

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: October 10, 2016
Item No.: 12.a

Department Approval



City Manager Approval



Item Description: Public Improvement Hearing for Wheeler Street Closure Project

BACKGROUND

On September 12, 2016, the City Council received the feasibility report for the Wheeler Street Closure Project and ordered a public hearing to be held on October 10, 2016. Prior to opening this public hearing, staff will present general information regarding the improvements and assessments that apply to this project.

In May 2011, the City received a petition from residents requesting a study of the permanent closure of Wheeler Street at County Road D. The major reason for the request was that during peak traffic times, traffic on Fairview Avenue backs up at County Road D and traffic cuts through Wheeler Street and Shorewood Lane to bypass the backups. Also requested was consideration of a temporary closure during the construction phase of the Presbyterian Homes project in Arden Hills. In September of 2011, the City Council approved a temporary closure until the Presbyterian Homes project was completed, which was estimated to be sometime in 2015.

In September 2012, the City received a petition from the neighborhood for a permanent closure. An information meeting was held on March 7, 2013 to discuss the permanent closure and to get feedback from residents. It was at this meeting that this project was incorporated into the City's Traffic Management Program (TMP).

In September of 2015 a neighborhood meeting was held to give an update on the project and to discuss closure options.

Staff worked with the City of Arden Hills and the Developer for Presbyterian Homes for the reconstruction of County Road D. This work will be completed and paid for by the Developer with new curb and gutter at no cost to the City of Roseville. Construction is scheduled to begin October 10.

As part of the reconstruction, Wheeler Street will be closed. The City of Roseville will only be responsible for a portion of the road closure costs related to a driveway relocation. The cost for the TMP was set at the estimated cost of \$23,800 for the driveway relocation. According to the TMP policy, benefitting property owners of the road closure would be assessed 75% of the City portion of the project costs. This is estimated to be \$425/parcel.

On August 2, 2016 staff sent out an update of the project with a survey to see if the neighborhood wanted the road closed and would be willing to pay an estimated \$425/lot. The survey was sent to 42 property owners. 38 responded that they wanted the road closed and were willing to pay the estimated assessed amount, three (3) indicated they wanted the road to remain

open and one did not respond. Since 90% (38/42) support the project to permanently close Wheeler Street at County Road D, the required support requirement of at least 65% is met. Further, staff has studied the temporary closure and the closure has reduced traffic during peak times, resulting in less traffic in the neighborhood.

POLICY OBJECTIVE

The feasibility report, as approved by the City Council on September 12th, details the proposed design, neighborhood impact, estimated cost and proposed funding for the construction of these public improvements. For Traffic Management Program projects, it is the City's policy to assess 75% of the cost of the project to benefitting property owners. The remaining costs would be paid by the City of Roseville.

Assuming this project is completed by August of 2017, the final assessment amount would be determined following a thorough review of the proposed assessments by the Council at an assessment hearing in the fall of 2017. These assessments can either be paid up front in the fall of 2017, or be put against taxes payable in 2018 for 5 years at approximately 5.5% (rate set at time of hearing).

If the Council approves the project as proposed, staff will work with the Developer who is reconstructing County Road D to close Wheeler Street as part of that project. Since the majority of the work involved with the closure and only the driveway relocation work is being assessed, staff recommends that the Council approve the plans and specification for this portion of the project at this time and authorize staff to solicit bids for the construction work. After receiving bids, we will review them in accordance with the budgeted amounts for this project and bring an award recommendation to the City Council.

This project is following a more compressed schedule than normally followed for the required special assessment actions as required by State Law. This is due to the fact that much of the design effort and cost estimates were performed under the Traffic Management Program sequence of events. Therefore, it is appropriate for the Council to order the improvements and preparation of plans and specifications at the same meeting as the Council also approves said plans and specifications and authorizes the advertisement for bids.

