



DATE: October 5, 2021  
**REGULAR**

**AGENDA ITEM:** Approve Resolution Receiving Feasibility Report and Calling Hearing on Improvement for the 2022 Street and Utility Improvements

**SUBMITTED BY:** Jack Griffin, City Engineer

**REVIEWED BY:** Kristina Handt, City Administrator  
Marty Powers, Public Works Director  
Chad Isakson, Assistant City Engineer

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**ISSUE BEFORE COUNCIL:** Should the City Council accept the Feasibility Report and call a public hearing for the 2022 Street and Utility Improvements to be held at the November 3, 2021 Council meeting?

**BACKGROUND:** On August 17, 2021, the City Council authorized the preparation of a feasibility report for the 2022 Street and Utility Improvements. The public streets selected for improvement in 2022 are in accordance with the City's Street Capital Improvement Program which provides for the long-term planning and management of street and transportation infrastructure throughout the City.

**PROPOSAL DETAILS/ANALYSIS:** A Feasibility Report has been prepared to address street and drainage improvements programmed for construction in 2022. The report serves to identify the necessary improvements, the estimated project costs, and to consider the assessment of a portion of the project costs to properties adjacent to and benefitting from the improvements.

The proposed project includes street and drainage improvements within the Fields of St. Croix 1st Addition and the Beaut Crest Estates Addition, consisting of approximately 9,800 feet (1.85 miles) of local streets:

Fields of St. Croix 1st Addition

- Linden Trail North, from 50th Street North to Stillwater Boulevard (CSAH 15).
- Linden Trail North loop road, from Linden Trail North to Linden Trail North.
- Lilac Way North, from Linden Trail North to east end.
- Lilac Place North, from Linden Trail North to east end.
- Larkspur Lane North, from Linden Trail North to Linden Trail North.
- Lilac Lane North, from Linden Trail North to south end.

Beaut Crest Estates Addition

- 35th Street North, from Jamaca Avenue North to west end.
- Isle Court North, from 35th Street North to south end.

The proposed improvements include the reclamation or reconstruction of the public streets with new bituminous pavement, and new concrete curb and gutter. The existing bituminous curb will be replaced with new concrete curb and gutter to improve drainage, improve the construction quality, and provide edge control to protect and extend the service life of the new bituminous surface. No roadway widening or geometric alterations are anticipated or proposed for either neighborhood.

The timing of these street improvements was determined by the City's pavement management program. Upon review of the necessary street improvements, staff also reviews the street drainage systems and

existing public utilities. In addition to the street improvements, the scope of this Report includes the restoration of the existing street drainage system, including either repair or replacement of existing drainage pipe and structures, and storm sewer casting replacement. Drainage improvements are limited to the necessary improvements to meet watershed rules and to prevent water from standing on or along the new street pavements, and are not intended to resolve pre-existing private property drainage issues.

The Fields of St. Croix 1st Addition is a rural open space development consisting of 47 residential lots. The subdivision is served by private water wells and a community wastewater treatment system. The neighborhood resides outside of the City's Municipal Urban Service Area (MUSA), therefore there are no current plans to extend public sanitary sewer to the neighborhood. However, public watermain currently exists directly adjacent to the subdivision, along 50th Street North. This Report therefore includes a preliminary layout to extend municipal water into the neighborhood to serve each of the 47 properties. An estimated project cost and corresponding unit assessment is reported to allow the City Council and property owners to make an informed decision as to whether connecting to the public water system is a desirable improvement to be completed at the time of the street reconstruction work. The neighborhood is not located in a known area for PFAS contamination or within a Special Well Construction Area.

The estimated total cost for the street and drainage improvements is \$2,223,000 for the Fields of St. Croix 1st Addition to fully reconstruct the street, and \$463,100 for the Beaut Crest Estates Addition for a street reclamation together with \$96,900 in water system upgrades. A full reconstruction may be required in the Fields of St. Croix 1st Addition, in particular if city water is extended as part of the improvements. If watermain is not extended as part of the project and a street reclamation is determined to be a feasible design, the cost could be reduced to \$1,400,000 for the street improvements alone. In each case, the improvements would be partially assessed against the benefitting properties consistent with the City's Special Assessment Policy. Street and drainage improvements are assessed at a rate of 30% of the total project costs for residential properties using a unit method. Residential properties are considered to provide an equal demand on street use and are therefore assessed on a per unit basis, including "flag" lots located on private streets. The remaining 70% of the project costs are paid through the City general fund. Residential properties with direct access to the street, vacant lots, and lots with direct access from a private street are included as benefitting properties. Each property is assessed one unit unless the property has the ability to be subdivided using the current underlying land use and zoning regulations. The city planning department reviews larger parcels to determine if a parcel can be subdivided and the number of lots that could be obtained.

The total estimated cost for extending public watermain to the Fields of St. Croix 1st Addition is \$1,042,000. Watermain extension improvements are assessed 100% against the benefitting properties using per residential equivalent unit method. In addition to the watermain improvement assessment, each property will incur a \$3,000 Water Availability Charge (WAC), a \$1,000 Water Connection Charge, a meter fee and permit fee at the time they make the connection to the public watermain.

