



HRA Meeting - 6:50 p.m.

CITY COUNCIL AGENDA

Tuesday, February 19, 2013

7:00 p.m.

**Coon Rapids City Center
Council Chambers**

Open Mic/Public Comment

Call to Order

Pledge of Allegiance

Roll Call

Adopt Agenda

Proclamations/Presentations

None

Approval of Minutes of Previous Meeting

February 5, 2013, Council Meeting

Consent Agenda

1. Approve Agreement for Nuisance Abatement and Securing Property Services, Flo's Remodeling,
2. Authorize Final Payment, Project 12-2, Street Reconstruction
3. Authorize Final Payment, Project 12-3, Street Reconstruction

Reports on Previous Open Mic

4. Open Mic Report, Jerry Pierce, 12236 Partridge Street, re: Establishing a Stop Sign on Partridge Street at Quinn Street/121st Lane

Public Hearing

5. Levy Assessments for Misc. 2013(1):
 - a. Assessment Hearing, 7:00 p.m.
 - b. Cons. Resolution 13-38 Adopting 2013(1) Miscellaneous Special Assessments (Unopposed One Year)
 - c. Cons. Resolution 13-39 Adopting 2013(1) Miscellaneous Special Assessments (Unopposed Three Year)

Bid Openings and Contract Awards

None

Old Business

None

New Business

6. Proposed Residential Street Reconstruction, Project 13-1:
 - a. Cons. Resolution Accepting Feasibility Report and Ordering Public Hearing for March 19, 2013
 - b. Cons. Resolution Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment Roll
 - c. Cons. Resolution Setting Assessment Hearing for March 19, 2013

7. Proposed Collector Street Reconstruction, 113th Avenue, Project 13-3:
 - a. Cons. Resolution Accepting Feasibility Report and Ordering Public Hearing for March 19, 2013
 - b. Cons. Resolution Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment Roll
 - c. Cons. Resolution Setting Assessment Hearing for March 19, 2013

8. Approve Parks, Trails and Open Space System Plan Update and Approve Park Referendum Project List and Budget List

9. Cons. Resolution 13-37 Providing Re-Appropriation of the 2013 General Fund Contingency

10. Purchase of Replacement Air Compressor:
 - a. Cons. Resolution 13-38 Amending the 2013 Budget
 - b. Authorize Purchase of Ingersoll Rand Air Compressor

Other Business

Adjourn



City Council Regular

Meeting Date: 02/19/2013

SUBJECT:

Attachments

2-5-13 Council Meeting

UNAPPROVED

COON RAPIDS CITY COUNCIL MEETING MINUTES OF FEBRUARY 5, 2013

OPEN MIC/PUBLIC COMMENT

Jerry Pierce, 12236 Partridge Street, stated he had not received a response from his open mic appearance on January 7 and inquired about the status of his request for the Safety Commission to review the stop sign installation at Partridge and Quinn Street NW.

CALL TO ORDER

The first regular meeting of the Coon Rapids City Council for the month of February was called to order by Mayor Tim Howe at 7:08 p.m. on Tuesday, February 5, 2013, 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 Paul Johnson, Jerry Koch, Bruce Sanders and Steve Wells

Members Absent: Councilmember Denise Klint and Ron Manning

ADOPT AGENDA

MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER JOHNSON, TO ADOPT THE AGENDA AS PRESENTED. THE MOTION PASSED UNANIMOUSLY.

PROCLAMATIONS/PRESENTATIONS

1. PRESENTATION BY SENATOR JOHN HOFFMAN, DISTRICT 36

Senator John Hoffman, District 36, provided the Council with an update on the 2013 legislative session. Senator Hoffman noted he took the Oath of Office on January 8th. He discussed the committees he would be serving on and noted he would report back periodically over the coming year as the session progresses.

Mayor Howe thanked Senator Hoffman for his visit this evening and discussed the significance of

LGA stability.

2. PRESENTATION ON HEART SAFE COMMUNITY EFFORTS

Mayor Howe indicated the Police Department was working toward getting Coon Rapids certified as a heart safe community.

Officer Bryan Platz explained that in an effort to certify Coon Rapids as a heart safe community, the Police Department will be offering free classes to the community and businesses in compression-only CPR as well as how to use AEDs. Efforts are also underway to encourage local businesses to place AEDs in their establishments. As we grow, we will be training the public to become trainers themselves. Police and Fire respond to hundreds of cardiac emergencies a year in retail establishments, and in the event of sudden cardiac arrest, hands-only CPR and the use of an AED increases a person's survival rate to about 85% in the first two minutes. If members of the community are trained in CPR and the use of an AED this will provide critical minutes for survival of victims until the arrival of emergency services.

Kay Ludwig, stated she was 64 years old and noted that two months ago she almost died from sudden cardiac arrest and that an AED unit saved her life. She thanked the paramedics for taking quick action on her behalf.

Teddy Okerstrum stated that at the age of 16 he collapsed at a football camp, which was a complete shock to his family. He explained that friends applied CPR and used an AED to save his life. For this reason, he was a firm supporter of AED units.

Officer Pat Morris shared an incident that occurred earlier in the day where an AED unit was used in the field.

Paul Mendoza, paramedic and resident of Coon Rapids, explained that he has seen over 200 sudden cardiac arrests in his career. He discussed the importance of AEDs and their contribution in saving lives. He discussed the steps the City of Coon Rapids would need to go through to become a Heart Safe Community in further detail. He requested the Council support these efforts while encouraging the public to take part in this wonderful program.

Officer Platz recommended the Council consider support of Coon Rapids becoming a Heart Safe Community.

Lowell Kutches and Lewis Peterson, Coon Rapids Kiwanis Club, shared that they had recently presented the Police Department with an AED unit. Mayor Howe thanked the Kiwanis for their generous donation.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

DECEMBER 8, 2012, COUNCIL MEETING
JANUARY 7, 2013, COUNCIL MEETING
JANUARY 29, 2013, SPECIAL MEETING
JANUARY 29, 2013, WORK SESSION
JANUARY 29, 2013, EXECUTIVE SESSION

MOTION BY COUNCILMEMBER JOHNSON, SECONDED BY COUNCILMEMBER SANDERS, FOR APPROVAL OF THE MINUTES OF THE DECEMBER 8, 2012, COUNCIL MEETING. THE MOTION PASSED 3-0-2, COUNCILMEMBERS KOCH AND WELLS ABSTAINED.

MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER WELLS, FOR APPROVAL OF THE MINUTES OF THE JANUARY 7, 2013, COUNCIL MEETING.

MOTION BY COUNCILMEMBER KOCH, SECONDED BY COUNCILMEMBER SANDERS, FOR APPROVAL OF THE MINUTES OF THE JANUARY 29, 2013, SPECIAL CITY COUNCIL MEETING.

Councilmember Koch requested that the meeting time be corrected to show the meeting started at 7:15 p.m.

THE MOTION PASSED UNANIMOUSLY.

MOTION BY COUNCILMEMBER KOCH, SECONDED BY COUNCILMEMBER SANDERS, FOR APPROVAL OF THE MINUTES OF THE JANUARY 29, 2013, WORK SESSION MEETING. THE MOTION PASSED UNANIMOUSLY.

MOTION BY COUNCILMEMBER KOCH, SECONDED BY COUNCILMEMBER JOHNSON, FOR APPROVAL OF THE MINUTES OF THE JANUARY 29, 2013, EXECUTIVE SESSION MEETING. THE MOTION PASSED UNANIMOUSLY.

CONSENT AGENDA/INFORMATIONAL BUSINESS

3. APPROVE AGREEMENT FOR CLEAN UP OF HAZARDOUS PREMISES, 9853 PALM STREET NW, ASSESS COSTS BACK TO PROPERTY, AND AUTHORIZE THE MAYOR AND CITY MANAGER TO EXECUTE AGREEMENT
4. APPROVE PROFESSIONAL SERVICES AGREEMENT WITH MEDIATION SERVICES FOR ANOKA COUNTY
5. APPROVE GRANT AGREEMENT WITH METROPOLITAN COUNCIL FOR THE LIVABLE COMMUNITIES DEMONSTRATION ACCOUNT PRE-DEVELOPMENT TOD GRANT PROGRAM
6. ACCEPT EASEMENT FOR DRAINAGE AND UTILITY PURPOSES FROM FEDERAL NATIONAL MORTGAGE ASSOCIATION OVER PORTIONS OF THEIR PROPERTY AT 396 AND 388 107TH LANE NW

7. AUTHORIZE FINAL PAYMENT, PROJECT 11-28, VEHICLE STORAGE FACILITY
 8. CONSIDER RESOLUTION 13-36 ACCEPTING THE DONATION OF FUNDS FROM THE COMMUNITY STRENGTH FOUNDATION MOVIE IN THE PARK EVENTS
 9. CONSIDER RESOLUTION 13-34 ACCEPTING THE DONATION OF A LIFEPAK AED 1000 FROM THE COON RAPIDS KIWANIS CLUB
 10. 2012-2013 INSURANCE RENEWALS
 11. CONSIDER RESOLUTION 13-28 SUPPORTING DEVELOPMENT OF THE MISSISSIPPI RIVER (U.S. BICYCLE ROUTE 45)
 12. APPROVE TEMPORARY ON-SALE INTOXICATING LIQUOR LICENSE TO CONDUCT WINE TASTING FOR COON RAPIDS LIONS CLUB FUNDRAISER AT ANOKA-RAMSEY COMMUNITY COLLEGE
 13. APPROVE TEMPORARY ON-SALE INTOXICATING LIQUOR LICENSE TO CONDUCT WINE TASTING FOR EPIPHANY'S CANA DINNER
 14. APPROVE TEMPORARY 3.2% MALT LIQUOR LICENSE FOR EPIPHANY CHURCH FRO 2013 SPRINGFEST
 15. CONSIDER RESOLUTION 13-32 CONCURRING WITH ISSUANCE OF OFF-SITE LAWFUL GAMBLING PERMIT FOR COON RAPIDS YOUTH HOCKEY ASSOCIATION
 16. CONSIDER RESOLUTION 13-33 CONCURRING WITH ISSUANCE OF A GAMBLING PREMISES PERMIT FOR COON RAPIDS LIONS CLUB AT MGM LIQUOR WAREHOUSE, 2929 COON RAPIDS BOULEVARD
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MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER KOCH, FOR APPROVAL OF THE CONSENT AGENDA AS PRESENTED.

Councilmember Johnson thanked the Coon Rapids Kiwanis again for their generous donation of the AED unit for the Coon Rapids Police Department.

THE MOTION PASSED UNANIMOUSLY.

REPORTS ON PREVIOUS OPEN MIC

17. OPEN MIC REPORT – JERRY PIERCE – 12236 PARTRIDGE STREET – RE: ESTABLISHING A STOP SIGN ON PARTRIDGE STREET AT QUINN STREET/121ST LANE
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Mayor Howe presented a memorandum from Staff to Council stating Mr. Pierce asked that the Safety Commission re-evaluate the recent installation of a stop sign at the intersection of Partridge Street and Quinn Street/121st Lane. The Traffic Review Committee; comprised of the City Engineer, Public Works Director, and Police Chief, reviewed requests for stop sign installation at this intersection on four separate occasions dating back to 2006. Such requests were denied in 2006, 2008, and 2010, but was approved in February of 2012.

With the most recent request for stop sign installation, the Traffic Review Committee met in the field

on December 19, 2011 to evaluate the intersection of Partridge Street and Quinn Street/121st Lane. At that time they concluded that the curvature of Quinn Street (to the west) created limited visibility for vehicles traveling southbound on Partridge Street. Quinn Street/121st Lane functions as a collector street in the area, and therefore higher volumes and speeds may be a concern on this section of roadway. Also, additional school buses began picking up children at this intersection in the fall of 2011. For these reasons the Traffic Review Committee concluded that a stop condition on Partridge Street would provide a safer intersection for children boarding the buses, and would reduce vehicle conflicts with the higher volume collector road (Quinn Street/121st Lane).

The City Council reviewed the matter at their January 17, 2012 meeting, agreed with the recommendation of the Committee, and introduced an ordinance establishing a stop sign on southbound Partridge Street at Quinn Street/121st Lane. On February 5, 2012 the City Council then adopted the ordinance, and the stop sign was ordered for installation. Unfortunately there was some internal miscommunication and the stop sign was never installed at the time. Mr. Pierce contacted the Public Works Director in December of 2012 requesting stop signs to be installed on Quinn Street/121st Lane. Upon investigation it was discovered that this matter had already been through the process on several occasions, and that the Council had already approved the installation of a stop sign on Partridge Street. This information was communicated to Mr. Pierce and he stated that this was a mistake and that no sign should be installed until it is fully evaluated. Staff told him that since the process had already been followed, and a resolution already adopted, the sign would be installed at the first available opportunity. The sign was installed the first week in January 2013.

Prior to discovering that this issue had been investigated on several previous occasions, the Public Works Director visited the intersection and told Mr. Pierce that he would be willing to support a stop condition on Partridge Street. Mr. Pierce stated that this wouldn't help because the problem is speeding on Quinn Street/121st Lane; those streets should be the stop condition to slow drivers down. If stop signs were installed to reduce potential speeding concerns in neighborhoods they would be located at every intersection across the country. Subsequent investigations discovered the previous reviews and approvals, and further reinforced the decision made in early 2012.

Staff also contacted the Transportation Director for the school district to determine whether they may have any concerns associated with safety at this intersection. Their response was that no complaints had been registered at this location from the bus drivers, parents, or students; and therefore they did not view this as a significant concern. They also commented that they would be open to further discussions if specific concerns were brought to their attention.

Since this matter has been studied on several occasions, and the fact that a cursory review in late 2012 came to the same conclusion as the approving resolution for a stop sign on Partridge Street, staff recommends no modifications to previous actions taken. If Mr. Pierce still objects to this recommendation he has the ability to appeal to the Safety Commission at their next available meeting, which is scheduled for March 14, 2013. It is further recommended that police enforcement be stepped up in the area, including the use of the speed trailer, in an effort to increase driver awareness with respect to their speeds in a residential neighborhood.

BID OPENINGS AND CONTRACT AWARDS

18. CONSIDER RESOLUTION AWARDING CONTRACT FOR WELL REHABILITATION SERVICES

Public Works Director Himmer presented a memorandum to Council stating following completion of the Water System Master Plan in 2001, the City began implementing a comprehensive well rehabilitation program. The initial rehab program began in 2001 and continued through 2007. All 25 of the City's municipal wells, as well as the booster pumping systems at both treatment plants, were rehabilitated. On April 5, 2011 the City Council awarded a contract to Progressive Consulting Engineers (PCE) to evaluate the City's water production system and develop a program for continuous monitoring and maintenance.

As part of the City's on-going capital improvement program, it is necessary to continuously monitor the municipal water supply system. This proposed program will kick off another 5-6 year well rehabilitation program and includes wells 11, 14, 16, and 17. It was originally planned to also include booster pumps 4 and 5, and the backwash recycle pump at the City's west water treatment plant, but due to budget constraints those items have been delayed. During the next five years staff will be proposing that the Council consider rehabilitation of 4 to 6 wells per year to complete this new program.

Major improvements were completed on each well during the initial well rehabilitation program that began in 2001; including rehab of well pump houses, replacement of pumps, inspection of well casings, and other major well components. At this time the well rehabilitation program will involve lesser amounts of work on each well, primarily focusing on inspections and required maintenance (as needed).

Bids were received and the low bid from E.H. Renner & Sons, Inc. is being recommended for approval.