FINANCIAL IMPACTS

This project has financial implications for the city including the following:

1. Assessments levied in accordance with the City's assessment policy.
2. The remaining project costs to be covered by the City

The following is a summary of the preliminary estimated costs and financing for the Wheeler Street Closure;

	Estimated cost	Assessments	Street Infrastructure Fund
Wheeler Street Closure	\$23,800	\$17,850	\$5,950

STAFF RECOMMENDATION

Staff recommends that the City Council order these proposed public improvements.

70 **REQUESTED COUNCIL ACTION**

- 71 1. Per Attachment A, conduct a Public Hearing to consider whether public improvements
72 should be constructed.
- 73 2. Approve a resolution ordering the improvement and preparation of plans and
74 specifications for Wheeler Street Closure.
- 75 3. Approve a resolution approving plans and specifications for Wheeler Street Closure and
76 authorizing advertisement for bid.

Prepared by: Jesse Freihammer, Asst. Public Works Director/City Engineer

Attachments: A: Public Hearing Agenda
B: Resolution ordering improvement
C: Resolution advertisement for bid
D: Feasibility Report

AGENDA FOR PUBLIC IMPROVEMENT HEARING
Wheeler Street Closure

- A. Mayor calls the meeting to order and announces the purpose of the meeting and format for the hearing.

"This is a public improvement hearing to consider whether public improvements should be constructed. The decision before the City Council is whether or not to proceed with the public improvement project. A final decision will not be made at this time regarding the assessment rates or how the project costs will be allocated. That will be done at a separate assessment hearing after the project is completed."

"This project was initiated as a result of a neighborhood petition. For petitioned projects by more than 35% of affected property owners, for the project to be ordered a majority or 3/5 vote of the City Council will be necessary. The Council will consider a resolution ordering the improvement or continuing the hearing to a specific future date."

THE FOLLOWING AGENDA CAN BE USED AS THE FORMAT FOR THE PUBLIC HEARING:

- B. City Manager comments including project number, brief description of project, published and mailed notices, and written objections to the following Project: P-13-08 Wheeler Street Closure

It is suggested that the City Manager should make a general comment regarding the published and mailed notices. This should include the following language:

"Published and legal mailed notices have been provided for this project. Legal notices appeared in the city's legal newspaper, *The Roseville Review*, on September 20 and September 27, 2016. Mailed notices were sent on September 23, 2016. Affidavits of mailing are available in the office of the City Engineer."

Prior to the hearing proceeding, the City Manager should read all written objections for the project.

- C. City Engineer by this time has provided specific information for project including existing conditions, proposed construction, special conditions, schedule, cost estimate, and financing.

- D. Mayor opens hearing to public. It is suggested that the following comments be made by the Mayor:

"In an attempt to provide everyone an opportunity to be heard and yet conduct the hearing in an efficient manner, we would suggest that rules be used for the hearing for this project. These would include the following:

1. Individuals should identify themselves by giving their name and address and should speak into the microphone.
2. Each speaker should limit questions and comments to five minutes.
3. No person will be heard for a second time until all interested persons who wish to speak have had an opportunity to do so.
4. Be courteous. No comments from audience or applause during question/ comment period.

- E. Mayor closes hearing.

After all citizen comments have been completed, the Mayor should indicate that the public hearing is closed and turn the hearing over to the City Council for action.

- F. Council action on improvement: Resolution ordering improvement and preparation of plans and specifications for project. (Resolution provided by City Engineer.)

**EXTRACT OF MINUTES OF MEETING
OF THE
CITY COUNCIL OF THE CITY OF ROSEVILLE**

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota, was duly held on the 10th of October, 2016, at 6:00 o'clock p.m.

The following members were present: _____ and the following were absent: .

