


REQUEST FOR COUNCIL ACTION

Date: 9/20/10
Item No.: 11 . a

Department Approval



City Manager Approval



Item Description: Public Hearing for a 2009 Project to be assessed in 2010

BACKGROUND

On August 23, 2010, the City Council set a date to hold a public hearing for the purpose of establishing special assessments for City Project P-ST-SW-09-02: Roselawn Avenue Reconstruction, between Hamline Avenue and Victoria Street. It is suggested that the public hearing be conducted according to the attached agenda.

At the assessment hearing, staff will go through a brief presentation that will include a description of the project, project financing, and a discussion of typical assessments for properties benefiting from these improvements. Staff will summarize the City assessment policy and how it has been applied to this project.

It is suggested that if property owners have individual concerns about the quality of construction as part of the project or specific information about project deficiencies, these should be referred to the Engineering Department. Typically, these kinds of complaints relate to quality of finished construction and are covered under the warranty. The warranty is one year from the final contract acceptance; the Contract has not been finalized. Correction of these types of problems should not delay the adoption of assessment rolls.

Following past Council policy, if questions are brought up during the Public Hearing regarding specific assessments, if amendments to the assessment rolls are necessary, or if Council would like staff to investigate a concern, the hearing can be continued to the next council meeting.

This project has been completed in accordance with the plans and specifications and there are no problems with construction according to our final review.

POLICY OBJECTIVE

It is the City's policy to assess for a portion of street reconstruction costs. The assessment roll has been prepared in accordance with state statute Chapter 429 and Roseville's assessment policy. The roll and frontages are consistent with the recommendations in the feasibility report prepared for this project.

After the Public Hearing, the City Council adopts the assessment roll making it final. The City allows for a 30-day pre-payment period after the roll adoption. Following the pre-payment period, assessment rolls are certified to Ramsey County for collection. The City will have the rolls certified by early November in order to allow the County enough time to add the assessments to property taxes.

FINANCIAL IMPACTS

Attachment A is a Project Financing Summary detailing the feasibility report and actual project

33 costs for this improvement. This project was financed using assessments, utility funds, and
34 street infrastructure funds.

35 The final assessment roll has been prepared in accordance with Roseville's assessment policy
36 and as outlined in the project feasibility report. The preliminary assessment roll is attached and
37 will be presented in detail at the assessment hearing.

38 **STAFF RECOMMENDATION**

39 Approve the attached resolution adopting and confirming the assessments for City Project P-ST-
40 SW-09-02: Roselawn Avenue Reconstruction Hamline Ave to Victoria Street. The 2010
41 assessment process is suggested to proceed according to the following schedule:
42

August 9	Approve Resolution declaring costs to be assessed, and ordering preparation of assessment roll
August 23	Approve Resolution receiving assessment rolls, setting hearing date.
August 31	Notice of hearing published in the <i>Roseville Review</i> Mail notices to affected property owners
September 20	Assessment hearing- adoption of assessment roll
Sept 21- Oct 22	Prepayment of assessments (30 days)
Oct 25-29	Tally of final assessment roll
November 2	Certification of assessment rolls to Ramsey County

43
44 If necessary, the assessment public hearing can be continued to the September 27, 2010 City
45 Council meeting to allow staff time to research objections raised at the initial hearing.

46 **REQUESTED COUNCIL ACTION**

47 Approval of a resolution adopting and confirming assessments for City Project P-ST-SW-09-02:
48 Roselawn Avenue Reconstruction Hamline Ave to Victoria Street.