MOTION BY COUNCILMEMBER KOCH, SECONDED BY COUNCILMEMBER SANDERS, TO ADOPT RESOLUTION NO. 11-18(9) AWARDING A CONTRACT FOR WELL REHABILITATION SERVICES TO E.H. RENNER & SONS IN THE AMOUNT OF \$251,634.19. THE MOTION PASSED UNANIMOUSLY.

- 19. AWARD CONTRACTS FOR CONSTRUCTION OF READER BOARD MONUMENT SIGN AT BUNKER HILLS REGIONAL PARK:**
- A. STEEL**
 - B. CONCRETE AND MASONRY**
 - C. ELECTRICAL**
-

City Manager Gatlin presented a memorandum to Council stating City staff and Anoka County have

been working on the planning and construction of a reader board monument sign at Bunker Hills Regional Park for some time. The reader board will be used by both groups to advertise the various activities and facilities located within the park. The City Council approved the Joint Powers Agreement for the project on December 4, 2012, which included a 50-50 cost split and outlined the responsibilities of each party through project completion.

In addition to the 50-50 cost split for project funding, both entities will be providing labor and materials for portions of the work in an effort to keep costs down. The City responsibility of site plan development and grading is now substantially complete. Project plans have since been completed and Amcon, the construction manager, has solicited and collected proposals for all aspects of construction.

MOTION BY COUNCILMEMBER JOHNSON, SECONDED BY COUNCILMEMBER SANDERS, TO AWARD CONTRACTS FOR THE CONSTRUCTION OF A READER BOARD MONUMENT SIGN AT BUNKER HILLS REGIONAL PARK AS FOLLOWS:

LINCO- FURNISH AND INSTALL STEEL - \$4,610

KIFFMEYER – CONCRETE AND MASONRY WORK - \$28,600

MASTER ELECTRIC – ELECTRICAL WORK - \$6,750

THE MOTION PASSED UNANIMOUSLY.

NEW BUSINESS

20. RESIDENTIAL STREET RECONSTRUCTION, ORDER PREPARATION OF FEASIBILITY REPORT AND PREPARATION OF PLANS, PROJECT 13-1:
 - A. CONSIDER RESOLUTION ORDERING PREPARATION OF FEASIBILITY REPORT
 - B. CONSIDER RESOLUTION ORDERING PREPARATION OF PLANS AND SPECIFICATIONS
-

City Engineer Moberg presented a memorandum to Council stating Project 13-1 includes reconstruction of approximately 2.9 miles of local streets in a neighborhood lying west of Crooked Lake Boulevard and north of 113th Avenue. Oakwood Drive between 9th Avenue and Eldorado Street is also included in the project area.

In 1994, the City began a street reconstruction program to replace aging street infrastructure. Since then, more than 76 miles of the City's 220 mile system have been reconstructed. This project would continue the program for 2013. Streets in the project area are 40 years old, except for Oakwood Drive, which is 36 years old, and 117th Avenue, which is 20 years old. In addition to full replacement

of the pavement and underlying gravel base, storm sewer, curb and gutter, sidewalk and driveway aprons would be replaced as needed. Street signs would also be replaced. City staff is currently evaluating the need to replace fire hydrants and watermain valves in the project area. Boulevard tree trimming would be completed in advance of the street project.

City policy calls for an assessment to be levied against properties that benefit from the proposed street improvements. Generally, properties to be assessed are those with a direct access to the street(s) being reconstructed. The goal of the policy is to assess up to 50% of the project cost. Actual project costs and the number of assessable properties will cause the assessable share to vary. For 2013, City staff is recommending a unit assessment rate of \$1620 per single-family residential home. This is a 2.8% increase over the 2012 rate of \$1575 per home, reflecting an increase in the Construction Cost Index for 2012.

Estimated project costs and assessment amounts will be presented to Council in the form of a feasibility report, prepared in accordance with Minnesota Statute 429.

Property owners were notified of the pending project in December 2012. An informational meeting will be held with the neighborhood prior to any public hearings ordered by Council.

MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER KOCH, TO ADOPT RESOLUTION NO. 13-1(3), ORDERING PREPARATION OF A FEASIBILITY REPORT; AND RESOLUTION NO. 13-1(6), ORDERING PREPARATION OF PLANS AND SPECIFICATIONS.

Councilmember Koch explained that street reconstruction projects were the perfect time for residents to let the City know of any concerns with water drainage and curb issues. These issues could be worked through with the City Engineer prior to completion of the new roadway. He reported that tree trimming would be conducted prior to the completion of any road work.

THE MOTION PASSED UNANIMOUSLY.

21. COLLECTOR STREET RECONSTRUCTION, ORDER PREPARATION OF FEASIBILITY REPORT AND PREPARATION OF PLANS, PROJECT 13-2:
 - A. CONSIDER RESOLUTION ORDERING PREPARATION OF FEASIBILITY REPORT
 - B. CONSIDER RESOLUTION ORDERING PREPARATION OF PLANS AND SPECIFICATIONS

City Engineer Moberg presented a memorandum to Council stating Project 13-2 includes reconstruction of Woodcrest Drive between Egret Boulevard and 99th Avenue. This 1.08 mile roadway is part of the City's Municipal State Aid (MSA) system.

In 1994, the City began a street reconstruction program to replace aging street infrastructure. Since then, more than 76 miles of the City's 220 mile system have been reconstructed. This project would continue the program for 2013. Woodcrest Drive was constructed in 1987, except for a 900 foot section immediately south of Egret Boulevard, which was constructed in 1982. In addition to full replacement of the pavement and underlying gravel base, storm sewer, curb and gutter, sidewalk and driveway aprons would be replaced as needed. Street signs would also be replaced.

City staff is currently evaluating the need to replace fire hydrants and watermain valves in the project area. Boulevard tree trimming would be completed in advance of the street project.

City policy calls for an assessment to be levied against properties that benefit from the proposed street improvements. Generally, properties to be assessed are those with a direct access to the street being reconstructed. The goal of the policy is to assess up to 50% of the project cost. Actual project costs and the number of assessable properties will cause the assessable share to vary. For 2013, City staff is recommending a unit assessment rate of \$1620 per single-family residential home, \$20.24 per front foot for multi-family residential property, and \$40.48 per front foot for commercial property. This is a 2.8% increase over the 2012 rate of \$1575 per home, reflecting an increase in the Construction Cost Index for 2012. Municipal State Aid funds will be used to pay for costs not recovered through assessments.

Estimated project costs and assessment amounts will be presented to Council in the form of a feasibility report, prepared in accordance with Minnesota Statute 429.

Property owners were notified of the pending project in December 2012. An informational meeting will be held with the neighborhood prior to any public hearings ordered by Council.

MOTION BY COUNCILMEMBER KOCH, SECONDED BY COUNCILMEMBER JOHNSON, TO ADOPT RESOLUTION NO. 13-2(3), ORDERING PREPARATION OF A FEASIBILITY REPORT; AND RESOLUTION NO. 13-2(6), ORDERING PREPARATION OF PLANS AND SPECIFICATIONS. THE MOTION PASSED UNANIMOUSLY.

22. COLLECTOR STREET RECONSTRUCTION, ORDER PREPARATION OF FEASIBILITY REPORT AND PREPARATION OF PLANS, PROJECT 13-3:
 - A. CONSIDER RESOLUTION ORDERING PREPARATION OF FEASIBILITY REPORT
 - B. CONSIDER RESOLUTION ORDERING PREPARATION OF PLANS AND SPECIFICATIONS
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City Engineer Moberg presented a memorandum to Council stating Project 13-3 includes reconstruction of 113th Avenue between Hanson Boulevard and Robinson Drive. This 0.30 mile roadway segment is part of the City's Municipal State Aid (MSA) system.

In 1994, the City began a street reconstruction program to replace aging street infrastructure. Since then, more than 76 miles of the City's 220 mile system have been reconstructed. This project would continue the program for 2013. 113th Avenue was constructed in stages between 1976 and 1983. In addition to full replacement of the pavement and underlying gravel base, storm sewer, curb and gutter, sidewalk and driveway aprons would be replaced as needed. Street signs would also be replaced.

City staff is currently evaluating the need to replace fire hydrants and watermain valves in the project area. Boulevard tree trimming would be completed in advance of the street project.

City policy calls for an assessment to be levied against properties that benefit from the proposed street improvements. Generally, properties to be assessed are those with a direct access to the street being reconstructed. The goal of the policy is to assess up to 50% of the project cost. Actual project costs and the number of assessable properties will cause the assessable share to vary. For 2013, City staff is recommending a unit assessment rate of \$1620 per single-family residential home, \$20.24 per front foot for multi-family residential property, and \$40.48 per front foot for commercial property. This is a 2.8% increase over the 2012 rate of \$1575 per home, reflecting an increase in the Construction Cost Index for 2012. Municipal state aid funds will be used to pay for costs not recovered through assessments.

Estimated project costs and assessment amounts will be presented to Council in the form of a feasibility report, prepared in accordance with Minnesota Statute 429.

Property owners were notified of the pending project in December 2012. An informational meeting will be held with the neighborhood prior to any public hearings ordered by the Council.

MOTION BY COUNCILMEMBER KOCH, SECONDED BY COUNCILMEMBER SANDERS, TO ADOPT RESOLUTION NO. 13-3(3), ORDERING PREPARATION OF A FEASIBILITY REPORT; AND RESOLUTION NO. 13-3(6), ORDERING PREPARATION OF PLANS AND SPECIFICATIONS. THE MOTION PASSED UNANIMOUSLY.

23. **CONSIDER RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDER ADVERTISEMENT FOR BIDS, 2013 STREET MAINTENANCE PROGRAM, PROJECT 13-5**
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Public Works Director Himmer presented a memorandum to Council stating since 2005, several area cities have participated in a regional street maintenance contract. Council is requested to approve plans and specifications and order advertisement for bids for the project.

The City of Coon Rapids serves as lead agency for the Street Maintenance Program. Cities participating in the 2013 program include Andover, Anoka, Brooklyn Center, Columbia Heights, Coon Rapids, East Bethel, Fridley, Ham Lake, and Mahtomedi. The plans and specifications include

street maintenance material items and services as done in the past. Services include sealcoating, pavement markings, street sweeping, and crack sealing.

Plans and specifications have been completed and Council approval is requested at this time. After bids are received on March 1, 2013, the cities are given a 20 day comment period as outlined in the Joint Powers Agreement. Award of the contract will be considered by Council at their April 2, 2013 meeting. The cities then have 60 days to decide whether or not they wish to proceed. Work will begin in early June. We anticipate a completion date for work in all cities on or about September 6, 2013 for sealcoating and crack sealing. Pavement markings and street sweeping will continue beyond September 6, 2013 and possibly into the spring of 2014.

We have solicited comments from other cities regarding the plans and specifications and have received their comments. The plans are presented at this time for Council approval so that advertisement for bids can proceed.

MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER JOHNSON, TO ADOPT RESOLUTION NO. 13-5(8) APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR THE 2013 STREET MAINTENANCE PROGRAM.

Councilmember Sanders discussed the economies of scale the City achieved by receiving bids for the sealcoating and crack sealing through a joint powers agreement.

THE MOTION PASSED UNANIMOUSLY.

24. **RESIDENTIAL STREET RECONSTRUCTION, ORDER PREPARATION OF FEASIBILITY REPORT AND PREPARATION OF PLANS, PROJECT 13-8:**
 - A. **CONSIDER RESOLUTION ORDERING PREPARATION OF FEASIBILITY REPORT**
 - B. **CONSIDER RESOLUTION ORDERING PREPARATION OF PLANS AND SPECIFICATIONS**
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City Engineer Moberg presented a memorandum to Council stating Project 13-8 includes reconstruction of approximately 4.2 miles of local streets in a neighborhood lying east of Crooked Lake Boulevard and north of Coon Rapids Boulevard.

In 1994, the City began a street reconstruction program to replace aging street infrastructure. Since then, more than 76 miles of the City's 220 mile system have been reconstructed. This project would continue the program for 2013. Streets in the project area are 45 years old, except for the Coon Rapids Boulevard Service Road, which is 40 years old. In addition to full replacement of the pavement and underlying gravel base, storm sewer, curb and gutter, sidewalk and driveway aprons would be replaced as needed. Street signs would also be replaced.

City staff is currently evaluating the need to replace fire hydrants and watermain valves in the project area. Boulevard tree trimming would be completed in advance of the street project.

City policy calls for an assessment to be levied against properties that benefit from the proposed street improvements. Generally, properties to be assessed are those with a direct access to the street(s) being reconstructed. The goal of the policy is to assess up to 50% of the project cost. Actual project costs and the number of assessable properties will cause the assessable share to vary. For 2013, City staff is recommending a unit assessment rate of \$1620 per single-family residential home. This is a 2.8% increase over the 2012 rate of \$1575 per home, reflecting an increase in the Construction Cost Index for 2012.

Estimated project costs and assessment amounts will be presented to Council in the form of a feasibility report, prepared in accordance with Minnesota Statute 429.

Property owners were notified of the pending project in December 2012. An informational meeting will be held with the neighborhood prior to any public hearings ordered by Council.

MOTION BY COUNCILMEMBER JOHNSON, SECONDED BY COUNCILMEMBER KOCH, TO ADOPT RESOLUTION NO. 13-8(3), ORDERING PREPARATION OF A FEASIBILITY REPORT; AND RESOLUTION NO. 13-8(6), ORDERING PREPARATION OF PLANS AND SPECIFICATIONS. THE MOTION PASSED UNANIMOUSLY.

25. RESIDENTIAL STREET RECONSTRUCTION, ORDER PREPARATION OF FEASIBILITY REPORT AND PREPARATION OF PLANS, PROJECT 13-9:
 - A. CONSIDER RESOLUTION ORDERING PREPARATION OF FEASIBILITY REPORT
 - B. CONSIDER RESOLUTION ORDERING PREPARATION OF PLANS AND SPECIFICATIONS
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City Engineer Moberg presented a memorandum to Council stating Project 13-9 includes reconstruction of approximately 2.0 miles of local streets in a neighborhood lying west of Robinson Drive and north of the BNSF railroad tracks. Vale Street west of East River Road and 99th Avenue between Mississippi Boulevard and 99th Lane are also included in the project area.

In 1994, the City began a street reconstruction program to replace aging street infrastructure. Since then, more than 76 miles of the City's 220 mile system have been reconstructed. This project would continue the program for 2013. Streets in the project area are 33 years old, except for 88th Avenue, which is 41 years old, and Vale Street, which is 19 years old. In addition to full replacement of the pavement and underlying gravel base, storm sewer, curb and gutter, sidewalk and driveway aprons would be replaced as needed. Street signs would also be replaced.

City staff is currently evaluating the need to replace fire hydrants and watermain valves in the project area. Boulevard tree trimming would be completed in advance of the street project.

City policy calls for an assessment to be levied against properties that benefit from the proposed street improvements. Generally, properties to be assessed are those with a direct access to the street(s) being reconstructed. The goal of the policy is to assess up to 50% of the project cost. Actual project costs and the number of assessable properties will cause the assessable share to vary. For 2013, City staff is recommending a unit assessment rate of \$1620 per single-family residential home. This is a 2.8% increase over the 2012 rate of \$1575 per home, reflecting an increase in the Construction Cost Index for 2012.

Estimated project costs and assessment amounts will be presented to Council in the form of a feasibility report, prepared in accordance with Minnesota Statute 429.

Property owners were notified of the pending project in December 2012. An informational meeting will be held with the neighborhood prior to any public hearings ordered by Council.

MOTION BY COUNCILMEMBER JOHNSON, SECONDED BY COUNCILMEMBER KOCH, TO ADOPT RESOLUTION NO. 13-9(3), ORDERING PREPARATION OF A FEASIBILITY REPORT; AND RESOLUTION NO. 13-9(6), ORDERING PREPARATION OF PLANS AND SPECIFICATIONS. THE MOTION PASSED UNANIMOUSLY.

