

UNAPPROVED

COON RAPIDS CITY COUNCIL MEETING MINUTES OF APRIL 3, 2012

OPEN MIC/PUBLIC COMMENT

Scott Nellis, 10320 Grouse Street NW, submitted multiple questions with regard to the July 20, 2010, Code change for Section 6-500, Non-Domestic Animals.

Jerry Pierce, 12236 Partridge Street NW, requested the City Attorney cite one lawsuit that has resulted over Open Mic. He said he was not satisfied with the last Open Mic response re: ADA doors and Clubhouse. He said his request for a debate challenge was not responded to and requested plans for the police garage. Mr. Pierce referred to Amcon's demolition equipment and requested the Building Official cite what type of building the Clubhouse was that would not require ADA doors. He also referred to the need to redo concrete at one of the fire stations.

Joseph Michnowski, 11514 Eidelweiss Street NW, shared his concerns about the need for the streets in his neighborhood to be reconstructed as the current schedule of three to five years is not acceptable.

CALL TO ORDER

The first regular meeting of the Coon Rapids City Council for the month of April was called to order by Mayor Tim Howe at 7:00 p.m. on Tuesday, April 3, 2012, in the Council Chambers.

PLEDGE OF ALLEGIANCE TO THE FLAG

Mayor Howe led the Council in the Pledge of Allegiance.

ROLL CALL

Members Present: Mayor Tim Howe, Councilmembers Denise Klint, Melissa Larson, Paul Johnson, Jerry Koch, Bruce Sanders and Scott Schulte

Members Absent: None

ADOPT AGENDA

MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER KLINT, TO ADOPT THE AGENDA AMENDING ITEM 22. THE MOTION PASSED UNANIMOUSLY.

PROCLAMATIONS/PRESENTATIONS

1. **COMMUNITY SCHOLARSHIP MONTH**

Mayor Howe indicated the Council is asked to proclaim April as Community Scholarship Month for the Coon Rapids Community Scholarship Association. He read the proclamation in full for the record.

The Coon Rapids Community Scholarship Association (CRCSA) is a 501c3 association that provides scholarships for students graduating from Coon Rapids High School. Nick Braschayko, Coon Rapids Community Scholarship Association, was present to share information on the CRCSA and to accept the Proclamation. He stated over \$2.5 million has been given out to local students over the past 40 years.

2. **ALLINA MEDICAL TRANSPORTATION PRESENTATION**

Fire Chief Piper recognized several members of the Fire Department for their life saving actions on February 17, 2012. He explained that Mary Rosemark was given a second chance at life after experiencing a seizure at her home. The Police and Fire Department were dispatched to the Rosemark home, along with Allina Medial Transportation. CPR was started by Dan Rosemark, Mary's husband, and continued by emergency personnel upon arrival. The patient received CPR and a defibrillation shock before being transported to Mercy Medical Center and later to Abbott Northwestern Hospital. After twelve days, Mary was fully alert and responsive. Due to the severity of Ms. Rosemark's pulmonary embolism, she had a 1% chance of survival. He thanked all involved in this case for administering the proper, timely and necessary care, which allowed Ms. Rosemark's life to be spared.

Dr. Charles Lick, Allina Heart Safe, indicated sudden cardiac arrest was a growing concern in America. He stated the survival rate of these events was roughly 5%. He explained the Take Heart America Program has been assisting with patient care and resuscitation. He stated that Mary Rosemark was here today because of the early care taken by her husband Dan through CPR and for calling 911 for emergency responders. The dispatch center offered proper CPR techniques which was also an important piece to the puzzle. Dr. Lick was pleased to see the dispatchers, emergency responders and hospital workers come together in a positive manner for this case. Dr. Lick invited Dan and Mary Rosemark to the podium.

Dan Rosemark stated he did not know how to properly thank all those involved in saving his wife's life. He stated the expertise of the emergency responders in this community should not be taken for granted.

Mary Rosemark stated she too was so thankful for all of the efforts taken on her behalf.

Katie Kuenzi, Heart Safe Communities Supervisor, indicated the Heart Safe program would like to honor those involved in this case.

Ms. Rosemark presented Paramedics Christina Everson and Patricia Montoya-Neslon; Allina Dispatchers Kelly Ryan and Drew Boxrud; Police Officers Jason Luis and Pat Morris; Firefighters Greg Leciejewski, Chuck Fleury, and Jake Schulte; Anoka Central Communications staff members Jackie Thomson, Kari Morrissy, and Kyle Blum with a Life Saver Certificate and pin. A round of applause was offered by all present.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

3. MARCH 20, 2012, WORK SESSION
 MARCH 20, 2012, REGULAR MEETING
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MOTION BY COUNCILMEMBER KOCH, SECONDED BY COUNCILMEMBER SANDERS, FOR APPROVAL OF THE MINUTES OF THE MARCH 20, 2012, WORK SESSION MEETING. THE MOTION PASSED 5-0-2, COUNCILMEMBERS KLINT AND LARSON ABSTAINED.

MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER SCHULTE, FOR APPROVAL OF THE MINUTES OF THE MARCH 20, 2012, COUNCIL MEETING. THE MOTION PASSED 5-0-2, COUNCILMEMBERS KLINT AND LARSON ABSTAINED.

CONSENT AGENDA/INFORMATIONAL BUSINESS

4. CONSIDER RESOLUTION ADOPTING AN ASSESSMENT FOR SANITARY SEWER SERVICE REPAIR AT 3044-109TH LANE NW
5. AUTHORIZE FINAL PAYMENT FOR PROJECT 11-12, TURF REPAIR – CITYWIDE
6. APPROVE CONTRACT WITH SPRINGSTED, INC. FOR THE COMPLETION OF A CLASSIFICATION AND COMPENSATION STUDY
7. CONSIDER RESOLUTION 12-48 ACCEPTING THE EDWARD BRYNE JUSTICE ASSISTANCE GRANT (JAG) GRANT FROM THE US DEPARTMENT OF JUSTICE (USDOJ)
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MOTION BY COUNCILMEMBER SCHULTE, SECONDED BY COUNCILMEMBER JOHNSON, FOR APPROVAL OF THE CONSENT AGENDA AS PRESENTED.

