



# MAYOR & COUNCIL COMMUNICATION

**DATE:** October 6, 2015  
**REGULAR**  
**ITEM** 14

**AGENDA ITEM:** 2016 Street, Drainage and Utility Improvements – Resolution Receiving Feasibility Report and Calling Hearing on Improvement

**SUBMITTED BY:** Ryan Stempksi, Assistant City Engineer

**THROUGH:** Clark Schroeder, Interim City Administrator

**REVIEWED BY:** Julie Johnson, City Clerk  
Cathy Bendel, Finance Director  
Jack Griffin, City Engineer

**SUGGESTED ORDER OF BUSINESS:**

- Introduction of Item ..... City Engineer
- Report/Presentation..... City Engineer
- Questions from Council to Staff ..... Mayor Facilitates
- Public Input, if Appropriate ..... Mayor Facilitates
- Call for Motion ..... Mayor & City Council
- Discussion ..... Mayor & City Council
- Action on Motion ..... Mayor Facilitates

**POLICY RECOMMENDER:** Engineering.

**FISCAL IMPACT:** None.

The Feasibility Report was previously authorized. Calling for and conducting the Public Improvement Hearing is included in the feasibility report scope of services.

**SUMMARY AND ACTION REQUESTED:**

The City Council is respectfully requested to consider adopting Resolution No. 2015-XX receiving the Feasibility Report and calling for a Public Improvement Hearing for the 2016 Street, Drainage and Utility Improvements to be held on November 3, 2015. The recommended motion for this action is as follows:

***“Move to adopt Resolution No. 2015-79, receiving the Feasibility Report and calling Hearing for the 2016 Street, Drainage and Utility Improvements.”***

**LEGISLATIVE HISTORY/BACKGROUND INFORMATION:**

The 2016 Street Improvements were identified in the City’s 5-Year Street Capital Improvement Program. The City is also responding to petitions for municipal water along Kelvin Avenue North.

The feasibility report was authorized by the city council on August 4, 2015 in order to ready these improvements for 2016 construction. A feasibility report must be prepared to meet state statutory requirements if any portion of the project is to be assessed to benefitting properties. The report identifies the necessary improvements, the estimated project costs, the assessment methodology and preliminary assessment amounts to be levied against properties adjacent to and benefitting from the street, drainage and utility improvements.

The improvements consist of the following:

- Reconstruction of Kirkwood Avenue North from 50<sup>th</sup> Street to the north cul-de-sac. The improvement includes a new bituminous surface along an existing gravel roadway. In 2011 the property owners petitioned the City to be scheduled within the Street CIP for a new paved roadway.
- Reconstruction of Kelvin Avenue North from Old TH5 to the north cul-de-sac. The report considers improvements to convert a portion of a private drive serving 8 residential properties to a public street. The converted street would become an extension of Kelvin Avenue North.
- Resurfacing the streets through a street reclaim within the Stonegate 1<sup>st</sup> Addition, including 9<sup>th</sup> Street North, Jasmine Avenue Place North, and Jasmine Avenue North from 10<sup>th</sup> Street to Julep Avenue North.
- Based upon receipt of a property owner petition, extension of 6-inch, 8-inch and 12-inch diameter lateral and trunk watermain is considered along Kelvin Avenue North with service stubs to existing properties. Recommendation of associated watermain improvements is dependent upon support of the property owners to be 100% assessed.

The total estimated project cost is \$1,409,000. The street improvement portion is \$1,195,000 and the watermain improvement is \$214,000. The improvements would be partially assessed against the benefitting properties consistent with the City’s Special Assessment Policy. Residential street improvements are typically assessed 30% of the total project costs while watermain improvements are assessed 100% to the benefitting properties. Kirkwood Avenue North property owners will be assessed 100% of the bituminous paving costs and 30% of the remaining base and shouldering improvements, since the bituminous surface is a new improvement. The City’s general tax levy typically covers the bond payments for the remaining street improvements. The Water Enterprise Fund is used to cover the watermain oversize or trunk costs. A lateral benefit assessment would be levied against properties along the proposed trunk watermain on Kelvin

Avenue. Assessments for street improvements are levied over 10 years while assessments for watermain improvements are levied over 15 years. The feasibility report findings and recommendations will be further presented at the meeting.

