



MAYOR & COUNCIL COMMUNICATION

DATE: February 2, 2016
REGULAR
ITEM # 12

AGENDA ITEM: Old Village Phase 2: Street, Drainage, and Utility Improvements – Authorize Preparation of a Feasibility Report

SUBMITTED BY: Jack Griffin, City Engineer

THROUGH: Clark Schroeder, Interim City Administrator

REVIEWED BY: Chad Isakson, Project Engineer
Cathy Bendel, Finance Director

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: \$5,500.

If authorized, FOCUS Engineering Inc., will prepare a feasibility report in the not to exceed amount of \$5,500 for the Old Village Phase 2 Street, Drainage, and Utility Improvements. If the improvements are ordered, the report costs will be charged against the project fund and become assessable to the benefitting properties. Should the project not be constructed, the report costs cannot be assessed.

SUMMARY AND ACTION REQUESTED:

The City Council is respectfully requested to consider approving Resolution No. 2016-XX, Ordering the Preparation of a Feasibility Report meeting MN State Statute 429 for the Old

Village Phase 2 Street, Drainage, and Utility Improvements so that the costs may be wholly or partially assessed to the benefitting properties.

LEGISLATIVE HISTORY/BACKGROUND INFORMATION:

The City of Lake Elmo and Washington County have been working jointly on the Old Village Improvements Project: Phase 1 and Phase 2 for the past year and a half to improve the Old Village and extend municipal sanitary sewer service into the downtown area. The Phase 1 Improvements occurred over the past construction season and design for the Phase 2 Improvements is ongoing with construction scheduled to begin in the summer of 2016.

Phase 2 improvements include street, drainage, sanitary sewer and watermain along 30th Street North from the Reid Park lift station to Lake Elmo Avenue and Lake Elmo Avenue from 30th Street to County State Aid Highway (CSAH) 14. While Washington County is the lead agency for the project, each entity will be responsible for sharing in the project costs consistent with the project Cooperative Agreement No. 9660.

Special assessments have been identified as one of the available funding mechanisms for the improvements where the benefitting properties are specially assessed all or a portion of the cost of the improvement, pursuant to the City's Special Assessment Policy, the project assessment methodology used for the Phase 1 Improvements, and Minnesota Statutes, Chapter 429. In order to maintain special assessments as a viable funding alternative, the City Council must direct the preparation of a feasibility report meeting the statutory process for public improvements that are specially assessed.

The report will advise on the improvements being recommended along each corridor, provide estimated project costs for the City cost participation of the recommended improvements, including easement and right-of-way, permits, and other requirements of other local agencies needed to implement the improvements, recommend whether the improvements should be made as proposed or in connection with some other improvement, and advise if the improvements are necessary, cost effective, and feasible. The Report will also provide a preliminary assessment roll for each of the benefitting properties consistent with the project assessment methodologies used for the Phase 1 Improvements.

Utility improvements will address both sanitary sewer service to replace individual on-site treatment systems and replacement of aging watermain infrastructure. Costs will be provided by Washington County's design consultant based upon the Washington County cost participation policy and in accordance with the project Cooperative Agreement.

Streetscape improvement costs (landscaping, street lighting, etc.) will be included in the scope of this report. These costs reflect the design direction previously provided by the City Council.

RECOMMENDATION:

Staff is recommending that the City Council authorize FOCUS Engineering, Inc. to prepare a Feasibility Report for the Old Village Phase 2 Street, Drainage, and Utility Improvements in the estimated amount of \$5,500. The recommended motion for this action is as follows:

“Move to approve Resolution No. 2016-08, Ordering preparation of a Feasibility Report by FOCUS Engineering for the Old Village Phase 2 Street, Drainage, and Utility Improvements in a not to exceed amount of \$5,500.”

