



**City of East Bethel
Road Commission Agenda**

6:30 PM
Date: January 10, 2017
Location: City Hall
Room: City Council Chambers

	Item	
6:30 PM	1.0	Call to Order
6:31 PM	2.0	Adopt Agenda
6:32 PM	3.0	Approve Minutes – December 13, 2016
6:35 PM	4.0	Interview for Open Road Commission Seat
6:45 PM	5.0	2016 JPA Street Maintenance Projects
7:00 PM	6.0	Vote for Open Road Commission Seat
7:15 PM	7.0	Council Report and Other Business
7:30 PM	8.0	Adjourn

6. Gravel Road Blacktopping Policy The City of East Bethel's policy for paving gravel roads is similar to most cities' policies where the benefitting properties are assessed the cost of the project. With 31 gravel roads totaling over 15 miles, the City still has numerous roads that could be upgraded at some point.

With the recent service road project near 189th Ave and Viking Blvd, the residents of Fillmore St. have successfully petitioned to have their gravel road upgraded to asphalt. This was the first successful petition in many years within the City and because of this, staff has been looking at ways to make the blacktopping procedure and petition process more attractive to residents. With the Fillmore St. project, the City has offered to cover the costs of the project that would have normally occurred under gravel road maintenance, specifically the class 5 base work and stormwater improvements that would have taken place regardless of any upgrade project. The Fillmore St. project cost approximately \$60,000 and the City covered approximately \$30,000 of it. This cost sharing plan is an effort to encourage other residents to petition to have their gravel roads paved, because in the long run, maintenance of paved roads is much more cost effective than maintaining gravel roads.

Staff also recommended making the process more streamlined and less confusing by removing the "shape and pave" option from the policy. The payment process involved is cumbersome and almost all roads would no longer fall under this category. The Statute 429 assessment procedure is a much more efficient way to have the project paid for and will provide a uniform policy for all gravel roads. Residents will be able to set up payment options that work for them and will not necessarily have to have full payment up front.

Staff asked the Road Commission to consider a recommendation to the City Council to update the Blacktopping Procedure to include these changes and any other updates they seem fit.

Commissioner DeRoche would like to see what assessment policy is put into place before changing the Blacktopping Policy. With the City covering some of the cost, all residents are now paying for the blacktopping of the road, rather than just the residents that live on said road. Mr. Ayshford stated that the costs of the project covered by the city would be those that the city would pay for if the road remained gravel and would be covered by regular maintenance including the gravel road base, some ditch work, storm sewer culverts, etc. The residents of the road would be assessed for anything above and beyond that.

It was suggested that if blacktopping is to be done, that a cap needs to be set on the number of roads to be blacktopped per year. Chair Thunberg stated that it will be even more cost efficient if neighborhoods were paved at the same time.

Matt Karen, Maple Street, East Bethel, shared that years ago it was petitioned for Maple Street to be blacktopped. At that time, residents were told that they would have had to cover the costs for mailboxes to be replaced, ditch cleaning,

etc. as part of the cost. It was asked if road paving options could be done “a la carte” in an effort to save on costs.

The process for blacktopping is receive a petition, feasibility study, public hearing, put out for bid, Special Assessment Improvement Hearing, approval of the special assessment levy, award the bid, proceed with improvement.

Commissioner Murphy did note that Item #5 of the current policy referring to a “good majority” is vague for a reason, the City does not want to be too strict. Mr. Davis suggested the City Council look at this item for a work session, then it can be sent back to the Roads Commission to fine tune the policy.

Mr. DeRoche moved and Ms. Pierson-Kolodzienski seconded to recommend City Council review the Gravel Road Blacktopping Policy at a City Council work session. Motion carried.

7. Council
Report and
Other Business

City Council liaison, Ron Koller reported:

- Council approved a new partial LED sign for Hoffman.
- Council approved a farm animals IUP for 22315 Bataan Street.
- Council did a Site Plan Review for Northway Sports.
- Council did a Site Plan Review for Ponds of Hidden Prairie. There has not been any talk about roadside signage yet, but it’s most likely signage will be requested on Hwy 65.
- MN DOT discussed the Reduced Conflict Intersection (RCI) project at the November Town Hall Meeting. A possible start time could be in 2017, however, specifics still need to be worked out. The City is hoping for more information before work is started. Staff is also working to have MN DOT meet with corridor businesses prior to the start of the RCI project, as development of frontage and backage roads will be key for this project. Ambulance services and the Anoka County Sheriff Dept. are not in favor of the RCI. A Memorandum of Understanding is being requested from East Bethel and other cities to show “buy-in” and that the cities are on board with the project.

8. Adjourn

Mr. DeRoche moved and Mr. Murphy seconded to adjourn at 7:26 pm. Motion carried.