Prepared by: Debra Bloom, City Engineer
Attachments: A: Project Financing Summary
B: Resolution
C: Preliminary Assessment Roll
D: Agenda for Assessment Public Hearing

**Project 09-02
Roselawn Avenue Reconstruction
Project Financing Summary**

Attachment A
8/11/2010

	Feasibility Report	Final Cost
Reconstruction	\$ 2,510,467.21	\$ 1,264,491.55
Engineering*	NA	\$ 257,614.77
Total Construction Cost	\$ 2,510,467.21	\$ 1,522,106.32

*Engineering cost estimates included in feasibility report totals

Summary of Non-assessable costs

Cost to build a 9 ton vs. 7 ton road	\$ 200,000.00	\$ 72,476.90
Storm Sewer	\$ 112,698.85	\$ 56,947.26
Sanitary Sewer	\$ 289,874.20	\$ 59,941.10
Watermain	\$ 393,961.70	\$ 248,143.41
Pathway Construction	\$ 166,392.60	\$ 94,160.94
Total Non- assessable costs	\$ 1,162,927.35	\$ 531,669.61

Summary of Assessment Calculations

Assessable Cost	\$ 1,347,539.86	\$ 990,436.71
Assessment Rate	\$ 48.06	\$ 35.33
Actual Total Frontage	7,009.32	7,009.32

Total Special Assessments

\$ 336,884.97	\$ 247,609.18
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Project Financing Summary

General Fund (Engineering costs)	NA	\$ 193,211.08
Special Assessments Private property	\$ 336,884.97	\$ 247,609.18
Storm water drainage	NA	\$ 56,947.26
Watermain Enterprise Fund	\$ 393,961.70	\$ 248,143.41
Sanitary Sewer Enterprise Fund	\$ 289,874.20	\$ 59,941.10
Municipal State Aid	\$ 1,489,746.35	\$ 716,254.29
Total	\$ 2,510,467.22	\$ 1,522,106.32

NA = item was not broken out in Feasibility Report

- 50 together with one year's interest on that and all other unpaid installments, to be payable
51 with general taxes for each consecutive year thereafter until the entire assessment is paid.
- 52 4. If the adopted assessment differs from the proposed assessment as to any particular lot,
53 piece, or parcel of land, the manager shall mail to the owner a notice stating the amount of
54 the adopted assessment. The manager must also notify affected owners of any changes
55 adopted by the Council in interest rates or prepayment requirements from those contained
56 in the notice of the proposed assessment
- 57 5. Prior to the certification of the assessment to the County Auditor, the owner of any lot,
58 piece, or parcel of land assessed hereby may at any time pay the whole of such assessment,
59 with interest to the date of payment, to the City Treasurer, but no interest shall be charged
60 if such payment is made within 30 days after the date of this resolution.
- 61 6. The City Manager shall forthwith prepare and transmit to the County Auditor a certified
62 duplicate of the assessment roll, with each installment and interest on each unpaid
63 assessment set forth separately, to be extended upon the property tax lists of the County,
64 and the County Auditor shall thereafter collect such assessments in the manner provided by
65 law.

66

67 The motion for the adoption of the foregoing resolution was duly seconded by Council member
68 and upon roll call vote being taken thereon, the following voted in favor thereof: and
69 the following voted against the same: .

70

71 Whereupon said resolution was declared duly passed and adopted.

72

09-02 Roselawn Avenue Reconstruction Project
Preliminary Assessment Roll
08/11/10

Attachment C

Total assessable project cost	\$ 990,436.71
Total Frontage (feet)	7,009.32 feet
Assessment Rate (100%)	\$ 141.30
Assessment Rate (25%)	\$ 35.33

