



STAFF REPORT

DATE: August 21, 2018

REGULAR

ITEM #: 18

AGENDA ITEM: 2019 Street and Utility 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 2019 Street and Utility 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 2019 include the following:

- 36th Street North, from Jamaca Avenue to Irwin Avenue.
- 37th Street North, from Jamaca Avenue to Irwin Avenue.
- Irwin Avenue North, from 36th Street to 37th Street.
- 38th Street North, from Innsdale Avenue to Ideal Avenue.
- 39th Street North, from Innsdale Avenue to Ideal Avenue.
- Innsdale Avenue North, from 38th Street to 39th Street.

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.

These improvement areas were part of the 2015 Street Improvement project. The feasibility report was completed but the project was cancelled to find bonding capacity for the Downtown Capital Improvement projects. A geotechnical investigation was completed for each of these neighborhoods that verified that a full street reconstruction with a granular subbase will be required together with storm sewer improvements to address localized drainage issues. The report should review an option to extend watermain to the 38th/39th Street neighborhood and to replace the undersized 4-inch diameter watermain for the 36th/37th Street neighborhood. Stormwater quality improvements will be evaluated and incorporated as necessary to meet VBWD rules.

A project schedule for the 2019 Street and Utility Improvements is attached and outlines the implementation timeframe necessary to ready the improvements for construction in 2019. 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 2019 to promote a competitive bid environment.

FISCAL IMPACT: \$6,800.

If authorized, FOCUS Engineering Inc., will prepare a feasibility report in the not to exceed amount of \$6,800 for the 2019 Street 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. In addition, staff recommends that the report costs incurred by the City to complete the 2015 Street and Utility Improvements Feasibility Report (same project area) be included in the total project costs to be assessed.

RECOMMENDATION: Staff is recommending that the City Council approve a Resolution Ordering Preparation of a Feasibility Report for the 2019 Street and Utility Improvements. The recommended motion for this action is as follows:

“Move to approve Resolution No. 2018-097, Ordering preparation of a Feasibility Report for the 2019 Street and Utility Improvements to be completed by FOCUS Engineering, Inc. in the not to exceed amount of \$6,800.”

ATTACHMENTS:

1. Resolution Ordering Preparation of a Feasibility Report.
2. 2019 Street and Utility Improvements – Location Map.
3. 2019 Street and Utility Improvements – Project Schedule.

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

RESOLUTION NO. 2018-097

**A RESOLUTION ORDERING THE PREPARATION OF A FEASIBILITY
REPORT FOR THE 2019 STREET AND UTILITY 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 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 2019 Street and Utility Improvement project to improve the following local streets; 36th Street North, from Jamaca Avenue to Irwin Avenue, 37th Street North, from Jamaca Avenue to Irwin Avenue, Irwin Avenue North, from 36th Street to 37th Street, 38th Street North, from Innsdale Avenue to Ideal Avenue, 39th Street North, from Innsdale Avenue to Ideal Avenue, Innsdale Avenue North, from 38th Street to 39th Street, and

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 2019 Street 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; 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 TWENTY-FIRST DAY OF
AUGUST, 2018.**