Mayor Howe requested the Council’s pay be reviewed through the pay study for the Council to discuss in the future.

THE MOTION PASSED UNANIMOUSLY.

REPORTS ON PREVIOUS OPEN MIC

8. OPEN MIC REPORT – JERRY PIERCE – 12236 PARTRIDGE STREET NW – RE: THE

HANDICAP ACCESSIBILITY AT THE BUNKER HILLS CLUBHOUSE

Mayor Howe presented a memorandum from Staff to Council stating Jerry Pierce, 12236 Partridge Street, did not receive a response to his last Open Mic appearance regarding continuing concerns about the handicap accessibility at Bunker Hills. He asked who paid for the retrofitted doors, what the cost was, and why the doors were not included in the original plan.

This topic was first brought up by Mr. Lewis Peterson at the October 18, 2011, Council meeting. The report includes a memorandum from Chief Building Official Doug Whitney outlining the reasons why ADA power operators were not required by Minnesota State Building Code at this facility. The Clubhouse was retrofitted to include ADA power operated doors, and to respond to Mr. Pierce's specific questions, the total cost was \$12,060.59 and was paid from the project fund as part of the project costs.

9. **OPEN MIC REPORT – BRUCE NELSON – 2961 121ST AVENUE NW – RE: PROPERTY HOMESTEAD STATUS**

Mayor Howe presented a memorandum from Staff to Council stating Bruce Nelson, 2961 121st Avenue NW, appeared at open mic sharing concerns about his property's homestead status.

Mr. Nelson stated that while he has purchased another home with his wife on the deed, he is living at 2961 121st Avenue. He questioned the homestead status of the properties. City staff notified Anoka County. The County will follow-up with Mr. Nelson to determine which properties should be considered homesteaded and make a final determination.

PUBLIC HEARING

10. **RESIDENTIAL STREET RECONSTRUCTION, VARIOUS RESIDENTIAL STREETS, PROJECT 12-1:**
- A. **PUBLIC HEARING/ASSESSMENT HEARING, 7:00 P.M.**
 - B. **CONSIDER RESOLUTION ORDERING THE PROJECT**
 - C. **CONSIDER RESOLUTION APPROVING PLANS AND ORDERING ADVERTISEMENT FOR BIDS**
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A memorandum was presented from City Engineer Vierzba stating staff requests the City Council authorize reconstruction of several residential streets within the City as listed below. Council accepted the feasibility report and ordered a public hearing on February 21, 2012. Council is requested to hold the public hearing/assessment hearing, order the project, approve plans, and order advertisement for bids on April 3rd.

The City is proposing to reconstruct several streets and to assess a portion of the cost to adjacent property owners as part of the 2012 Street Reconstruction Program in accordance with the City's policy approved by Council in 1997. Council ordered preparation of a feasibility report on January 17, 2012. Council received the feasibility report on February 21, 2012. These streets were chosen for reconstruction in 2012 by the City Engineering Division based on their condition rating. The City Engineering Division completed a condition rating of all streets within the City in 2009 to allow for a planned program over the next 5 years. The 5 year plan may be modified as streets are reviewed for the following year's program. It is the intent to always have a 5 year plan available for review into the future. The City has 181 miles of residential streets to maintain. The City should continue to reconstruct five to seven miles per year to keep the street system in reasonable condition into the future. Last year the City reconstructed 6.3 miles of residential streets. This year, another 5 miles are proposed for reconstruction.

The project consists of replacement of old street signs, replacement of existing concrete curb and gutter in need of repair, and paving a new surface on streets in the following areas—

1. South Robinson Drive Area located either side of Robinson Drive and north of Egret Boulevard
2. South Egret Boulevard Area located south of Coon Rapids Boulevard near the Coon Rapids Dam Regional Park
3. Tralee Terrace Area located at Redwood Street and 98th Avenue
4. Springbrook Cove Area located south of 85th Avenue and east of East River Road

This project will affect 387 single-family lots, 38 duplex units, 37 townhome units, 130 condo units, and 10 apartment buildings. All residents were first notified by letter of this proposed project in December, 2011.

A neighborhood meeting was held at City Hall on March 21st. There were 8 residents at the meeting. There were no objections to the project. Prior to the neighborhood meeting there was one objection. One resident in the condos in the Tralee Terrace area has indicated he has a disagreement on how the assessment rates were calculated for his area. Townhome and condo assessment rates “per unit” can vary depending on the average width or front footage of the parcel. Footages are multiplied by the residential rate per foot (\$19.69) to determine a total and then divided by the number of units to determine the rate “per unit” for each association. In this case, the resident felt that the width of frontage on the cul-de-sac should be used rather than the average width of the parcel. Cul-de-sac frontages are very small compared to the width of the parcel. Using frontages on cul-de-sacs would result in an unfair assessment compared to “normal” shaped parcels. Staff's method of determining assessments for this 54-unit condo site will result in an assessment of \$280.76 per unit, which would be assessed over a 3-year period at 2.0% interest rate. Assessment rate for a normal single-family home is \$1,575 that would be assessed over a 10-year period at 3.1%.

It is proposed to get bids on this project as soon as possible so that work can begin by late-May and hopefully be completed by mid-September. Council is requested to approve plans and order ad for bids at this time.

Councilmember Koch questioned if cracked pavement deteriorated quickly. City Engineer Vierzba stated this was the case as the cracks allowed water to seep through and leads to potholes and further degradation of the roadway.

