

MEMORANDUM

DATE: January 15, 1999
TO: Honorable Mayor and City Councilmembers
FROM: Dave Osberg, City Administrator
SUBJECT: High School Hockey Locker Rooms at Civic Arena

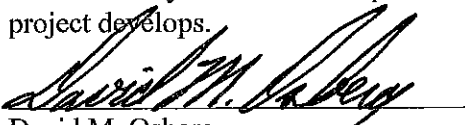
On Thursday, January 13, 1999 I participated in a meeting at the Civic Arena with Parks & Recreation Director Marty McNamara, Civic Arena Manager Jim McGree, Dave Regenscheid from Graus Construction and High School Hockey Coaches Jerry Meier and Russ Welch. The purpose of the meeting was to discuss the feasibility of constructing high school hockey program locker rooms attached to the existing Civic Arena.

The information I know is as follows:

Hastings High School Varsity Hockey Coach Russ Welch has apparently secured \$150,000 in donated money from an anonymous donor to allow for the construction of locker rooms that will serve the boys and girls varsity and junior varsity hockey programs. The name of the donor has not been disclosed to me. Mr. Welch indicated that additional funding could become available for the construction of the locker rooms in the event \$150,000 is not enough to complete the construction. I shared during the meeting on January 14, 1999 that the City will not provide any financial contribution to the capital construction of the high school locker rooms, and in addition, the City will be looking for the School District to be responsible for any additional operation and maintenance costs associated with the new locker rooms.

In addition to suggesting that the City would not be interested in providing any sort of financial contribution, I suggested that someone other than the City should be responsible for the preparation of plans and specifications, issuing of contracts and the administration of the contracts. In other words, the City will not be the responsible party for the construction of the locker rooms. In the alternative, I suggested that perhaps an agreement would be prepared with the City, in which either the School District or the Hastings Hockey Boosters would be granted the authority to construct the locker rooms on City property provided, conditions are met, as dictated by the City, with proper insurance and indemnification and other legal protections accounted for in the agreement. The Hockey Boosters or the School District would construct the locker rooms and then turn over to the City of Hastings at a cost of \$1.00. Keep in mind that the suggestion that I have presented at this time is such that someone other than the City will be responsible for the operation and maintenance costs. To be perfectly blunt, neither Jim McGree or myself or anyone else on City Staff have the energy, desire or time to commit to the preparation of construction plans and specifications and administration of construction contracts for a high school facility, despite the fact that it may be attached to the Civic Arena. My thought is we can let someone else do the construction management coordinating and financing, provided an ironclad agreement is developed between the City and either the school and/or the hockey boosters.

I will be discussing this situation further with Shawn to determine an legalities with this project, and please contact me if you should have questions, concerns or suggestions. In the meantime I will keep you posted as this project develops.



David M. Osberg
City Administrator

cc: Marty McNamara, Parks & Recreation Director
Jim McGree, Arena Manager

cl

MEMORANDUM

TO: Honorable Mayor and City Councilmembers
FROM: Dave Osberg, City Administrator
DATE: March 11, 1999
SUBJECT: Hastings High School Locker Rooms at Civic Arena

RECOMMENDED CITY COUNCIL ACTION

It is recommended that the City Council take action granting preliminary concept approval to the possibility of having Hastings High School Hockey Locker Rooms constructed and attached to the Civic Arena by the Hastings Hockey Boosters, for use by the Hastings High School Boys and Girls Hockey Programs, with the following understandings:

- 1.) The City of Hastings will not be responsible for any costs associated with the construction of the locker rooms, or any other costs remotely or directly associated with the project, including construction administration.
- 2.) Any exterior infrastructure improvements, such as parking lot improvements, utility line relocations, parking lot lighting installation or relocation, etc., must be included in the construction costs and paid by others.
- 3.) The City of Hastings and the Hastings School District will enter into an agreement that memorializes the fact that the Hastings School District shall be responsible for the additional (incremental) cost associated with the operation, maintenance and all insurance costs associated with the locker rooms.
- 4.) The Hastings Hockey Boosters and/or the contractor (Graus Construction) will be responsible for providing to the City of Hastings, all necessary insurance, performance bonds and/or other indemnification associated with the construction of the locker rooms.
- 5.) Written evidences of approval of the project by the Hastings School District and the Hastings Hockey Boosters shall be provided to the City of Hastings prior to the start of construction
- 6.) Prior to, or at completion, there shall be documentation that the locker rooms are a donation to the City, and shall be owned by the City.

