



# SPECIAL CITY COUNCIL MEETING- PUBLIC IMPROVEMENT HEARING

City Hall—Council Chambers, 590 40th Ave NE  
Monday, December 07, 2020  
6:00 PM

**Mayor**  
Donna Schmitt  
**Councilmembers**  
Robert A. Williams  
John Murzyn, Jr.  
Connie Buesgens  
Nick Novitsky  
**City Manager**  
Kelli Bourgeois

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## AGENDA

### **NOTICE THAT THIS MEETING MAY BE CONDUCTED BY A COMBINATION OF IN-PERSON AND ELECTRONIC MEANS**

*Following a determination by City Manager Kelli Bourgeois, and emergencies declared by the United States, The State of Minnesota, and the Columbia Heights Mayor & City Council, this meeting may, pursuant to Minn. Stat. § 13D.021, occur by a combination of in-person and electronic means.*

### **PUBLIC ATTENDANCE**

*Members of the public who wish to attend may do so by attending in-person or by calling 1-312-626-6799 and entering meeting ID 845 2971 5522 and entering meeting passcode 860948, or by Zoom at <https://us02web.zoom.us/j/84529715522?pwd=WHlscHhXQ1Z5d3dZVWFVRV1RXMnlHZz09> at the scheduled meeting time. Please note the meeting may start later than the scheduled time, but will not start earlier. If there are any questions about this notice or attending the meeting, please contact the City Clerk at (763) 706-3611 prior to 4:30 pm the day of the meeting.*

### **CALL TO ORDER/ROLL CALL**

### **PLEDGE OF ALLEGIANCE**

### **PUBLIC IMPROVEMENT HEARING: 2021 SEAL COAT PROGRAM - ZONE 3B**

- 1. Presentation of Information on Seal Coat Project by Staff**
- 2. Questions and Comments on Seal Coat Project**
- 3. Close the Public Hearing**  
MOTION: Move to close the public hearing of the 2021 Street Seal Coat, Project 2101
- 4. Consideration of Resolution**  
MOTION: Move to waive the reading of Resolution 2020-108, there being ample copies available for the public  
MOTION: Move to adopt Resolution 2020-108 being a resolution ordering improvement and preparation of plans for Zone 3B Street Seal Coating, City Project 2101

### **ADJOURNMENT**



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Kelli Bourgeois, City Manager

*Auxiliary aids or other accommodations for individuals with disabilities are available upon request when the request is made at least 48 hours in advance. Please contact Administration at 763-706-3610 to make arrangements.*



AGENDA SECTION	PUBLIC IMPROVEMENT HEA	Item 1.
ITEM NO.		
MEETING DATE	DECEMBER 7, 2020; 6:00 PM	

CITY OF COLUMBIA HEIGHTS - COUNCIL LETTER

ITEM:	PUBLIC HEARING: IMPROVEMENTS FOR 2020 ZONE 3B SEAL COAT PROGRAM, PROJECT 2101	
DEPARTMENT: Public Works	CITY MANAGER'S APPROVAL:	
BY/Date: Kevin Hansen / December 2, 2020	BY/Date:	

BACKGROUND:

The City Council accepted the Feasibility Report and ordered an Improvement Hearing for December 7, 2020 at their meeting of November 9, 2020. Zone 3B seal coat area is located from Central Avenue to Johnson Street, north of 49<sup>th</sup> Avenue, except 51<sup>st</sup> Court. In accordance with the Street Rehabilitation Policy, Zone 3 streets that were rehabilitated in 2007 are being seal coated at the City's cost (City pays for first seal coat). The attached map displays the streets proposed for seal coat and the funding source.

ANALYSIS/CONCLUSIONS:

Distributed at the November 9, 2020 regular City Council meeting was the Feasibility Report that details the scope of work and estimated costs for the Seal Coat Program in Zone 3B. Prior to seal coating, concrete curb and gutter is repaired and crack sealing is done where feasible and the street surface is patched. Seal coat is an application of emulsion by mechanical sprayers immediately followed by spreading a cover aggregate. The road surface is finished by rolling with a tire-based roller for proper aggregate penetration and distribution. This year, staff is recommending FA-2 trap rock as the cover aggregate. The rock is the same as previous years.