Councilmember introduced the following resolution and moved its adoption:

RESOLUTION No

RESOLUTION ORDERING THE IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS FOR WHEELER STREET CLOSURE

WHEREAS, a resolution of the City Council of Roseville adopted September 12, 2016, received the feasibility report and fixed a date for a Council hearing on the proposed improvement of Wheeler Street Closure, and;

WHEREAS, a minimum of ten days mailed notice and two weeks' published notice of the hearing was given, and the hearing was held thereon on October 10, 2016, at which all persons desiring to be heard were given an opportunity to be heard thereon,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROSEVILLE, MINNESOTA, as follows:

1. Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report.
2. Such improvement is hereby ordered as proposed in the Council resolution adopted September 12, 2016.
3. The City Engineer shall prepare plans and specifications for the making of such improvement.

The motion for the adoption of the foregoing resolution was duly seconded by Member and upon a vote being taken thereon, the following voted in favor thereof: ; and and the following voted against the same: .

WHEREUPON said resolution was declared duly passed and adopted.

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Patrick Trudgeon, City Manager

**EXTRACT OF MINUTES OF MEETING
OF THE
CITY COUNCIL OF THE CITY OF ROSEVILLE**

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota, was duly held on 10th day of October, 2016, at 6:00 p.m.

The following members were present: ; and and the following members were absent: .

Member introduced the following resolution and moved its adoption:

RESOLUTION NO.

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS
AND ORDERING ADVERTISEMENT FOR BIDS FOR
WHEELER STREET CLOSURE**

WHEREAS, pursuant to resolution passed by the City Council, the City Engineer has prepared plans and specifications for City Project No. P-13-08, Wheeler Street Closure;

THEREFORE, BE IT RESOLVED by the City Council of the City of Roseville, Minnesota:

1. Such plans and specifications, copies of which are attached hereto, and made a part hereof, are hereby approved.
2. The City Manager shall prepare and cause to be inserted in the *Roseville Review*, the official newspaper, and on the City's website and on an industry website, an advertisement for bids upon the making of such approved plans and specifications. The advertisement for bids for City Project P-13-08 Wheeler Street Closure, shall be published as required by law, shall specify the work to be done, shall call the bids on the basis of cash payment for such work, shall state the date and time that the bids will be received by the City Engineer at which time they will be publicly opened and subsequently be considered by the Council; and that no bids will be considered unless sealed and filed and accompanied by a cash deposit, certified check or bid bond payable to the City of Roseville for ten percent of the amount of such bid.

The motion was duly seconded by Member and upon vote being taken thereon, the following voted in favor thereof: ; and and the following voted against: .

WHEREUPON said resolution was declared duly passed and adopted.

I, the undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 10th day of October, 2016, with the original thereof on file in my office.

Patrick Trudgeon, City Manager

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Public Works
Engineering Department

Feasibility Report

Project 13-08

Wheeler Street Closure

Prepared by: Jesse Freihammer
City Engineer/Asst. Public Works Director
City of Roseville

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

A handwritten signature in black ink, appearing to read "Jesse Freihammer".

_____, P.E.
Registration No. 47272

**WHEELER STREET CLOSURE
FEASIBILITY REPORT
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September 12, 2016

City Council
City of Roseville
2660 Civic Center Drive
Roseville, MN 55113

RE: PROJECT 13-08, Wheeler Street Closure
Feasibility Report

Dear Mayor and City Council Members:

At their August 22, 2016 meeting, the City Council adopted Resolution No. 11352 ordering the preparation of a Feasibility Report for the Wheeler Street Closure.

The total estimated project cost is \$23,800 which includes contingencies.

During the process of studying the existing conditions within the project area, two Public Information meetings were held and input was received from area residents and other City department staff. The comments from these meetings are incorporated into the report.

In accordance with the City Council request, the study has been completed. It is my recommendation that the project as proposed in this study is feasible.

If you have questions regarding the findings and recommendations in the report please contact me directly.

Sincerely,

Jesse Freihammer, P. E.
City Engineer/Asst. Public Works Director
651-792-7042
jesse.freihammer@cityofroseville.com

INTRODUCTION

In 2011 the City council approved a temporary closure on Wheeler Street at County Road D until construction of the Presbyterian Homes development was completed. The closure was requested by the residents due to the fact that Wheeler Street was being used as a bypass route to Fairview Ave.

