



STAFF REPORT

DATE: August 15, 2017

REGULAR

AGENDA ITEM: 2018 Street Improvements – Authorize Preparation of a Feasibility Report

SUBMITTED BY: Jack Griffin, City Engineer

REVIEWED BY: Krintina Handt, City Administrator
Rob Weldon, Public Works Director
Chad Isakson, Assistant City Engineer

ISSUE BEFORE COUNCIL: Should the City Council authorize the preparation of a feasibility report for the 2018 Street Improvements?

BACKGROUND: In conjunction with the City's Annual Street Maintenance Program, the City has implemented and maintains a five (5) year street Capital Improvement Program which provides long-term planning and management of street and transportation infrastructure throughout the City. The CIP Program consists of a 5-year overview of scheduled capital street projects to address the City's goals for maintaining public street infrastructure to an acceptable level of service. The 5-year horizon of the CIP provides the city with an opportunity to evaluate project priorities annually and to adjust the timing, scope, and cost of projects as new information becomes available.

Streets are selected and scheduled for reconstruction using a pavement management system where each street pavement in the City is assigned a condition rating based on visual inspection of the pavement distresses and observed deterioration. The number of streets selected each year is dependent upon the amount of funding available. Streets that have exceeded their life expectancy and can no longer be effectively maintained are programmed for reconstruction in the City's Street CIP.

PROPOSAL DETAILS/ANALYSIS: In accordance with the Street Capital Improvement Plan (CIP) the streets programmed for improvements in 2018, outside of the Old Village area, are located in the South Tri-Lakes area and are individually listed as follows:

- Jamaca Avenue North, from Jamaca Boulevard North to Jane Road North.
- Jane Road North, from Jamaca Avenue North to Lake Jane Trail North.
- Jane Court North, from Jane Road North to cul-de-sac.
- 53rd Street North, from Jamaca Boulevard North to the east border of Fox Fire Estates.
- Jerome Avenue North, from 53rd Street North to 49th Street North.
- Jerome Avenue Court North, from Jerome Avenue North to cul-de-sac.

In order to initiate the improvement the Council must direct the preparation of a feasibility report as required by the statutory process for public improvements that are specially assessed. The feasibility report will advise on the scope of recommended improvements for each local street; provide estimated project costs of the recommended improvements; identify easement and right-of-way, permits and other requirements of other local agencies needed to implement the improvements; recommend whether the improvements should be best 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

proposed preliminary assessment roll for each of the benefitting properties based upon the City's Special Assessment Policy for Local Improvements.

The improvements would likely include street reclamation, storm sewer and drainage improvements consistent with the 2017 Street Improvements completed in the North Tri-Lakes area. Water quality improvements will be evaluated and incorporated as necessary to meet VBWD permitting requirements. A project schedule for the 2018 Street Improvements is attached and outlines the implementation timeframe necessary to ready the improvements for construction in 2018. The proposed schedule provides necessary time to address public involvement, acquire project related easements, acquire field survey before heavy snowfall, and to receive contractor bids early in 2018 to promote a competitive bid environment.

FISCAL IMPACT: \$9,200.

If authorized, FOCUS Engineering Inc., will prepare a feasibility report in the not to exceed amount of \$9,200 for the 2018 Street 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.

RECOMMENDATION: Staff is recommending that the City Council approve Resolution No. 2017-088, Ordering Preparation of a Feasibility Report for the 2018 Street Improvements. The recommended motion for this action is as follows:

“Move to approve Resolution No. 2017-088, Ordering preparation of a Feasibility Report for the 2018 Street Improvements to be completed by FOCUS Engineering, Inc. in the not to exceed amount of \$9,200.”

ATTACHMENTS:

1. Resolution No. 2017- 088, Ordering Preparation of a Feasibility Report.
2. 2018 Street and Utility Improvements – Location Map.
3. 2018 Street and Utility Improvements – Project Schedule.

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

RESOLUTION NO. 2017-088

**A RESOLUTION ORDERING THE PREPARATION OF A FEASIBILITY
REPORT FOR THE 2018 STREET IMPROVEMENTS**

WHEREAS, the City maintains a 5-year revolving Street Capital Improvement Program (Street CIP) to promote the strategic use of limited financial resources while maintaining, developing or replacing the City's local street network; and

WHEREAS, the Street CIP represents the City's long-range street improvement program that identifies the present and future needs and priorities, and develops a schedule of public improvements to address the most essential improvements first; and

WHEREAS, with a street reconstruction project the City reviews and considers the potential replacement or need for utility improvements in accordance with the City's 2030 Comprehensive Plan, including storm sewer, watermain or sanitary sewer, to be constructed in conjunction with the street improvement; and

WHEREAS, it is proposed to initiate the 2018 Street Improvement project to improve the following local streets; Jamaca Avenue North, from Jamaca Boulevard North to Jane Road North; Jane Road North, from Jamaca Avenue North to Lake Jane Trail North; Jane Court North, from Jane Road North to cul-de-sac; 53rd Street North, from Jamaca Boulevard North to the east border of Fox Fire Estates, Jerome Avenue North, from 53rd Street North to 49th Street North, and Jerome Avenue Court North, from Jerome Avenue North to cul-de-sac.

