

**PUBLIC WORKS COMMITTEE
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

The Public Works Committee conducted a regular meeting on Wednesday, August 21, 2018, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Chris Riley
 Councilmember Jill Johns
 Councilmember Mark Kuzma

Also Present: Public Works Superintendent Grant Riemer
 City Engineer Bruce Westby
 Parks and Assistant Public Works Superintendent Mark Riverblood

1. CALL TO ORDER

Chairperson Riley called the regular meeting of the Public Works Committee to order at 5:30 p.m.

2. CITIZEN INPUT

There was none.

3. APPROVE AGENDA

Motion by Councilmember Johns, seconded by Councilmember Kuzma, to approve the agenda, as presented.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Johns and Kuzma. Voting No: None.

4. APPROVE MINUTES

4.01: Approve July 17, 2018, Meeting Minutes

Motion by Councilmember Kuzma, seconded by Councilmember Johns, to approve the following minutes:

Regular Meeting Minutes dated July 17, 2018

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Kuzma and Johns. Voting No: None.

5. COMMITTEE BUSINESS

5.01: Consider Roundabout Landscape Improvements – Sunwood Drive

Parks and Assistant Public Works Superintendent Riverblood stated that the purpose of this case is to receive Committee input on the landscaping desired for the Sunwood Drive roundabout. This project in part, has been on hold waiting for a more comprehensive streetscape and wayfinding signage plan to be finalized. At present the area is turf grass and has a basic irrigation system and mowed weekly. What staff is proposing may be considered an interim landscaping plan, until the larger landscape plan for the roundabout may be developed (E.g. wayfinding and retail signage/monuments).

Parks and Assistant Public Works Superintendent Riverblood stated that staff's proposal would involve developing an RFP for design and installation services from local landscape companies—and setting three, not-to-exceed price ranges for those services. Staff's initial thought on the price ranges was \$2,000, \$5,000, and \$10,000.00, though these ranges can be adjusted based on discussion. The RFP would specify an illustrative design and planning plan, installation of the landscape, a basic one-year warranty, and an alternative quote for annualized maintenance. He noted that depending on the landscape proposals received, modifications to the irrigation system may be required. The estimated range of this cost by a contractor may be between \$2,000 and \$4,000. Additionally, it is recommended that the RFP be issued late Fall or Early Winter 2018 to achieve the best pricing/proposals with landscape installation to be completed in April 2019 (subject to City Council approval).

Parks and Assistant Public Works Superintendent Riverblood recommended to issue an RFP for landscape design and installation of the Sunwood Drive roundabout at various price points. The recommended design and plan(s) will be brought back to the PW Committee for review and approval before recommendation to Council.

Councilmember Johns stated that she does not want to have to do things twice and wants to ensure that things will tie in with the eventual design. She stated that it does look a lot better with the irrigation and mowing that has occurred. She asked if the process would provide the full plan or just the interim plan.

Public Works Superintendent Riemer stated that it would simply be an interim plan until the ultimate desire is known.

Parks and Assistant Public Works Superintendent Riverblood stated that language would be specified that preference would be given to a planting plan proposal that would be conducive for future development within and an eye to architecture and scheme of the streetscape. He noted that the benefit to providing a blank slate for landscapers is that they may have materials on hand that they can use for a lower cost and may see this as an opportunity for future landscaping work with the City.

Councilmember Kuzma stated that his first thought was that this was going to be more than the City should spend but after talking with staff he does understand the process and associated cost and agrees that this could be a good idea.

Chairperson Riley echoed the comments of Councilmember Johns that it looks better with the grass irrigated and mowed. He stated that he would hate to be in the situation where the City pays for something only to tear it out in the near future.

Councilmember Johns stated that she does not mind doing things in phases but would be fine waiting until the ultimate plan is known for the landscaping and streetscape.

Chairperson Riley stated that he would prefer to hold off until the sign plan is created, and additional development occurs in The COR. He agreed that this will need to be done eventually but did not think the City was ready yet.

Councilmember Kuzma stated that he would not mind seeing some bushes or something to add some color.

Councilmember Johns was unsure that the City would get the desired result for \$2,000.

Parks and Assistant Public Works Superintendent Riverblood stated that if there is a significant monument with footing ultimately desired, there could be damage to existing landscaping or it might be better to take out any existing landscaping in order to support that monument rather than trying to protect it.