- ◆ The following is a listing of streets recommended for seal coat:

Lincoln Terrace	Tyler Street to Pierce Terrace
50 <sup>th</sup> Avenue	Central Avenue to Fillmore Street
Buchanan Place	Fillmore Street to Pierce Terrace
Buchanan Street	Pierce Terrace to North corporate limit
Pierce Terrace	Polk Place to Matterhorn Drive
Polk Place	50 <sup>th</sup> Avenue to Pierce Terrace
Polk Circle	Polk Place to Cul-de-sac
Mulcare Drive	Pierce Terrace to Polk Place
Fillmore Street	49 <sup>th</sup> Avenue to Pierce Terrace
Molan Terrace	Lincoln Terrace to Cul-de-sac
Johnson Street	Innsbruck Parkway to Lincoln Terrace

- ◆ Financing:

The seal coating project will be 100% assessed on a Street parcel basis, rather than a Street and Avenue parcel basis. Zone 3 does not have the same block style configuration that is prevalent in other areas of the City.

This assumes that all parcels benefit equally for the strategy adjacent to their property. Corner properties are assessed ½ for each street abutting it. The estimated unit cost assessment is \$395.00 per Street parcel.

- ◆ Active Past Assessments:  
None

RECOMMENDED MOTION(S): Move to waive the reading of Resolution 2020-108, there being ample copies available for the public.

Move to adopt Resolution 2020-108, being a resolution ordering improvement and preparation of plans for Zone 3B Seal Coating, City Project 2101.

ATTACHMENT(S): Resolution 2020-108  
Assessment Rates  
Map  
Public Improvement Hearing Notice

A resolution of the City Council for the City of Columbia Heights, Minnesota,

Whereas, pursuant to Resolution 2020-91, adopted by the City Council on November 9, 2020, fixed a date for a Council hearing on the proposed improvements in the Zone 3B area located from Central Avenue to Johnson Street, north of 49<sup>th</sup> Avenue, except 51<sup>st</sup> Court, and

Whereas, ten days' mailed notice and two published notices of the hearing a week apart were given, and the hearing was held thereon the 7<sup>th</sup> day of December, 2020, at which time all persons desiring to be heard were given an opportunity to be heard thereon, and

Whereas, the Council determines to proceed with this local improvement, a portion of the cost being defrayed by special assessments under Charter provisions,

2101 SEAL COAT – ZONE 3B

That the location and extent of such improvements is as follows:

Lincoln Terrace	Tyler Street to Pierce Terrace
50 <sup>th</sup> Avenue	Central Avenue to Fillmore Street
Buchanan Place	Fillmore Street to Pierce Terrace
Buchanan Street	Pierce Terrace to North corporate limit
Pierce Terrace	Polk Place to Matterhorn Drive
Polk Place	50 <sup>th</sup> Avenue to Pierce Terrace
Polk Circle	Polk Place to Cul-de-sac
Mulcare Drive	Pierce Terrace to Polk Place
Fillmore Street	49 <sup>th</sup> Avenue to Pierce Terrace
Molan Terrace	Lincoln Terrace to Cul-de-sac
Johnson Street	Innsbruck Parkway to Lincoln Terrace

Work includes spot concrete curb and gutter replacement, crack sealing, edge milling, bituminous surface patching and seal coat application.

Now, therefore, in accordance with the foregoing, and all ordinances and regulations of the City of Columbia Heights, the City Council of the City of Columbia Heights makes the following:

FINDINGS OF FACT

Such improvement is necessary, cost-effective and feasible as detailed in the feasibility report.

Such improvement is hereby ordered as proposed in the Council Resolution adopted the 9<sup>th</sup> day of November 2020.

These improvements shall also be known as Project No. 2101 and P.I.R. 2021-Z3-01-001.

The City Engineer, Kevin Hansen, is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.

ORDER OF COUNCIL

Passed this 7<sup>th</sup> day of December, 2020

Offered by:

Seconded by:

Roll Call:

\_\_\_\_\_  
Donna K. Schmitt, Mayor

Attest:

\_\_\_\_\_  
Nicole Tingley, City Clerk/Council Secretary

2021 SEAL COAT PROJECT - ZONE 3B

Item 1.