In 2012 the Traffic Management Program was adopted. This program allows the City to better respond to resident and business requests by providing the City with a better understanding of the issues and also offers a consistent application across the entire community. This process includes: Identifying the nature and extent of existing traffic-related problems on a given street or area, selecting and implementing the proper strategy for reducing the identified problem, evaluating the effectiveness of the strategy, accepting the strategy or modifying or reverting to original condition. After a temporary strategy is in place, we then look to gain feedback from the Affected Area about installation of a permanent strategy. These permanent strategies are funded by a combination of city funds and neighborhood assessments as follows: 75% property owners in Benefited Area and 25% City funds.

In September of 2012 a number of neighborhood residents submitted a request to the City to make the Wheeler Street closure permanent. The request included 35 signatures, 33 of which were property owners within the affected neighborhood. These 33 properties make up approximately 78% of the total affected neighborhood area. In 2013 the Traffic Management Program process was done and since then 2 neighborhood meetings were held to share results with the neighborhood and receive input.

Recently, project costs have been revised and a final survey has been sent out to all of the affected property owners. The survey asked if the property owner wanted Wheeler to be closed at County Road D and pay an estimated \$425/Lot. The results of the survey were 38 of the 42 property owners supported permanently closing Wheeler at County Road D. 3 of 42 property owners did not support the closure of Wheeler at County Road D and wanted the road to remain open. One property owner did not respond.

The majority of the road closure costs would be paid for by the Developer of Presbyterian Homes in Arden Hills, who is responsible for the reconstruction of County Road D. City costs related to the road closure would only involve a driveway relocation associated with the closure.

It is expected that if this improvement is approved, the work will start in the fall of 2016, with completion within four weeks. The driveway relocation portion of the project should only take about two weeks. As outlined by state law, projects initiated by council/staff require a 4/5 vote by the City Council for approval.

PUBLIC INVOLVEMENT

The public involvement process for this proposed project consisted of two neighborhood meetings, one in 2013 and one in 2015. Meeting notices were sent out at least two weeks in advance to all property owners abutting the street to be reconstructed.