Councilmember Johns stated that it does seem a little early to attempt to add landscaping until the ultimate desire is known. She agreed that it could be nice to have a little color.

Motion by Councilmember Kuzma, seconded by Councilmember Johns, to defer landscaping within the Sunwood Drive roundabout until the sign/streetscape plan is completed.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Kuzma and Johns. Voting No: None.

Parks and Assistant Public Works Superintendent Riverblood stated that when the City is ready, it would be more cost efficient to follow the RFP process, which puts the burden of plans on the bidder rather than the City paying a consultant to develop the plans.

5.02: Consider City Council Recommendation to Review Feasibility Report and Order Public Input Meeting for Improvement Project #18-02, HY-10 Ramsey Street Reconstructions

City Engineer Westby stated that the purpose of this case is to consider a recommendation to the City Council to review the Feasibility Report and order a Public Input Meeting for Improvement Project #18-02, HY-10 Ramsey Street Reconstructions. He stated that City Improvement Project No. 18-02 proposes to construct streets within the HY-10 Ramsey neighborhood including 146th Avenue, 147th Avenue, and Ferret Street. The streets total approximately 1,400 linear feet in length. The streets were constructed in 1988 with bituminous curb to a width of 40 feet from face-of-curb to face-of-curb and are generally centered within a 66-foot-wide right-of-way.

However, during the Highway 10/Armstrong Interchange project, the west end of 146th Avenue was reconstructed, and a temporary cul-de-sac was constructed.

City Engineer Westby stated that the storm sewer system consists of openings in the bituminous curb at the north end of the Ferret Street cul-de-sac and the east end of the 146th Avenue cul-de-sac. Utility easements exist north of Ferret Street and along the northern boundary of the eastern Ferret Street cul-de-sac which has shallow ditches leading towards Armstrong Boulevard. Storm runoff from 147th Avenue is collected in catch basins placed as part of the 2012 Sunwood Drive re-alignment project and is carried under Armstrong Boulevard to existing regional ponds. The existing bituminous pavement section ranges from 1.6 to 6.1 inches thick, with an average thickness of 2.9 inches, and the aggregate base ranges from 4.3 to 15.5 inches thick, with an average thickness of 9.7 inches. This was determined from Ground Penetrating Radar (GPR) analysis performed by Braun Intertec in 2017, as well as from field observations and record plan documents. The pavement section was built on sandy subgrade material generally considered suitable for pavement support.

City Engineer Westby stated that City staff evaluates and rates the condition of pavement sections on all City streets on an annual basis using the Pavement Surface Evaluation and Rating (PASER) system. In the summer of 2017, the pavement sections of the above referenced street segments were rated with a PASER rating of 2 which indicates these streets require complete reconstruction. City staff patch the streets at least once per year, particularly before winter so the street can be plowed without further damaging the pavement in the process. Pictures of the street are located in the Draft Feasibility Report. On July 11, 2017, the City Council adopted Resolution #17-07-170 authorizing the preparation of a Feasibility Report for the reconstruction of HY-10 Ramsey. These streets were originally included in the City's CIP as proposed 2015 overlay improvements. However, the overlay work was delayed when construction of the Highway 10 & Armstrong Boulevard Interchange was funded. Then following completion of the Interchange, the pavement was re-evaluated, and staff determined it would be best to reconstruct these streets in the future. This project is now listed in the current 10-year CIP as a total reconstruction.

City Engineer Westby stated that staff has not yet discussed the proposed improvements with local property owners. However, staff is proposing to schedule a public information meeting on September 13, 2018 for the purpose of explaining the proposed improvements and assessments in more detail, and to gather public input on the project, including any information which should be explored in more detail during development of plans and specifications. Staff will present the public input to Council during the public hearing.

City Engineer Westby stated that proposed improvements include reconstructing the existing bituminous pavement section using the Full Depth Reclamation (FDR) process. This process generally involves reclaiming the entire existing bituminous pavement section, along with an inch or two of the existing aggregate base material. A portion of this reclaimed (ground and mixed) material would then be spread and compacted on top of the reshaped and compacted existing subgrade and/or aggregate base. Three and one-half inches of bituminous pavement would be installed on top of a minimum of 6 inches of aggregate base composed of existing aggregate base and FDR reclaim material. This pavement section would meet the City of

Ramsey's standard pavement design. Though the design strength of this pavement design is less than a typical industrial park pavement design, it should provide a useful life of at least 30 years based on the life achieved by the existing pavement section. Staff also believes this development will re-develop within the next 10 to 20 years, and that new streets will be required as a result of re-development.