26. CONSIDER RESOLUTION NO. 13-35 AWARDED THE SALE OF \$6,615,000 GENERAL OBLIGATION BONDS, SERIES 2013A; FIXING THEIR FORM AND SPECIFICATIONS; DIRECTING THEIR EXECUTION AND DELIVERY; AND PROVIDING FOR THEIR PAYMENT

Finance Director Legg presented a memorandum to Council stating bids were received on January 15, 2013 for the sale of a bond issue.

As you will recall, on January 7, 2013, City Council authorized a bond sale subject to certain parameters. The bids were received and the terms did fall within the set parameters. Therefore, City Council is now being asked to authorize the bond sale. The true interest cost of the issue is 1.3316 percent with nine bids having been received. The lowest bid was received from BOSC, Inc., A Subsidiary of BOK Financial Corporation out of Milwaukee, Wisconsin.

There were three parts to the bonds. The first was to refund water revenue bonds of 2003, saving interest costs. It was anticipated that there would have been savings of \$180,000. Actual present value savings will be \$203,415.

The second part of the bond issue was to fund four street reconstruction projects:

City Project 11-1, 2011 Street Reconstruction
City Project 12-1, 2012 Street Reconstruction
City Project 12-2, 2012 Street Reconstruction, MSA
City Project 12-3 2012 Street Reconstruction, MSA

And, the third part of the bonds will fund the construction of the golf learning center.

MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER WELLS, TO ADOPT RESOLUTION NO. 13-35 AWARDDING THE SALE OF \$6,615,000 GENERAL OBLIGATION BONDS, SERIES 2013A; FIXING THEIR FORM AND SPECIFICATIONS; DIRECTING THEIR EXECUTION AND DELIVERY; AND PROVIDING FOR THEIR PAYMENT. THE MOTION PASSED UNANIMOUSLY.

27. 2013 SAFE ROUTES TO SCHOOL INFRASTRUCTURE GRANT APPLICATIONS:
- A. CONSIDER RESOLUTION 13-29 APPROVING GRANT APPLICATIONS FOR ELECTRONIC SPEED SCHOOL ZONE FEEDBACK SIGNS FOR MORRIS BYE ELEMENTARY SCHOOL
 - B. CONSIDER RESOLUTION 13-30 APPROVING GRANT APPLICATION FOR BITUMINOUS TRAIL THROUGH WILDERNESS PARK BETWEEN MAIN STREET AND 121ST AVENUE
 - C. CONSIDER RESOLUTION 13-31 APPROVING GRANT APPLICATION FOR BITUMINOUS TRAIL FROM BUNKER HILLS REGIONAL PARK TO THE MAIN STREET PEDESTRIAN TUNNEL EAST OF AVOCET STREET
-

A memorandum was presented from Project Manager Full stating the City has been notified by the Minnesota Department of Transportation that \$3.2 million is available for infrastructure grants for Minnesota as part of the Safe Routes to School (SRTS) program. Council is requested to direct staff to submit applications for three City projects.

The Minnesota Department of Transportation is soliciting applications for grant funds available through the Safe Routes to School (SRTS) program. The purpose of these grant funds is to achieve the following goals:

- Enable and encourage children, including those with disabilities, to walk and bicycle to school.
- Make bicycling and walking to school a safer and more appealing transportation alternative, thereby encouraging a healthy and active lifestyle from an early age.
- Facilitate the planning, development and implementation of projects and activities that will improve safety and reduce traffic, fuel consumption and air pollution in the vicinity of schools.

The SRTS grants provide federal funding for infrastructure projects located within two miles of a school with students in grades K-8 ranging in cost from \$100,000 to \$300,000. No local match is required on these grants. Funds from this program are reimbursed to communities after they are completed. Applications must be submitted by February 15, 2013. Grant award recipients will be announced in May 2013.

Staff recommends the City submit applications for the following improvements:

1. Electronic speed school zone feedback signs for Morris Bye Elementary School at 11931 Crooked Lake Boulevard. The cost estimate for installation of the signs is \$27,940.
2. Bituminous trail through Wilderness Park from the Main Street tunnel to 121st Avenue in the vicinity of Fire Station #2, providing a link to Sand Creek Elementary School. The cost estimate for construction of the trail is \$130,680.
3. Bituminous trail from Bunker Hills Regional Park to the Main Street pedestrian tunnel east of Avocet Street. The cost estimate for construction of the trail is \$52,910.

MOTION BY COUNCILMEMBER JOHNSON, SECONDED BY COUNCILMEMBER SANDERS, TO ADOPT RESOLUTION NO. 13-29 APPROVING GRANT APPLICATION FOR ELECTRONIC SPEED SCHOOL ZONE FEEDBACK SIGNS FOR MORRIS BYE ELEMENTARY SCHOOL; ADOPT RESOLUTION NO. 13-30 APPROVING GRANT APPLICATION FOR A BITUMINOUS TRAIL THROUGH WILDERNESS PARK BETWEEN MAIN STREET AND 121ST AVENUE; AND ADOPT RESOLUTION NO. 13-31 APPROVING GRANT APPLICATION FOR A BITUMINOUS TRAIL FROM BUNKER HILLS REGIONAL PARK TO THE MAIN STREET PEDESTRIAN TUNNEL EAST OF AVOCET STREET. THE MOTION PASSED UNANIMOUSLY.

OTHER BUSINESS

City Manager Gatlin noted the Parks and Recreation Commission met last night and discussed the Capital Improvements Program for 2013. The group had some concerns and would like to have a joint meeting with the Council to discuss this in further detail. He recommended this joint meeting be held on February 19th prior to the Council meeting.

Mayor Howe requested further information on the Commission's concerns.

City Manager Gatlin indicated the Parks and Recreation Commission had concerns that the program was moving away from the cornerstone parks concept. There was concern that Riverview Lane was recommended for improvements as a neighborhood park. Lastly, there was question if it was necessary to include a park at the community center.

Councilmember Sanders was in favor of meeting at 6:00 p.m. on February 19th with the Park and

Recreation Commission.

Councilmember Johnson suggested the joint meeting be held on February 12th at 6:30 p.m. instead to allow enough discussion time. Mayor Howe agreed with this recommendation.

City Manager Gatlin commented that Firestone was holding a Grand Opening event on Friday, February 15th at 11:30 a.m. and invited all Councilmembers to attend. He requested the Council review their schedules and report to staff if able to attend.

Public Works Director Himmer explained there would be open houses held at City Hall on both Monday and Tuesday to provide the public with information on the upcoming street reconstruction projects.

Mayor Howe thanked all of the volunteers and residents for participating in the Snowflake Days events. He also thanked all those who were able to participate in the golf event at Bunker Hills.

ADJOURN

MOTION BY COUNCILMEMBER SANDERS, SECONDED BY COUNCILMEMBER KOCH,
TO ADJOURN THE MEETING AT 8:01 P.M. THE MOTION PASSED UNANIMOUSLY.

Tim Howe, Mayor

ATTEST:

Cathy Sorensen, City Clerk



City Council Regular

1.

Meeting Date: 02/19/2013

Subject: Abatement Services Contract

From: Kristin DeGrande, Neighborhood
Coordinator

INTRODUCTION

The City solicited proposals from local companies to provide nuisance abatement and securing property services for the City.

DISCUSSION

A request for quotations (RFQ) was developed to select a provider of nuisance abatement and securing property services for the City. This position was advertised in the Herald and the Anoka County Shopper, listed on the City's website and RFQs were sent directly to any contractor who had expressed past interest in providing these types of services for the City. Seven proposals were received. Staff reviewed and scored each of the seven proposals, interviewing the four that scored highest. The following is a list of the proposals submitted with an asterisk for those who were selected to interview:

- 24 Restore
- Advance Companies, Inc.*
- Border Lines Pavement Maintenance
- Flo's Remodeling*
- Grounds Maintenance Service, Inc.
- Performance Lawn Care, Inc.*
- Superior Foreclosure Services, Inc.*

Of those interviewed, staff recommends hiring Flo's Remodeling. Past experience abating and securing properties, fees, the company's capacity, ability to respond quickly, and the primary focus of the companies were considered when analyzing proposals. Flo's Remodeling is the City's current provider of these services and does an exceptional job. Flo's Remodeling performs all of the types of abatements needed by the City, their fees are competitive, and they add few surcharges to the items abated. Flo's Remodeling offers extensive experience performing abatements and securing of properties for Anoka County, banks, mortgage companies, private residences and companies, a couple of other metro cities, as well as the City of Coon Rapids. Most importantly, they have consistently responded to requests for service within 15 minutes seven days a week when needed. This is crucial especially when securing a vacant building.

When property owners leave behind junk, furniture, appliances, or other debris on their driveway or in their yard, this becomes a nuisance to neighbors. Having a reliable and highly responsive contractor to clean up the property or secure broken windows or doors quickly is important to the City's public safety and neighborhood efforts.

Of those companies not selected for this contract, the main concerns were either a lack of direct abatement experience, not being able to provide all of the necessary services, and overall capacity to respond to the City's abatements and securing of properties in a timely manner.

RECOMMENDATION

Approve agreement for nuisance abatement and securing property services with Flo's Remodeling.

Attachments

RFQ for Nuisance Abatement and Securing Property Services

Award of Contract

Agreement



REQUEST FOR QUOTATION

Nuisance Abatement & Property Securing Services (Purch File 12-16)
(To be returned no later than 4:00 p.m. on Tuesday, January 22, 2013)

TO WHOM IT MAY CONCERN:

The City of Coon Rapids will accept quotations at the office of the Neighborhood Reinvestment Division until 4:00 p.m. on Tuesday, January 22, 2013 for the following:

- 1) Remove and properly dispose of public nuisance items per request for service**
- 2) Secure non-compliant properties per request for service**

The City expects approximately 5 - 15 service calls per month. However, the actual number of service calls will vary and cannot be guaranteed.

General Requirements:

The Contractor must work closely with the Neighborhood Reinvestment Staff to abate nuisances and secure and manage vacant properties. All requests for services will be by phone. Invoices may be sent via email, fax or mail. The Contractor must clearly indicate on the invoice the date that the contracted service took place and the type of service rendered. Payment terms: Net 30.

Contractor must:

- Be able to service both residential and commercial properties.
- Secure properties in accordance to City Code 12-312 (2) and policy.
- Be available from the hours of 7:00 am to 5:00 pm Monday through Friday.
- Abate properties within 24 hours of notice from request for service.
- Provide “before” and “after” photos of each service call.
- Provide a current employee roster with this quotation submittal.

Licenses and Insurance:

The contractor shall be responsible for all licenses required by the City. Contractor shall provide a Certificate of Insurance listing the City as an additional insured and showing coverage for Liability and Worker's Compensation as described below. The contractor shall obtain and maintain in full force for the duration of the contract the insurance designated as follows.

PROPOSAL
Nuisance Abatement & Securing Property Services
January 2013

Name of Company _____

Address _____

Contact Person _____

Telephone _____

E-Mail Address _____

Authorized Signature _____

Total hourly rate for service: \$ _____

Minimum hours charged per call-out: \$ _____

Trip fee (if applicable): \$ _____

Other fees (if applicable): \$ _____

If there are other fees, please give a brief explanation as to what they are:

What is the primary service your company provides?		
Does your company provide the following services?		
Yes	No	<u>Abatement of junk, debris, and general household trash</u> <ul style="list-style-type: none"> If yes, please describe your methods of abating these items and where you then dispose of them.
Yes	No	<u>Abatement of yard waste</u> <ul style="list-style-type: none"> If yes, please describe your methods of abating these items and where you then dispose of them.
Yes	No	<u>Abatement of appliances</u> <ul style="list-style-type: none"> If yes, what do you do with these items after they have been abated from a property? Do you add a surcharge for the abatement of these items? If yes, what is the amount?
Yes	No	<u>Abatement of graffiti</u> <ul style="list-style-type: none"> If yes, what process and what products do you use to remove the graffiti?
Yes	No	<u>Abatement of swimming pools</u> <ul style="list-style-type: none"> If yes, please describe your process of abating (cleaning out and shutting down) a swimming pool.
Yes	No	<u>Abatement of auto parts</u> <ul style="list-style-type: none"> If yes, please describe your process of abating these items and where you would then dispose of them.
Yes	No	<u>Securing of a vacant property</u> <ul style="list-style-type: none"> If yes, please describe your process of securing a vacant property.

Yes	No	<p>Are there any specific items that you would not abate?</p> <ul style="list-style-type: none"> • If yes, please describe.
Yes	No	<p>Do you have any experience working with other cities and/or mortgage companies or banks?</p> <ul style="list-style-type: none"> • If yes, list the company names, scope of work and years that you provide service to them.
Yes	No	<p>Do your hours of operation comply with City requirements as specified above?</p> <ul style="list-style-type: none"> • If no, please describe.
Yes	No	<p>Are you able to comply with the City required response time as specified above?</p> <ul style="list-style-type: none"> • If no, please describe.
Yes	No	<p>Are you able to comply with the required number of employees responding to a service call as specified above?</p> <ul style="list-style-type: none"> • If no, please describe.
Yes	No	<p>Do you verify that winterization of a property has taken place?</p> <ul style="list-style-type: none"> • If yes, please describe the process.
Yes	No	<p>Do you have a screening process for employees?</p> <ul style="list-style-type: none"> • If yes, please describe.
Yes	No	<p>Do you train your employees to perform abatements and/or securing of properties?</p> <ul style="list-style-type: none"> • If yes, please describe.

Yes	No	<p>Are your employees supervised during the abatement of a property?</p> <ul style="list-style-type: none">• If yes, please describe.
<p>How many employees would be used for a junk and debris abatement?</p> <p>How many employees would be used for securing a property?</p> <p>Please describe how you would invoice the City of Coon Rapids for the jobs completed?</p>		
<p>Please list any other qualifications or education that you feel would apply to this contract.</p>		
<p>Please provide 3 professional references:</p> <ol style="list-style-type: none">1.2.3.		



Flo's Remodeling
9781 Monroe Street NE
Blaine, MN 55434

NOTICE OF AWARD

NOTE: No work is authorized until all required documents have been received by the Purchasing Division of the City of Coon Rapids and the Notice to Proceed has been issued by the City Purchasing Division. Any work performed by the Contractor prior to receipt of the Notice to Proceed is solely at the Contractor's risk.

Nuisance Abatement and Property Securing Services - Purch File 12-16

The City of Coon Rapids has considered the quote submitted by you January 22, 2013 for the above described work in response to our request for quotes.

You are hereby notified that your quote has been accepted in the amount of \$55 per hour.

Before work commences, you are required to furnish **a current Certificate of Insurance**. Please list the City of Coon Rapids as an "additional insured" on the Certificate of Insurance and have it forwarded to the Purchasing Department.

You are required to **return both copies of this Notice of Award and both copies of the Agreement** to the City within ten (10) days of receipt of this notice to you.

February 14, 2013

CITY OF COON RAPIDS

Stephanie Lincoln
Purchasing Clerk

ACCEPTANCE OF NOTICE

Receipt of the above Notice of Award is hereby acknowledged.

By: Flo's Remodeling

By _____ Title _____

Date _____

cc: Project Manager



AGREEMENT FOR NUISANCE ABATEMENT AND PROPERTY SECURING SERVICES

This AGREEMENT, made this 14th day of February, 2013, by and between the City of Coon Rapids, a Minnesota Municipal Corporation, hereinafter called "City" and, Flo's Remodeling, doing business as a Minnesota Corporation hereinafter called "Contractor".