Respectfully submitted,

Gail Gessner, Recording Secretary
Submitted 12/17/16



City of East Bethel Road Commission Agenda Information

Date:

January 10, 2017

Agenda Item Number:

Item 4.0

Agenda Item:

Interviews for Open Road Commission Seat

Requested Action:

Interview candidates for one open Road Commission seat and make recommendation to City Council

Background Information:

The City of East Bethel has received applications for the open Road Commission seat. The candidates will be available to answer questions from the commissioners at the January 10th meeting. The successful candidate will be recommended to the City Council to serve on the Road Commission until January 31, 2020.

Attachments:

Fiscal Impact:

None

Recommendation(s):

None

Road Commission Action

Motion by:_____

Second by:_____

Vote Yes:_____

Vote No:_____

No Action Required:_____



City of East Bethel Road Commission Agenda Information

Date:

January 10, 2017

Agenda Item Number:

Item 5.0

Agenda Item:

2017 Joint Powers Agreement (JPA) Street Maintenance Projects

Requested Action:

Consider approving bid quantities for 2017 JPA Street Maintenance Projects as part of the North Metro Street Maintenance Program

Background Information:

The following projects were recommended to bid as part of the 2017 JPA Street Maintenance program. These projects have been identified in the 2017-2021 Street Capital Improvement Plan (CIP).

1. Chip seal 72,000 sq yds as part of the annual street maintenance program in the Brookside Addition, Sunny View Addition, Oak Trail Addition, and DeGardner's Ned Lake Addition.
2. 145,000 LF of pavement markings

The 2017 budget for crack sealing and striping the above listed streets is \$128,500. These projects will be funded from the Street Capital Fund as identified in the 2017-2021 Capital Improvement Plan and the 2017 Street Maintenance Budget.

Attachments:

- 1) 2017-2021 Street Capital Improvement Plan
- 2) Project Location Map

Fiscal Impact:

As noted above

Recommendation(s):

Staff recommends submittal of the quantities stated to be bid as part of the 2017 North Metro Street Maintenance Program.

Road Commission Action

Motion by:_____

Second by:_____

Vote Yes:_____

Vote No:_____

No Action Required:_____

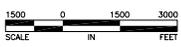
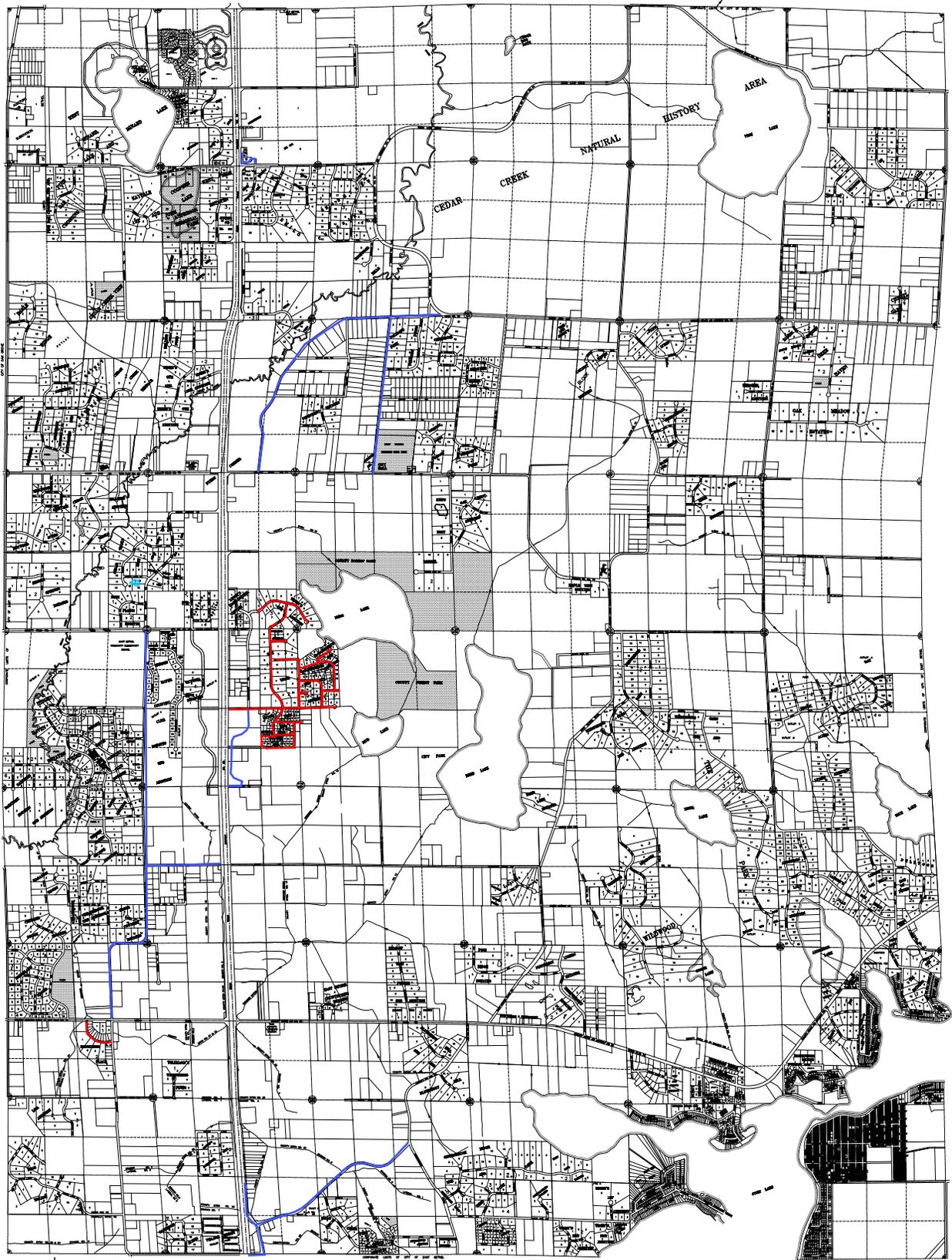
**Street Capital Projects
2017-2021
Funding Analysis**

