



MEMORANDUM

DATE: June 20, 2023

TO: Honorable Mayor and City Councilmembers
Dave Perrault, City Administrator

FROM: David Swearingen, P.E. Public Works Director / City Engineer
Mike Waltman, P.E. Principal Engineer – Bolton & Menk

SUBJECT: 2024 PMP Street and Utility Improvements Project

Budgeted Amount:	Actual Amount:	Funding Source:
\$2,775,000 (proposed 2024 CIP)	TBD	PIR, Surface Water, Sanitary, Water, Special Assessments

Council Should Consider

- Project update presentation provided by Bolton & Menk.

Background/Discussion

The City Council Work Session on February 21, 2023, included discussion of the anticipated scope of work within the project area (Attachment A). At the March 13, 2023 regular Council Meeting, Resolution 2023-011 ordered the preparation of a feasibility report for the 2024 PMP and approved a Professional Services Agreement with Bolton & Menk.

The 2024 PMP area consists of Keithson Dr. from Highway 96 W to the south 800-feet, Royal Hills Dr. from Snelling Avenue N to Arden View Dr., Arden Vista Ct., McClung Dr., Colleen Ave., Colleen Cir., Briarknoll Cir., Briarknoll Dr., Norma Ave. from Dawn Cir. to Colleen Ave., James Ave. and Royal Ln., which includes approximately 168 single-family homes.

The purpose of this agenda item is to provide a general update of the preliminary scope, resident feedback, budget and schedule for the project and seek any direction the Council may wish to provide as staff prepares the feasibility report and recommended special assessment roll.

Preliminary Project Budget

From the proposed 2024-2028 CIP, the initial budget and cost estimate is summarized in the following table and will be revised as part of the feasibility report. This estimate includes the anticipated costs for engineering design, surveying, and construction administration as a 27% contingency, which is consistent with the 2021 PMP and 2022 PMP.

Category	CIP Budget	Initial Estimate
Streets/Trails	\$2,000,000	\$1,840,000
Storm Drainage	\$400,000	\$830,000
Sanitary Sewer	\$175,000	\$170,000
Water Utility	\$200,000	\$190,000
TOTAL	\$2,775,000	\$3,030,000

* Initial estimate subject to revisions during the feasibility study

The improvements for this project are anticipated to include funding derived from special assessments. The special assessment process must follow the City’s current special assessment policy and maintain compliance with the requirements of Minnesota Statutes 429. A preliminary assessment roll will be prepared as part of the feasibility report. The policy states that the City will assess fifty percent of the costs associated with bituminous overlay for a typical residential street section on a unit basis. The feasibility report will include a review of special assessment rates applied to past projects in the City of Arden Hills.

The anticipated special assessments are estimated to be within the range of \$4,500 to \$6,500 and will differentiate between properties adjacent to mill and overlay vs. full-depth reclamation. For reference, the 2022 PMP for full-depth reclamation was \$4,958 for properties along Old Snelling and \$5,834 for properties in the Arden Oaks neighborhood.

Anticipated Project Schedule

The following the anticipated project delivery schedule for the 2024 PMP project.

Work Session Discussion - Update	June 20, 2023
Work Session – Review draft Feasibility Report	July 17, 2023
Accept Feasibility Report, Call for Hearing	July 24, 2023
Informational Public Open-House #1 at City Hall	August 8, 2023
Improvement Hearing, Order Plans & Specs	August 14, 2023
Work Session Discussion	October 16, 2023
Informational Public Open-House #2 at City Hall	November 2, 2023
Work Session Discussion (if-needed)	December 18, 2023
Approve Plans, Advertisement for Bids	January 8, 2024
Call for Assessment Hearing	February 12, 2024
Assessment Hearing	February 26, 2024
Accept Bids and Award Construction Contract	February 26, 2024
Start Construction	April 22, 2024
Construction Final Completion	November 15, 2024

Financial Impact

The CIP identifies project funding sources consisting of the PIR fund, other (assessments), sanitary sewer utility, water utility, and surface water utility. As previously stated, the total project cost estimate and proposed project funding sources will be further refined during preparation of the feasibility report.

Attachments

Attachment A – 2024 PMP project corridor map

Attachment B – Presentation Slides