City Engineer Westby stated that this proposed project was brought to the Development Review Committee on May 22, 2018 for staff comment on design alternatives based on potential future development of the HY-10 Ramsey subdivision. Based on uncertainty of future development, staff felt it would be most cost effective to bring the bituminous pavement up to usable standards, extend utilities and concrete curb and gutter along 147th Avenue only, and not to connect the streets to adjacent development at this time. The engineer's opinion of probable costs including streets, drainage, and public water utilities is \$ 290,000. Estimated costs include 10-percent contingency costs plus 23-percent indirect costs for administrative, engineering, finance, and legal costs. A summary of the engineer's opinion of probable costs is included in *Appendix B* of the attached Draft Feasibility Report

City Engineer Westby stated that the project is proposed to be funded using a combination of special assessments to benefitting properties, street reconstruction bond proceeds, and stormwater utility funds. Sewer and Water Utility Funds would be used to pay for any public utility improvements. Nine parcels have been identified as receiving special benefit from the improvements. Four of the parcels have permanent structures, and the other five are undeveloped. Several of these parcels are currently listed for sale, including two City-owned parcels. These parcels are identified in the preliminary Assessment Map and Roll in the Draft Feasibility Report.

City Engineer Westby stated that assessments were calculated using the area method, which is typically used for commercial applications. Staff recommends ordering a special benefit consultation report for this project to verify the proposed assessment amount will not exceed the benefit to the properties. If the report concludes the benefit to the properties is less than the proposed preliminary assessment rate, staff will then propose to lower the assessment rate accordingly during the Assessment Hearing, which is proposed for October 8, 2019. If the report verifies the assessment rate as proposed is justified, staff will propose to adopt the final assessment roll using the rate as preliminarily proposed. This project would best be constructed as a stand-alone project and is necessary, feasible, and cost-effective from an engineering standpoint, and can be constructed as proposed herein.

City Engineer Westby stated that staff originally intended to conduct a public information meeting with benefitting property owners of HY-10 Ramsey while preparing the Feasibility Report to explain the purpose and need for the proposed improvements, the scope of the improvements, estimated costs, the proposed funding program, and proposed schedule. However, due to growing uncertainties surrounding the future use of adjacent parcels, staff determined it would be better to complete a draft Feasibility Report before scheduling and conducting the public input meeting to help keep discussions focused.

City Engineer Westby stated that on August 28th staff plans to review the Feasibility Report with

Council, then ask Council to order a public input meeting for 9 AM on September 13th. This will allow staff to gather feedback on the project from benefiting property owners, which will then be presented to Council at their September 25th regular meeting, after which Council will be asked to accept the Feasibility Report and order a Public (Improvement) Hearing for October 9th. He recommended approving a recommendation to City Council to review the Draft Feasibility Report and order a Public Input Meeting for 9 AM on Thursday, September 13, 2018, for Improvement Project #18-02, HY-10 Ramsey Street Reconstructions.

Councilmember Kuzma asked if the project will justify the assessment amounts.

City Engineer Westby replied that will be known once the Feasibility Report is fully completed.

Chairperson Riley asked the logic of not assessing the two City owned parcels as the two parcels do have access from one of the roads being improved.

City Engineer Westby noted that those parcels would have additional access options and believed that to be consistent with the City policy.

Chairperson Riley stated that he likes that staff has done its best to not overbuild this as the future is still unknown in terms of redevelopment.

Councilmember Johns stated that she appreciates that money will be put into 147th to make that consistent.

Chairperson Riley also liked extending the utilities to provide additional opportunity.

City Engineer Westby stated that this is a middle of the road design that should provide 30 years of lifespan while keeping the cost as low as possible. He noted that if redevelopment occurs, there would be opportunity to add improvement in the future that perhaps would not be assessed.

Motion by Councilmember Kuzma, seconded by Councilmember Johns, to approve a recommendation to City Council to review the Draft Feasibility Report and order a Public Input Meeting for 9 a.m. on Thursday, September 13, 2018 for Improvement Project #18-02, HY-10 Ramsey Street Reconstructions.