PIN	Property Address	FRONTAGE	Assessment	Sanitary Sewer	Total	NOTES
142923240051	941 ROSELAWN AVE W	100.00	\$ 3,533.00		\$ 3,533.00	
142923310030	954 ROSELAWN AVE W	106.11	\$ 3,748.87		\$ 3,748.87	
142923240052	955 ROSELAWN AVE W	127.00	\$ 4,486.91		\$ 4,486.91	
142923240021	965 ROSELAWN AVE W	59.69	\$ 2,108.85		\$ 2,108.85	
142923310029	968 ROSELAWN AVE W	106.11	\$ 3,748.87		\$ 3,748.87	
142923240020	969 ROSELAWN AVE W	75.00	\$ 2,649.75		\$ 2,649.75	
142923310028	974 ROSELAWN AVE	106.11	\$ 3,748.87		\$ 3,748.87	Corner Lot- Short side
142923240019	975 ROSELAWN AVE W	75.00	\$ 2,649.75		\$ 2,649.75	
142923230057	991 ROSELAWN AVE W	63.00	\$ 2,225.79		\$ 2,225.79	
142923230058	995 ROSELAWN AVE W	70.00	\$ 2,473.10		\$ 2,473.10	
152923130109	0 ROSELAWN AVE W	40.00	\$ 1,413.20		\$ 1,413.20	
142923320111	1000 ROSELAWN AVE W	130.75	\$ 4,619.40		\$ 4,619.40	
142923230059	1001 ROSELAWN AVE W	71.00	\$ 2,508.43		\$ 2,508.43	
142923230060	1007 ROSELAWN AVE W	70.00	\$ 2,473.10		\$ 2,473.10	
142923230061	1011 ROSELAWN AVE W	70.00	\$ 2,473.10		\$ 2,473.10	
142923230062	1017 ROSELAWN AVE W	84.00	\$ 2,967.72		\$ 2,967.72	
142923320031	1020 ROSELAWN AVE W	13.37	\$ 472.43		\$ 472.43	
142923230063	1027 ROSELAWN AVE W	84.00	\$ 2,967.72		\$ 2,967.72	
142923320056	1030 W ROSELAWN AVE	13.35	\$ 471.66		\$ 471.66	
142923230064	1031 ROSELAWN AVE W	120.00	\$ 4,239.60		\$ 4,239.60	
142923320057	1048 ROSELAWN AVE W	93.34	\$ 3,297.70		\$ 3,297.70	
142923320058	1056 ROSELAWN AVE W	83.33	\$ 2,944.05		\$ 2,944.05	
142923320059	1064 ROSELAWN AVE W	88.33	\$ 3,120.70		\$ 3,120.70	
142923320103	1074 ROSELAWN AVE W	155.10	\$ 5,479.68		\$ 5,479.68	
142923230121	1048 HARRIET LANE	28.32	\$ 1,000.63		\$ 1,000.63	Frontage= 453.51/16 = 28.32
142923230104	1049 HARRIET LANE	28.32	\$ 1,000.63		\$ 1,000.63	Frontage= 453.51/16 = 28.32
142923230120	1050 HARRIET LANE	28.32	\$ 1,000.63		\$ 1,000.63	Frontage= 453.51/16 = 28.32
142923230105	1051 HARRIET LANE	28.32	\$ 1,000.63		\$ 1,000.63	Frontage= 453.51/16 = 28.32
142923230119	1056 HARRIET LANE	28.32	\$ 1,000.63		\$ 1,000.63	Frontage= 453.51/16 = 28.32
142923230108	1057 HARRIET LANE	28.32	\$ 1,000.63		\$ 1,000.63	Frontage= 453.51/16 = 28.32
142923230118	1058 HARRIET LANE	28.32	\$ 1,000.63		\$ 1,000.63	Frontage= 453.51/16 = 28.32
142923230109	1059 HARRIET LANE	28.32	\$ 1,000.63		\$ 1,000.63	Frontage= 453.51/16 = 28.32
142923230117	1064 HARRIET LANE	28.32	\$ 1,000.63		\$ 1,000.63	Frontage= 453.51/16 = 28.32
142923230110	1065 HARRIET LANE	28.32	\$ 1,000.63		\$ 1,000.63	Frontage= 453.51/16 = 28.32
142923230116	1066 HARRIET LANE	28.32	\$ 1,000.63		\$ 1,000.63	Frontage= 453.51/16 = 28.32
142923230111	1067 HARRIET LANE	28.32	\$ 1,000.63		\$ 1,000.63	Frontage= 453.51/16 = 28.32
142923230112	1073 HARRIET LANE	28.32	\$ 1,000.63		\$ 1,000.63	Frontage= 453.51/16 = 28.32
142923230113	1075 HARRIET LANE	28.32	\$ 1,000.63		\$ 1,000.63	Frontage= 453.51/16 = 28.32
142923230114	1081 HARRIET LANE	28.32	\$ 1,000.63		\$ 1,000.63	Frontage= 453.51/16 = 28.32
142923230115	1083 HARRIET LANE	28.32	\$ 1,000.63		\$ 1,000.63	Frontage= 453.51/16 = 28.32
152923410001	1110 ROSELAWN AVE W	100.50	\$ 3,550.67		\$ 3,550.67	
152923410002	1116 ROSELAWN AVE W	84.23	\$ 2,975.85		\$ 2,975.85	
152923410003	1124 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923140089	1125 ROSELAWN AVE W/ 1943 LEXINGTON AVE N	155.1	\$ 5,479.68		\$ 5,479.68	
152923140084	1129-1131 ROSELAWN AVE W	73.36	\$ 2,591.81		\$ 2,591.81	
152923410004	1132 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923140083	1133 ROSELAWN AVE W	115.00	\$ 4,062.95		\$ 4,062.95	
152923410005	1140 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923410006	1146 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923410007	1154 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923140082	1155 ROSELAWN AVE W	214.67	\$ 7,584.29		\$ 7,584.29	
152923410008	1160 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	