BACKGROUND

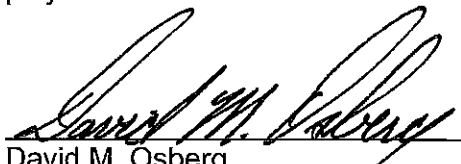
The City Council was previously advised that the Hastings High School Hockey Coach Russ Welch has secured \$150,000 in donated money for the construction of locker rooms that will serve the boys and girls varsity and junior varsity programs. Staff has conducted meetings during the last several weeks with representatives from Graus Construction and Mr. Welch. Current information is as follows:

Graus Construction would provide a guarantee that the exterior and some of the interior of the locker rooms can be constructed for \$150,000. The additional interior work would be completed and funded, as needed, by others. The \$150,000 in funding has been sent to an account with the Hastings Hockey Boosters. Further construction cost estimates need to be prepared by the Hastings Hockey Boosters/Graus and their architect.

The City is being asked to provide preliminary concept approval, before any further expenditures are completed on the design/construction estimate. The locker rooms would be attached to the southern portion of the new arena. (Footnote: I am reviewing the Mighty Ducks Grant Agreement to determine if there are restrictions that would limit the ability to attach locker rooms to a facility partially funded by the State of Minnesota. I have raised the question with the Minnesota Amateur Sports Commission and hope to have a reply by Monday.)

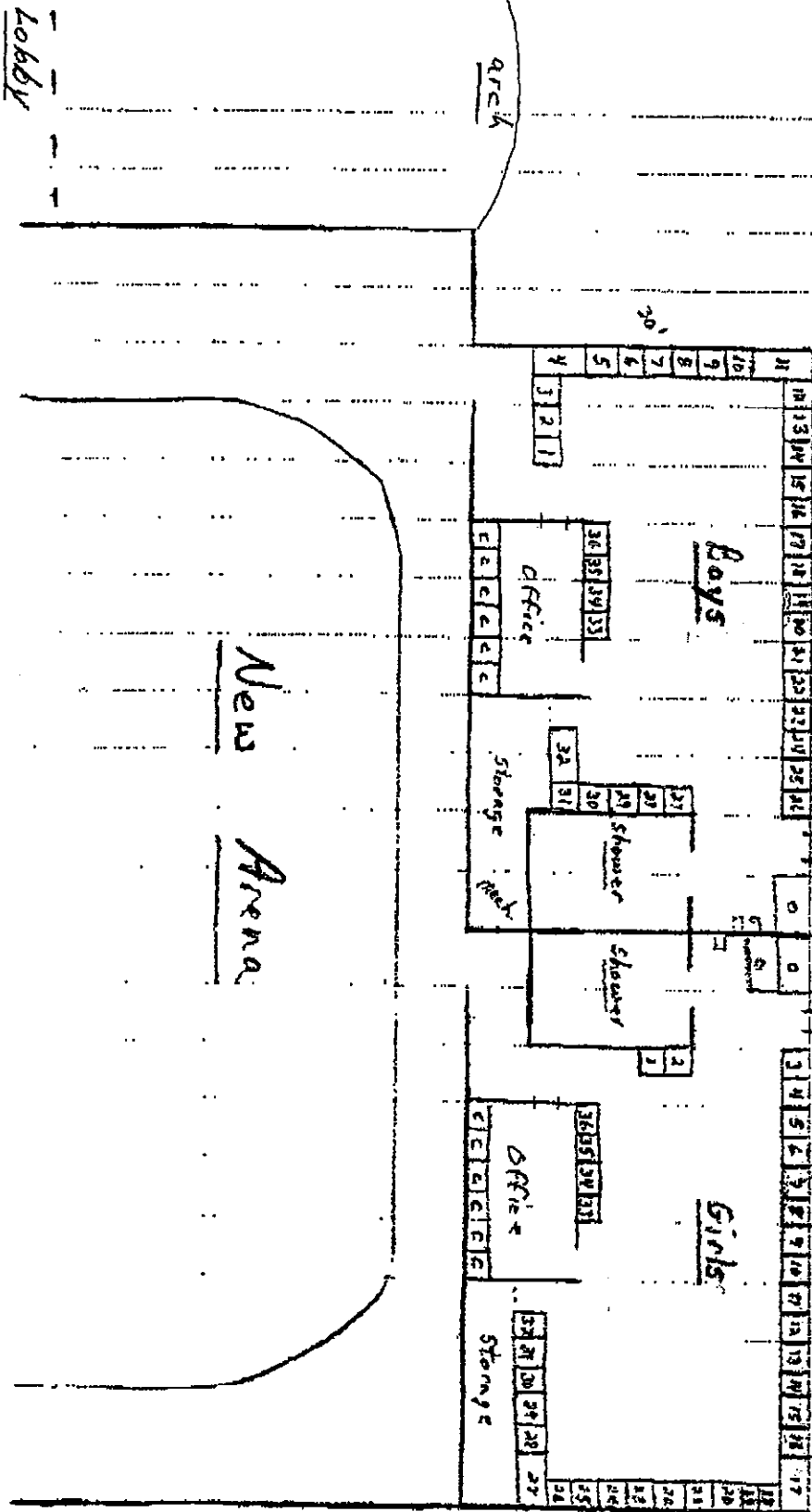
A copy of the rough sketch of the locker rooms is attached for review by the City Council. Any exterior improvements, such as parking lot improvements, utility line relocations, parking lot lighting, etc would have to be included in the construction costs and paid by others. Mr. Welch, Graus Construction and Superintendent Wayne Haugen have all been advised by City Staff that the City will not bear any costs associated with the construction of the locker rooms, or any other costs remotely or directly associated with the project. In addition, the additional costs associated with the operation and maintenance of the locker rooms would be the responsibility of the Hastings High School, and there must be an agreement recognizing this. Finally, the City will insist that proper legal, insurance and performance bond requirements are satisfied before construction begins, to assure the City is not responsible for any financial or legal aspects of the project.