**RECOMMENDATION:**

Staff is recommending that the City Council adopt Resolution No. 2015-79, receiving the Feasibility Report and calling Hearing for the 2016 Street, Drainage and Utility Improvements. The recommended motion for this action is as follows:

***“Move to adopt Resolution No. 2015-79, receiving the Feasibility Report and calling Hearing for the 2016 Street, Drainage and Utility Improvements.”***

**ATTACHMENT(S):**

1. Resolution 2015-79 Receiving the Feasibility Report for the 2016 Street Improvements.
2. Notice of Hearing on Improvement.
3. Location Maps.
4. Project Schedule.
5. Feasibility Report (*available for review at City Hall*)

**CITY OF LAKE ELMO  
WASHINGTON COUNTY  
STATE OF MINNESOTA**

**RESOLUTION NO. 2015-79**

**A RESOLUTION RECEIVING A FEASIBILITY REPORT FOR THE  
2016 STREET, DRAINAGE AND UTILITY IMPROVEMENTS AND  
CALLING HEARING ON IMPROVEMENT**

**WHEREAS**, pursuant to city council authorization, adopted on August 4, 2015, a feasibility report has been prepared by FOCUS Engineering, Inc. for the 2016 Street, Drainage and Utility Improvements; and

**WHEREAS**, the feasibility report recommends that benefitting properties along the project route be assessed all or a portion of the cost of the improvements pursuant to the city's Special Assessment Policy and Minnesota Statutes, Chapter 429; and

**WHEREAS**, the feasibility report provides information regarding whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvements as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

**NOW, THEREFORE, BE IT RESOLVED,**

1. That the City Council will consider the improvements in accordance with the report and the assessments of the abutting properties for all or a portion of the cost of the improvements pursuant to Minnesota Statutes, Chapter 429 with an estimated total project cost of \$1,195,000 for the street improvements and an estimated total project cost of \$214,000 for the watermain improvements.
2. A public hearing shall be held on such proposed improvements on the 3<sup>rd</sup> day of November, 2015, in the council chambers of the City Hall at or approximately after 7:00 P.M. and the clerk shall give mailed and published notice of such hearing and improvement as required by law.