Assessments for street and drainage improvements will be levied over a 15-year period. If watermain improvements are incorporated into the project, assessments for public watermain will be levied over a 20-year period. All assessments are charged an interest rate of 1% over the bond rate for the project.

In addition to the recommended improvements, the estimated project costs and the proposed assessments, this report addresses the project schedule, permitting requirements and the easement and right-of-way acquisition needed to implement the improvements. The feasibility report findings and recommendations will be further presented at the meeting.

**FISCAL IMPACT:** The total estimated cost for the street and drainage improvements is \$2,223,000 for the Fields of St. Croix 1st Addition, and \$560,000 for the Beaut Crest Estates Addition, with \$806,900 paid through special assessments, \$96,900 paid through the water enterprise fund and the remaining \$1,879,200 paid through the general tax levy.

If watermain improvements are incorporated into the project, the total estimated public watermain cost is \$1,042,000 with 100% paid through special assessments.

**RECOMMENDATION:** Staff is recommending that the City Council approve a Resolution, receiving the Feasibility Report and calling a public hearing for the 2022 Street and Utility Improvements. The recommended motion for this action is as follows:

***“Move to approve Resolution No. 2021-108, receiving the Feasibility Report and Calling a Public Hearing for the 2022 Street and Utility Improvements.”***

**ATTACHMENTS:**

1. Resolution Receiving Report and Calling for Hearing on Improvements.
2. Notice of Hearing on Improvement.
3. 2022 Street and Utility Improvements – Location Map.
4. 2022 Street and Utility Improvements – Project Schedule.

Feasibility Report (*available for review at City Hall*).

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

**RESOLUTION NO. 2021-108**

**A RESOLUTION RECEIVING A FEASIBILITY REPORT FOR THE  
2022 STREET AND UTILITY IMPROVEMENTS  
AND CALLING HEARING ON IMPROVEMENT**

**WHEREAS**, pursuant to City Council authorization, adopted on August 17, 2021, a feasibility report has been prepared by FOCUS Engineering, Inc. for the 2022 Street and Utility Improvements; and

**WHEREAS**, the feasibility report recommends that benefitting properties 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 at an estimated total project street and drainage improvement cost of \$2,223,000 for the Fields of St. Croix 1st Addition and \$463,100 for the Beaut Crest Estates Addition, and an estimated total project cost of \$1,042,000 for extending watermain to the Fields of St. Croix 1st Addition should public watermain be requested or authorized.
2. A public hearing shall be held on such proposed improvements on the 3rd day of November, 2021 in the council chambers of 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 FIFTH DAY OF OCTOBER, 2021.**

**CITY OF LAKE ELMO**

(Seal)  
ATTEST:

By: \_\_\_\_\_  
Charles Cadenhead  
Mayor

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Julie Johnson  
City Clerk

**CITY OF LAKE ELMO  
NOTICE OF HEARING ON IMPROVEMENT  
2022 STREET AND UTILITY IMPROVEMENTS**

Notice is hereby given that the City Council of Lake Elmo will conduct a public hearing on **Wednesday, November 3, 2021**, at or approximately after 7:00 PM to consider the making of the following improvements, pursuant to Minnesota Statutes, Sections 429.011 to 429.111:

Street and drainage improvements along the public streets within the Fields of St. Croix 1st Addition and Beaut Crest Estates Addition, including the reclamation or reconstruction of the street with new bituminous pavement, and new concrete curb and gutter. As part of the street improvements the project will incorporate the restoration of the existing street drainage system, including either repair or replacement of existing drainage pipe and structures. The improvements may also consider the extension of public drinking water to the Fields of St. Croix 1st Addition. The project includes approximately 9,800 feet (1.85 miles) of public streets including the following segments:

Fields of St. Croix 1st Addition

- Linden Trail North, from 50th Street North to Stillwater Boulevard (CSAH 15).
- Linden Trail North loop road, from Linden Trail North to Linden Trail North.
- Lilac Way North, from Linden Trail North to east end.
- Lilac Place North, from Linden Trail North to east end.
- Larkspur Lane North, from Linden Trail North to Linden Trail North.
- Lilac Lane North, from Linden Trail North to south end.

Beaut Crest Estates Addition

- 35th Street North, from Jamaca Avenue North to west end.
- Isle Court North, from 35th Street North to south end.

The area proposed to be assessed for these improvements include properties abutting the above referenced streets or properties that gain direct driveway access from the above referenced streets. The estimated total cost for the street and drainage improvements is \$2,223,000 for the Fields of St. Croix 1st Addition, and \$463,100 for the Beaut Crest Estates Addition, and \$1,042,000 for extending watermain to the Fields of St. Croix 1st Addition should public watermain be requested or authorized. A reasonable estimate of the impact of the assessment will be available at the hearing. Such persons as desiring to be heard with reference to the proposed improvements will be heard during this meeting.

