



*AGENDA*

*ROGERS ARENA COMMISSION*

*September 30, 2024 - 5:30 PM*

**To enrich the lives of community members by offering a safe, clean, fun, and efficient facility.**

- 1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**
- 2. PRESENTATIONS**
- 3. APPROVE AGENDA**
- 4. CONSENT AGENDA**
  - 4.1 Approval of Meeting Minutes
- 5. GENERAL BUSINESS**
  - 5.1 Expansion Discussion
  - 5.2 Naming Rights Discussion
- 6. OTHER BUSINESS**
- 7. CORRESPONDENCE AND REPORTS**
  - 7.1 Partner Updates
- 8. ADJOURN**



**REQUEST FOR ACTION  
ROGERS ARENA  
COMMISSION**

**Meeting Date:** September 30, 2024

**Agenda Item:** No. 4.1

**Subject:** Approval of Meeting Minutes

**Prepared By:** Marcy Dalchow Administrative Assistant

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**Recommended City Council Action**

Move to approve the June 2024 Meeting Minutes.

**ATTACHMENTS:**

Description

June 17, 2024 AC Meeting Minutes

**City of Rogers**  
**Arena Commission Meeting Minutes**  
**June 17, 2024**

The regular meeting of the Arena Commission of the City of Rogers was called to order by Parks and Recreation Director, Mike Bauer on Monday, June 17, 2024, at 5:32 pm at the Rogers Activity Center, 21080 141<sup>st</sup> Avenue, Rogers, MN 55374.

**Roll Call**

Bill Zacher	Rogers Youth Hockey Association
Nate Moen	Rogers Youth Hockey Association
Sara Weis	Rogers Royals Face Off Booster Club/RHS
Kevin Jullie	Rogers City Council Liaison
Mark Eiden	Rogers City Council Liaison
Barb Timm	Member At Large
Aric Dols	Resident
Mike Bauer	Parks and Recreation Director
Marcy Dalchow	Public Works Administrative Assistant

**1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

**2. PRESENTATIONS** None

**3. APPROVE AGENDA** As submitted.

**4. CONSENT AGENDA**

**4.1 Approval of Meeting Minutes** February 12, 2024 meeting minutes approved as submitted.

**5. GENERAL BUSINESS**

**5.1 Annual Review of the RAC Ice Allocation Policy**

The Ice Allocation Policy was reviewed. This policy will be in effect as of September 1<sup>st</sup> for fall scheduling. Current priorities are 1)public skating and programs 2)Rogers High School Games 3)Rogers Youth Hockey Assoc. tournaments 4) Rogers High School practices before 6pm 5)Rogers Youth Hockey games and practices 6)non-profit groups and organizations 7)profit groups and organizations.

Bottom line is, everyone would like more ice time. The Commission discussed off-season priorities and how a second sheet of ice could impact the allocation policy. The High School would appreciate any additional ice time they can get.

No changes to the Ice Allocation Policy were requested. This policy is approved as is for now. This policy is reviewed annually and may need some revision, or a separate version of this, when a 2<sup>nd</sup> sheet of ice is available.

**5.2 Expansion Discussion**

The Term Sheet included in the packet was discussed. Exhibit C was added defining RYHA basic needs and some possible items for RHS teams. It is fully executed by the RYHA and the City of Rogers. The next step is to get the rfp out and find out what the costs to build the second sheet of ice will be.

The turf facility and its amenities were also discussed. Estimates for this building are just over \$13 million (with a full-size turf field). This building will be built using Local Option Sales Tax funds.

## **6. OTHER BUSINESS**

The question was asked, “When do you start doing grants?” Hennepin County Youth Sports grant is usually in the fall. There is also a Mighty Ducks grant offered by Hennepin County. We will apply for both.

## **7. CORRESPONDENCE AND REPORTS**

### **7.1 Partner Updates**

Rogers Youth Hockey Association (RYHA):

RYHA is in their planning phase for the next season. Projections are good, they expect to have 7 or 8 teams.