Councilmember Sanders clarified staff selected areas of the City for reconstruction based on the overall condition of the neighborhood. He stated it is too costly to move from street to street for reconstruction.

Mayor Howe noted the City charged an even amount for all residential properties and commercial properties were charged on a per foot basis for street frontage. He said he was pleased with the manner in which the City completed its street reconstruction projects in comparison to the City of Edina or the City of Anoka.

Councilmember Johnson stated five miles of streets would be completed in the City this year. He explained these five miles would cost approximately \$2 million. He indicated five to seven miles or roadways were completed each year.

Mayor Howe opened the public hearing at 7:41 p.m.

Robert Brimmer, 810 98th Street NW, #101, prepared a written statement and provided it to City staff. He disputed his assessment and stated he would take his dispute to district court if necessary. Mr. Brimmer said did not feel 98th Street NW was in need of reconstruction. He reviewed a new rate for assessing properties.

Mayor Howe closed the public hearing at 7:46 p.m.

MOTION BY COUNCILMEMBER LARSON, SECONDED BY COUNCILMEMBER SANDERS, TO ADOPT RESOLUTION NO. 12-1(6A) ORDERING THE PROJECT; AND ADOPT RESOLUTION NO. 12-1(8) APPROVING PLANS AND ORDERING AD FOR BIDS. THE MOTION PASSED UNANIMOUSLY.

11. PUBLIC HEARING FOR STORM WATER POLLUTION PREVENTION PROGRAM

City Engineer Vierzba presented a memorandum to Council stating according to the requirements of the National Pollution Discharge Elimination System (NPDES) Phase II permit, the City is required to implement a Storm Water Pollution Prevention Plan. The plan establishes annual goals and objectives for the City to meet the requirements of the permit. One requirement is to have an annual public hearing to review the progress made on permit activities during the past year. The last annual public hearing was held on April 5, 2011 based on a deadline of June 30, 2011. This public hearing requirement has a deadline of June 30, 2012. Council is requested to hold a public hearing on April 3rd.

In August, 2009, the PCA conducted an audit of the City's Storm Water program. Coon Rapids was the first large City to be audited by PCA. The audit went well and recommendations from the PCA regarding ordinance modifications and procedures have been implemented.

As part of the City's approved NPDES – Phase II Storm Water Pollution Prevention Plan (SWPPP), an annual public hearing on the plan is required. The SWPPP includes Best Management Practices which detail the actions the City will take to meet the requirements of the permit. One item was recently added to the City's SWPPP in regard to the City's Non-degradation plan. The SWPPP now includes a provision for continued monitoring of existing pond areas for infiltration rates and water quality as well as requiring infiltration of storm water for new and redevelopment sites that disturb over one acre of land. We are also required to file an annual report to aid in the review of our annual compliance. The following is a summary of requirements of the SWPPP which the City has been addressing. These include a brief description of each required activity and comments on the City's progress in meeting each objective.

1. Provide public education on the City's Storm Water Pollution Prevention Plan in the City newsletter: In 2011, three articles were included in the City's newsletter providing homeowners with information on storm water quality and how homeowners can help improve water quality. There was also an article in the Community Resource Guide regarding what homeowners can do to improve water quality. The City web site also includes an article.
2. Training for City employees on erosion control and storm water treatment: Two Public Works people attended training on road salt application in 2011.
3. Set up a separate page in the City's website providing public information on the SWPPP: The website was set up in 2004 and contains information regarding the SWPPP. In 2006, the entire SWPPP was included on the City's website.
4. Hold a public meeting on the City's Storm Water Pollution Prevention Program: The annual public hearing is scheduled for April 3rd.
5. Adopt Storm Water Management Plan and Wetland Management Plan: In 2004, the City successfully completed the adoption of both the City's Storm Water Management Plan and the Wetland Management Plan. Both documents were approved by the Board of Water and Soils Resources. The plan identifies Best Management Practices for the City's storm water system.
6. Develop illicit discharge ordinance: City Code, Chapter 13-1400, refers to illicit discharges. In 2010, City Council adopted this new ordinance regarding illicit discharges as requested by the PCA in their audit report in 2009.
7. Provide information on recycling option: In the City's Community Resources Guide, articles appeared in 2011 describing various recycling programs available to City residents. The City

also mailed out a “Recycling Review” newsletter and placed articles in the Coon Rapids Herald and in Coon Rapids High School programs.

8. Update map identifying all ponds, lakes, streams, storm sewer pipes, and conveyance systems and outfalls leaving the City: The maps have been updated in 2011 as required as part of the City’s Storm Water Management Plan.
9. Review and update the City’s erosion control ordinance as necessary: The ordinance was reviewed as part of the Storm Water Management Plan in 2004. In 2010, the City Council adopted an ordinance with modifications to the original ordinance as requested by the PCA.
10. Provide staff training on soil erosion and review components of Storm Water Pollution Prevention Plan with staff: Four Public Works employees attended storm water maintenance training in 2011. Two public works employees attended a workshop in Chanhassan on road salt application. Four public works employees attended a workshop on snow and ice control-material application.
11. Review current construction site inspection and enforcement programs and revise as necessary to reduce pollutant discharge: The City has used WSB & Associates, Inc. to inspect construction sites for erosion control and keep the contractor informed of compliance/non-compliance with requirements. The PCA was pleased with this process which was reviewed as part of the 2009 audit. Contractors are required to obtain a permit from the PCA prior to construction that disturbs over one acre.
12. The City will inspect 20% of the storm water outfalls and sediment basins and ponds each year: City inspected approximately 20% of our outfalls and ponds in 2011 as required. This included 70 outfalls.
13. The City will train staff in Best Management Practices in handling equipment and hazardous materials: The City’s Safety Coordinator conducted training on handling hazardous material in 2011 for all Public Works personnel.
14. The City will review and if necessary revise its current practices in use of fertilizer and herbicide application, mowing discharge and grass clipping collection, mulching and compost: This activity was completed by Parks Supervisor, Gregg Engle in 2004 and continued in 2011.
15. The City will review its salt application policies and practices, calibrate equipment, and inspect vehicles as necessary to minimize pollution: In 2011, staff installed a scale on the loader for monitoring deicing salt use and calibrated all the sanders on the plow trucks.