09-02 Roselawn Avenue Reconstruction Project
Preliminary Assessment Roll
08/11/10

Total assessable project cost	\$ 990,436.71
Total Frontage (feet)	7,009.32 feet
Assessment Rate (100%)	\$ 141.30
Assessment Rate (25%)	\$ 35.33

PIN	Property Address	FRONTAGE	Assessment	Sanitary Sewer	Total	NOTES
152923410009	1168 ROSELAWN AVE W	77.00	\$ 2,720.41		\$ 2,720.41	
152923410010	1174 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923410011	1182 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923410012	1190 ROSELAWN AVE W	75.00	\$ 2,649.75		\$ 2,649.75	
152923410013	1210 ROSELAWN AVE W	97.27	\$ 3,436.55		\$ 3,436.55	
152923410014	1214 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923140093	1215 ROSELAWN AVE	487.66	\$ 17,229.03		\$ 17,229.03	Roseville Lutheran
152923130129	1225 ROSELAWN AVE W	76.00	\$ 2,685.08		\$ 2,685.08	
152923420001	1230 ROSELAWN AVE W	106.76	\$ 3,771.83		\$ 3,771.83	
152923130128	1233 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923130138	1235 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923420002	1236 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923420015	1244 ROSELAWN AVE W	88.00	\$ 3,109.04		\$ 3,109.04	
152923130126	1247 ROSELAWN AVE W	60.00	\$ 2,119.80		\$ 2,119.80	
152923130125	1253 ROSELAWN AVE W	60.00	\$ 2,119.80		\$ 2,119.80	
152923420016	1254 ROSELAWN AVE W	72.01	\$ 2,544.11		\$ 2,544.11	
152923130124	1261 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923130123	1265 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923130122	1275 ROSELAWN AVE W	76.00	\$ 2,685.08		\$ 2,685.08	
152923130114	1285 ROSELAWN AVE W	76.00	\$ 2,685.08		\$ 2,685.08	
152923130113	1289 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923130112	1293 ROSELAWN AVE W	80.00	\$ 2,826.40	\$ 1,000.00	\$ 3,826.40	Replaced Sanitary Sewer Service
152923130111	1307 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923130110	1311 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923130108	1325 ROSELAWN AVE W	80.00	\$ 2,826.40		\$ 2,826.40	
152923420072	1910 DELLWOOD AVE N	12.30	\$ 434.56		\$ 434.56	Corner Lot- 10% Long side
152923410015	1910 FERNWOOD ST N	82.00	\$ 2,897.06		\$ 2,897.06	
152923420053	1910 HAMLIN AVE N	11.21	\$ 395.94		\$ 395.94	Corner Lot- 10% Long side
152923420054	1910 HURON AVE	12.30	\$ 434.56		\$ 434.56	Corner Lot- 10% Long side
152923420071	1911 DELLWOOD ST	12.30	\$ 434.56		\$ 434.56	Corner Lot- 10% Long side
152923420052	1911 HURON AVE	11.21	\$ 395.94		\$ 395.94	Corner Lot- 10% Long side
152923420090	1911 MERRILL ST	12.30	\$ 434.56		\$ 434.56	Corner Lot- 10% Long side
142923320104	1912 LEXINGTON AVE N	155.10	\$ 5,479.68		\$ 5,479.68	
142923320001	1915 CHATSWORTH ST N	13.35	\$ 471.66		\$ 471.66	Corner Lot- 10% Long side
142923310002	1915 VICTORIA ST N	106.11	\$ 3,748.87		\$ 3,748.87	
152923140092	1925 LEXINGTON AVE N	96.50	\$ 3,409.35		\$ 3,409.35	
152923130107	1928 HAMLIN AVE N	76.00	\$ 2,685.08		\$ 2,685.08	
142923230066	1930 LEXINGTON AVE N	150.00	\$ 5,299.50		\$ 5,299.50	Corner Lot Short side
152923140094	Bruce Russell Park	186.33	\$ 6,583.04		\$ 6,583.04	OL=((134+318.8+454.23)/2)/84506.4