Rogers Royals Face Off Booster Club:

RRFOBC is in their planning phase, obtaining ice time and fund raising.

### **Staff Correspondence**

The Commission was directed to the packet for staff updates as the room was rented at 6:30 and we were out of time.

**8. ADJOURN:** Meeting adjourned at 6:31 pm.



**REQUEST FOR ACTION  
ROGERS ARENA  
COMMISSION**

**Meeting Date:** September 30, 2024

**Agenda Item:** No. 5.1

**Subject:** Expansion Discussion

**Prepared By:** Mike Bauer Parks and Recreation Director

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**Recommended City Council Action**

Pending Discussion.

**Overview / Background**

This is a standing item for discussion on the Arena Commission Agenda.

**ATTACHMENTS:**

Description

HTG CC Council Item



**REQUEST FOR ACTION  
ROGERS CITY COUNCIL**

**Meeting Date:** September 24, 2024

**Agenda Item:** No. 7.3

**Subject:** Approve Professional Services Agreements with HTG Architects, Rogers Activity Center Ice Expansion, City Project No. 2406

**Prepared By:** Doran M. Cote, Public Works Director/City Engineer

**Recommended City Council Action**

Motion to Approve Professional Services Agreements with HTG Architects, Rogers Activity Center Ice Expansion, City Project No. 2406

**Overview / Background**

The Rogers Activity Center (RAC) was built in 2006. For over a year, the Council, staff, and the Rogers Youth Hockey Association (RYHA) have been discussing the possibility of adding a second ice sheet. While a RAC expansion has been talked about for a while, it's not part of the City's short-to-medium-term financial plan. To help make this happen sooner, RYHA has proposed significant capital contributions towards the project. The City has a good relationship with RYHA, and they previously contributed \$1.3 million to build the RAC.

The previous discussions have mainly focused on the financial analysis of this project and whether the project was feasible based on the provided estimates. The estimated project cost has been the subject of much debate. Both parties acknowledge that the information in the analysis is based on estimates, and the next step is to work on making those estimates more accurate but agreed to use an estimated construction cost of \$11.5M for the Term Sheet.

At the City Council workshop held on April 9, 2024, the Council instructed staff to draft and negotiate a Term Sheet detailing the commitments of each party regarding the potential RAC Expansion. On May 28, 2024, the City Council approved the RAC Expansion Term Sheet.

One of the provisions of the Term Sheet is the City will retain and contract with all consultants and contractors for the RAC Expansion, including but not limited to architects, engineers, construction manager, and construction contractor(s), in accordance with the requirements of the Minnesota Uniform Municipal Contracting Law, Minn. Stat. Å § 471.345. The City and RYHA will have equal access and rights to any of the contracted consultant design information and/or data.

In August, 2024, staff solicited proposals from three architectural firms known to have experience and qualifications to provide an update to pre-design documents, and full A/E, design and construction services for the proposed RAC Expansion consistent with the concepts identified through previous needs assessment and pre-design efforts. The architectural firms selected to propose included HTG Architects, ISG and JLG Architects.

A consultant selection team that consisting of staff from Parks and Recreation, Public Works, Administration and members of RYHA evaluated the proposals and met on September 9, 2024 to discuss the proposals. The selection team noted that all three proposals contained similar scopes, schedules and relevant experience and all three are familiar with and have worked for the city in the past. The differentiating factor for the selection team was cost. Proposals were ranked as follows:

- |                   |  |                       |
|-------------------|--|-----------------------|
| 1. HTG Architects | \$428,000 with a 10% discount for RYHA       | \$404,000 NTE cost**  |
| 2. ISG            | \$37,400 + 6-7% construction cost (\$11.5M)  | \$727,400 - \$842,000 |
| 3. JLG Architects | \$21,500 + 6.75% construction cost (\$11.5M) | \$764,000             |
- \*\* Add \$82,500 for central ice plant design by IMEG (subconsultant) due to miscommunication