16. We will sweep streets twice annually: Streets were swept three times in 2011. Material picked up included 1,200 cubic yards in the spring, 320 cubic yards in the summer, and 6,230 cubic yards in the fall.
17. The City will evaluate its Public Works Maintenance Facility and apply for a general industrial activity permit under the NPDES requirements: This activity was completed in 2004 and reviewed in 2011 for compliance. No modifications are needed.
18. The City will inspect and repair components of the storm water system needing maintenance including manholes, catch basins, ditches and sewer mains: During 2011, the City inspected 13 sump structures and repaired 24 catch basins, cleaned 4,740 feet of storm drain pipe, and removed 5 cubic yards of dirt/debris. A length of 1,540 feet of open ditch was cleaned and 1,500 cubic yards of debris was removed.
19. The City will prepare and implement a capital improvement program for the storm water system: In 2011, several projects were completed including adding new pipe and rebuilding catch basins in street reconstruction areas to provide better drainage. Several catch basin inlets were replaced, providing increased capacity to better drain the streets.

It is recommended that City Council conduct the annual public hearing, taking citizen input on the Storm Water Pollution Prevention Program.

Mayor Howe opened and closed the public hearing at 7:49 p.m. since no one appeared to address the Council.

BID OPENINGS AND CONTRACT AWARDS

12. **CONSIDER RESOLUTION AWARDING CONTRACT FOR THE RECONSTRUCTION OF SANITARY SEWER LIFT STATION NO. 1, PROJECT 12-7**

Public Services Director Gatlin presented a memorandum to the Council stating bids for reconstruction of Sanitary Sewer Lift Station No. 1 were received on March 16, 2012. Council is requested to award a contract at this time.

As part of our ongoing capital improvement program, Sanitary Sewer Lift Station No. 1 is planned for replacement in 2012. Our consulting engineer, SEH, prepared plans for this project. Council approved plans and ordered advertisement for bids on February 21, 2012. Bids received on March 16, 2012 are as follows:

Northdale Construction	\$383,992.39
Geislinger and Sons	\$387,640.50
Lametti and Sons	\$393,900.00

Penn Contracting, Inc.	\$394,205.00
Minger Construction, Inc.	\$420,497.90
Magney Construction, Inc.	\$575,406.00
Engineer's Estimate	\$393,874.00

The low bidder, Northdale Construction, has completed contracts with the City in the past and has done a good job. A letter of recommendation for award of a contract from SEH, Inc. has been submitted to the City. After review by City staff and our consultant, it is recommended that the contract for replacement of Lift Station No. 1 be awarded to Northdale Construction. If Council awards a contract at their April 3, 2012 meeting, work could begin late April and be completed in October of 2012.

Councilmember Sanders said he was pleased the low bid came in \$10,000 under the engineers estimate.

Councilmember Klint stated the budget impact statement shows a \$150,000 difference between the amount budgeted for 2012 and the amount that would be spent. She questioned what would be done with these funds. Public Services Director Gatlin indicated staff selected a different Lift Station to complete than was originally budgeted for. The remaining \$150,000 would remain in the Sanitary Sewer Fund for future expenses.

MOTION BY COUNCILMEMBER SCHULTE, SECONDED BY COUNCILMEMBER KOCH, TO ADOPT RESOLUTION NO. 12-7(9) AWARDED A CONTRACT TO NORTHDAL CONSTRUCTION IN THE AMOUNT OF \$383,992.39 FOR RECONSTRUCTION OF SANITARY SEWER LIFT STATION NO. 1. THE MOTION PASSED UNANIMOUSLY.

13. 2012 STREET MAINTENANCE PROGRAM, PROJECT 12-5:
 - A. CONSIDER RESOLUTION AWARDED CONTRACT FOR BITUMINOUS SEALCOATING
 - B. CONSIDER RESOLUTION AWARDED CONTRACT FOR TRAFFIC MARKINGS
 - C. CONSIDER RESOLUTION AWARDED CONTRACT FOR SEASONAL STREET SWEEPING
 - D. CONSIDER RESOLUTION AWARDED CONTRACT FOR CRACK SEALING
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Public Services Director Gatlin presented a memorandum to Council stating on March 2, 2012, bids were received for various materials and services to be provided under the Regional Street Maintenance Joint Powers Agreement. Items included in this bid were sealcoating, traffic markings, street sweeping, and crack sealing. Cities participating in the Regional Joint Powers Agreement project include Andover, Brooklyn Center, Columbia Heights, Coon Rapids, East Bethel, Fridley, Ham Lake, and Mahtomedi. Consideration for award of bids is appropriate by the City Council at this time.

In accordance with Council direction, bids were received for various street maintenance materials and services on March 2, 2012. It is necessary at this time for Council to consider award of bids for these services. We received three bids for sealcoating, three bids for traffic markings, two bids for street sweeping, and three bids for crack sealing.

The Joint Powers Agreement stipulates that each city must provide written concurrence with the award of bids 20 days after notice of receipt of bids. We have received concurrence from all participating cities as required. The following is an analysis regarding each of the items separately.