WITNESSETH:

The Contractor will perform Nuisance Abatement and Property Securing Services, as described in the City Request for Quotation dated January 22, 2013.

The Contractor will furnish all of the materials, supplies, tools, equipment, labor and other services necessary for the completion of the project.

The Contractor will at all times act as an independent contractor of the City and in no way will Contractor or its agents and employees be considered employees of the City.

The Contractor will be available to begin the work required by the Contract Documents within ten (10) calendar days after the date of a Notice of Award of Contract unless the period for commencing work is extended otherwise by the Contract Documents.

The Contractor agrees to perform all of the work described in the Contract Documents for the total hourly sum of \$55 per hour based upon one crew member performing the contracted work with a two-hour minimum and a \$50 trip fee. The term "Contract Documents" means and includes the following:

- Request for Quotations
- Quote/Bid of Services by Flo's Remodeling
- Insurance Requirements and Certificate by Contractor
- This Agreement
- Notice of Award of Contract
- Addenda (If necessary)
- Performance Bond (If contractual work is estimated to exceed \$75,000 during a calendar year).

The City will pay the Contractor in the manner and at such time as set forth in the General Requirements such amounts as required by the Contract Documents based upon the quotation of

the Contractor.

While any Contractor performs services for the City of Coon Rapids, in consideration for the contract, the Contractor, subcontractors, agents, employees, and assigns agree not to have a firearm in possession while at a worksite, while on City property, or otherwise performing acts on behalf of the City. The Contractor agrees to perform its contractual duties in a professional manner and will treat citizens courteously and with respect at all times.

The Contractor agrees that any items removed from property while performing services under this contract will be properly disposed of or recycled and that the Contractor will not salvage any items removed for resale or personal use. The Contractor agrees to enter private property only after receiving approval from City Officials.

The Contractor agrees to abide by the Minnesota Data Practices Act, as applicable, and will immediately notify the City if the Contractor receives a request for information. The City agrees to cooperate with the Contractor in analyzing the request and providing an appropriate response according to State Law.

This Agreement shall be binding upon all parties hereto and their respective heirs, executors, administrators, successors, and assigns.

This Agreement will remain in effect until December 31, 2013. This Agreement will be automatically extended for two additional one-year periods under the same terms and conditions unless either party notifies the other in writing that it wishes to terminate the contract effective December 31, 2013. Said notice of termination must be received by the other party by December 1st of the current year.

In witness Whereof, the parties hereto have executed, or caused to be executed by their duly authorized officials, this written Agreement in duplicate, each of which shall be deemed an original on the date first above written.

CITY OF COON RAPIDS:

Approved as to Form

Tim Howe, Mayor

David Brodie, City Attorney

Steven D. Gatlin, City Manager

CONTRACTOR:

Flo's Remodeling

By: _____

Title: _____

AGREEMENT
FOR NUISANCE ABATEMENT AND
PROPERTY SECURING SERVICES

NOTICE OF AWARD OF CONTRACT

TO:

To Whom It May Concern:

Please take notice that on the ____ day of _____ 2010, the City Council of the City of Coon Rapids awarded you the 2010 contract for nuisance abatement and property securing services and you are required to be available to perform work under the contract at any time after _____, 2010 and upon notice by the City must perform the contract services within _____ days, unless otherwise agreed in writing.

If you have any questions about your obligations under this contract please contact Kristin DeGrande, Neighborhood Coordinator for the City of Coon Rapids at 763-767-6517.

Sincerely,

Kristin DeGrande
Neighborhood Coordinator



City Council Regular

2.

Meeting Date: 02/19/2013

Subject: Final Payment for Project 12-2, Street Reconstruction

Submitted For: Sharon Legg, Finance Director

From: Dianne Nelson, Advanced Accounting
Technician

INTRODUCTION

The City Engineer has recommended final payment to North Valley, Inc. in the amount of \$72,417.67 for Project 12-2.

DISCUSSION

A summary of Project 12-2, Street Reconstruction, is as follows:

Contract completion date	09/14/12
Substantial completion date	09/17/12
Final completion date	09/27/12

Contract amount	\$1,308,236.84
Total additions/deletions	0.00
Final contract amount	1,308,236.84
Actual project cost	1,448,353.36
Less: previous payments by City	(1,375,935.69)
Amount due	\$72,417.67
Amount over final contract	\$140,116.52

The actual project costs were more than the final contract amount due to more work performed than actual bid.

RECOMMENDATION

All of the above dates are reasonable and accurate according to the project file. No liquidated damages are recommended. Staff recommends approval of the final payment to North Valley, Inc. in the amount of \$72,417.67 for Project 12-2.



City Council Regular

3.

Meeting Date: 02/19/2013

Subject: Final Payment for Project 12-3, Street Reconstruction

Submitted For: Sharon Legg, Finance Director

From: Dianne Nelson, Advanced Accounting
Technician

INTRODUCTION

The City Engineer has recommended final payment to North Valley, Inc. in the amount of \$63,921.20 for Project 12-3.

DISCUSSION

A summary of Project 12-3 is as follows:

Contract completion date	09/25/12
Substantial completion date	10/12/12
Final completion date	11/5/12

Contract amount	\$1,177,788.84
Total additions/deletions	56,516.39
Final contract amount	1,234,305.23
Actual project cost	1,278,424.17
Less: previous payments by City	(1,214,502.97)
Amount due	\$63,921.20
Amount over final contract	\$44,118.94

The changes to this project were to modify the method of construction for the project to meet proper MnDot specifications for pavement design of 6" of reclaim gravel and 4" of bituminous wear mix. During utility work it was discovered that there was no gravel base under the existing pavement such that the reclaiming operation, as originally bid, would not provide an adequate gravel base.

RECOMMENDATION

All of the above dates and amounts are reasonable and accurate according to the project file. No liquidated damages are recommended. Staff recommends approval of final payment to North Valley, Inc. in the amount of \$63,921.20 for Project 12-3.



City Council Regular

4.

Meeting Date: 02/19/2013

Subject: Open Mic Report - Jerry Pierce, 12236 Partridge Street, Stop Sign Installation at Partridge Street and Quinn Street/121st Lane

From: Cathy Sorensen, City Clerk

INTRODUCTION

Mr. Pierce appeared at Open Mic on February 5 stating he hadn't received a response to his request that the Safety Commission reevaluate the recent installation of a stop sign at the intersection of Partridge Street and Quinn Street/121st Lane.

DISCUSSION

Mr. Pierce appeared during Open Mic on January 7 asking for reevaluation of the recent installation of a stop sign at the intersection of Partridge Street and Quinn Street/121st Lane. He stated that as of February 5 he had not received a response to that appearance and requested an update. Staff had mailed the attached response on February 1 after the Council packet was posted and resent it on February 6 to ensure its receipt. The response encourages Mr. Pierce to appear at the next Safety Commission meeting with his concerns, which is scheduled for March 14, 2013.

RECOMMENDATION

No further action is required at this time.

cc: Jerry Pierce

Attachments

Open Mic Report - 2/5/13

**City Council Regular****17.****Meeting Date:** 02/05/2013**Subject:** Open Mic Report - Jerry Pierce, 12236 Partridge Street, Stop Sign Installation at Partridge Street and Quinn Street/121st Lane**Submitted For:** Tim Himmer, Public Works Director**From:** Cher Ridout, Admin Secretary II

INTRODUCTION

Mr. Pierce asked that the Safety Commission re-evaluate the recent installation of a stop sign at the intersection of Partridge Street and Quinn Street/121st Lane. The Traffic Review Committee; comprised of the City Engineer, Public Works Director, and Police Chief, reviewed requests for stop sign installation at this intersection on four separate occasions dating back to 2006. Such requests were denied in 2006, 2008, and 2010, but was approved in February of 2012.

With the most recent request for stop sign installation, the Traffic Review Committee met in the field on December 19, 2011 to evaluate the intersection of Partridge Street and Quinn Street/121st Lane. At that time they concluded that the curvature of Quinn Street (to the west) created limited visibility for vehicles traveling southbound on Partridge Street. Quinn Street/121st Lane functions as a collector street in the area, and therefore higher volumes and speeds may be a concern on this section of roadway. Also, additional school buses began picking up children at this intersection in the fall of 2011. For these reasons the Traffic Review Committee concluded that a stop condition on Partridge Street would provide a safer intersection for children boarding the buses, and would reduce vehicle conflicts with the higher volume collector road (Quinn Street/121st Lane).

The City Council reviewed the matter at their January 17, 2012 meeting, agreed with the recommendation of the Committee, and introduced an ordinance establishing a stop sign on southbound Partridge Street at Quinn Street/121st Lane. On February 5, 2012 the City Council then adopted the ordinance, and the stop sign was ordered for installation. Unfortunately there was some internal miscommunication and the stop sign was never installed at the time. Mr. Pierce contacted the Public Works Director in December of 2012 requesting stop signs to be installed on Quinn Street/121st Lane. Upon investigation it was discovered that this matter had already been through the process on several occasions, and that the Council had already approved the installation of a stop sign on Partridge Street. This information was communicated to Mr. Pierce and he stated that this was a mistake and that no sign should be installed until it is fully evaluated. Staff told him that since the process had already been followed, and a resolution already adopted, the sign would be installed at the first available opportunity. The sign was installed the first week in January 2013.

DISCUSSION

Prior to discovering that this issue had been investigated on several previous occasions, the Public

Works Director visited the intersection and told Mr. Pierce that he would be willing to support a stop condition on Partridge Street. Mr. Pierce stated that this wouldn't help because the problem is speeding on Quinn Street/121st Lane; those streets should be the stop condition to slow drivers down. If stop signs were installed to reduce potential speeding concerns in neighborhoods they would be located at every intersection across the country. Subsequent investigations discovered the previous reviews and approvals, and further reinforced the decision made in early 2012.

Staff also contacted the Transportation Director for the school district to determine whether they may have any concerns associated with safety at this intersection. Their response was that no complaints had been registered at this location from the bus drivers, parents, or students; and therefore they did not view this as a significant concern. They also commented that they would be open to further discussions if specific concerns were brought to their attention.

RECOMMENDATION

Since this matter has been studied on several occasions, and the fact that a cursory review in late 2012 came to the same conclusion as the approving resolution for a stop sign on Partridge Street, staff recommends no modifications to previous actions taken. If Mr. Pierce still objects to this recommendation he has the ability to appeal to the Safety Commission at their next available meeting, which is scheduled for March 14, 2013. It is further recommended that police enforcement be stepped up in the area, including the use of the speed trailer, in an effort to increase driver awareness with respect to their speeds in a residential neighborhood.

cc: Jerry Pierce

Fiscal Impact

BUDGET IMPACT:

This item has no major budget impact other than the initial installation cost of the sign.

Attachments

Location Map



City Council Regular

5.

Meeting Date: 02/19/2013

Subject: Levy Assessments for Misc. 2013(1)

Submitted For: Sharon Legg, Finance Director

From: Heidi Cederstrand, Assessment Clerk II

INTRODUCTION

After an assessment hearing, the unopposed 2013 Miscellaneous Special Assessments should be adopted.

DISCUSSION

The amount to be assessed for the 2013(1) Miscellaneous Assessments is \$90,530.34 as of February 13, 2013. The amount reflects payments and adjustments that have been made since January 29, when the assessment hearing date was set. An updated amount will be distributed on February 19.

As you know, the revised process of hearing assessment appeals will include a hearing before the Board of Adjustment and Appeals before City Council adoption. The City Council still must open a public hearing as required by State Statutes. However, at that hearing the City Council should collect written appeals and refer appellants to the Board of Adjustment and Appeals for their review and recommendation. After the public hearing has been closed, the City Council may adopt the assessments which have not been appealed.

The Board of Adjustment and Appeals is expected to meet on March 7 and will make a recommendation to the City Council at the March 19 Council meeting.

The terms of re-payment of these assessments are determined by the amount being assessed. The proposed assessments are categorized by the number of years to be assessed and the interest rate recommended. Amounts up to \$1,000 will be payable in one year, amounts up to \$5,000 will be three years.

RECOMMENDATION

Staff recommends the following action by the Council:

- a. Hold assessment hearing to collect written appeals.
- b. Adopt Resolution 13-38 adopting 2013(1) Miscellaneous Special Assessments (unopposed one year).
- c. Adopt Resolution 13-39 adopting 2013(1) Miscellaneous Special Assessments (unopposed three year).

Attachments

MISC. 2013(1)-1 YEAR

MISC. 2013(1)-3 YEAR

RESOLUTION NO. 13-38

**RESOLUTION ADOPTING 2013(1) MISCELLANEOUS SPECIAL ASSESSMENTS
(ONE YEAR)**

WHEREAS, pursuant to property notice duly given as required by law, the City Council has met and heard and passed upon all objections to the proposed assessment for the nonpayment of invoices; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of Coon Rapids, Minnesota that

1. Such proposed assessment, a copy of which is attached hereto and made a part thereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.

2. Such assessment shall become payable in one annual installment, commencing with the first Monday in January 2014, and shall bear interest at the rate of 1.40% per annum from the date of the adoption of this assessment resolution. To the installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2014. The total amount of the one-year assessment is \$40,063.25.

3. The owner of any property so assessed may, at any time prior to certification of the assessment to the Director of the Anoka County Records and Taxation Division (but no later than November 14, 2013), pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Treasurer, except that no interest shall be charged if the entire assessment is paid within thirty (30) days from the adoption of this resolution. He/she may, at any time thereafter, pay to the City Treasurer the entire amount of the assessment remaining unpaid, with interest accrued through the date of payment. However, such payment must be made no later than November 14, 2013 or interest will be charged through December 31 of the next succeeding year.

4. The Clerk shall forthwith transmit a certified duplicate of this assessment to the County Property Records and Taxation Division to be extended on the proper tax lists of the County, and such assessments shall be collected and paid over in the same manner as other municipal taxes.

Adopted by the Coon Rapids City Council this 19th day of February 2013.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk

RESOLUTION NO. 13-39

**RESOLUTION ADOPTING 2013(1) MISCELLANEOUS SPECIAL ASSESSMENTS
(THREE YEAR)**

WHEREAS, pursuant to property notice duly given as required by law, the City Council has met and heard and passed upon all objections to the proposed assessment for the nonpayment of invoices; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of Coon Rapids, Minnesota that

1. Such proposed assessment, a copy of which is attached hereto and made a part thereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.

2. Such assessment shall become payable in one annual installment, commencing with the first Monday in January 2014, and shall bear interest at the rate of 1.60% per annum from the date of the adoption of this assessment resolution. To the installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2014. The total amount of the three-year assessment is \$50,467.09.

3. The owner of any property so assessed may, at any time prior to certification of the assessment to the Director of the Anoka County Records and Taxation Division (but no later than November 14, 2013), pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Treasurer, except that no interest shall be charged if the entire assessment is paid within thirty (30) days from the adoption of this resolution. He/she may, at any time thereafter, pay to the City Treasurer the entire amount of the assessment remaining unpaid, with interest accrued through the date of payment. However, such payment must be made no later than November 14, 2013 or interest will be charged through December 31 of the next succeeding year.

4. The Clerk shall forthwith transmit a certified duplicate of this assessment to the County Property Records and Taxation Division to be extended on the proper tax lists of the County, and such assessments shall be collected and paid over in the same manner as other municipal taxes.

Adopted by the Coon Rapids City Council this 19th day of February 2013.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk



City Council Regular

6.