P.I.R. 2021-Z3-01-001  
COLUMBIA HEIGHTS PROJECT 2101

LOCAL BITUMINOUS STREETS AS FOLLOWS:

Lincoln Terrace	Tyler Street to Pierce Terrace	Polk Circle	Polk Place to Cul-de-sac
50 <sup>th</sup> Avenue	Central Avenue to Fillmore Street	Mulcare Drive	Pierce Terrace to Polk Place
Buchanan Place	Fillmore Street to Pierce Terrace	Fillmore Street	49 <sup>th</sup> Avenue to Pierce Terrace
Buchanan Street	Pierce Terrace to North corporate limit	Molan Terrace	Lincoln Terrace to Cul-de-sac
Pierce Terrace	Polk Place to Matterhorn Drive	Johnson Street	Innsbruck Parkway to Lincoln Terrace
Polk Place	50 <sup>th</sup> Avenue to Pierce Terrace		

ESTIMATED COSTS

CONSTRUCTION	\$99,066.00
ENGINEERING AND ADMINISTRATION	\$9,906.60
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TOTAL PROJECT COST	\$108,972.60

ASSESSMENT:

250.8 PARCELS AT STREET RATE

FULL ASSESSMENT RATE = \$434.50 / PARCEL

CONSTRUCTION ASSESSMENT RATE

\$99,066.00  
-----  
250.80 = \$395.00 / PARCEL

ESTIMATED COST SHARING

TOTAL PROJECT COST	\$108,972.60
CITY SHARE	-\$9,906.60
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ASSESSED COST	\$99,066.00

PROPOSED ASSESSMENT RATES

STREET \$99,066.00  
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250.80 = \$395.00 / PARCEL