The consultant selection team selected HTG Architects to perform the work based on their experience and their cost proposal. HTG first started working with the City of Rogers in 2004. They worked with Kinghorn Construction as the Construction Manager to deliver the Public Works/City Hall building. They also worked with the city on the Police Station with RJM as the Construction Manager. Most recently, they worked with Terra on the Lions Park Event Center. Through each of these projects, they worked with city staff to deliver a cost-effective solution that met the needs of the city. They have also worked recently with the Rogers Youth Hockey Association to help them evaluate options for adding more ice to serve the Rogers area.

Another article of the Term Sheet is that RYHA is to deposit an escrow with the City to pay for engineering and architectural design costs. RYHA will be responsible for the design engineering costs and agrees to provide additional escrows as needed. Any unused escrow will be used for the project or returned to RYHA.

**Final execution of the Professional Services Agreement is contingent upon RYHA depositing an escrow with the city to pay for the engineering architectural services in accordance with the fully executed Term Sheet.**

**Staff Recommendation**

Motion to Approve Professional Services Agreements with HTG Architects, Rogers Activity Center Ice Expansion, City Project No. 2406

**Financial Impact:** \$486,500.00

**Budgeted?** N/A

**Source Fund:** RYHA

**Notes:**

**ATTACHMENTS:**

Description

[HTG Professional Services Agreement with Proposal](#)

[ISG Proposal](#)

[JLG Architects Proposal](#)



**REQUEST FOR ACTION  
ROGERS ARENA  
COMMISSION**

**Meeting Date:** September 30, 2024

**Agenda Item:** No. 5.2

**Subject:** Naming Rights Discussion

**Prepared By:** Mike Bauer Parks and Recreation Director

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**Recommended City Council Action**

Pending discussion.

**Overview / Background**

Chris Potenza from Front Burner Sports and Entertainment will be on hand to discuss naming rights strategies.

**ATTACHMENTS:**

Description

RYHA Gift Levels

RYHA Cost and Availability

City of Rogers Term Sheet Numbers

Other Facilities



RAC Expansion Gift Levels	Spots Available	Arena Naming Rights (1 spot)	Rink Naming Rights (2 spots)	Other Naming Rights*	Marketing Recognition to All RYHA Members	Season Tickets & Concession Pass	Name on Donor Recognition Wall	Brick Name Display	Logo / Name on RYHA Website	RYHA Donor Recognition Merch
Founders \$1,00,000+	1	x			x	x	x	x	x	x
Champions \$500,000+	2		x		x	x	x	x	x	x
Leaders \$50,000+	10			x	x	x	x	x	x	x
Patrons \$25,000+	25				x	x	x	x	x	x
Donors \$10,000+	60						x	x	x	x
Friends \$1,000+	195							x	x	x
Community \$100+	300									x

GIFT LEVEL DETAILS \$\$\$		
Gift Level	Needed Donations	Total \$
Founders \$1,00,000+	1	\$1,000,000
Champions \$500,000+	2	\$1,000,000
Leaders \$50,000+	10	\$1,550,000
Patrons \$25,000+	25	\$625,000
Donors \$10,000+	60	\$600,000
Friends \$1,000+	195	\$195,000
Community \$100+	300	\$30,000
		<b>\$5,000,000</b>



## Naming Rights Costs and Availability

Naming Rights	Cost	Donated By
Facility	\$1,000,000	
Rink 1	\$500,000	
Rink 2	\$500,000	
Dryland Facility	\$250,000	
JV Locker Rooms	\$250,000	
Bleachers 1	\$100,000	
Bleachers 2	\$100,000	
Scoreboard	\$100,000	
Restrooms	\$100,000	
Team Room 1	\$50,000	
Team Room 2	\$50,000	
Team Room 3	\$50,000	
Team Room 4	\$50,000	