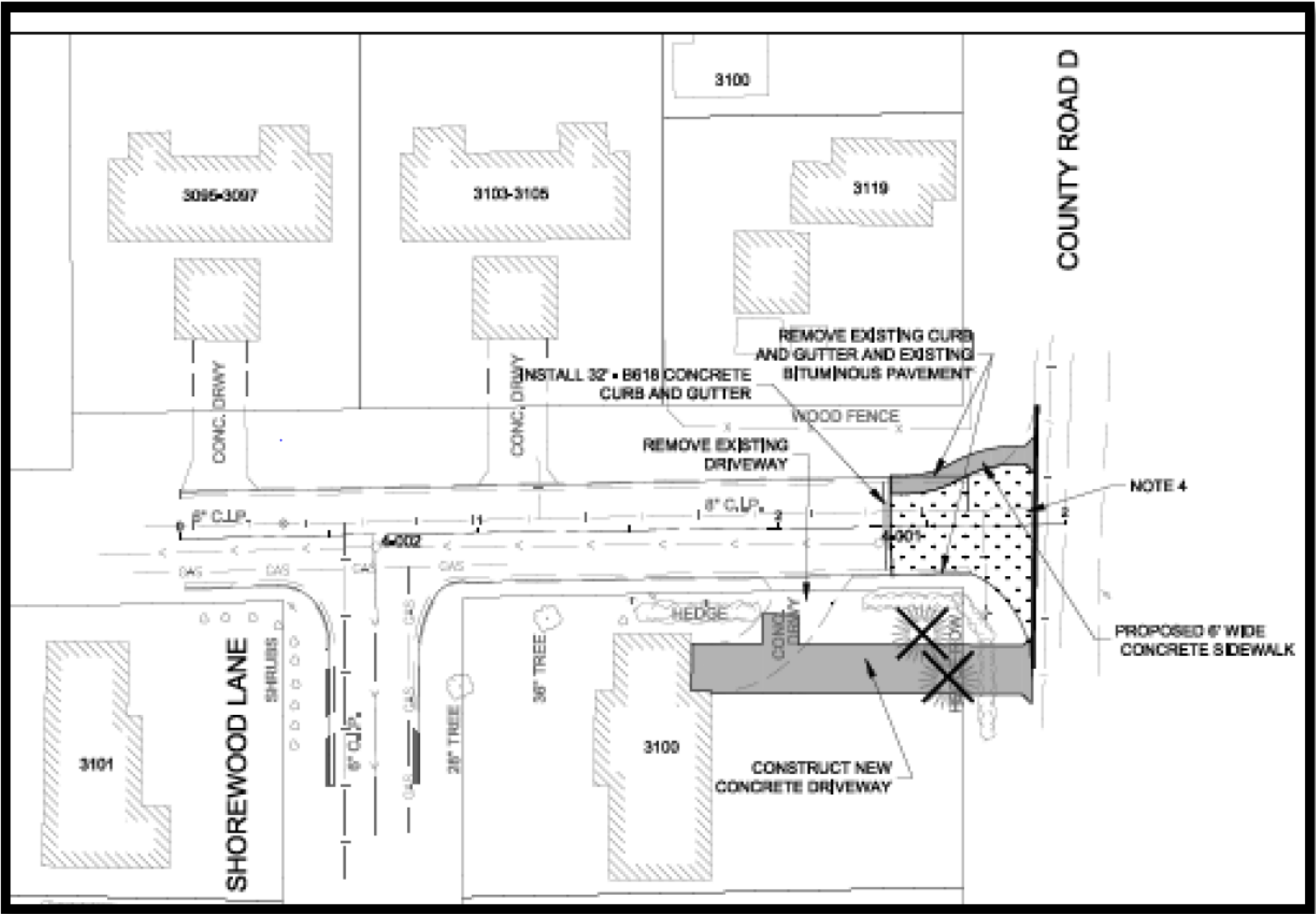
The first meeting was held on March 7, 2013, at Roseville City Hall, where staff presented information regarding the temporary closure and presented options for a full closure. Residents provided input regarding neighborhood concerns along the corridor.

The second meeting was on August 20, 2015, at Roseville City Hall, where staff showed the residents updated information regarding the temporary closure and presented options for a full closure as well as estimates.