Totals	7009.32	\$ 247,639.13
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**AGENDA
PUBLIC HEARINGS FOR SPECIAL ASSESSMENTS**

COMMENTS THAT SHOULD BE READ INTO THE RECORD:

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

"This is a public hearing to consider special assessment rolls for various public improvement projects. The projects have been constructed and the decision will be whether the Council wishes to approve the assessment rolls as presented or make modifications to the assessment rates. The hearing will discuss how the project costs will be allocated and what the assessments against benefiting properties will be."

"The Council will consider individual assessment rolls for individual projects at this hearing. The Council may by simple majority vote to approve the assessment rolls for each project."

- B. **City Manager** should make comments regarding number of projects, types of projects, and published and mailed notices. This should include the following language:

"In accordance with Minnesota Statutes, Chapter 429, required published and legal mailed notices have been provided for each of the special assessment public hearings. Legal notices appeared in the City's legal newspaper, Roseville Review, on August 31, 2010. In addition, mailed notices have been sent to each affected property owner in accordance with the statute. Mailed notices were sent on September 1, 2010. Affidavits of mailing are available in the office of the City Engineer."

PROCEDURE FOR EACH PROJECT HEARING:

- A. **City Engineer** introduces the project by reading the project number and giving a brief description of the improvements presents summary of the nature of the improvement, the area involved, final project costs, project financing, and assessments.
- B. **City Manager** reads written statements objecting to assessments from affected property owners in regard to each project.
- D. **Mayor** opens hearing to the public. Speakers are requested to identify themselves and the street address of the property to which they are referring.

The following comments may be appropriate depending on how many people are in attendance.

"In an attempt to provide everyone an opportunity to be heard and yet conduct the hearing in an efficient manner, we suggest that rules be used for the individual hearings for these assessments. The rules will include the following:

Assessment Public Hearing Agenda

Page 2 of 2

1. Individuals should identify themselves by giving their name and address and should speak into the microphone.
2. Try to designate a neighborhood or block spokesperson to represent the area and summarize significant issues.
3. Each speaker should limit questions and comments to two to three minutes.
4. No person will be heard for a second time until all interested persons who wish to speak have had an opportunity to do so.
5. A maximum of 30 minutes will be allowed for questions and comments for residents unless significant major issues develop.

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.

Approve a resolution adopting and confirming assessments for City Project P-ST-SW-09-02: Roselawn Avenue Reconstruction Hamline Ave to Victoria Street.