Meeting Date: 02/19/2013

Subject: Proposed Residential Street Reconstruction - Project 13-1

Submitted For: Bob Moberg, City Engineer

From: Cher Ridout, Admin Secretary II

INTRODUCTION

The City Engineering Division is recommending the reconstruction of 2.9 miles of residential streets in an area generally lying west of Crooked Lake Boulevard and north of 113th Avenue. The project area also includes Oakwood Drive between 9th Avenue and Eldorado Street. Staff has prepared a feasibility report for the proposed project. Council is requested to accept the feasibility report and to order a public improvement hearing and an assessment hearing for the project, with both hearings to be held on March 19, 2013.

DISCUSSION

Council ordered preparation of a feasibility report for the proposed project on February 5, 2013. Streets included in the scope of the report are as follows:

1. Heather Street, Ivywood Street, Jonquil Street, Kerry Street and Lily Street between 113th Avenue and 115th Avenue.
2. 113th Avenue between Lily Street and Jonquil Street.
3. 113th Lane between Kerry Street and Jonquil Street and 114th Lane between Jonquil Street and Ivywood Street.
4. 115th Avenue between Heather Street and Crooked Lake Boulevard.
5. 115th Lane and 116th Avenue between Heather Street and Eidelweiss Street.
6. 116th Lane between Kerry Street and Heather Street.
7. Eidelweiss Street, Gladiola Street and Heather Street between 115th Avenue and 117th Avenue.
8. 117th Avenue between Heather Street and Gladiola Street.
9. Oakwood Drive between 9th Avenue and Eldorado Street.

Proposed improvements include removal and replacement of existing bituminous pavement and gravel base, removal and replacement of damaged curb and gutter, installation of ADA compliant pedestrian curb ramps as needed, and repair or replacement of storm sewer, sanitary sewer and watermain facilities as needed.

City assessment policy calls for assessing properties benefiting from the proposed improvements. The proposed assessment rate is \$1,620 for single-family residential property, \$20.24 per front foot for multi-family residential property, and \$40.48 per front foot for commercial property. There are 251 single-family residential properties and 4 other properties (apartment building, WCCO tower, City park and County library) in the project area.

The legal descriptions for the area of benefit are:

- Lots 5-14 of Block 1, Lots 1-25 of Block 2, Lots 1-28 of Block 3, Lots 1-8 of Block 4, Lots 1-2 and 10-15 of Block 6, Lots 1-8 of Block 7, Lots 1-17 of Block 8, Lots 1-9 of Block 9 and Outlot 2, I.E. Butler Addition
- Lots 1-11 and 29-34 of Block 1, Lots 1-6 and 13-15 of Block 2, Lots 1 and 16-19 of Block 5, I.E. Butler 2nd Addition

- Lots 2-15 of Block 1, I.E. Butler 3rd Addition
- Lots 1-5 of Block 1 and Lots 1-2 of Block 2, Callender Addition
- Lot 28 of Block 3, Wedgewood Parc 2nd Addition
- Lots 1-4 of Block 1 and Lots 1-4 of Block 2, Radio Acres Plat 2
- Lots 1-3 of Block 1 and Lots 1-3 of Block 2, Cardinal Heights Plat 3
- Lots 1-3 of Block 1 and Lots 1-8 of Block 2, Cardinal Heights Plat 4
- Lots 1-12 of Block 1, Cardinal Heights Plat 5
- Lots 1-8 of Block 1, Cardinal Heights Plat 7
- Lots 1-4 of Block 1, Larson Second Addition
- Lots 1-7 of Block 1, Larson Third Addition
- Lots 1-3 of Block 1, Wikner Addition
- Lots 1-2 of Block 1, Lofgren's Addition
- Lots 1-5 of Block 1, Sundquist Addition
- Lot 1 of Block 2, Eldorado Terrace

● PIN 16-31-24-22-0001

- PIN 16-31-24-23-0001
- PIN 16-31-24-23-0002
- PIN 16-31-24-23-0003
- PIN 16-31-24-23-0004
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- PIN 16-31-24-23-0020
- PIN 16-31-24-23-0023
- PIN 16-31-24-23-0109
- PIN 16-31-24-34-0110
- PIN 16-31-24-23-0116
- PIN 16-31-24-23-0117

● PIN 17-31-24-14-0001

Approximately 500 properties were notified of the pending project in December 2012. A neighborhood meeting will be held on February 28, 2013 at 6:30 p.m. in City Hall Council Chambers.

The total estimated project cost is \$1,413,600. The project is necessary to improve the condition of the streets, is feasible to construct from an engineering standpoint and it is cost-effective.

RECOMMENDATION

It is recommended that Council adopt the following resolutions (a 4/5 vote is required for approval):

- a. Resolution No. 13-1(4) accepting the feasibility report and ordering a public hearing to be held on March 19, 2013.
- b. Resolution No. 13-1(10) declaring cost to be assessed and ordering preparation of a proposed assessment roll.

c. Resolution No. 13-1(11) setting the assessment hearing date for March 19, 2013.

Fiscal Impact

BUDGET IMPACT:

Total estimated cost of the proposed improvement is \$1,413,600, with a total amount assessed of \$454,064.37. The balance of the project cost would be recovered from various funds:

- \$639,036 from the Street Reconstruction Fund (797) resulting in an annual tax levy of approximately \$150,000 to repay bonds over a 5-year period beginning in 2014.
- \$97,100 from the Storm Water Drainage Fund (640) recovered through storm drainage charges.
- \$223,400 from the Water Fund (601) recovered with charges for water used.

Attachments

13-1 Area Map

13-1 Feasibility Report

Resolution No. 13-1(4)

Resolution No. 13-1(10)

Resolution No. 13-1(11)



2013 Street Reconstruction

— Project 13-1 Streets

Feasibility Report

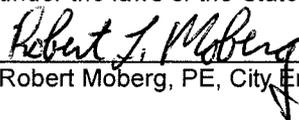
PROJECT 13-1

Street Reconstruction

Area west of Crooked Lake Boulevard
and north of 113th Avenue plus
Oakwood Drive between
9th Avenue and Eldorado Street

February 19, 2013

*I hereby certify that this report was prepared
by me or under my direct supervision and that
I am a duly Licensed Professional Engineer
under the laws of the State of Minnesota.*



Robert Moberg, PE, City Engineer

License No. 23334

Date: 2/19/13



Prepared By:
CITY OF COON RAPIDS
ENGINEERING
DIVISION

PROJECT HISTORY

In the fall of 2012, City staff completed a pavement condition rating evaluation of City streets. The evaluation identified nearly 33 miles of City streets in poor condition. Subsequently, at the recommendation of City staff, Council ordered preparation of a feasibility report on February 5, 2013. This feasibility report is for reconstruction of residential streets in an area generally lying west of Crooked Lake Boulevard and north of 113th Avenue, as well as for Oakwood Drive between 9th Avenue and Eldorado Street. This project area would include reconstruction of 2.9 miles of residential streets.

In 1994, the City began a street reconstruction program to replace aging street infrastructure. Since that time, more than 76 miles of the City's 220 mile street system have been reconstructed. In 1997, the City implemented a policy for assessing a portion of the cost of street reconstruction to properties benefitting from the improvements.

PROJECT AREA CHARACTERISTICS / EXISTING CONDITIONS

Streets included in the scope of this report are as follows:

1. Heather Street, Ivywood Street, Jonquil Street, Kerry Street and Lily Street between 113th Avenue and 115th Avenue.
2. 113th Avenue between Lily Street and Jonquil Street.
3. 113th Lane between Kerry Street and Jonquil Street and 114th Lane between Jonquil Street and Ivywood Street.
4. 115th Avenue between Heather Street and Crooked Lake Boulevard.
5. 115th Lane and 116th Avenue between Heather Street and Eidelweiss Street.
6. 116th Lane between Kerry Street and Heather Street.
7. Eidelweiss Street, Gladiola Street and Heather Street between 115th Avenue and 117th Avenue.
8. 117th Avenue between Heather Street and Gladiola Street.
9. Oakwood Drive between 9th Avenue and Eldorado Street.

The project area is comprised almost entirely of single-family residential development, except for an apartment building along Oakwood Drive, the WCCO radio tower site along Lily Street, the Crooked Lake Library along 115th Avenue, and Towerview Park along 116th Avenue. This project directly impacts 251 single-family homes.

Residential streets in the area proposed for reconstruction were originally constructed in 1971, with the exception of Oakwood Drive, which was constructed in 1978, so they are 35 to 42 years old. Because of their age, these streets have experienced excessive fatigue cracking and are to the point where routine maintenance (crack sealing and seal coating) is no longer cost-effective. There are also numerous areas where the existing concrete curb and gutter has cracked, broken, or settled, resulting in a reduced capacity to effectively convey drainage.

Storm sewer facilities are limited in the project area. Sanitary sewer was installed in 1969. Watermain was installed in Oakwood Drive in 1965 and in the rest of the project area in 1969. Some fire hydrants are considered to be obsolete and will be replaced. In addition, there are a number of watermain valves in need of some corrective action.

PROPOSED IMPROVEMENTS

Streets in the project area are proposed to be reconstructed by reclaiming the existing bituminous pavement and gravel base, recompacting reclaimed material, disposing of excess reclaimed material, and resurfacing the streets with new bituminous pavement. There may be areas where subgrade corrections are needed, due to the presence of soft or unsuitable soils. In addition, removal and replacement of existing concrete curb and gutter that is in poor condition (cracked, broken, settled) or that does not drain properly, is proposed. Curb and gutter in Kerry Street, 113th Lane, Ivywood Street, and 114th Lane is proposed to be removed and replaced in its entirety, as it is of a style that is no longer made and it provides rideability issues for existing driveways. Pedestrian ramps will be installed at curb returns with existing sidewalk (as needed) to comply with American with Disabilities Act (ADA) requirements.

Sanitary sewer manholes, storm sewer manholes and catch basins will be repaired, replaced or adjusted as needed before the street is repaved. Extension of storm sewer pipe will be considered during project design and construction, as existing conditions allow.

Obsolete fire hydrants will be replaced with new hydrants. Watermain valves and valve boxes will be repaired, replaced, or adjusted as needed prior to final paving.

Boulevard trees were trimmed this winter to clear the streets of low hanging branches. All street name signs and other street signs will be replaced with new signs and posts. All new street name signs will have larger lettering consistent with the current City logo.

MAINTENANCE IMPACT

The streets proposed for reconstruction have deteriorated extensively and would require increased maintenance if they are not repaved soon. Seal coating is no longer effective for the streets, due to the excessive cracking that has occurred. It becomes cost-prohibitive to maintain street surfaces that are as badly cracked as exists on these streets.

Once the streets are repaved, crack sealing and seal coating should be performed in 6 to 10 years to preserve the new bituminous pavement. With periodic maintenance, the street surfacing should not require replacement for at least 30 years.

New watermain valve boxes, new storm water inlet castings and structures, and new adjusting rings on sanitary sewer manholes will be installed as needed with the project, preserving the existing utility infrastructure and reducing the need for future maintenance.

ESTIMATED COST/FINANCING

The total estimated cost of the street reconstruction project is \$1,413,600.

The City Public Works Department has requested that obsolete fire hydrants be replaced with new fire hydrants as a part of every street reconstruction project and that watermain valves be repaired or replaced as needed. The estimated cost to replace fire hydrants and to repair or replace watermain valves is \$223,400. Tree trimming costs are approximately \$10,000 and will be paid from Street Reconstruction funds. Storm sewer repair costs are estimated to be \$97,100.

The City would finance the project and assess a portion of the cost to the adjacent benefiting properties. The City's policy goal is to assess approximately 50% of street reconstruction costs to benefiting properties. The City would initially pay for the cost of the project from a combination of Street Reconstruction (797), Storm Water Utility (640), and Water System Maintenance (601) funds. Project funding is summarized below:

Street Reconstruction Fund	\$639,036
Storm Water Utility Fund	\$97,100
Water System Maintenance Fund	\$223,400
Proposed Amount to be Assessed	<u>\$454,064</u>
Total Estimated Project Cost	\$1,413,600

The City share of approximately \$639,000 that is for street work would result in an annual tax levy of approximately \$150,000 if bonds are sold and paid for over a 5-year period beginning in 2014. The assessed share of the total project cost is approximately 32% for this project, due to the number and orientation of properties that can be assessed within the project limits, as well as the amount of non-assessable watermain work anticipated.

PROJECT TIMETABLE

February 19, 2013	--Council accepts feasibility report, orders a public hearing, and sets an assessment hearing date
February 28, 2013	--Staff conducts neighborhood meeting for residents
March 19, 2013	--Council holds the public hearing and assessment hearing and orders the project. Council approves plans and specs and orders ad for bids.
May 7, 2013	--Council adopts the assessments and awards contract for construction
May – Sept. 2013	--Project Construction

Note— Assessments are proposed to be adopted by Council on May 7th rather than on March 19th when the assessment hearing is held. This allows a construction contract to be awarded, signifying the Council’s intent to proceed with project construction and to incur costs for the project prior to assessments being levied. Upon adoption of the assessments, residents would have 30 days to pay off the assessment without incurring interest charges.

PROPOSED ASSESSMENTS

In 1997, assessment rates were established as part of the City’s policy for financing street reconstruction. Under the policy, rates are to be updated annually, using the Construction Cost Index (CCI). Assessment rates for 2013 have been increased by 2.8% from the 2012 rates, reflecting an increase in the CCI.

The rates to be used for 2013 are as follows--

Single-family lot	\$1,620 per lot (CCI factor results in increase of \$45 from 2012)
Residential (higher density including duplex units)	\$20.24 per front-foot or average width
Office and Commercial	\$40.48 per front foot or average width (double residential rate per policy)

Assessments would be spread over a 10-year period with an interest rate of 2.7% and the first installment would be due in 2014. Property owners would have the option of paying their entire assessment within 30 days following Council adoption of the assessments and would incur no interest charges. Payments made after the 30-day period would also require payment of any interest charges accrued up to the time payment is made. If the assessment were paid as part of the property tax statement, the annual cost for a single-family home would be approximately \$200 per year for the 10-year period.

A copy of the proposed assessment roll is available in the City Engineer’s office, as well as in the City Clerk’s office.

PROJECT FEASIBILITY

The proposed project is necessary for the City to keep the streets in the project area in a safe and drivable condition. The project is cost effective and is technically feasible to construct. An independent appraiser was retained in 2008 to review the “benefit” to the properties for work similar to what is proposed with this project. The appraiser’s report indicated that the “benefit” to the properties is in the range of \$2,000 to \$5,000. The proposed rate of \$1,620 does not exceed this “benefit” amount. Therefore, the project is also economically feasible.