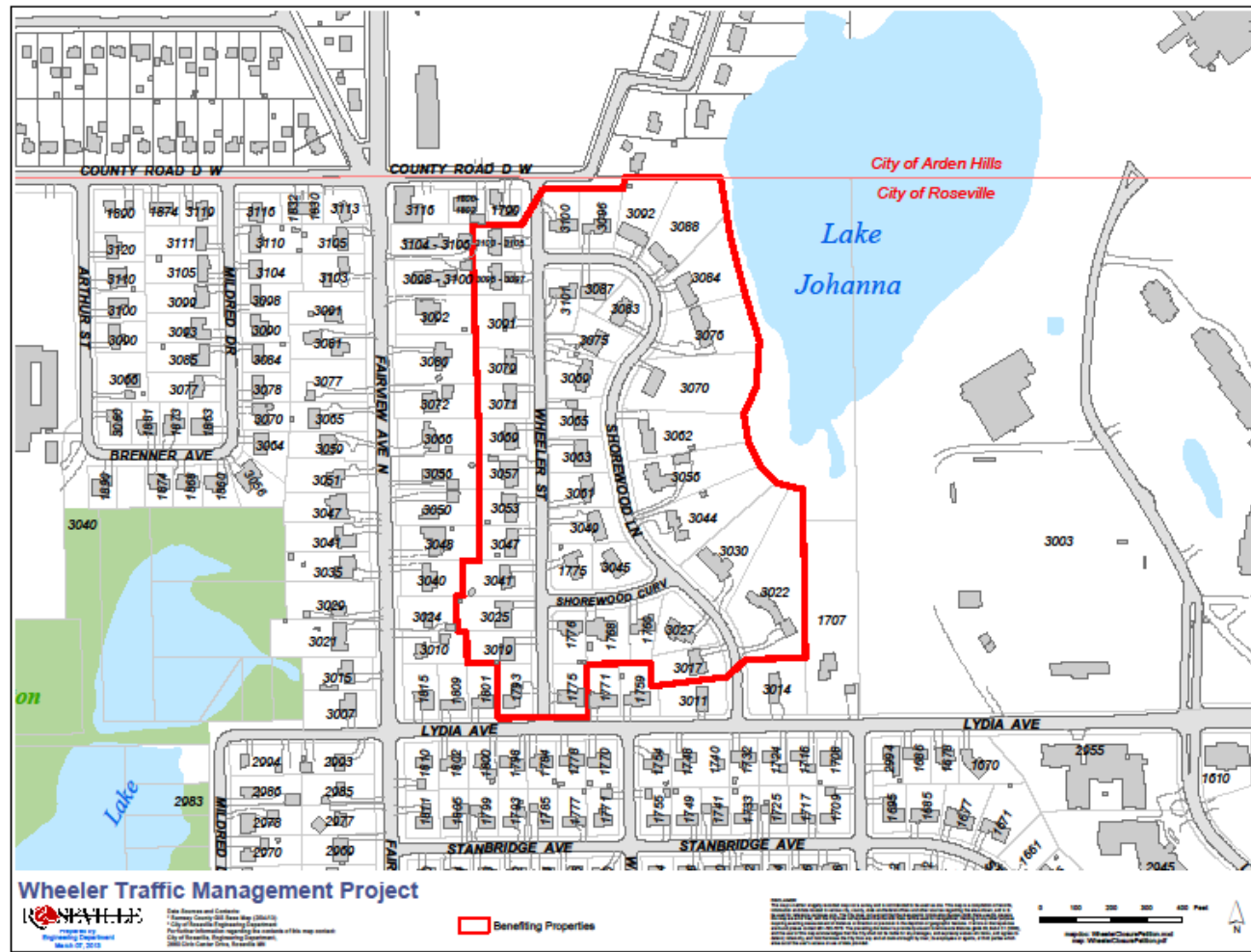
A survey was sent out to residents in August of 2016 and 41/42 responded with input.

This report summarizes the design items that were discussed during the public involvement process.

Project Map



Property Map



CONCLUSIONS & RECOMMENDATIONS

- A. All portions of the project as proposed are feasible.
- B. Estimated project cost:

	Project Cost
Improvements	\$23,800
Total	\$23,800

The following is a summary of the recommendations discussed in this report.

- A. The majority of the costs related to the road closure will be paid by the Developer in Arden Hills who is responsible for reconstructing County Rd D.
- B. Construct the project in 2016.
- C. Construct storm sewer improvements to address water quality, meet watershed requirements, and address drainage concerns along the corridor.
- D. Fund the project with street infrastructure funds and assessments as detailed in this report.
- E. Schedule a public hearing for the Wheeler Street Closure project on October 10, 2016.

EXISTING CONDITIONS

General Comments

Wheeler Street is a City street that connects Lydia Ave and County Road D. Due to its proximity to Fairview Ave, it has become shortcut for drivers looking to bypass Fairview Ave during times of high traffic congestion.

PROPOSED CONSTRUCTION

General Comments

The City of Roseville is proposing permanently closing Wheeler Street between Shorewood Lane and County Road D. The closure would consist of removing the existing pavement and curb and gutter in this area. New curb and gutter would be installed on both ends blocking vehicular access. A six foot pathway would be installed in this location for pedestrian and bike access. One driveway in this area would be redirected to County Rd D. The area disturbed would be top soiled and turf established. A rain garden may be installed in this location at a later date. The majority of the road closure costs other than the driveway relocation will be paid by the Developer of Presbyterian Homes in Arden Hills who will be reconstructing County Road D.