Further discussion: City Engineer Westby stated that there have not been any discussions with property owner thus far and therefore before bringing this to the City Council staff would like to meet with the property owners.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Kuzma and Johns. Voting No: None.

5.03: Consider City Council Recommendation to Order Feasibility Report for Improvement Project #19-01, Ford Brook Estates Street Reconstructions

City Engineer Westby stated that the purpose of this case is to consider approving a recommendation to the City Council to order a Feasibility Report for Improvement Project #19-01, Ford Brook Estates Street Reconstructions. He noted that the City of Ramsey's current 10-year Capital Improvement Plan (CIP) covers calendar years 2018 to 2027. The plan identifies all public streets proposed to be reconstructed or to receive overlays in 2019 as part of the City's long-term Street Maintenance Program. He noted that the streets in Ford Brook Estates were proposed to be reconstructed in 2019.

City Engineer Westby stated that staff recommends that these streets be reconstructed in 2019 to allow bonds to be used to pay for the improvements per the City's 2015-2019 Street Reconstruction and Overlay Program (SROP). If these streets are not reconstructed in 2019, they can be added to the next 5-year SROP to allow reconstruction between 2020 and 2024 instead. However, this would reduce the amount of pavement maintenance work that can be completed in the current 5-year SROP since no new streets can be added to the 5-year SROP.

City Engineer Westby recommended approving a recommendation to the City Council to order a Feasibility Report for Improvement Project #19-01, Ford Brook Estates Street Reconstructions. Staff proposed to fund the proposed street reconstruction improvements using a combination of special assessments to benefiting properties, street reconstruction bond funds, and stormwater utility funds (if needed).

Councilmember Kuzma asked for information on the proposed cost.

City Engineer Westby stated that the costs would be updated once the Feasibility Reports are completed for the projects and provided a general cost estimate.

Chairperson Riley asked why it seems that all the streets need to be reconstructed and cannot be overlaid.

City Engineer Westby stated that even though the roads were proposed for overlays, the pavement has degraded to such a condition over the past five years that they need to be reconstructed.

Chairperson Riley asked if there would be unanimous agreement that the roads need to be reconstructed from an engineer standpoint.

Public Works Superintendent Riemer agreed that the roads are in very poor condition, even from a visual standpoint.

Motion by Councilmember Johns, seconded by Councilmember Kuzma, to approve a recommendation to the City Council to order a Feasibility Report for Improvement Project #19-01, Ford Brook Estates Street Reconstructions.

Further discussion: City Engineer Westby stated that the work would be done in-house but funds would be expended to conduct the soil borings.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Johns and Kuzma. Voting No: None.

5.04: Consider City Council Recommendation to Order Feasibility Report for Improvement Project #19-02, Brookview Estates Street Reconstructions

City Engineer Westby stated that the purpose of the case is to consider approving a recommendation to the City Council to order a Feasibility Report for Improvement Project #19-03, Wood Pond Hills and Chestnut Ridge Street Reconstructions. He stated that the City of Ramsey's current 10-year Capital Improvement Plan (CIP) covers calendar years 2018 to 2027. The plan identifies all public streets proposed to be reconstructed or to receive overlays in 2019 as part of the City's long-term Street Maintenance Program. He noted that the streets in Brookview Estates were proposed to receive overlays in 2019.

City Engineer Westby stated that in the spring of 2018, staff re-evaluates the pavement condition of these streets and found the pavement has degraded past the point where an overlay should be applied, and that a total reconstruct is now required. Staff therefore recommends that these streets be reconstructed in 2019 to allow bonds to be used to pay for the improvements per the City's 2015-2019 Street Reconstruction and Overlay Program (SROP).

City Engineer Westby stated that if the streets are not reconstructed in 2019, they can be added to the next 5-year SROP to allow reconstruction between 2020 and 2024 instead. However, this would reduce the amount of pavement maintenance work that can be completed in the current 5-year SROP since no new streets can be added to the 5-year SROP.

City Engineer Westby recommended approving a recommendation to the City Council to order a Feasibility Report for Improvement Project #19-02, Brookview Estates Street Reconstructions. He noted that staff proposes to fund the proposed street reconstruction improvements using a combination of special assessments to benefiting properties, street reconstruction bond funds, and stormwater utility funds.

Motion by Councilmember Johns, seconded by Councilmember Kuzma, to approve a recommendation to the City Council to order a Feasibility Report for Improvement Project #19-02, Brookview Estates Street Reconstructions.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Johns and Kuzma. Voting No: None.