**DATED: October 5, 2021**

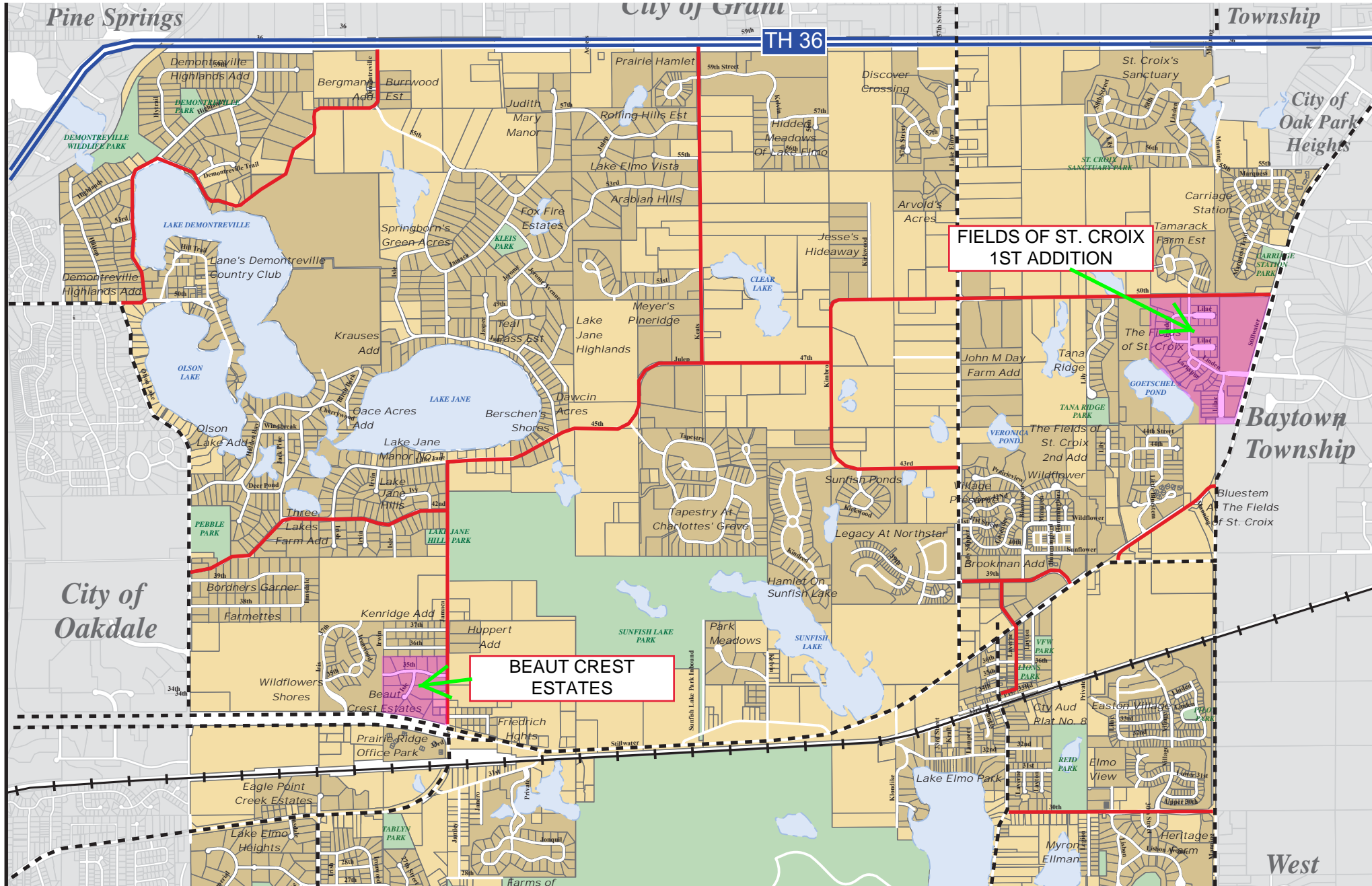
**BY ORDER OF THE LAKE ELMO CITY COUNCIL**

**Charles Cadenhead, Mayor**

*(Published in the Stillwater Gazette on October 8, 2021 and October 15, 2021)*

# CITY OF LAKE ELMO

## 2022 STREET AND UTILITY IMPROVEMENTS



PROJECT LOCATION MAP

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

2022 STREET AND UTILITY IMPROVEMENTS  
PROJECT NO. 2021.128

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AUGUST 17, 2021	Council orders preparation of Feasibility Report.
OCTOBER 5, 2021	Presentation of Feasibility Report. Council accepts Report and calls for Improvement Hearing.
NOVEMBER 3, 2021	Public Improvement Hearing. Council Orders the Improvement (4/5th Vote) and preparation of Plans and Specifications.
MARCH 1, 2022	Council approves Plans and Specifications and orders Advertisement for Bids.
MARCH 30, 2022	Project Bid Date: Receive contractor bids.
APRIL 19, 2022	Council accepts Bids and awards Contract.
MAY 30, 2022	Conduct Pre-Construction Meeting and issue Notice to Proceed. <ul style="list-style-type: none"><li>OCTOBER 7, 2022 Substantial Completion.</li><li>NOVEMBER 18, 2022 Final Completion.</li></ul>

*\*Final Assessment Hearing Schedule TBD*