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, BE IT RESOLVED,

That the proposed improvement, called the 2018 Street 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; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

**ADOPTED BY THE LAKE ELMO CITY COUNCIL ON THE FIFTEENTH DAY OF
AUGUST, 2017.**

CITY OF LAKE ELMO

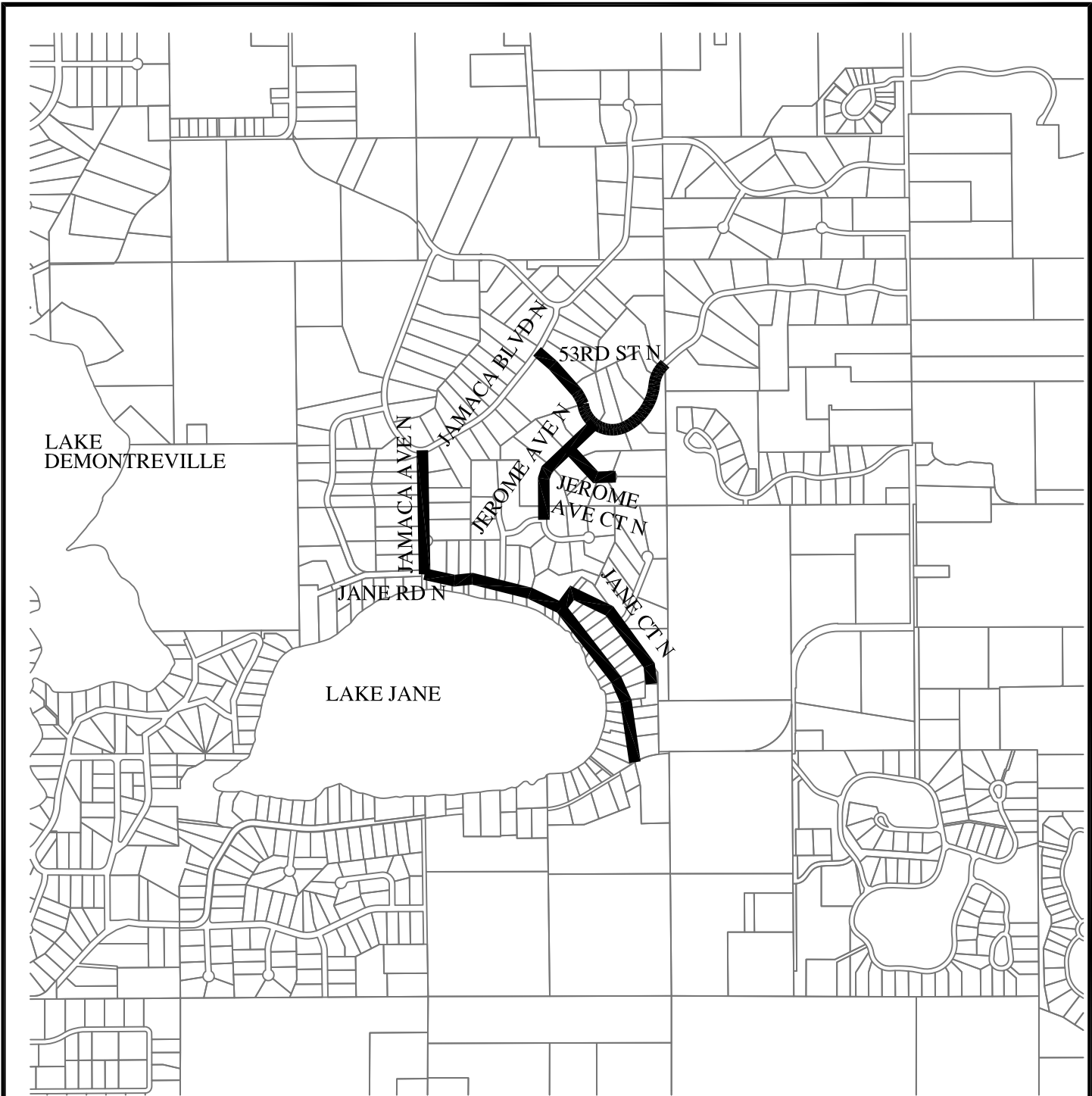
By: _____

Mike Pearson
Mayor

(Seal)

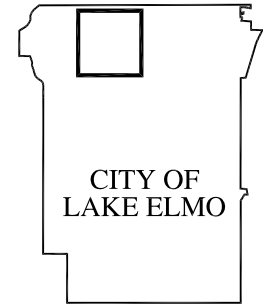
ATTEST:

Julie Johnson
City Clerk



LEGEND

 2018 STREET IMPROVEMENTS



CITY OF LAKE ELMO

FIGURE NO. 1

LOCATION MAP

SOUTH TRI LAKES AREA

FOCUS
ENGINEERING

2018 STREET IMPROVEMENTS
PROJECT NO. 2017.XXX
AUGUST, 2017

PROJECT SCHEDULE
CITY OF LAKE ELMO

FOCUS ENGINEERING, inc.

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

2018 STREET IMPROVEMENTS
PROJECT NO. 2017.XXX

AUGUST 2017

- AUGUST 15, 2017 Council authorizes Feasibility Report.
- OCTOBER 3, 2017 Presentation of Feasibility Report. Council accepts Report and calls Hearing.
- NOVEMBER 7, 2017 Public Improvement Hearing. Council Orders the Improvement and orders the preparation of Plans and Specifications (Requires 4/5th vote).
- FEBRUARY 20, 2018 Council approves Plans and Specifications and orders Advertisement for Bids.
- MARCH 22, 2018 Receive Contractor Bids.
- APRIL 3, 2018 Council accepts Bids and awards Contract.
- APRIL 30, 2018 Conduct Pre-Construction Meeting and issue Notice to Proceed.
- SEPTEMBER 21, 2018 Substantial Completion.
 - OCTOBER 26, 2018 Final Completion.