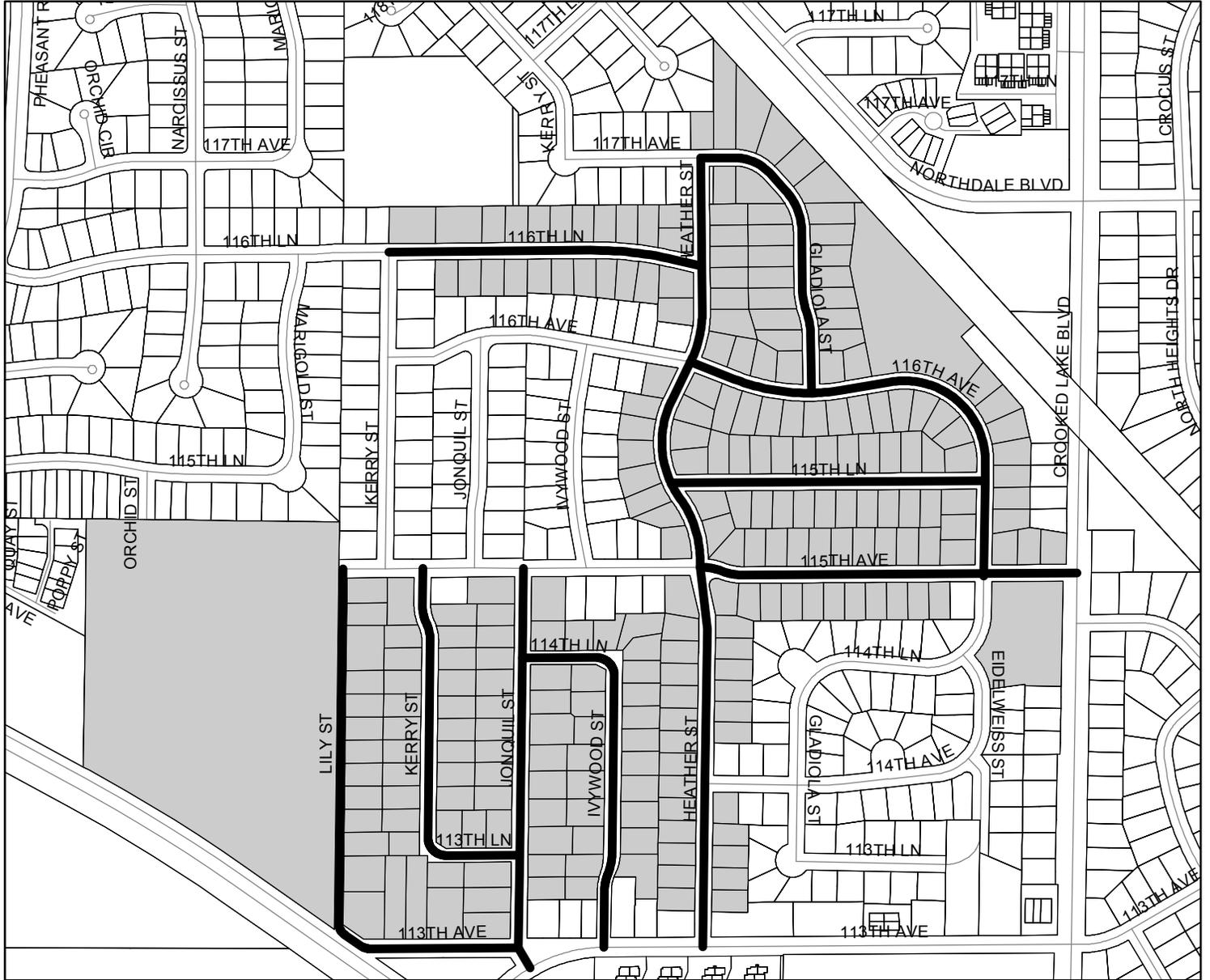
CONCLUSIONS AND RECOMMENDATION

As part of its 2013 Street Reconstruction Program, the City is proposing to reconstruct 2.9 miles of residential streets with this project. A majority of the project cost would be paid by the City and a portion of the project cost would be recovered through assessments to benefiting property owners, in accordance with the Street Reconstruction Policy approved by Council in 1997. Property owners were notified of the project and of the proposed assessment rates by letter in December 2012. An informational meeting will be held in February 2013 and staff will hear concerns, listen to suggestions, and answer questions, etc. that residents may have regarding the project. Council will be requested to schedule both the public hearing and assessment hearing for March 19, 2013.

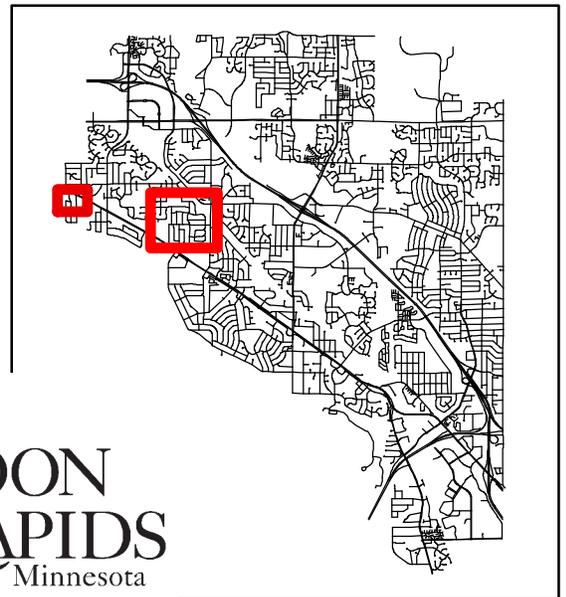
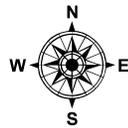
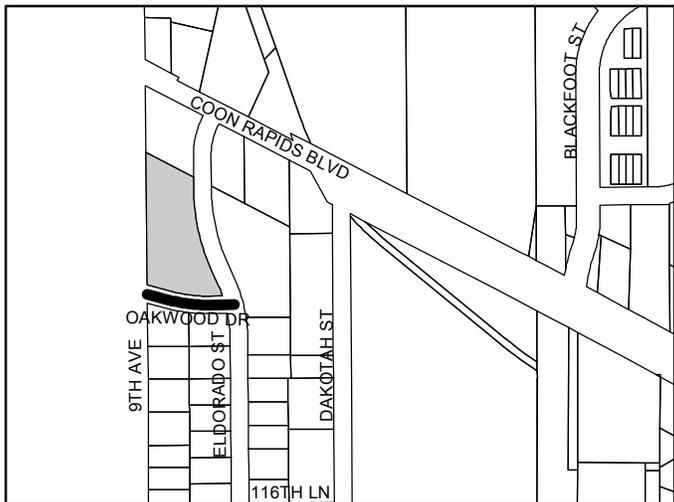
It is recommended that Council accept this feasibility report, order a public hearing on the project, and order a hearing on the proposed assessments by adopting the resolutions included with this report.

Project 13-1 2013 Street Reconstruction Program

2013 Proposed Reconstruction



Area of Benefit



RESOLUTION NO. 13-1(4)

**(4) RESOLUTION ACCEPTING FEASIBILITY REPORT
AND ORDERING PUBLIC HEARING ON IMPROVEMENT**

WHEREAS, pursuant to resolution of the Council adopted on the 5th day of February, 2013, a report has been prepared by the City Engineering Division with reference to the improvement of residential streets in the area west of Crooked Lake Boulevard and north of 113th Avenue, and Oakwood Drive between 9th Avenue and Eldorado Street by street reconstruction, and this report was received by the Council on the 19th day of February, 2013,

WHEREAS, the report provides information regarding whether the proposed project is necessary, cost effective, and feasible,

NOW, THEREFORE, BE IT RESOLVED by the City Council of Coon Rapids, Minnesota:

1. The Council will consider such improvement in accordance with the report and the assessment of benefitting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Sections 429.011 to 429.111, at an estimated total cost of the improvement of \$1,413,600.
2. A public hearing shall be held on such proposed improvement on the 19th day of March, 2013 in the Council Chambers of the City Hall at 7:00 p.m., and the Clerk shall give mailed and published notice of such hearing and improvement as required by law.

Adopted this 19th day of February, 2013.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk

RESOLUTION NO. 13-1(10)

**(10) RESOLUTION DECLARING COST TO BE ASSESSED
AND ORDERING PREPARATION OF
PROPOSED ASSESSMENT ROLL**

WHEREAS, a contract is proposed to be let for the improvement of residential streets in the area west of Crooked Lake Boulevard and north of 113th Avenue, and Oakwood Drive between 9th Avenue and Eldorado Street by street reconstruction and the contract price for such improvement is estimated to be \$1,285,100 and the expenses incurred or to be incurred in the making of said improvement are estimated to be \$128,500, so that the total cost of the improvement is estimated to be \$1,413,600 and of this cost the City will pay \$959,536 as its share of the cost; and

WHEREAS, the City of Coon Rapids expects to reimburse all or a portion of the project expenditures with the proceeds of debt to be incurred by the City; and

WHEREAS, this declaration is made pursuant to Section 1.103-18 of the Income Tax Regulations of the Internal Revenue Service.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF COON RAPIDS, MINNESOTA:

1. The cost of such improvement to be specially assessed is hereby declared to be \$454,064.37.
2. The City Clerk, with the assistance of the City Engineer shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and the City Engineer shall file a copy of such proposed assessment in his office for public inspection.
3. The Clerk shall, upon the completion of such proposed assessment, notify the Council thereof.

Adopted this 19th day of February, 2013.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk

RESOLUTION NO. 13-1(11)

**(11) RESOLUTION FOR HEARING ON
PROPOSED ASSESSMENT ROLL**

WHEREAS, per a Resolution passed by the Council on the 5th day of February, 2013, the City Clerk was directed to prepare a proposed assessment of the cost of improving residential streets in the area west of Crooked Lake Boulevard and north of 113th Avenue, and Oakwood Drive between 9th Avenue and Eldorado Street by street reconstruction; and

WHEREAS, the Clerk will give a minimum of 14 days written notice to the Council and all benefitted property owners described in the assessment roll that such proposed assessment has been completed and filed in the Clerk's office for public inspection,

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF COON RAPIDS,
MINNESOTA:**

1. A hearing shall be held on the 19th day of March, 2013, in the City Hall at 7:00 p.m. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official paper at least 2 weeks prior to the hearing.

Adopted this 19th day of February, 2013.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk



City Council Regular

7.

Meeting Date: 02/19/2013

Subject: Proposed Collector Street Reconstruction - 113th Avenue - Project 13-3

Submitted For: Bob Moberg, City Engineer

From: Cher Ridout, Admin Secretary II

INTRODUCTION

The City Engineering Division is recommending the reconstruction of 113th Avenue between Hanson Boulevard and Robinson Drive, a 0.3 mile segment of collector street on the City's Municipal State Aid (MSA) system. Staff has prepared a feasibility report for the project. Council is requested to accept the feasibility report, order a public improvement hearing, and set an assessment hearing for the project.

DISCUSSION

Council ordered preparation of a feasibility report for the proposed project on February 5, 2013.

Proposed improvements include removal and replacement of existing bituminous pavement and gravel base, removal and replacement of damaged curb and gutter, sidewalks and driveway aprons, installation of ADA compliant pedestrian curb ramps as needed, and repair or replacement of storm sewer, sanitary sewer and watermain facilities as needed.

As 113th Avenue is an MSA street, it is eligible to receive State Aid funding.

City assessment policy calls for assessing properties that benefit from proposed improvements. The proposed assessment rate is \$20.24 per front foot for multi-family residential properties and \$40.48 per front foot for commercial properties. There are 44 condominiums, 2 apartment complexes, 12 townhomes, school district property, City property (public works yard and soccer complex) and a gas station/multi-tenant commercial property along the corridor. There are an additional 68 townhomes that share an association with the 12 townhomes that directly access 113th Avenue.

The legal descriptions for the area of benefit are:

- Lots 7-8 of Block 3 and Lots 3-12 of Block 4, Forest Oaks Addition
- Units 1967, 1973, 1979 and 1985, Forest Oaks Carriage Homes, a condominium, Condominium No. 30
- Units 101-208 of Building A and Units 101-308 of Building B, Condominium No. 10, Forest Oaks Condominiums

- PIN 14-31-24-23-0006

- PIN 15-31-24-14-0082
- PIN 15-31-24-14-0087

- PIN 15-31-24-41-0001
- PIN 15-31-24-42-0001
- PIN 15-31-24-42-0008

In the event the homeowner's association for the Forest Oaks Townhome development desires to spread their assessment over the entire association, the following parcels would then be included in the area of benefit:

- Lots 1-36 of Block 1, Lots 1-24 of Block 2, Lots 1-6 of Block 3 and Lots 1-2 of Block 4, Forest Oaks Addition

Approximately 340 properties were notified of the pending project in December, 2012. A neighborhood meeting will be held on February 27, 2013 at 6:30 p.m. in the City Hall Council Chambers.

The total estimated project cost is \$651,500. The project is necessary to improve the condition of the street, is feasible to construct from an engineering standpoint and is cost-effective.

RECOMMENDATION

It is recommended the Council adopt the following resolutions:

- a. Resolution No. 13-3(4) accepting the feasibility report and ordering a public hearing to be held on March 19, 2013.
- b. Resolution No. 13-3(10) declaring cost to be assessed and ordering preparation of a proposed assessment roll.
- c. Resolution No. 13-3(11) setting the assessment hearing date for March 19, 2013.

Fiscal Impact

BUDGET IMPACT:

The estimated cost of the proposed improvement is \$651,500, with a total amount assessed of \$129,323.87. The balance of the project cost would be recovered from various funds:

- \$405,876 from the Municipal State Aid Fund (797)
- \$2,000 from the Street Reconstruction Fund (797)
- \$114,300 from the Water System Maintenance Fund (601), which are recovered with charges for water used.

Attachments

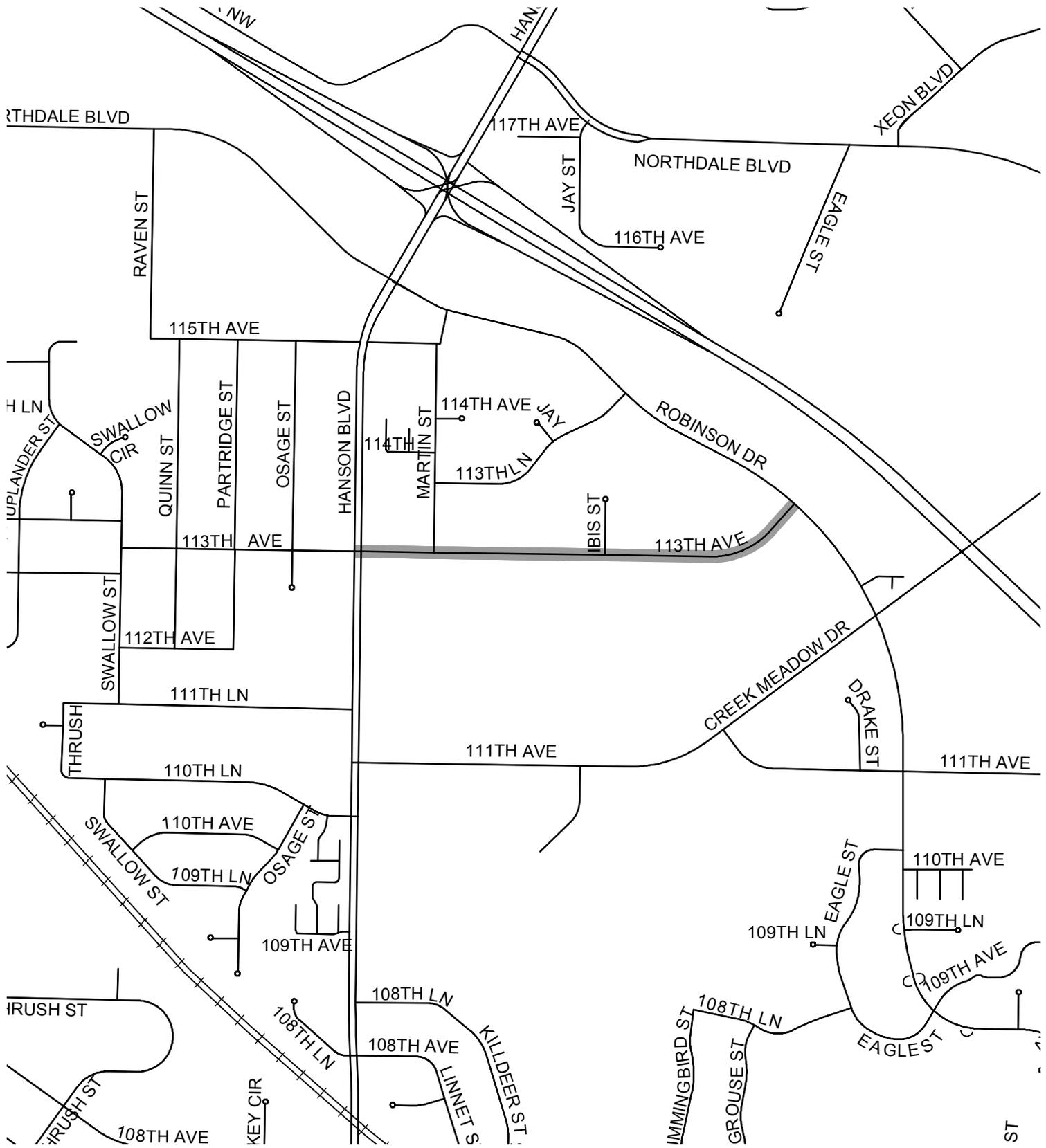
13-3 Area Map

13-3 Feasibility Report

Resolution No. 13-3(4)

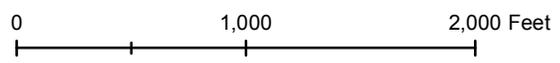
Resolution No. 13-3(10)

Resolution No. 13-3(11)



Proposed 2013 Street Reconstruction

█ 113th ave



Feasibility Report

PROJECT 13-3

Street Reconstruction

113th Avenue
Between Hanson Boulevard and
Robinson Drive

February 19, 2013

I hereby certify that this report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.