CITY OF LAKE ELMO

By: _____

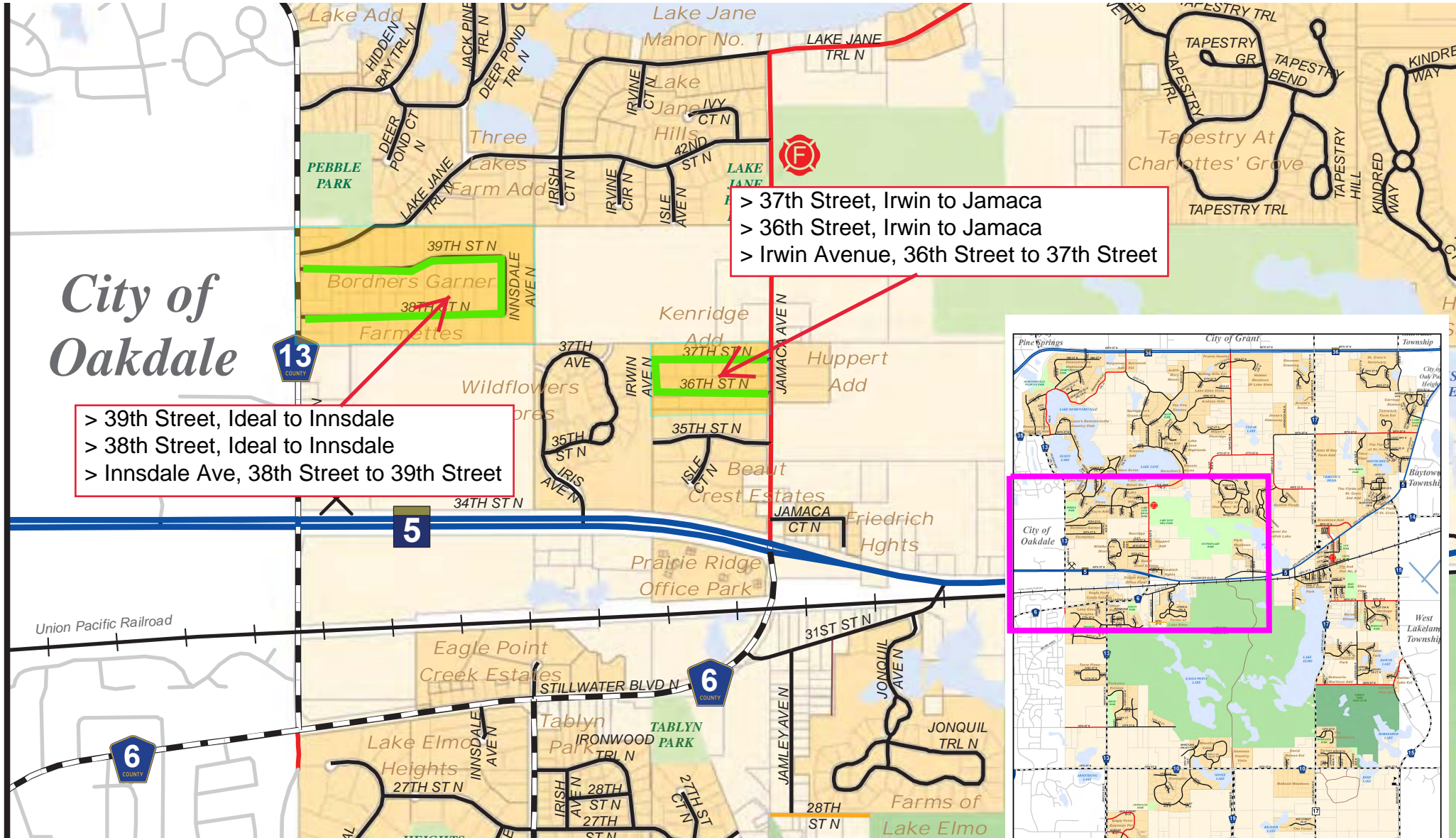
Mike Pearson
Mayor

(Seal)
ATTEST:

Julie Johnson
City Clerk

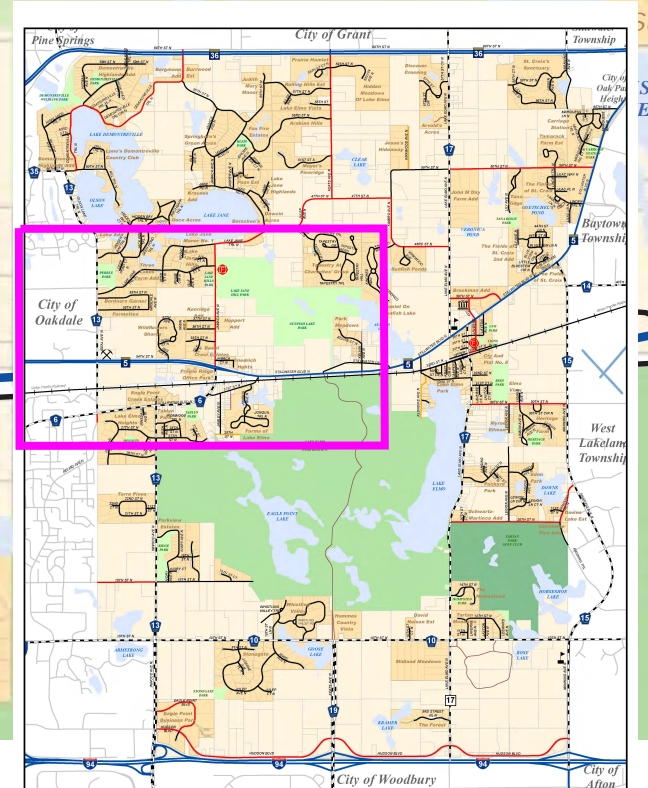
CITY OF LAKE ELMO

2019 STREET AND UTILITY IMPROVEMENTS



- > 37th Street, Irwin to Jamaca
- > 36th Street, Irwin to Jamaca
- > Irwin Avenue, 36th Street to 37th Street

- > 39th Street, Ideal to Innsdale
- > 38th Street, Ideal to Innsdale
- > Innsdale Ave, 38th Street to 39th Street



THE CITY OF LAKE ELMO

Street Map

Street Legend	City Hall	Parcels	0.5 0.25 0 0.5 Miles
State Hwy	Public Works Building	Subdivisions	
County Roads	Fire Stations	City Parks	Map Date: March 2013
City Streets	Schools	Lake Elmo Regional Park Reserve	Created By: Planning Department
City MSA Streets		Lakes	
City Streets - Gravel			
Private Streets			

PROJECT SCHEDULE
CITY OF LAKE ELMO

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

2019 STREET AND UTILITY IMPROVEMENTS
PROJECT NO. 2018.XXX

AUGUST 2018

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| AUGUST 21, 2018 | Council authorizes Feasibility Report. |
| OCTOBER 16, 2018 | Presentation of Feasibility Report. Council accepts Report and calls Hearing. |
| NOVEMBER 20, 2018 | Public Improvement Hearing. Council <u>Orders the Improvement</u> and orders the preparation of Plans and Specifications (Requires 4/5 th vote). |
| MARCH 19, 2019 | Council approves Plans and Specifications and orders Advertisement for Bids. |
| APRIL 25, 2019 | Receive Contractor Bids. |
| MAY 7, 2019 | Council accepts Bids and awards Contract. |
| MAY 27, 2019 | Conduct Pre-Construction Meeting and issue Notice to Proceed. <ul style="list-style-type: none">• SEPTEMBER 28, 2019 Substantial Completion.• NOVEMBER 2, 2019 Final Completion. |