**Naming Rights**

**Revenue**

Entire Facility	\$ 65,000	15	\$ 975,000	\$396,303	Net Split between Ice
Rink 1	\$ 30,000	15	\$ 450,000	\$365,818	
Rink 2	\$ 20,000	15	\$ 300,000	\$243,879	
Activity Room	\$ 10,000	15	\$ 150,000	\$121,939	
Turf	\$ 40,000	15	\$ 600,000	\$487,758	
			<b>Total Revenue</b>	<b>\$2,475,000</b>	

**Expenses**

Foundation	\$ 3,000	12	\$ 36,000	
Commission		0.12	\$ 297,000	
Production	\$ 130,000		\$ 130,000	
			<b>Total Expenses</b>	<b>\$ 463,000</b>
			<b>Net</b>	<b>\$2,012,000</b>

**Net**

Ice Naming Rights	\$1,127,939
Turf Naming Rights	\$ 884,061

and Turf

Facility	Naming Right	Term	Annual	Total	Notes
Woodburry	Entire Facility	15	\$ 114,000	\$1,710,000	Includes all the dasher ads
Vadnais Heights	Both Rinks and building	15	\$ 137,000	\$2,055,000	
	Fieldhouse	15	\$ 27,500	\$ 412,500	
Elk River	Building	15	\$ 65,000	\$ 975,000	Wanted local donors
	Rink 1	15	\$ 30,000	\$ 450,000	
	Rink 2	15	\$ 24,000	\$ 360,000	
	Concessions	15	\$ 15,000	\$ 225,000	No longer in place included catering
Alexandria	Facility	15	\$ 99,000	\$1,485,000	
	Rink 1	15	\$ 32,500	\$ 487,500	
	Rink 3	15	\$ 30,000	\$ 450,000	
	Curling Rink	15	\$ 24,000	\$ 360,000	
Grand Rapids	Facility	20	\$ 80,000	\$1,600,000	Includes use of skid steer and attachments, sponsor pays for all signage above the sponsorship fee
	Minor Sponsors	15	\$ 10,000	\$ 150,000	

Besides the GR rule of thumb, first year's payment goes towards signs/recognition.  
Frontburner sold all but GR



**REQUEST FOR ACTION  
ROGERS ARENA  
COMMISSION**

**Meeting Date:** September 30, 2024

**Agenda Item:** No. 7.1

**Subject:** Partner Updates

**Prepared By:** Mike Bauer Parks and Recreation Director

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**Overview / Background**

Updates are given by the partner organizations for the Arena Commission

RYHA

RRFOBC

Staff update attached.

**ATTACHMENTS:**

Description

Staff Report Sept 2024

# STAFF REPORT



## **Power Outage**

On Saturday, September 21, the Activity Center, along with most of the north side of Rogers, lost power for a few hours from 3:45-6:30 pm. When the power was restored, the compressors would not start. When the part-time staff could not get the compressors to start, and we could not log in remotely, Director Bauer called Assist Manager Goodrich to troubleshoot the system in person. After going through the compressor system and not finding a reason for the system not to start, he called for after-hours service from SCR, our mechanical contractor, for the ice system. SCR sent their on-call technician, who was accustomed to working on grocery store systems. Not long after arriving on Saturday evening, they found that he could not connect to part of the control system in the Compressor Room. IS Director Greninger came in to help troubleshoot whether it was a network or controller issue. With Jason's help (Thank you!), the local controller operating the condenser fan, water pump, and chiller barrel is bad, possibly related to the power outage.

After a few hours, they got the system running manually. We hope to find out more this afternoon when the contractor that installed the controls is on site. Since Saturday evening, the system has been running manually, with adjustments occurring throughout the day and night. Some adjustments can be made remotely via computer, while others must be made in person. Bauer and Goodrich have shared the around-the-clock monitoring of the system and making in-person adjustments. Besides the 3.5 hours lost while the power was out, RYHA could continue their tryouts, and no more rental hours were lost. Once everything is operational and invoices are received, we will determine whether this will be an insurance claim.