Robert Moberg, PE, City Engineer

License No. 23334

Date: 2/19/13



**Prepared By:
CITY OF COON RAPIDS
ENGINEERING
DIVISION**

PROJECT HISTORY

In the fall of 2012, City staff completed a pavement condition rating evaluation of City streets. The evaluation identified nearly 33 miles of City streets in poor condition. Subsequently, at the recommendation of City staff, Council ordered preparation of a feasibility report on February 5, 2013. This feasibility report is for reconstruction of a 0.30 mile segment of 113th Avenue between Hanson Boulevard and Robinson Drive.

In 1994, the City began a street reconstruction program to replace aging street infrastructure. Since that time, more than 76 miles of the City's 220 mile street system have been reconstructed. In 1997, the City implemented a policy for assessing a portion of the cost of street reconstruction to properties benefitting from the improvements.

PROJECT AREA CHARACTERISTICS / EXISTING CONDITIONS

The street included in the scope of this report is as follows:

1. 113th Avenue between Hanson Boulevard and Robinson Drive.

The project corridor consists of a mix of townhomes, condominiums, apartments, commercial, school district property, and City property. This project directly impacts 12 townhomes, 44 condominiums, 2 apartment complexes, a gas station / multi-tenant building, school district property and City property (public works and the soccer complex).

113th Avenue was originally constructed in stages between 1976 and 1983, so it is 30 to 37 years old. Because of its age and the volume of traffic it carries (more than 2000 vehicles per day), the street has experienced excessive fatigue cracking and is to the point where routine maintenance (crack sealing and seal coating) is no longer cost-effective. There are also numerous areas where the existing concrete curb and gutter has cracked, broken, or settled, resulting in a reduced capacity to effectively convey drainage.

Storm sewer facilities are adequate in the corridor, although there are some pipe segments that are badly cracked and in need of replacement. Sanitary sewer is generally in good condition. Watermain was installed in Oakwood Drive in 1965 and in the rest of the project area in 1969. Fire hydrants will be replaced throughout the corridor, due to the presence of high groundwater levels and the amount of corrosion that has taken place below the groundwater elevation. In addition, there are several watermain valves in need of some corrective action, such as replacement of the valves or bolts.

PROPOSED IMPROVEMENTS

113th Avenue is proposed to be reconstructed by reclaiming the existing bituminous pavement and gravel base, recompacting reclaimed material, disposing of excess reclaimed material, and resurfacing the street with new bituminous pavement. There may be areas where subgrade corrections are needed, due to the presence of soft or unsuitable soils. In addition, removal and

replacement of existing concrete curb and gutter that is in poor condition (cracked, broken, settled) or that does not drain properly, is proposed. Segments of damaged sidewalk and driveway aprons will be replaced as needed and pedestrian ramps will be installed or upgraded at curb returns with existing sidewalk (as needed) to comply with American with Disabilities Act (ADA) requirements.

Sanitary sewer manholes, storm sewer manholes and catch basins will be repaired, replaced or adjusted as needed before the street is repaved.

Fire hydrants will be replaced with new hydrants. Watermain valves and valve boxes will be repaired, replaced, or adjusted as needed prior to final paving.

Boulevard trees were trimmed this winter to clear the streets of low hanging branches. All street name signs and other street signs will be replaced with new signs and posts. All new street name signs will have larger lettering consistent with the current City logo.

MAINTENANCE IMPACT

113th Avenue has deteriorated extensively and would require increased maintenance if it is not repaved soon. Seal coating is no longer effective for this street, due to the excessive cracking that has occurred. It becomes cost-prohibitive to maintain a street surface that is as badly cracked as exists on this street.

Once the street is reconstructed, crack sealing and seal coating should be performed in 6 to 10 years to preserve the new bituminous pavement. With periodic maintenance, the street surfacing should not require replacement for at least 30 years.

New watermain valve boxes or fitting bolts, new storm water inlet castings and structures, and new adjusting rings on sanitary sewer manholes will be installed as needed with the project, preserving the existing utility infrastructure and reducing the need for future maintenance.

ESTIMATED COST/FINANCING

The total estimated cost of the project is \$651,500.

The City Public Works Department has requested that fire hydrants be replaced with new fire hydrants as a part of every street reconstruction project and that watermain valves be repaired or replaced as needed. The estimated cost to replace fire hydrants and to repair or replace watermain valves is \$114,300. Tree trimming costs are approximately \$2,000 and will be paid from Street Reconstruction funds.

The City would finance the project until Municipal State Aid (MSA) funding is received and would also assess a portion of the cost to the adjacent benefiting properties. Project costs that are not MSA-eligible would be financed by a combination of Street Reconstruction (797) and Water System Maintenance (601) funds.

Project funding is summarized below:

Municipal State Aid Fund (MSA)	\$405,876
Street Reconstruction Fund	\$2,000
Water System Maintenance Fund	\$114,300
Proposed Assessments	<u>\$129,324</u>
Total Estimated Project Cost	\$651,500

PROJECT TIMETABLE

The estimated schedule for this project is outlined below:

February 19, 2013	--Council accepts feasibility report, orders a public hearing, and sets an assessment hearing date
February 27, 2013	--Staff conducts neighborhood meeting for residents
March 19, 2013	--Council holds the public hearing and assessment hearing and orders the project. Council approves plans and specs and orders ad for bids.
May 21, 2013	--Council adopts the assessments and awards contract for construction
June – Sept. 2013	--Project Construction

Note— Assessments are proposed to be adopted by Council on May 21 rather than on March 19 when the assessment hearing is held. This allows a construction contract to be awarded, signifying the Council’s intent to proceed with project construction and to incur costs for the project prior to assessments being levied. Upon adoption of the assessments, residents would have 30 days to pay off the assessment without incurring interest charges.

PROPOSED ASSESSMENTS

In 1997, assessment rates were established as part of the City’s policy for financing street reconstruction. Under the policy, rates are to be updated annually, using the Construction Cost Index (CCI). Assessment rates for 2013 have been increased by 2.8% from the 2012 rates, reflecting an increase in the CCI.

The rates to be used for 2013 are as follows--

Single-family lot	\$1,620 per lot (CCI factor results in increase of \$45 from 2012)
-------------------	--

Residential (higher density including duplex units) \$20.24 per front-foot or average width

Office and Commercial \$40.48 per front foot or average width (double residential rate per policy)

Assessments over \$500 would be spread over a 10-year period with an interest rate of 2.7% and the first installment would be due in 2014. Assessments of \$500 or less would be spread over a 3-year period with an interest rate of 1.6% and the first installment would be due in 2014. Property owners would have the option of paying their entire assessment within 30 days following Council adoption of the assessments and would incur no interest charges. Payments made after the 30-day period would also require payment of any interest charges accrued up to the time payment is made. If the assessment were paid as part of the property tax statement, the annual cost for a single-family home would be approximately \$200 per year for a 10-year period.

A copy of the proposed assessment roll is available in the City Engineer's office, as well as in the City Clerk's office.

PROJECT FEASIBILITY

The proposed project is necessary for the City to keep the street in a safe and drivable condition. The project is cost effective and is technically feasible to construct. An independent appraiser was retained in 2008 to review the "benefit" to the properties for work similar to what is proposed with this project. The appraiser's report indicated that the "benefit" to the properties is in the range of \$2,000 to \$5,000. The proposed rate of \$1,620 does not exceed this "benefit" amount. Therefore, the project is also economically feasible.

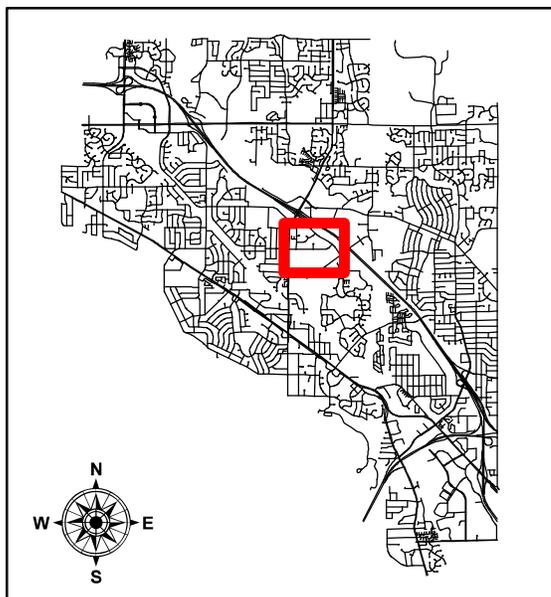
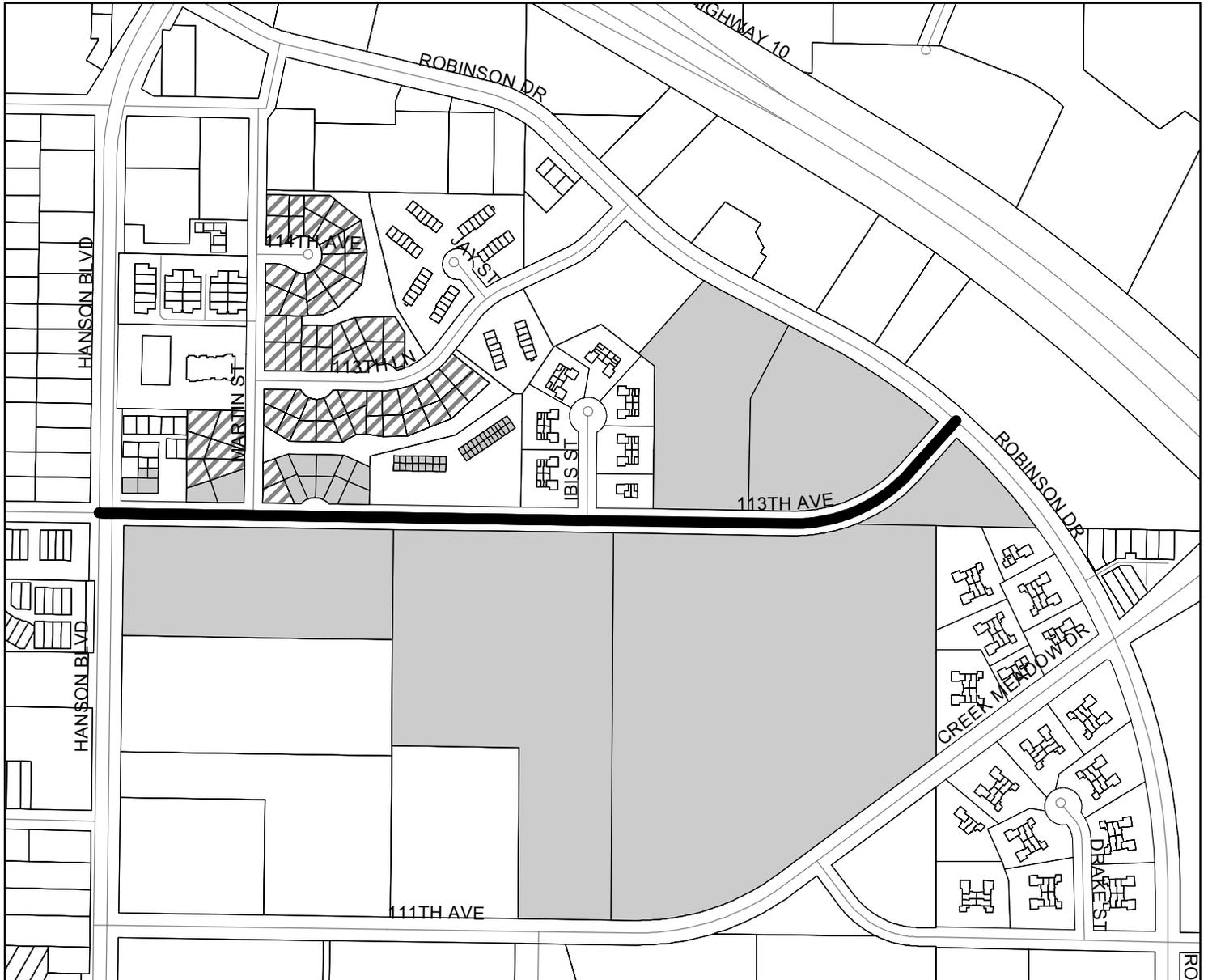
CONCLUSIONS AND RECOMMENDATION

As part of its 2013 Street Reconstruction Program, the City is proposing to reconstruct 0.3 mile of 113th Avenue (a collector street) with this project. A majority of the project cost would be paid by the City's Municipal State Aid fund and a portion of the project cost would be recovered through assessments to benefiting property owners, in accordance with the Street Reconstruction Policy approved by Council in 1997. Property owners were notified of the project and of the proposed assessment rates by letter in December 2012. An informational meeting will be held in February 2013 and staff will hear concerns, listen to suggestions, and answer questions, etc. that residents may have regarding the project. Council will be requested to schedule both the public hearing and assessment hearing for March 19, 2013.

It is recommended that Council accept this feasibility report, order a public hearing on the project, and order a hearing on the proposed assessments by adopting the resolutions included with this report.

Project 13-3 2013 Street Reconstruction Program

2013 Proposed Reconstruction



-  Area of Benefit
-  Possible Additional Area of Benefit



**COON
RAPIDS**
Minnesota

RESOLUTION NO. 13-3(4)

**(4) RESOLUTION ACCEPTING FEASIBILITY REPORT
AND ORDERING PUBLIC HEARING ON IMPROVEMENT**

WHEREAS, pursuant to resolution of the Council adopted on the 5th day of February, 2013, a report has been prepared by the City Engineering Division with reference to the improvement of 113th Avenue between Hanson Boulevard and Robinson Drive by street reconstruction, and this report was received by the Council on the 19th day of February, 2013,

WHEREAS, the report provides information regarding whether the proposed project is necessary, cost effective, and feasible,

NOW, THEREFORE, BE IT RESOLVED by the City Council of Coon Rapids, Minnesota:

1. The Council will consider such improvement in accordance with the report and the assessment of benefitting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Sections 429.011 to 429.111, at an estimated total cost of the improvement of \$651,500.
2. A public hearing shall be held on such proposed improvement on the 19th day of March, 2013 in the Council Chambers of the City Hall at 7:00 p.m., and the Clerk shall give mailed and published notice of such hearing and improvement as required by law.