Once all estimates are complete, the City Council will be asked to provide final approval to the project, before construction begins. The City Council action at the meeting on Monday March 15, 1999, outlines the conditions in which final City approval will be granted, yet provides for the High School Hockey program and the Hockey Boosters an initial acceptance of the concept by the City Council, and thus an opportunity to gather more design and construction cost estimate information, to confirm the feasibility of the project.



David M. Osberg
City Administrator

cc. Wayne Haugen
Russ Welch



MEMORANDUM

TO: Honorable Mayor and City Councilmembers
FROM: Dave Osberg, City Administrator
DATE: April 1, 1999
SUBJECT: Hastings High School Locker Rooms at Civic Arena

RECOMMENDED CITY COUNCIL ACTION

It is recommended that the City Council take action granting preliminary concept approval to the possibility of having Hastings High School Hockey Locker Rooms constructed and attached to the Civic Arena by the Hastings Hockey Boosters, for use by the Hastings High School Boys and Girls Hockey Programs, with the following understandings:

- 1.) The City of Hastings will not be responsible for any costs associated with the construction of the locker rooms, or any other costs remotely or directly associated with the project, including construction administration.
- 2.) Any exterior infrastructure improvements, such as parking lot improvements, utility line relocations, parking lot lighting installation or relocation, etc., must be included in the construction costs and paid by others.
- 3.) The City of Hastings and the Hastings School District will enter into an agreement that memorializes the fact that the Hastings School District shall be responsible for the additional (incremental) cost associated with the operation, maintenance and all insurance costs associated with the locker rooms.
- 4.) The Hastings Hockey Boosters and/or the contractor (Graus Construction) will be responsible for providing to the City of Hastings, all necessary insurance, performance bonds and/or other indemnification associated with the construction of the locker rooms.
- 5.) Written evidences of approval of the project by the Hastings School District and the Hastings Hockey Boosters shall be provided to the City of Hastings prior to the start of construction
- 6.) Prior to, or at completion, there shall be documentation that the locker rooms are a donation to the City, and shall be owned by the City.