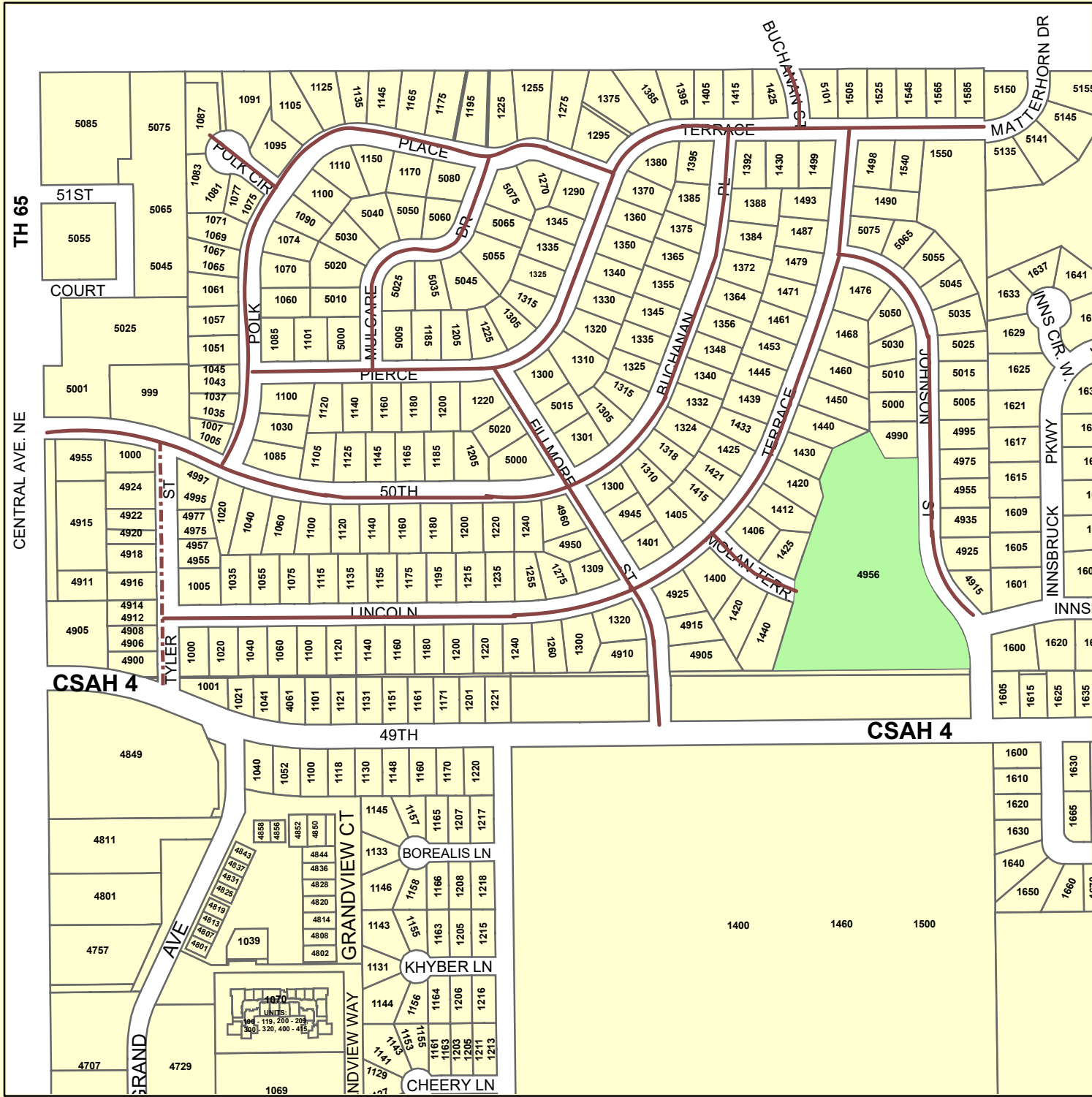


City of  
Columbia Heights

# PROPOSED 2021 SEAL COAT STREETS

## LEGEND

- SEAL COAT (Assessed)
- SEAL COAT (City Share)



CITY OF COLUMBIA HEIGHTS  
GIS / ENGINEERING DEPARTMENT

Map Date: K Young  
Map Author: November 2020



NOTICE FOR PUBLIC IMPROVEMENT HEARING

Notice is hereby given that the City Council of Columbia Heights has determined the following Public Improvement Hearing be held on Monday, December 7, 2020 at 6:00 P.M. in the City Council Chambers, 590 40th Avenue N.E. to consider:

2021 SEAL COAT BITUMINOUS STREETS: ZONE 3B  
P.I.R. 2021-Z3-01-001 – CITY PROJECT NUMBER 2101

Work would include spot concrete curb and gutter replacement, edge milling, bituminous surface patching, crack sealing and seal coat application in the following generally described area:

- |                         |   |
|-------------------------|---|
| Lincoln Terrace         | Tyler Street to Pierce Terrace            |
| 50 <sup>th</sup> Avenue | Central Avenue to Fillmore Street         |
| Buchanan Place          | Fillmore Street to Pierce Terrace         |
| Buchanan Street         | Pierce Terrace to North corporate limit   |
| Pierce Terrace          | Polk Place to Matterhorn Drive            |
| Polk Place              | 50 <sup>th</sup> Avenue to Pierce Terrace |
| Polk Circle             | Polk Place to Cul-de-sac                  |
| Mulcare Drive           | Pierce Terrace to Polk Place              |
| Fillmore Street         | 49 <sup>th</sup> Avenue to Pierce Terrace |
| Molan Terrace           | Lincoln Terrace to Cul-de-sac             |
| Johnson Street          | Innsbruck Parkway to Lincoln Terrace      |

Estimated Cost of Improvements:	\$108,975.
Estimated Assessments for above improvements:	\$ 99,070.

Said improvements are to be considered pursuant to Minnesota Statutes, Chapters 429, 444 and 469. The improvements are to be specially assessed on a unit, area, or frontage basis, or combination thereof against abutting and non-abutting properties and tributary to said improvements, or served by said improvements. The parcels and areas, as specially described herein, are subject to said special assessments unless otherwise noted.

The total estimated cost of the above listed improvements is \$108,975. Persons desiring to be heard with reference to the proposed improvements will be heard at said time and place of the public hearing. Written or oral objections will be considered at the public hearing.

The City of Columbia Heights does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its services, programs, or activities. Upon request, accommodation will be provided to allow individuals with disabilities to participate in all City of Columbia Heights' services, programs and activities. Auxiliary aids for handicapped persons are available upon request when the request is made at least 96 hours in advance. Please contact the City Clerk at 763-706-3611, or [ntingley@columbiaheightsmn.gov](mailto:ntingley@columbiaheightsmn.gov) to make arrangements.

CITY OF COLUMBIA HEIGHTS  
KELLI BOURGEOIS, CITY MANAGER