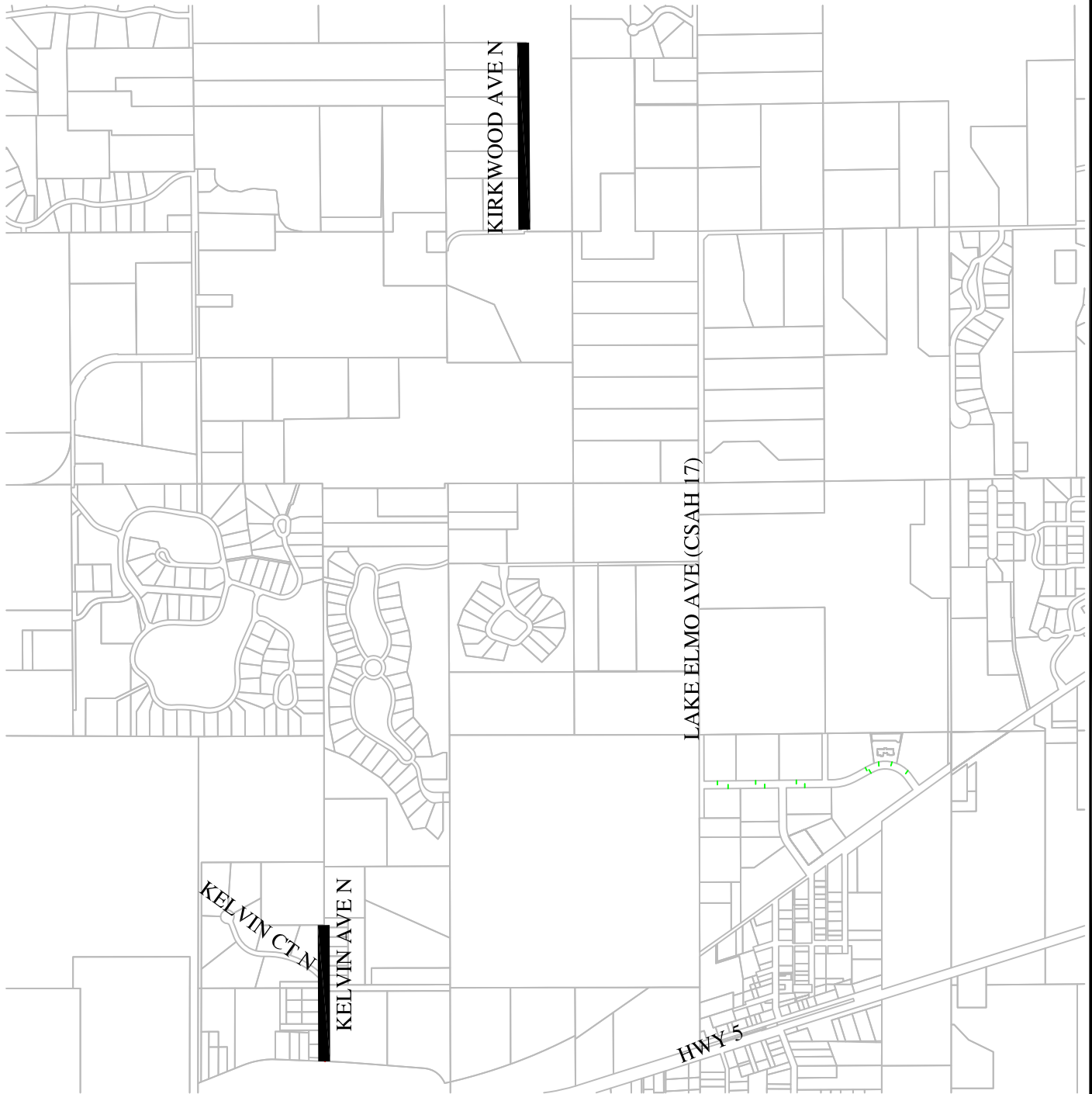
**ADOPTED BY THE LAKE ELMO CITY COUNCIL ON THE SIXTH DAY OF OCTOBER, 2015.**

**CITY OF LAKE ELMO**

By: \_\_\_\_\_  
Mike Pearson  
Mayor

(Seal)  
ATTEST:

