coon Rapids Soccer Complex; and,

WHEREAS, the playground equipment at the Coon Rapids Soccer Complex has been identified for replacement in 2017 under miscellaneous park improvements contained in the Park Improvement Fund budget; and,

WHEREAS, GameTime, a PlayCore, Inc. company, is offering a fifty percent discount on the cost of specific play structure products until November 15, 2016; and,

WHEREAS, the total cost of playground equipment for the Soccer Complex selected by the Parks & Recreation Commission and City Council is \$71,167.76 before discount; and,

WHEREAS, the City will realize cost savings of \$35,583.88 by taking advantage of this discount opportunity and purchasing the equipment in 2016 rather than 2017; and,

WHEREAS, there will be no impact to the Park Improvement Fund balance by purchasing the equipment in 2016 rather than 2017; and,

WHEREAS, capital outlay purchases must specifically be identified and funded per the City Code 2-803.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Coon Rapids, Minnesota to amend the 2016 Park Improvement Fund budget in the amount of \$35,583.88 from the fund balance for the purchase of playground equipment for the Coon Rapids Soccer Complex.

Adopted this 15th day of November, 2016.

Jerry Koch, Mayor

ATTEST:

Joan Lenzmeier, City Clerk



City Council Regular

11.

Meeting Date: 11/15/2016

Subject: Consider Fair Housing Implementation Council - Authorization of First Amendment to Cooperative Funding Agreement-Program Years 2015-2019

From: Cheryl Bennett, Housing and Zoning Coordinator

INTRODUCTION

The City of Coon Rapids is a participating member of the Fair Housing Implementation Council. The City Council is asked to authorize execution of a First Amendment to the Cooperative Funding Agreement for the Fair Housing Implementation Council for its program years 2015 through 2019 (July 1, 2015 – June 30, 2020).

DISCUSSION

The Fair Housing Implementation Council (FHIC) was formed in 2002 by metropolitan area administrators of federal housing programs, including the Community Development Block Grant (CDBG) and HOME Investment Partnership programs, to affirmatively further fair housing practices and opportunities throughout the metropolitan region. Compliance with federal fair housing laws is required of all projects and programs receiving federal funding. The City is an entitlement jurisdiction of the CDBG program, receiving its funding through a Joint Cooperation Agreement with Anoka County, an urban county entitlement jurisdiction. Projects located within Coon Rapids are eligible for HOME funding through the City's membership in the Dakota County HOME Consortium, a joint powers consortium agreement among Anoka, Dakota, Ramsey and Washington counties and the cities of Coon Rapids and Woodbury.

The FHIC initiates activities designed to stop housing discrimination and promote housing integration. These activities are responsive to a Regional Analysis of Impediments to Fair Housing (AI) and a related Fair Housing Action Guide. The AI and Action Guide are intended to further fair housing efforts and are components of the consolidated planning requirements of the federal HOME and CDBG programs. In addition to the development of the Regional AI, activities of the FHIC include developing tenant screening best practices, performing fair housing testing and enforcement, and providing advocacy, information and outreach.

The City entered into the Cooperative Funding Agreement in September 2015 during the development of the current Regional Analysis of Impediments to Fair Housing. The FHIC received feedback that the AI was deficient in its community engagement process. HUD agreed to permit the FHIC to respond by developing an Addendum to the AI. The Addendum will be produced by a consultant hired by the FHIC and will use information obtained from additional community engagement efforts done in collaboration with Minnesota Housing Partnership.

Members of the FHIC are asked to contribute to the costs of these activities. This contribution is in addition to the annual contribution previously approved under the Cooperative Funding Agreement for 2015 -2019.

Like the funding for the original Cooperative Funding Agreement, the additional City contribution of \$1,350 requested by this First Amendment (including \$600 designated for the AI Addendum and \$750 for additional community engagement – see Attachment A to the First Amendment, attached) will come from the City’s CDBG funding award set aside with Anoka County for administration and planning activities of the CDBG and HOME programs.

This First Amendment to the Cooperative Funding Agreement anticipates no direct contribution from the City at this time. While there is no direct contribution, entering into the agreement facilitates the proposed activities of the FHIC. This First Amendment also removes the Metropolitan Council from the Cooperative Funding Agreement, recognizing its separate Cooperative Funding Agreement with Ramsey County, which serves as contract manager and fiscal agent for the FHIC.

RECOMMENDATION

The City Council is requested to authorize the Mayor and City Manager to execute the First Amendment to the Cooperative Funding Agreement for Fair Housing Activities, together with any necessary documents, with participating jurisdictions of the Fair Housing Implementation Council, to facilitate and implement certain activities in development of an Addendum to the Regional Analysis of Impediments to Fair Housing and the related Fair Housing Action Guide.