Sealcoating

Sealcoating was bid on a volume basis for oil and on area basis for rock with the base bid being regular asphalt emulsion sealcoat oil and trap rock cover aggregate. As an alternate, a bid was required from the contractors to provide granite. The bid proposal was structured such that the contract would be awarded for all trap rock or all granite aggregate. The low bid was received from Allied Blacktop Company. Bids received are as follows:

Contractor	Base Bid	Alternate
Allied Blacktop Company	\$1,439,133.92	\$1,304,392.88
Pearson Bros.	\$1,440,093.10	\$1,372,722.58
Astech Corp.	\$1,517,634.04	\$1,392,517.36

For comparison purposes, last year's low bid for sealcoating included the low bid price from Allied Blacktop of \$2.00/gallon for sealcoat oil and \$0.58/SY for FA-2 granite aggregate. This year's bid from Allied Blacktop is \$2.25/gallon for oil and \$0.68/SY for FA-2 granite aggregate. This year's bid price is 12% higher than last year's price for oil and 17% higher for aggregate. When the price for oil and rock are considered together, the overall price for seal coat application will be about 15% higher than last year.

The engineer's estimate for the sealcoat portion of the contract was \$1,200,000 for the base bid of trap rock aggregate. The low bid from Allied Blacktop Company was approximately 6% over the engineer's estimate. The higher bid prices are due to higher costs for bituminous material and much higher costs for fuel this year. The City has contracted with Allied Blacktop for sealcoating in previous years and has performed well.

Again this year staff will be using a polymer additive to sealcoat oil and different cover aggregate in high traffic areas including cul-de-sacs and higher volume collector streets. We have seen through our experience that this application has minimized scuffing and bleeding of sealcoat material. The use of these materials has also increased the cost of the total program slightly.

Traffic Markings

The low bid was submitted by AAA Striping Service in the amount of \$168,086.72. Our estimate for this portion of the work was \$150,000. The low bid of \$168,086.72 is 7% below our estimate. AAA Striping Service has done work for the City in the past and has done a good job. Bids received are as follows:

Contractor	Bid
AAA Striping Service	\$168,086.72
Traffic Marking Service	\$185,346.16
Highway Technologies	\$216,208.72

Street Sweeping

Street sweeping was bid on an hourly rental basis. The bid proposal was broken down into separate spring and fall sweeping because of the different nature of materials picked up in the spring and fall. The bids are as follows:

Contractor	Spring Sweeping	Fall Sweeping	Total
Pearson Bros.	\$22,500.00	\$27,740.00	\$50,240.00
Allied Blacktop company	\$22,950.00	\$29,070.00	\$52,020.00

The low bid for seasonal sweeping was submitted by Pearson Bros. The hourly rate for spring sweeping is \$75.00/hour and fall sweeping is \$73.00/hour. Last year's prices were \$74.00/hour for both spring and fall sweeping. Pearson Bros. was awarded the sweeping contract in previous years and did a good job.

Crack Sealing

Crack sealing was bid on a lineal foot basis. The bids are as follows:

Contractor	Bid
American Pavement Solutions	\$124,768.56
Allied Blacktop Company	\$142,592.64
Astech Corp.	\$182,696.82

The low bid for crack sealing was submitted by American Pavement Solutions. The engineer's estimate for this portion of the work was \$120,000. The bid submitted by American Pavement Solutions in the amount of \$124,768.56 is approximately 4% above the engineer's estimate. They completed crack sealing in 2011 and performed well.

Mayor Howe questioned if the seasonal assistance for street sweeping was necessary. Public Services Director Gatlin explained seasonal assistance was necessary in the spring and fall to complete street sweeping in the City.

MOTION BY COUNCILMEMBER JOHNSON, SECONDED BY COUNCILMEMBER SCHULTE, TO ADOPT RESOLUTION NO. 12-5(9A) AWARDED A CONTRACT TO ALLIED BLACKTOP COMPANY FOR BITUMINOUS SEALCOATING IN THE AMOUNT OF \$1,439,133.92; ADOPT RESOLUTION NO. 12-5(9B) AWARDED A CONTRACT TO AAA STRIPING SERVICES FOR TRAFFIC MARKINGS IN THE AMOUNT OF \$168,086.72; ADOPT RESOLUTION NO. 12-5(9C) AWARDED A CONTRACT TO PEARSON BROS. FOR SEASONAL STREET SWEEPING IN THE AMOUNT OF \$50,240.00; AND, ADOPT RESOLUTION NO. 12-5(9D) AWARDED A CONTRACT TO AMERICAN PAVEMENT SOLUTIONS FOR CRACK SEALING IN THE AMOUNT OF \$124,768.56.

Councilmember Schulte noticed the expenses were approximately 15% higher than in years past. He questioned if this was budgeted for 2012. City Manager Fulton stated increased fuel expenses were anticipated for this year. He stated the budget could be adjusted if necessary.

THE MOTION PASSED UNANIMOUSLY.

OLD BUSINESS

14. CONSIDER RESOLUTION ORDERING PROJECT, COLLECTOR STREET RECONSTRUCTION, PROJECT 12-2

City Engineer Vierzba presented a memorandum to Council stating the City is proposing street reconstruction on three collector streets in 2012 under this project. Council held the public hearing/assessment hearing on March 20th. Council is requested to adopt a resolution ordering the project.

There are 2.2 miles of streets proposed for reconstruction under this project as follows.

1. 119th Avenue --Blackfoot Street to Jonquil Street
2. Northdale Boulevard --west of Crooked Lake Boulevard to 124th Avenue
3. 124th Avenue --west of Northdale Boulevard, a 600-foot length

Council held the public hearing/assessment hearing on March 20th. No one spoke at the public hearing. A super majority vote (6) is needed to order this project because it is a non-petitioned project. Only five members of Council were present on March 20th so Council postponed action on the resolution ordering the project until April 3rd.

MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER KLINT, TO ADOPT RESOLUTION NO. 12-2(6A) ORDERING THE PROJECT. THE MOTION PASSED UNANIMOUSLY.

15. CONSIDER RESOLUTION ORDERING PROJECT, COLLECTOR STREET RECONSTRUCTION, PROJECT 12-3

City Engineer Vierzba presented a memorandum to Council stating the City is proposing street reconstruction on five collector streets in 2012 under this project. Council held the public hearing/assessment hearing on March 20th. Council is requested to adopt the resolution ordering the project.

There are 2.0 miles of streets proposed for reconstruction under this project as follows.

1. Hanson Boulevard –south of Mississippi Boulevard to 99th Avenue
2. 99th Avenue --east of Hanson Boulevard to Egret Boulevard
3. Egret Boulevard –north of 99th Avenue to frontage road
4. 99th Avenue --west of Foley Boulevard to Coon Rapids Boulevard Extension
5. Springbrook Drive –south of Holly Street, (a length of 0.21 mile)

Council held the public hearing/assessment hearing on March 20, 2012. One person spoke at the hearing regarding traffic/parking on Egret Boulevard. No one objected to the project. A super majority vote (6) is needed to order this project because it is a non-petitioned project. Only five members of Council were present on March 20th so Council postponed action on the resolution ordering the project until April 3rd.

MOTION BY COUNCILMEMBER SCHULTE, SECONDED BY COUNCILMEMBER LARSON, TO ADOPT RESOLUTION NO. 12-3(6A) ORDERING THE PROJECT. THE MOTION PASSED UNANIMOUSLY.

16. CONSIDER RESOLUTION ORDERING PROJECT, COLLECTOR STREET RECONSTRUCTION, PROJECT 12-4

City Engineer Vierzba presented a memorandum to the Council stating the City is proposing to work with the City of Andover on street reconstruction on 133rd Avenue, a collector street, in 2012. This one mile long street is a border street with the City of Andover. Council held the public hearing/assessment hearing on March 20, 2012. Council is requested to adopt a resolution ordering the project.

The City of Andover and the City of Coon Rapids are proposing to reconstruct 133rd Avenue from Coon Creek Boulevard to Hanson Boulevard. Andover will handle the construction contract with each City paying half of the cost. Council held the public hearing/assessment hearing on March 20,

2012. No one objected to the project. A super majority vote (6) is needed to order this project because it is a non-petitioned project. Only 5 members of Council were present on March 20th so Council postponed action until April 3rd.

MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER KLINT, TO ADOPT RESOLUTION NO. 12-4(6A) ORDERING THE PROJECT. THE MOTION PASSED UNANIMOUSLY.

17. CONSIDER ADOPTION OF AN ORDINANCE RESTRICTING PARKING ON BOTH SIDES OF QUINCE STREET AND 105TH AVENUE BETWEEN 104TH LANE AND PALM STREET NW

Public Services Director Gatlin presented a memorandum to the Council stating the City received a request for parking restrictions on Quince Street and 105th Avenue between 104th Lane and Palm Street. Council introduced an ordinance restricting parking in this location on March 20, 2012. Council is now requested to adopt the ordinance to implement the parking restrictions.

A resident contacted the City regarding vehicles parked along Quince Street and 105th Avenue. His concern was because of the many driveways in the area, vehicles cannot park safely especially in the 90 degree turn on this section of roadway. The Traffic Review Committee viewed the area and initially felt that formal parking restrictions were not needed. City Code currently prohibits parking in front of mailboxes and across from driveway openings. The Committee felt that current City Code provided enough parking prohibition instead of taking additional action to restrict parking that was not needed in the area.

The resident requested that we view the situation with him in the field. At that time we observed several vehicles parked across from driveway openings. These cars were not technically parked directly across from driveways, but close enough to driveway openings to cause access difficulty. Also, cars were parked adjacent to mailboxes but not directly in front of the mailboxes. Where these vehicles were parked would make it difficult for mail to be delivered.

After reviewing the situation again in the field, staff believes that parking restrictions should be imposed so that there is no confusion as to where parking is allowed. It is recommended that parking be restricted at all times on both sides of the street for the entire block on Quince Street and 105th Avenue between 104th Lane and Palm Street.

MOTION BY COUNCILMEMBER SCHULTE, SECONDED BY COUNCILMEMBER KOCH, TO ADOPT THE ORDINANCE RESTRICTING PARKING ON BOTH SIDES OF QUINCE STREET AND 105TH AVENUE BETWEEN 104TH LANE AND PALM STREET.

Mayor Howe questioned why this request was brought to the City. Public Services Director Gatlin explained this request was brought before the City by several residents to address the parking

concerns along this roadway. He felt the new restrictions would address the concerns along this roadway.

THE MOTION PASSED UNANIMOUSLY.

NEW BUSINESS

18. **CONSIDER RESOLUTION APPROVING LOT SPLIT, MICHAEL CASEY, 4135 COON RAPIDS BOULEVARD, PC 12-2**

Planner Harlicker presented a memorandum to the Council stating the applicant is requesting approval to adjust a common lot line between two parcels.

Project Description

The applicant is proposing to adjust a common lot line between two parcels. One parcel (Parcel B) has frontage on Coon Rapids Boulevard and the other (Parcel A) has frontage on 119th Avenue. There is a shared access from Coon Rapids Boulevard; Parcel A also has a driveway on 119th. There is an existing building on each of the parcels. The two buildings are home to Northstar Glass. The business is being moved entirely to the building on Parcel A. The applicant plans on leasing out the building on Parcel B. The common lot line between the two parcels is being adjusted to the south so that Parcel A will have an additional 4,500 square feet. The lot line is being adjusted so that Parcel A will have sufficient parking to meet the parking requirements for Northstar Glass. Both parcels meet the dimensional and lot size requirements. Parcel A will have .40 acres and Parcel B will have .59 acres.