\_\_\_\_\_  
Julie Johnson  
City Clerk



**LEGEND**

 2016 STREET IMPROVEMENTS

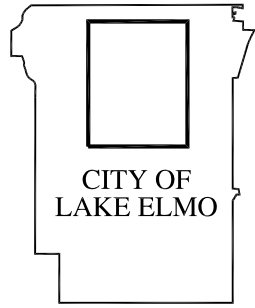


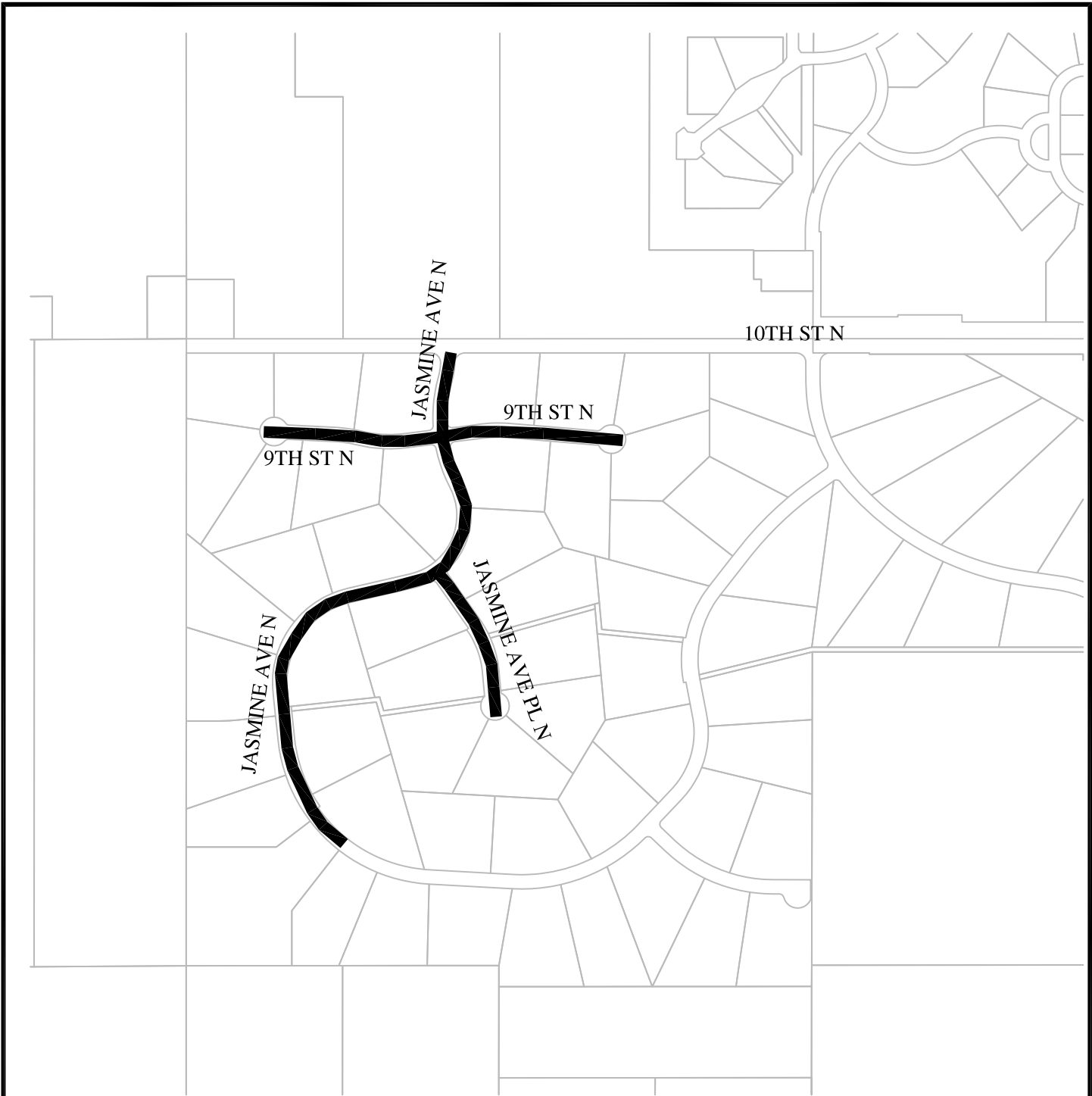
FIGURE NO. 1

**LOCATION MAP**

KIRKWOOD AVENUE NORTH &  
KELVIN AVENUE NORTH

**FOCUS**  
ENGINEERING

2016 STREET IMPROVEMENTS  
PROJECT NO. 2015.129  
SEPTEMBER, 2015



**LEGEND**

 2016 STREET IMPROVEMENTS



FIGURE NO. 2

**LOCATION MAP**

STONEGATE 1ST ADDITION

PRELIMINARY PROJECT SCHEDULE  
CITY OF LAKE ELMO

**FOCUS** ENGINEERING, inc.

Cara Geheren, P.E. 651.300.4261  
Jack Griffin, P.E. 651.300.4264  
Ryan Stempksi, P.E. 651.300.4267  
Chad Isakson, P.E. 651.300.4283

2016 STREET, DRAINAGE AND UTILITY IMPROVEMENTS  
PROJECT NO. 2015.129

*AUGUST 2015*

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August 4, 2015	Council authorizes Feasibility Report.
October 6, 2015	Presentation of Feasibility Report. Council accepts Report and calls Hearing.
November 3, 2015	Public Improvement Hearing. Council orders preparation of Plans and Specifications.
February 16, 2016	Council approves Plans and Specifications and orders Advertisement for Bids.
March 17, 2016	Receive Contractor Bids.
April 5, 2016	Council accepts Bids and awards Contract.
May 2, 2016	Conduct Pre-Construction Meeting and issue Notice to Proceed.
August 12, 2016	Substantial Completion.
September 30, 2016	Final Completion.