Adopted this 19th day of February, 2013.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk

RESOLUTION NO. 13-3(10)

**(10) RESOLUTION DECLARING COST TO BE ASSESSED
AND ORDERING PREPARATION OF
PROPOSED ASSESSMENT ROLL**

WHEREAS, a contract is proposed to be let for the improvement of 113th Avenue between Hanson Boulevard and Robinson Drive by street reconstruction and the contract price for such improvement is estimated to be \$592,300 and the expenses incurred or to be incurred in the making of said improvement are estimated to be \$59,200, so that the total cost of the improvement is estimated to be \$651,500 and of this cost the City will pay \$522,176 as its share of the cost; and

WHEREAS, the City of Coon Rapids expects to reimburse all or a portion of the project expenditures with the proceeds of debt to be incurred by the City; and

WHEREAS, this declaration is made pursuant to Section 1.103-18 of the Income Tax Regulations of the Internal Revenue Service.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF COON RAPIDS, MINNESOTA:

1. The cost of such improvement to be specially assessed is hereby declared to be \$129,323.87.
2. The City Clerk, with the assistance of the City Engineer shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and the City Engineer shall file a copy of such proposed assessment in his office for public inspection.
3. The Clerk shall, upon the completion of such proposed assessment, notify the Council thereof.

Adopted this 19th day of February , 2013.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk

RESOLUTION NO. 13-3(11)

**(11) RESOLUTION FOR HEARING ON
PROPOSED ASSESSMENT ROLL**

WHEREAS, per a Resolution passed by the Council on the 5th day of February, 2013, the City Clerk was directed to prepare a proposed assessment of the cost of improving 113th Avenue between Hanson Boulevard and Robinson Drive by street reconstruction; and

WHEREAS, the Clerk will give a minimum of 14 days written notice to the Council and all benefitted property owners described in the assessment roll that such proposed assessment has been completed and filed in the Clerk's office for public inspection,

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF COON RAPIDS,
MINNESOTA:**

1. A hearing shall be held on the 19th day of March, 2013, in the City Hall at 7:00 p.m. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official paper at least 2 weeks prior to the hearing.

Adopted this 19th day of February, 2013.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk



City Council Regular

8.

Meeting Date: 02/19/2013

Subject: Approval of Parks, Trails and Open Space System Plan Update and Proposed Project List for 2013 Park Referendum

Submitted For: Steve Gatlin, City Manager

From: Cher Ridout, Admin Secretary II

INTRODUCTION

City Council began discussion of the Parks, Trails and Open Space System Plan Update in October of 2012. Council identified six key issues that they felt needed to be further discussed. Those items have been discussed at several subsequent work sessions. Consideration for approval of the Parks, Trails and Open Space System Plan is appropriate at this time.

As part of the discussion of recommended park and trail improvements, City Council agreed to a list of proposed park referendum projects. Consideration of approval of that list is also suggested at this time.

DISCUSSION

The City Council started discussion on the updated Parks, Trails and Open Space System Plan on October 23, 2012. At that time the Council identified six key issues that they felt needed to be reviewed in greater detail. These included:

- Sand Creek Park redevelopment
- Cornerstone parks
- Neighborhood parks
- Parks Department maintenance budget
- Recreation supervisor position
- Creation of an athletic council

These items have been discussed at various work sessions and City Council meetings in the past four months. Council has provided staff direction on all of these items. Some of the park improvement projects will be included in a proposed 2013 park and trail referendum. It is recommended at this time that City Council consider formally approving the Parks, Trails and Open Space System Plan prepared by WSB & Associates.

During several recent work sessions, City Council identified proposed projects to be included in the November 2013 park bond referendum. At a joint work session with the Parks and Recreation Commission on February 12, 2013, the City Council and the Parks and Recreation Commission finalized the list of projects. Attached is a complete listing of the projects along with an estimated project budget for the referendum. We have also provided a detailed listing of proposed improvement project components planned for each park. Staff recommends the Council approve the list of projects and the preliminary project budget for the park and trail improvement bond referendum.

RECOMMENDATION

Staff recommends City Council approve the Parks, Trails and Open Space System Plan Update and approve the park referendum project list and budget list as discussed at a joint work session with the Parks and Recreation Commission on February 12, 2013.

Fiscal Impact

BUDGET IMPACT:

The attached project list provides estimates of costs for various proposed park and trail referendum components. These estimates are preliminary only. More detailed budget estimates will be available as designs for each project proceeds. Staff recommends the referendum include requesting authority to sell up to \$21.3M in bonds to finance the various park and trail improvement projects. Based on Council direction, staff also recommends that two separate bond sales be held five years apart to finance and complete the projects over a 10 year period. Tax impacts for a \$150,000 home would average \$88.00/year for the 10 year bond period. For a \$300,000 home for the 10 year bond period, the average annual tax impact would be \$175.00/year.

Attachments

Referendum Project List

WSB Memo

PARK REFERENDUM PROPOSED PROJECT LIST AND BUDGET

PHASE I

Sand Creek Park	\$ 6,107,000
Riverview Park	\$ 2,007,000
Tier I Trails (Coon Creek, Sand Creek, 85 th Avenue)	\$ 1,740,000
Tier I Sidewalk Gaps	\$ 1,000,000
Evergreen Dog Park	\$ 82,000
Ice Arena Park	\$ 500,000
Riverwind Park	<u>\$ 400,000</u>
Total	\$11,836,000

PHASE II

Lions Coon Creek Park	\$ 962,000
Crooked Lake Beach	\$ 770,000
Tier II Trails (remaining sidewalk and trail gaps)	\$ 6,885,000
Delta Park	\$ 290,000
Mason Park	<u>\$ 427,000</u>
Total	\$ 9,334,000

Referendum:	Project Cost	\$21,170,000
	Issuance Cost	<u>\$ 100,000</u>
	Total	\$21,270,000
	Rounded to	\$21,300,000

Note: Because of the large number of projects, it will be necessary to split the projects in two phases to be completed over a period of 10 years. A single bond referendum would be held asking for authorization to spend up to \$21,300,000.



Memorandum

To: Steve Gatlin, City Manager – Coon Rapids, MN

From: Jason Amberg, WSB

Date: February 14, 2013

Re: Proposed Park Improvement Descriptions for Pending Referendum
WSB Project No. 01431-350

Steve, per our telephone discussion this morning I am providing the following descriptions of park improvements followed by a recommendation for reallocation of specific trail/walk segments to meet your proposed referendum planning budgets.

Please let me know if you have questions or require any modifications based on your recent discussions with the City Council and Park Commission.

Sand Creek Park:

- Total park renovation to allow improved layout and circulation
- Parking for 450 to 500 vehicles
- 6 softball fields with perimeter fencing & lighting (300' outfields)
- 2 football / lacrosse fields with lighting
- Concession building with restrooms
- 2 existing little league fields shall remain (200' outfields)
- 2 little league fields (160' outfields)
- 2 t-ball fields (120' outfields)
- Irrigation system
- Skate park
- Play container
- 2 hockey rinks
- Trails
- General skating
- Warming house
- General lawn picnic areas
- Neighborhood amenities at southern end of park:
 - 2 tennis courts
 - ½ basketball court
 - Play container
 - Small splash pad
 - Nature trails

Riverwind Park: (active southern portion of park)

- Play container
- Basketball court
- Small skate park
- Pedestrian access and trail improvements
- Parking improvements

Riverview Park:

- Renovation as per 2011 Site Master Plan
- ½ basketball court
- Skate park
- Pedestrian access and trail improvements
- Parking improvements (213 spaces)
- Tennis court
- Multi-purpose building with restrooms
- Loop trail system

Lions Coon Creek Park:

- Partial renovation to allow improved layout and circulation
- Reorganization & improvements to central gathering space
- Aesthetic improvements / beautification
- Consistent style of site amenities (benches/tables/trash receptacles, etc.)
- Larger group picnic shelter and elimination of some of the small shelters
- Play area
- Basketball court
- Volleyball court
- Potential expansion of parking capacity
- Environmental improvements to address parking runoff and creek erosion

Ice Center Park:

- Interactive water feature / mini splash pad
- Play container
- General picnic space and seating

Woodcrest Park

- Improved layout and circulation
- Play area
- Shelter
- Remove existing warming house
- Basketball court
- Improved parking
- Trails
- Disc golf

Mason Park

- Improved layout and circulation
- ½ basketball court
- Informal greenspace to replace formal ballfield with infield
- Play area
- Passive uses / nature trails with seating
- Consistent site amenities
- Potential conversion from maintained turf to lower maintenance materials

Delta Park

- Improved layout and circulation
- Play area
- Informal green space
- Loop trail system
- Basketball court
- Small shelter
- Consistent style of site amenities

Evergreen Dog Park

- Small parking lot
- Fenced dog park space
- Water service

Primary Trails/Walks:

- Coon Creek Regional Trail
- Sand Creek Linkage Trail
- 85th Ave. Trail connection to Kennedy Park
- Mississippi Regional Trail
- Middle Linkage Trail
- Northern Linkage Trail
- Select trail and walk gaps
 - Sidewalk gaps along Coon Rapids Blvd. from Al Flynn Park heading west to the city boundary.
 - Trail gaps associated with Mississippi Regional Trail from Dahlia Park heading west to the city boundary.

Other Trails / Walks:

- Remaining miscellaneous trail gaps
- Remaining miscellaneous sidewalk gaps



City Council Regular

9.

Meeting Date: 02/19/2013

Subject: Re-appropriation of 2013 General Fund Contingency

Submitted For: Fran Hanson, Accounting Supervisor

From: Fran Hanson, Accounting Supervisor

INTRODUCTION

Labor and benefits for 2013 should be allocated to the General Fund activities. All 2013 contracts have now been settled.

DISCUSSION

Re-appropriation to the personal services line item is now being requested based on the 2013 labor contracts and approved salary adjustments. Resolution 13-37 re-appropriating the personal services line item to the General Fund activities is attached for Council consideration. The allocation totals \$293,967. The resolution moves funds from the contingency account to individual activities within the General Fund for budgetary purposes.

RECOMMENDATION

Staff recommends that Council adopt Resolution No. 13-37 providing re-appropriation of the 2013 General Fund contingency.

Attachments

Resolution 13-37

RESOLUTION 13-37

RESOLUTION PROVIDING REAPPROPRIATION OF THE 2013 GENERAL FUND CONTINGENCY

WHEREAS, Section 1-700 of the City Charter provides for a contingency appropriation as a part of the budget and the subsequent reappropriation of the contingency appropriation; and

WHEREAS, the 2013 adopted General Fund budget included a contingency appropriation; and

WHEREAS, all changes to be covered under the 2013 labor contracts and the wage schedule for unrepresented employees are now known.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Coon Rapids hereby authorizes the reappropriation of the 2013 contingency to the General Fund activities as follows:

2013 BUDGET ADJUSTMENTS

101	LEGISLATIVE CONTROL	885
102	BOARDS AND COMMISSIONS	412
103	LEGAL SERVICES	2,033
104	ELECTIONS & VOTER REGISTRATION	133
121	MAINT OF OFFICIAL RECORDS	571
122	INFORMATION	820
123	MANAGEMENT	5,780
124	LICENSING	209
141	PERSONNEL	2,151
142	FINANCE & ACCOUNTING	9,753
143	INFORMATION TECHNOLOGY	6,105
144	GENERAL REVENUE COLLECTIONS	1,102
147	PROPERTY APPRAISAL	5,715
148	PURCHASING	844
149	PAYROLL	1,125
201	COURT CASE/PREPARATION	7,537
202	INVESTIGATION/NON	15,395
203	PREVENTATIVE PATROL/TRAFFIC	85,137
205	ANIMAL CONTROL	740
206	SCHOOL LIAISON/COMM EDUCATION	10,776
207	DRUG ENFORCEMENT AND EDUCATION	6,260
208	EMERGENCY OPERATION/PLANNING	821
221	FIRE PREVENTION	4,795
222	FIRE TRAINING	4,603
223	FIRE SUPPRESSION	36,109
224	RESCUE AND FIRST AID	7,911
225	FIRE INVESTIGATION	507
251	EMPLOYEE SAFETY	268
320	CIVIC CENTER	569
324	SENIOR CITIZENS CENTER	2,466

401	PLANNING	5,578
407	CODE ENFORCEMENT	5,961
421	BUILDING INSPECTION	11,172
500	SNOW REMOVAL	3,402
501	STREET MAINTENANCE	9,068
503	STREET LIGHT MAINTENANCE	259
506	CENTRAL GARAGE/VEHICLE MAINT	8,335
507	PUBLIC BUILDING MAINTENANCE	2,067
508	GIS	2,356
509	ENGINEERING MAINT SERVICES	3,314
510	PARKS & GROUNDS MAINTENANCE	14,133
511	SIDEWALK MAINTENANCE	366
514	ADULT SOFTBALL PROGRAM	311
515	INDOOR SKATING	2,962
516	OUTDOOR SKATING OPEN	1,883
521	TREE MAINTENANCE	1,268
		<hr/>
		293,967
		<hr/> <hr/>

Adopted by the Coon Rapids City Council this 19th day of February, 2013.

Tim Howe, Mayor

ATTEST:

Cathy Sorensen, City Clerk



City Council Regular

10.

Meeting Date: 02/19/2013

Subject: Replacement Air Compressor

Submitted For: Sharon Legg, Finance Director

From: Stephanie Lincoln, Purchasing Clerk

INTRODUCTION

Staff is requesting authorization to purchase a replacement for the primary air compressor for the Public Works facility and the adoption of Resolution 13-38 to re-appropriate funds to cover this purchase.

DISCUSSION

Staff is recommending the replacement of the primary air compressor for the Public Works facility at a cost of \$6,624.56 after tax and rebate. The current air compressor has become unreliable due to mechanical problems and needs either repair or replacement. The cost to repair is estimated at \$4,483.62 tax included. There is a rebate available from the utility provider for eligible replacement air compressors. The cost for a qualified replacement compressor is quoted at \$11,124.56. With a rebate of \$4,500, the final cost is \$6,624.56. The replacement unit is a higher horsepower unit with greatly improved recovery times and is significantly more energy efficient than our current unit, hence the substantial rebate. Staff feels that it is more cost effective to buy a new compressor rather than continue to repair the current compressor. A budget amendment is also needed for this capital item purchase.

RECOMMENDATION

Staff recommends:

- a. Adoption of Resolution 13-38 Amending the 2013 Budget.
- b. Authorization to purchase the Ingersoll Rand air compressor at a cost of \$11,125 tax included with a \$4,500 rebate.

Fiscal Impact

BUDGET IMPACT:

Although this purchas was not anticipated in the 2013 Budget, there is sufficient money available in the General Fund balance to cover this \$6,624.56 Capital purchase.

Attachments

RS No. 13-38

RESOLUTION NO. 13-38

RESOLUTION AMENDING THE 2013 GENERAL FUND BUDGET

WHEREAS, Section 1-700 of the City Charter provides for adoption of an annual budget and subsequent amendments; and

WHEREAS, the 2013 budget does not include funds for air compressor; and

WHEREAS, the cost to complete the purchase is estimated to be \$11,125; and

WHEREAS, a \$4,500 rebate is available due to energy saving with the new air compressor reducing the cash outlay to \$6,625; and

WHEREAS, funds are available in the General Fund balance to allocate to this purchase; and

WHEREAS, Capital Outlay purchases must specifically be identified per the City Code 2-803.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Coon Rapids, Minnesota to allocate \$11,125 to capital outlay from the General Fund balance for the purchase of the air compressor.

Adopted this 19th day of February, 2013.

Tim Howe, Mayor

ATTEST:

Catherine M. Sorensen, City Clerk