The applicant will provide shared access agreements between the two lots, as well as with the adjacent lot to the west. No new lots are being proposed, and there are no physical changes to the site being proposed at this time. The City Engineer has reviewed the proposal and did not have any comments.

Planning Commission Meeting

At the Planning Commission meeting held on March 15th, no one spoke at the public hearing. The Commission asked for clarification regarding the access easements between the two lots and the adjacent lot to the west. The Commission also asked about the parking requirements for future users. Those requirements will be assessed when future users are identified. The Planning Commission voted 7:0 to recommend approval of the proposed lot split.

Councilmember Schulte stated this was a long time business in the City of Coon Rapids. He indicated the Casey's buildings have been well maintained and wanted to the business continue to thrive in the community.

MOTION BY COUNCILMEMBER SCHULTE, SECONDED BY COUNCILMEMBER JOHNSON, TO ADOPT RESOLUTION PC 12-2 (L.S.) APPROVING THE PROPOSED LOT SPLIT BASED ON THE FINDINGS THAT THE LOT DIMENSIONS AND BUILDING SETBACKS MEET CITY REQUIREMENTS, WITH THE FOLLOWING CONDITIONS:

1. SHARED ACCESS EASEMENTS BE RECORDED BETWEEN LOTS A AND B AND THE ADJACENT LOT TO THE WEST.
2. ALL ANOKA COUNTY COMMENTS MUST BE ADDRESSED.
3. COMPLIANCE WITH TITLE 11, CITY CODE OF COON RAPIDS.

THE MOTION PASSED UNANIMOUSLY.

19. CONSIDER RESOLUTION 12-49 RELATING TO SENIOR HOUSING REVENUE REFUNDING BOND FINANCING FOR EPIPHANY SENIOR CITIZENS HOUSING CORPORATION AND SCHEDULING A PUBLIC HEARING FOR MAY 1, 2012
-

Finance Director Legg presented a memorandum to Council stating Epiphany Senior Citizens Housing Corporation (the Corporation) is requesting that the City schedule a public hearing on May 1, 2012 to consider refunding outstanding Senior Housing Revenue Refunding Bonds Series 1998.

In 1998, Epiphany Senior Citizens Housing Corporation refunded bonds originally issued in 1993 to build the Epiphany Pines apartment complex. The Corporation would now like to refund the bonds again to further save interest costs. This requires a public hearing, which has been requested to be held on May 1, 2012.

The amount of the bonds has initially been set at \$5,100,000. The bonds are tax exempt and in the City's name, but the City has no obligation to repay the bonds.

Mayor Howe commented the City would be assuming no risk on these bonds but was simply acting as the bond administrator. City Manager Fulton stated this was the case.

MOTION BY COUNCILMEMBER KLINT, SECONDED BY COUNCILMEMBER KOCH, TO ADOPT RESOLUTION NO. 12-49 RELATING TO A SENIOR HOUSING REVENUE REFUNDING BOND FINANCING FOR EPIPHANY SENIOR CITIZENS HOUSING CORPORATION. THE MOTION PASSED UNANIMOUSLY.

20. A. CONSIDER RESOLUTION 12-50 AMENDING THE 2012 BUDGET TO REAPPROPRIATE FUNDS
 - B. AUTHORIZE PURCHASE OF LAWN MOWER AND TRAILER
-

Finance Director Legg presented a memorandum to Council stating staff is requesting adoption of Resolution 12-50 reappropriating funds to cover the purchase of a walk-behind lawn mower and trailer.

Staff is recommending the purchase of a walk-behind Toro lawn mower with a 48 inch deck at a cost of \$3,247.93 tax included as well as a Tomahawk 82 inch x 12 inch solid side trailer with a 3,500 pound axle capacity at a cost of \$2,297.81 tax included. Staff feels it will be more economical, long term, to hire seasonal employees to mow yards with code violations/abatements instead of continuing to contract with an outside vendor. Code Enforcement has had the following number of abatements since 2007:

2007: 107 **2008:** 151 **2009:** 374 **2010:** 306 **2011:** 155

A heavy-duty lawn mower is required due to long grass environments rather than the small lawn mowers initially included in the 2012 budget.

Councilmember Schulte said he was not in favor of this item. He did not want the residents in compliance with their yard to be paying for those residents who did not choose to maintain their grass.

Mayor Howe indicated the equipment would also be used for other City mowing besides abatements. He explained the City has had complaints in the past due to the poor response time for grass abatements. With the new equipment, the City was hoping to improve this situation while completing the work with City staff.

Community Development Director Nevinski added this was a 2012 budgeted expense. He anticipated 2/3 of the use of this equipment to be used at City parks and open spaces. The additional time would be used to assist with grass and weed abatement. Staff feels the equipment would assist with streamlining the grass abatement process.

Councilmember Schulte understood the City's desire to increase the efficiencies with grass and weed abatement. He expressed concern with the need for increased staff to manage this program. He felt the private sector should be used for lawn mowing.

Mayor Howe stated if the work was brought in-house the expense may need to be reevaluated.

Councilmember Klint indicated lawn abatements and the performance timeframe has been a concern in the past. She questioned how the new system would improve the timeframe. City Manager Fulton stated lawn abatements were discussed each year and the City's ability to manage this issue internally was increasing. He felt the ability to manage the entire project internally would increase the quality of work completed along with the timeliness that the work was completed. Staff felt the new equipment would help with the neighborhood reinvestment program.

Community Development Director Nevinski commented a fee was not charged for the lawn

abatement service. Residents were charged an abatement fine. This fine was part of the administrative citation program. The actual cost was not being measured through this work. He further discussed how lawn abatements were handled in the past reviewing how greater efficiencies would be created by doing this internally.