## **Ice Plant Update**

In the last week of June, our contractor added calcium chloride brine to the refrigeration system. It is a slow process that has taken about two days; brine from the closed loop system is drained into a barrel and mixed with a powder form of calcium chloride, which is mixed in a barrel and fed into the system through what amounts to a garden hose. We will add up to 1100 pounds of new calcium chloride to the system with the goal of a 26% solution. About half of the calcium chloride was added on Tuesday and Wednesday; we will let the system run for a week before we test the brine again and determine how much more we need to add more. Also, this week, the failed recirculation pump was picked up and taken to a repair shop to be rebuilt. So far, the new paint and refrigeration system has run well since the June 4<sup>th</sup> incident.

## **Learn to Skate**

<b>Class</b>	<b>Number of Participants</b>	<b>Revenue</b>
Snowplow Sam 1	11	\$ 759.00
Snowplow Sam 2	7	\$ 483.00
Snowplow Sam 3	3	\$ 207.00
Snowplow Sam 4	0	\$ -
Basic Skills 1	9	\$ 621.00

Basic Skills 2	5	\$ 345.00
Basic Skills 3	2	\$ 138.00
Basic Skills 4	2	\$ 138.00
Hockey 1	2	\$ 138.00
Hockey 2	8	\$ 552.00
Hockey 3	2	\$ 138.00
Hockey 4	1	\$ 69.00
Hockey Edge	4	\$ 276.00
Adult Skating class	2	\$ 138.00
<b>Total</b>	<b>58</b>	<b>\$ 4,002.00</b>

- Two new classes: Hockey Edge and Adult Skating Class. The adult skating class is gear towards anyone ages 13+ who are interested in learning the basics of skating. Our two registrants are 13 and 14 years old.
- Numbers are lower compared to 2023, we had 77 registered June 2023 and 63 registered July 2023.

#### July Summer II Session

- Tues, Weds, Thurs 7/16/24 - 7/25/24

Class	Participants	Revenue
Adult/Teen Class	2	\$138.00
Basic Skills 1	7	\$483.00
Basic Skills 2	4	\$276.00
Basic Skills 3	1	\$69.00
Basic Skills 4	1	\$69.00
Hockey 1	6	\$414.00
Hockey 2	6	\$414.00
Hockey 3	2	\$138.00
Hockey 4	0	\$-
Hockey Edge	1	\$69.00
Snowplow Sam 1	10	\$690.00
Snowplow Sam 2	10	\$690.00
Snowplow Sam 3	1	\$69.00
Snowplow Sam 4	1	\$69.00
<b>Total</b>	<b>52</b>	<b>\$3,588.00</b>



<b>2024</b>	<b>Items Sold</b>	<b>Gross Sales</b>	<b>% Change</b>
Admission	2745	\$15,622.00	48%
Concessions	28151	\$82,242.50	-11%
Equipment Rental	784	\$1,478.00	-31%
Gate	4462	\$27,571.00	6%
Passes & Coupons	34	\$1,500.00	47%
Pro-Shop	493	\$2,829.00	-10%
<b>Grand Totals</b>	<b>36,669</b>	<b>\$131,242.50</b>	<b>-3%</b>
<b>2023</b>	<b>Items Sold</b>	<b>Gross Sales</b>	
Admission	2306	\$10,538.00	
Concessions	31973	\$91,932.75	
Equipment Rental	1152	\$2,143.00	
Gate	4409	\$26,109.00	
Passes & Coupons	23	\$1,022.00	
Pro-Shop	501	\$3,144.00	
<b>Grand Totals</b>	<b>40,364</b>	<b>\$134,888.75</b>	
* YTD POS report is a measure of sales made from the Point of Sales device not balanced against GL.			
<b>2024 Ice Rental</b>	\$ 223,943	Through September 2024	
<b>2023 Ice Rental</b>	\$ 221,641		