ATTACHMENT(S):

1. Resolution No. 2016-08, Ordering Preparation of a Feasibility Report.
2. Location Map.
3. Project Schedule.

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

RESOLUTION NO. 2016-08

**A RESOLUTION ORDERING PREPARATION OF A FEASIBILITY
REPORT FOR THE OLD VILLAGE PHASE 2 STREET, DRAINAGE, AND
UTILITY IMPROVEMENTS**

WHEREAS, the City of Lake Elmo and Washington County have entered into a Cooperative Agreement to jointly make Street, Drainage and Utility Improvements to City and County infrastructure in and around the Old Village area in downtown Lake Elmo; and

WHEREAS, the improvements are being completed in two phases with Old Village Phase 1 consisting of a portion of the City streets including Upper 33rd Street North and Laverne Avenue North, and including the construction of the Regional Infiltration Pond; and the Old Village Phase 2 consisting of CSAH 17 (Lake Elmo Avenue) from CSAH 14 (Old Hwy 5) to 30th Street, and 30th Street from CSAH 17 east to the Reid Park lift station; and

WHEREAS, the Old Village Phase 1 Improvements began construction in 2015 and the Old Village Phase 2 Improvements are proposed for construction beginning in 2016; and

WHEREAS, each entity is responsible for sharing in the project costs per Cooperative Agreement No. 9660, dated June 2015; and

WHEREAS, the Phase 2 Improvements includes street, drainage and utility improvements, including the extension of sanitary sewer service and replacement of aging watermain infrastructure along the following corridors;

- 30th Street North, from the Reid Park lift station to Lake Elmo Avenue.
- Lake Elmo Avenue, from 30th Street North to CSAH 14.

WHEREAS, it is proposed to assess the benefiting properties for all or a portion of the cost of the improvement, pursuant to the City's Special Assessment Policy and Minnesota Statutes, Chapter 429.

NOW, THEREFORE, IT IS HEREBY RESOLVED,

That the proposed improvement, called the Old Village Phase 2 Street, Drainage, and Utility Improvements, be referred to the City Engineer and FOCUS Engineering, and that FOCUS Engineering is instructed to complete a feasibility report in accordance with Minnesota Statutes, Chapter 429 for the proposed improvements, and to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible; whether it should be best made as proposed or in connection with some other improvement; using estimated costs for the recommended

improvements as determined by the County's design consultant; and a description of the methodology used to calculate individual assessments for affected parcels.