5.05: Consider City Council Recommendation to Order Feasibility Report for Improvement Project #19-03, Wood Pond Hills and Chestnut Ridge Street Reconstructions

City Engineer Westby stated that the purpose of the case is to consider approving a recommendation to the City Council to order a Feasibility Report for Improvement Project #19-03, Wood Pond Hills and Chestnut Ridge Street Reconstructions. He stated that the City of Ramsey's current 10-year Capital Improvement Plan (CIP) covers calendar years 2018 to 2027.

The plan identifies all public streets proposed to be reconstructed or to receive overlays in 2019 as part of the City's long-term Street Maintenance Program. He noted that the streets in Wood Pond Hills and Chestnut Ridge were proposed to receive overlays in 2019.

City Engineer Westby stated that in the spring of 2018, staff re-evaluates the pavement condition of these streets and found the pavement has degraded past the point where an overlay should be applied, and that a total reconstruct is now required. Staff therefore recommends that these streets be reconstructed in 2019 to allow bonds to be used to pay for the improvements per the City's 2015-2019 Street Reconstruction and Overlay Program (SROP).

City Engineer Westby stated that if the streets are not reconstructed in 2019, they can be added to the next 5-year SROP to allow reconstruction between 2020 and 2024 instead. However, this would reduce the amount of pavement maintenance work that can be completed in the current 5-year SROP since no new streets can be added to the 5-year SROP.

City Engineer Westby recommended approving a recommendation to the City Council to order a Feasibility Report for Improvement Project #19-03, Wood Pond Hills and Chestnut Ridge Street Reconstructions. He noted that staff proposes to fund the proposed street reconstruction improvements using a combination of special assessments to benefiting properties, street reconstruction bond funds, and stormwater utility funds.

Public Works Superintendent Riemer stated that of the patching that occurs, staff spends two to three weeks in these two neighborhoods.

Councilmember Kuzma asked if soil borings had been completed.

City Engineer Westby stated that soil borings would be completed as part of the Feasibility Report project.

Chairperson Riley stated that it seems that these roads failed very early for some reason and therefore it appears something was not done right.

Public Works Superintendent Riemer stated that these roads may have been constructed in the 1990's when the bad asphalt was an issue.

Motion by Councilmember Johns, seconded by Councilmember Kuzma, to approve a recommendation to the City Council to order a Feasibility Report for Improvement Project #19-03, Wood Pond Hills and Chestnut Ridge Street Reconstructions.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Johns and Kuzma. Voting No: None.

Chairperson Riley asked if there is a reason that the City cannot include projects in the five-year plan that may be needed within ten years, so that if there are available funds or time additional projects could be completed.

City Engineer Westby stated that could be done, it would just create a large bottom line. He recognized that all the projects could be included with the intent that not all the projects would be done.

Councilmember Kuzma stated that might not be a bad strategy.

Councilmember Johns agreed that would be a good strategy as projects jump to the top of the list because of poor condition or residents object to projects.

Chairperson Riley agreed that it would be nice to have additional flexibility, noting that it would not necessarily need to be ten years of projects but perhaps seven years.

Councilmember Kuzma asked if there is warranty language included to guarantee the lifespan of the road.

City Engineer Westby replied that you can only have a one-year warranty. He stated that staff is doing thorough inspections after construction.

6. COMMITTEE / STAFF INPUT

6.01: Staff Updates on Improvement Projects and Items of Interest

City Engineer Westby stated that a list of updates on improvement projects were included in the packet for the group to review and provided a brief summary of activity. He stated that staff will be asking for an extension from the Lower Rum River Water Management Organization for the COR Infiltration Basin as the timeline for obtaining the control panel for the lift station is about five to six months and without that element it would not be functional.

Chairperson Riley stated that it seems like a surprise that the timeline would be that long and asked if all other planning has been done to eliminate other unknowns for the infiltration basin.

City Engineer Westby confirmed that there would not be other unknowns with the project.

6.02: Review Future Topics Calendar

No additional comments.

7. ADJOURNMENT

Motion by Councilmember Kuzma, seconded by Councilmember Johns, to adjourn the Public Works Committee meeting.

Motion carried.

The regular meeting of the Public Works Committee adjourned at 6:40 p.m.

Respectfully submitted,

Grant Riemer
Public Works Superintendent

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.