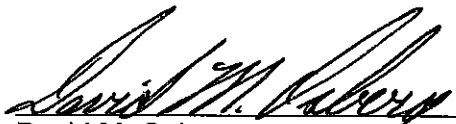
BACKGROUND

The City Council was previously advised that the Hastings High School Hockey Coach Russ Welch has secured \$150,000 in donated money for the construction of locker rooms that will serve the boys and girls varsity and junior varsity programs. Staff has conducted meetings during the last several weeks with representatives from Graus Construction and Mr. Welch. Current information is as follows:

Graus Construction would provide a guarantee that the exterior and some of the interior of the locker rooms can be constructed for \$150,000. The additional interior work would be completed and funded, as needed, by others. The \$150,000 in funding has been sent to an account with the Hastings Hockey Boosters. Further construction cost estimates need to be prepared by the Hastings Hockey Boosters/Graus and their architect.

The City is being asked to provide preliminary concept approval, before any further expenditures are completed on the design/construction estimate. The locker rooms would be attached to the southern portion of the new arena. A copy of the rough sketch of the locker rooms is attached for review by the City Council. Any exterior improvements, such as parking lot improvements, utility line relocations, parking lot lighting, etc would have to be included in the construction costs and paid by others. Mr. Welch, Graus Construction and Superintendent Wayne Haugen have all been advised by City Staff that the City will not bear any costs associated with the construction of the locker rooms, or any other costs remotely or directly associated with the project. In addition, the additional costs associated with the operation and maintenance of the locker rooms would be the responsibility of the Hastings High School, and there must be an agreement recognizing this. Finally, the City will insist that proper legal, insurance and performance bond requirements are satisfied before construction begins, to assure the City is not responsible for any financial or legal aspects of the project.

Once all estimates are complete, the City Council will be asked to provide final approval to the project, before construction begins. The City Council action at the meeting on Monday March 15, 1999, outlines the conditions in which final City approval will be granted, yet provides for the High School Hockey program and the Hockey Boosters an initial acceptance of the concept by the City Council, and thus an opportunity to gather more design and construction cost estimate information, to confirm the feasibility of the project.



David M. Osberg
City Administrator

cc. Wayne Haugen
Russ Welch

Hastings High School Locker Rooms at Civic Arena

Moved by Councilmember Hicks, seconded by Councilmember Riveness, to grant preliminary concept approval for the possibility of having Hastings High School Locker Rooms constructed and attached to the Civic Arena by the Hastings Hockey Boosters, for use by the Hastings High School Boys and Girls Hockey Programs, with the following understandings:

- 1.) The City of Hastings will not be responsible for any costs associated with the construction of the locker rooms, or any other costs remotely or directly associated with the project, including construction administration.
- 2.) Any exterior infrastructure improvements, such as parking lot improvements, utility line relocations, parking lot lighting installation or relocation, etc., must be included in the construction costs and paid by others.
- 3.) The City of Hastings and the Hastings School District will enter into an agreement that memorializes the fact that the Hastings School District shall be responsible for the additional (incremental) cost associated with the operation, maintenance and all insurance costs associated with the locker rooms.
- 4.) The Hastings Hockey Boosters and/or the contractor (Graus Construction) will be responsible for providing to the City of Hastings, all necessary insurance, performance bonds and/or other indemnification associated with the construction of the locker rooms.
- 5.) Written evidences of approval of the project by the Hastings School District and the Hastings Hockey Boosters shall be provided to the City of Hastings prior to the start of construction.
- 6.) Prior to, or at completion, there shall be documentation that the locker rooms are a donation to the City, and shall be owned by the City.

City Councilmember expressed concern with the site for the new locker rooms and encouraged Staff to work with the Hockey Boosters and High School Officials to consider an alternative site.

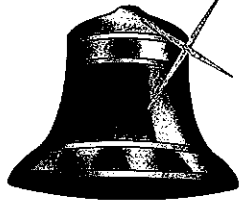
7 Ayes; Nays, None.