Special Considerations

All items in this section of the report have been presented and discussed with the residents during the public involvement process.

- A. Driveways
One driveway will be relocated as part of this project.

PROPOSED FUNDING

- A. Special Assessments
State Statute 429 has two major points to consider when justifying assessments. First, the assessment has to treat similar properties equally, and second, the amount of the assessment has to be equal to or less than the resulting increase in property value. Assuming this project is completed by fall of 2016, the final assessment amount would be determined following an assessment hearing in the fall of 2017 and a thorough review of the proposed assessments by the Council. The following City of Roseville assessment policies are being followed:

- For Traffic Management Program Projects, all properties will be assessed 75% of the street improvement costs.

Assessment Summary	
Estimated total project cost	\$23,800
Lots Benefitting	42
Cost per Lot	\$566
Assessment Rate	
75% of cost/lot	\$425.00

B. Proposed Funding Summary

	Estimated cost	Assessments	Street Infrastructure Fund
Street Improvements	\$23,800	\$17,850	\$5,950

C. Schedule

If the City Council approves the project for construction the following is the recommended schedule for this project.

City Council Receives Feasibility Report and Orders the Public Improvement Hearing	September 12, 2016
Conduct Public Improvement Hearing	October 10, 2016
Begin Construction	Fall 2016
Complete Construction	Fall 2016
City Council Conducts the Final Assessment Hearing	Fall 2017

Preliminary Assessment Roll

Parcel ID	Site Address	Assessment
42923120058	1760 Shorewood Curve	\$425
42923120059	1768 Shorewood Curve	\$425
42923120061	1775 Lydia Ave W	\$425
42923120056	1775 Shorewood Curve	\$425
42923120060	1776 Shorewood Curve	\$425
42923120027	1793 Lydia Ave W	\$425
42923120065	3017 Shorewood Ln	\$425
42923120025	3019 Wheeler St N	\$425
42923120042	3022 Shorewood Ln	\$425
42923120071	3025 Wheeler St N	\$425
42923120057	3027 Shorewood Ln	\$425
42923120041	3030 Shorewood Ln	\$425
42923120070	3041 Wheeler St N	\$425
42923120040	3044 Shorewood Ln	\$425
42923120054	3045 Shorewood Ln	\$425
42923120067	3047 Wheeler St N	\$425
42923120055	3049 Shorewood Ln	\$425
42923120066	3053 Wheeler St N	\$425
42923120039	3056 Shorewood Ln	\$425
42923120015	3057 Wheeler St N	\$425
42923120053	3061 Shorewood Ln	\$425
42923120038	3062 Shorewood Ln	\$425
42923120052	3063 Shorewood Ln	\$425
42923120051	3065 Shorewood Ln	\$425
42923120050	3069 Shorewood Ln	\$425
42923120014	3069 Wheeler St N	\$425
42923120037	3070 Shorewood Ln	\$425
42923120069	3071 Wheeler St N	\$425
42923120049	3075 Shorewood Ln	\$425
42923120036	3076 Shorewood Ln	\$425
42923120072	3079 Wheeler St N	\$425
42923120048	3083 Shorewood Ln	\$425
42923120035	3084 Shorewood Ln	\$425
42923120047	3087 Shorewood Ln	\$425
42923120034	3088 Shorewood Ln	\$425
42923120076	3091 Wheeler St N	\$425
42923120033	3092 Shorewood Ln	\$425

42923120078	3095 Wheeler St N	\$425
42923120032	3096 Shorewood Ln	\$425
42923120031	3100 Shorewood Ln	\$425
42923120046	3101 Shorewood Ln	\$425
42923120074	3103 Wheeler St N	\$425