Attachments

FHIC First Amendment to Cooperative Funding Agreement

**FIRST AMENDMENT TO THE COOPERATIVE FUNDING AGREEMENT
FOR FAIR HOUSING ENFORCEMENT ACTIVITIES**

This is an amendment to the **COOPERATIVE FUNDING AGREEMENT**, effective December 21, 2015, (**“Agreement”**) between Anoka County HRA, Carver County CDA, Dakota County CDA, Hennepin County, Ramsey County, Scott County CDA, Washington County CDA, the City of Coon Rapids, the City of Minneapolis, the City of St. Paul, the City of Woodbury (collectively referred to as the **“Jurisdictions”**), and the Metropolitan Council, with Ramsey County serving as contract manager and fiscal agent. The Jurisdictions formed the Fair Housing Implementation Council (**“FHIC”**) to facilitate and initiate fair housing activities; and

WHEREAS, the Jurisdictions agreed to contribute funds to facilitate and initiate implementation of affirmative activities having metro-wide significance identified in the FHIC’s Regional Analysis of Impediments To Fair Housing Choice (**“AI”**) and the related Fair Housing Action Guide; and

WHEREAS, the Metropolitan Council had inadvertently been a party to the Agreement, but it has now been recognized that the Metropolitan Council had executed a separate Cooperative Funding Agreement with Ramsey County effective July 1, 2015; and

WHEREAS, in an effort to gain additional information for the AI, Jurisdictions agree to contribute funds to a collaboration between FHIC and Minnesota Housing Partnership (**“MHP”**) to gather information through community engagement sessions to identify barriers to fair housing (**“Community Engagement Project”**); and

WHEREAS, Jurisdictions also agree to contribute to the cost of a consultant retained by FHIC to produce an Addendum to the AI (**“Consultant”**); and

WHEREAS, the minimum contribution of funds contributed and committed by each Jurisdiction under this Agreement is shown in **Exhibit A**, attached hereto.

NOW THEREFORE, the Agreement is amended to delete the Metropolitan Council as a party, add the Community Engagement Project and the hiring of the Consultant to the scope of services approved by FHIC, and add **Attachment A** to show the minimum contributions made and committed by each Jurisdiction.

IN WITNESS WHEREOF, the constituent members of the Jurisdictions have caused this amendment to be executed by their duly authorized representatives.

Ramsey County

By: _____
Julie Kleinschmidt
Its: Ramsey County Manager

Approved as to Form:

Assistant Ramsey County Attorney
Ramsey County Attorney’s Office

October 28, 2016

Anoka County HRA

By: _____
Signature

Name (print): _____

Title: _____

Date: _____

Carver County CDA

By: _____
Signature

Name (print): _____

Title: _____

Date: _____

Dakota County

By: _____
Signature

Name (print): _____

Title: _____

Date: _____

Hennepin County

By: _____
Signature

Name (print): _____

Title: _____

Date: _____

Scott County CDA

By: _____
Signature

Name (print): _____

Title: _____

Date: _____

Washington County

By: _____
Signature

Name (print): _____

Title: _____

Date: _____

City of Coon Rapids

By: _____
Signature

Name (print): Jerry Koch

Title: Mayor

Date: _____

By: _____
Signature

Name (print): Matthew R. Stemwedel

Title: City Manager

Date: _____

Approved as to Form:

David J. Brodie
Coon Rapids City Attorney

City of Minneapolis

By: _____
Signature

Name (print): _____

Title: _____

Date: _____

City of St. Paul

By: _____
Signature

Name (print): _____

Title: _____

Date: _____

City of Woodbury

By: _____
Signature

Name (Print): _____

Title: _____

ATTACHMENT A

Minimum Contributions to FHIC - FY 2016-2017

FHIC Member Jurisdictions		\$60,000.00	\$75,000.00	\$135,000.00
	% CDBG Allocation	Estimated Additional Funds - AI Addendum	Estimated Additional Funds - Community Engagement	TOTAL
Anoka County*	4%	2,400.00	3,000.00	5,400.00
Coon Rapids	1%	600.00	750.00	1,350.00
Carver County HRA*		5,000.00	1,000.00	6,000.00
Dakota County*	7%	4,200.00	5,250.00	9,450.00
Hennepin County*	10%	6,000.00	7,500.00	13,500.00
Bloomington	2%	1,200.00	1,500.00	2,700.00
Eden Prairie	1%	600.00	750.00	1,350.00
Plymouth	1%	600.00	750.00	1,350.00
Minnetonka	1%	600.00	750.00	1,350.00
Minneapolis	40%	24,000.00	30,000.00	54,000.00
Ramsey County	4%	2,400.00	3,000.00	5,400.00
Saint Paul	25%	15,000.00	18,750.00	33,750.00
Human Rights*			1,000.00	1,000.00
Scott County*		2,500.00		2,500.00
Washington County	3%	1,800.00	2,250.00	4,050.00
Woodbury	1%	600.00	750.00	1,350.00
Metropolitan Council*		10,000.00	7,500.00	17,500.00
TOTAL COMMITTED	100%	\$ 77,500.00	84,500.00	162,000.00
<p><i>*Non-Entitlement jurisdictions and others are contributing to and are included in FHIC activities. They are not assigned a percentage of CDBG Entitlement allocations.</i></p> <p><i>**Note: Anoka and Hennepin Counties typically cover the contributions of Entitlement Cities within their jurisdictions.</i></p>				