David M. Osberg

From: David M. Osberg
Sent: Monday, September 13, 1999 10:41 AM
To: Marty McNamara; Matthew J. Weiland; Thomas M. Montgomery; William R. Mesaros

Could the four of you spend some time with me after the agenda meeting this wednesday the 15th to discuss the hastings high school hockey locker rooms project. From about 10:00 AM to 10:30 AM. I told Russ Welch that this will likely appear on the September 27, 1999 Planning Commission meeting for site plan review and the October 4, 1999 City Council meeting for site plan review and the other various approvals that are needed from a "political" perspective. I want to be certain that each of you four are, or will be getting the information that is needed to grant the respective approvals from the various departments. I hope to be getting mechanical, plumbing, electrical and heating designs soon, as well as waterline relocation and road relocation design soon. I am also working with the hockey boosters, as I have a meeting on Tuesday morning with the president of the boosters. Since I am going to be gone from September 24, 1999 through September 30, 1999, I may need to have some, or all of you carry the ball on some of this during that week. This is the stuff I want to discuss on Wednesday morning. Thanks for the help.

DAVE O.



Wayne G. Haugen
SUPERINTENDENT

Hastings Public Schools

INDEPENDENT SCHOOL DISTRICT 200
190 9th Street East
Hastings, Minnesota 55033-2141
Phone (651) 437-6111
FAX (651) 437-1928

September 14, 1999

Mayor Mike Werner
City of Hastings
101 East 4th Street
Hastings, Minnesota

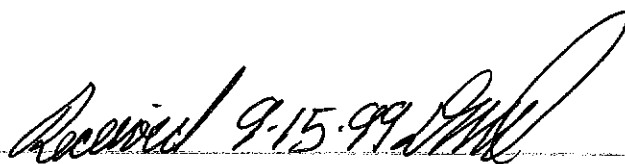
Dear Mr. Werner:

The Hastings School District and the Hastings Hockey Boosters agree to donate the new boys' and girls' locker rooms at the Civic Ice Arena to the City of Hastings once they are completed.

Sincerely yours,


Wayne G. Haugen
Superintendent of Schools


Mark Gelhar
President of Hastings Hockey Boosters





CITY OF HASTINGS

101 4th Street East • Hastings, MN 55033-1955
651-437-4127 • Fax: 651-437-7082

September 15, 1999

Mr. Dennis Warning
Graus Construction
Highway #61 North
Hastings, MN 55033

Dear Dennis:

Let me recap the conversation that we had today regarding the items that need to be completed for the Hastings High School Locker Room addition to the Civic Arena to proceed.

First, as you know I faxed to you the items that need attention for site plan approval, which must be reviewed by both the Planning Commission and City Council. The Planning Commission conducts its meetings on the second and fourth Monday of the month, and the City Council conducts its meetings on the first and third Monday of the month. City Planner Matt Weiland can assist with the process as need be.

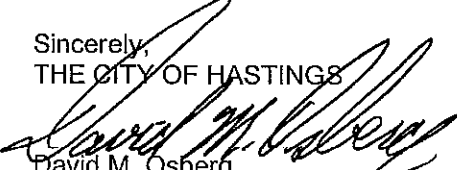
I also listed the following points that need attention:

1. Road design—including curb and gutter, blacktop and drainage
2. Existing and proposed grades for the site
3. Watermain relocation and service line location
4. Sanitary Sewer Design and location
5. Location of road from tanks
6. Rink relocation
7. Fire and Sprinkler Design
8. Mechanical, Plumbing, Electrical, HVAC

Once these tasks are complete, we can proceed with the Planning Commission and City Council. I will also need a total cost estimate for the work, and verification that funding is in place for completion of the project. Furthermore, we discussed earlier this week the insurance and bonding requirements, that you are gathering.

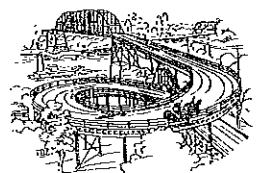
While there may have been some confusion on the process, or a desire to proceed more rapidly without taking certain steps, this is not unlike the process that is used for any other project in the City, and certainly we do not want to be a party to circumventing the City process.

Sincerely,
THE CITY OF HASTINGS


David M. Osberg
City Administrator

cc. Russ Welch
Wayne Haugen
Mark Gelhar
Marty McNamara

Matt Weiland
Tom Montgomery
Bill Mesaros
Mark Holmes



Hastings on the Mississippi