Councilmember Sanders trusted staff and their recommendation this evening. He suggested the process be reassessed in one year.

Mayor Howe and Councilmember Johnson agreed with this recommendation stating the new equipment would assist with the process, while eliminating the need to review the properties on numerous occasions. Both were in favor of reviewing this situation in 2013.

Councilmember Schulte commented the lawn abatement concerns would continue to diminish as more and more houses were purchased or rented in the City. He stated with the information provided by Staff this evening he was now inclined to support the Resolution.

Councilmember Koch agreed with Councilmember Schulte and did not feel lawn abatements required its own equipment. However, he would support the resolution so long as the information was reviewed in 2013.

Community Development Director Nevinski indicated seasonal employees would complete the lawn abatement mowing and no new employees would be required for the City to complete this work.

MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER KLINT, TO ADOPT RESOLUTION NO. 12-50 AMENDING THE 2012 BUDGET TO REAPPROPRIATE \$3,193.74 FROM MAINTENANCE OF PARKS AND BUILDING GROUNDS TO WEED CONTROL CAPITAL OUTLAY; AND AUTHORIZE PURCHASE OF A TORO LAWN MOWER AT A COST OF \$3,247.93 AS WELL AS A TOMAHAWK TRAILER AT A COST OF \$2,297.81 TAX INCLUDED. THE MOTION PASSED UNANIMOUSLY.

21. APPROVE SPECIFICATIONS AND ORDER ADVERTISEMENT FOR BIDS, HVAC SERVICE CONTRACT

Finance Director Legg presented a memorandum to Council stating staff is requesting approval of specifications for the heating, ventilation and air conditioning (HVAC) service contract.

The current contract with Yale Mechanical for HVAC service expires on May 31, 2012. Staff anticipates that the total amount bid for all services will be over the \$100,000 threshold for sealed bids. Specifications were prepared and are available for review in the Purchasing Division.

MOTION BY COUNCILMEMBER LARSON, SECONDED BY COUNCILMEMBER SANDERS, TO APPROVE THE SPECIFICATIONS FOR THE HVAC SERVICE CONTRACT AND ORDER THE ADVERTISEMENT FOR BIDS TO BE OPENED ON MAY 4, 2012. THE MOTION PASSED UNANIMOUSLY.

22. 2012 REDISTRICTING:
- A. CONSIDER EMERGENCY ORDINANCE REDISTRICTING WARD BOUNDARIES
 - B. CONSIDER RESOLUTION 12-51 ESTABLISHING PRECINCT BOUNDARIES
-

City Clerk Sorensen presented a requesting the Council considering adopting an ordinance redistricting ward boundaries and adopt a resolution establishing precinct boundaries.

On February 21, 2012, the courts handed down the legislative and congressional redistricting lines in response to the 2010 census. The City is required to redraw ward and precinct boundaries at least 19 weeks before the state primary, which makes the deadline April 3, 2012. State law provides that if a Council fails to act on a redistricting plan, no compensation can be paid to Councilmembers until they act.

Precinct boundaries must follow the new legislative and congressional lines. It is also a City Charter requirement that wards must not deviate more than five percent in population between the smallest and largest wards.

Four proposed Plans were shared with Council during a work session on March 20th, and staff was directed to proceed with proposed Plan 3. New ward and precinct boundaries will become effective August 14, 2012, the date of the primary election. A resolution establishing polling locations will be presented to the Council in May for adoption.

Legal descriptions for precinct boundaries are being completed at the time of this writing, so Resolution 12-51 establishing the precinct boundaries will be presented prior to Tuesday evening. Adoption of an emergency ordinance requires five affirmative votes.

Anoka County will send a postcard to each registered voter informing them of their ward, precinct, and polling location. Voters will be able to access the State of Minnesota precinct finder, which will be linked to the City's web page. Changes will also be published, posted at City Hall, and included in the City-wide newsletter and on cable television.

Mayor Howe questioned if the precincts should have been made more equal in size. City Clerk Sorensen stated this was considered, but the boundaries of the legislative ward also had to be considered.

MOTION BY COUNCILMEMBER KOCH, SECONDED BY COUNCILMEMBER SANDERS, TO ADOPT THE EMERGENCY ORDINANCE REDISTRICTING WARD BOUNDARIES.

Councilmember Schulte stated this was a non-political process and each ward was being made as close to the same size as possible.

Councilmember Johnson indicated four plans were presented for the redistricting. He stated he would not support the plan presented for approval given the changes to the boundaries of Ward 3. He would support a plan that more closely reflected the current boundaries.

Councilmember Sanders explained a great deal of time was spent on this issue by both staff and Council. He indicated while his ward had been impacted the greatest he supported the plan as presented.

Councilmember Koch questioned if the ward boundaries should be discussed at this time or under Resolution 12-51 approval.

Councilmember Schulte stated the emergency Ordinance set the ward boundaries and that after this was completed the precinct boundaries would be set through resolution.

City Clerk Sorensen stated the items were related but should be approved as two separate actions.

THE MOTION PASSED 6-1, COUNCILMEMBER JOHNSON OPPOSED.

MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER SCHULTE, TO ADOPT RESOLUTION NO. 12-51 ESTABLISHING PRECINCT BOUNDARIES. THE MOTION PASSED 6-1, COUNCILMEMBER JOHNSON OPPOSED.

OTHER BUSINESS

Mayor Howe recognized City Attorney Hiljus for his dedication to the City and wished him well in his new position.

City Manager Fulton also thanked City Attorney Hiljus for his years of service to the City.

ADJOURN

MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER KOCH, TO ADJOURN THE MEETING AT 9:02 P.M. THE MOTION PASSED UNANIMOUSLY.

Tim Howe, Mayor

ATTEST:

Cathy Sorensen, City Clerk