**ADOPTED BY THE LAKE ELMO CITY COUNCIL ON THE SECOND DAY OF
FEBRUARY 2016.**

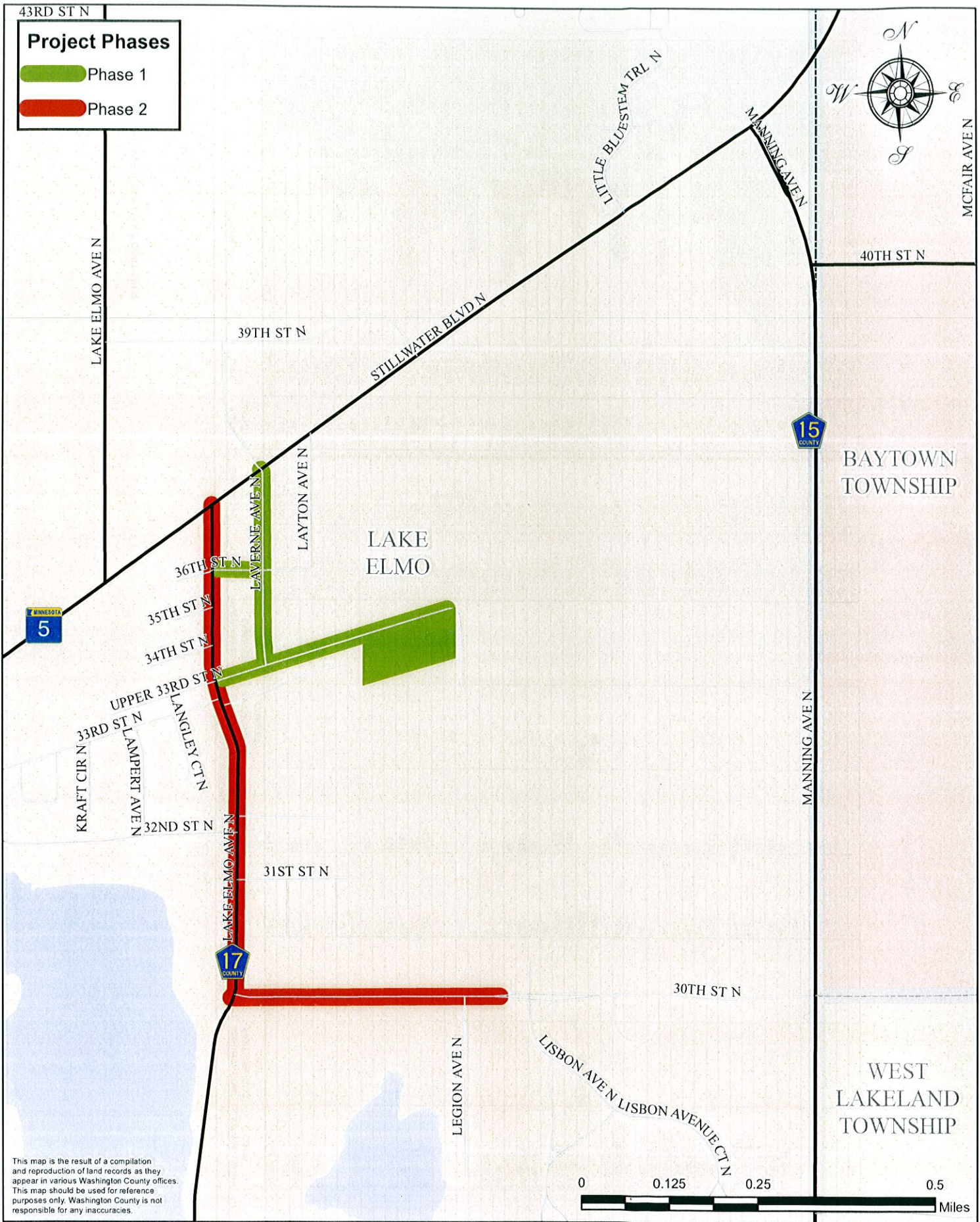
CITY OF LAKE ELMO

By: _____
Mike Pearson
Mayor

(Seal)

ATTEST:

Julie Johnson
City Clerk



PROJECT SCHEDULE
CITY OF LAK ELMO

OLD VILLAGE PHASE 2: STREET, DRAINAGE
AND UTILITY IMPROVEMENTS
PROJECT NO. 2013.134

FOCUS ENGINEERING, inc.

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

JANUARY 2016

FEBRUARY 5, 2015	Council approves Phase 2 Municipal Consent. County proceeds with Final Design.
FEBRUARY 2, 2016	Council authorizes the preparation of the Phase 2 Feasibility Report.
FEBRUARY 16, 2016	County presents final plans and specifications. No formal action required.
MARCH 1, 2016	County posts advertisement for bid.
MARCH 15, 2016	Council accepts Report and adopts project assessment policy. Calls Public Improvement Hearing.
MARCH 24, 2016	Notice of Public Hearing (Publish April 4 and April 11, 2016).
APRIL 1, 2015	County Accepts Contractor Bids.
APRIL 19, 2015	Public Improvement Hearing. Council approves "Concurrence" to award contract. Council <u>Orders the Improvement</u> for the Old Village Phase 2: Street, Drainage, and Utility Improvements (Requires 4/5 th vote).
MAY, 2016	Start of Phase 2 Construction. <ul style="list-style-type: none">• NOVEMBER, 2016 Substantial Completion.• JULY, 2017 Final Completion.