MUNICIPAL STATE AID FUND	Beginning Balance	Sources (Revenues)	Uses (Project Costs)	Ending Balance
2017 Beginning Balance	-\$1,496,801			
Municipal State Aid Funding		\$603,199		-\$893,602
None			\$0	-\$893,602
2017 Ending Balance				-\$893,602
2018 Beginning Balance	-\$893,602			
Municipal State Aid Funding		\$603,199		-\$290,403
None			\$0	-\$290,403
2018 Ending Balance				-\$290,403
2019 Beginning Balance	-\$290,403			
Municipal State Aid Funding		\$603,199		\$312,796
East Side Service Road, Phase 3			\$1,500,000	-\$1,187,204
MnDOT Setaside Funds		\$500,000		-\$687,204
Cooperative Agreement Grant		\$200,000		-\$487,204
2019 Ending Balance				-\$487,204
2020 Beginning Balance	-\$487,204			
Municipal State Aid Funding		\$603,199		\$115,995
MnDOT Setaside Funds		\$500,000		\$615,995
181st Ave Reconstruction			\$400,000	\$215,995
Davenport St Reconstruction			\$600,000	-\$384,005
2020 Ending Balance				-\$384,005
2021 Beginning Balance	-\$384,005			
Municipal State Aid Funding		\$603,199		\$219,194
projects TBD				\$219,194
projects TBD				\$219,194
2021 Ending Balance				\$219,194
TOTAL MUNICIPAL STATE AID FUND SOURCES & USES		\$4,215,995	\$2,500,000	

Note: MSA Funding can be "Advanced Funded" to met certain requirements. The City can advance fund up to 4 times the construction allotment or \$3,000,000 whichever is less
A negative balance is not an indication of too many projects. It simply means the City has anticipated numerous projects and can fund this within the regulations identified by MnDOT.

**Street Capital Projects
2017-2021
Funding Analysis**

STREET CAPITAL FUND	Beginning Balance	Sources (Revenues)	Uses (Project Costs)	Ending Balance
2017 Beginning Balance	\$710,525			
Transfer from General Fund		\$425,000		\$1,135,525
Sunny View Addition- Sealcoat			\$53,000	\$1,082,525
DeGardners Addition- Sealcoat			\$75,500	\$1,007,025
2017 Ending Balance				\$1,007,025
2018 Beginning Balance	\$1,007,025			
Transfer from General Fund		\$425,000		\$1,432,025
Hidden Haven West-sealcoat			\$180,000	\$1,252,025
Hidden Haven East-sealcoat			\$70,000	\$1,182,025
Cedar Brook Addition-sealcoat			\$90,000	\$1,092,025
2018 Ending Balance				\$1,092,025
2019 Beginning Balance	\$1,092,025			
Transfer from General Fund		\$425,000		\$1,517,025
Deer Path Farm Overlay			\$500,000	\$1,017,025
2019 Ending Balance				\$1,017,025
2020 Beginning Balance	\$1,017,025			
Transfer from General Fund		\$425,000		\$1,442,025
University Ave Reconstruction			\$450,000	\$992,025
2020 Ending Balance				\$992,025
2021 Beginning Balance	\$992,025			
Transfer from General Fund		\$425,000		\$1,417,025
Davenport Reconstruction			\$550,000	\$867,025
Sandy Drive Overlay			\$200,000	\$667,025
2021 Ending Balance				\$667,025
Total Street Capital Fund Sources and Uses		\$2,125,000	\$2,168,500	



Legend

- Chip Seal
- Striping

CITY OF EAST BETHEL BASE MAP



City of East Bethel Road Commission Agenda Information

Date:

January 10, 2017

Agenda Item Number:

Item 6.0

Agenda Item:

Vote on Road Commission Candidates

Requested Action:

Ballot vote for open Road Commission seat

Background Information:

Each attending Road Commissioner will vote by ballot for one applicant. The ballots will be tallied and read aloud by the chairperson. In the event of even vote, the candidates will be presented to the City Council for the final decision.

Attachments:

Fiscal Impact:

None

Recommendation(s):

None

Road Commission Action

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____



City of East Bethel Road Commission Agenda Information

Date:

January 10, 2017

Agenda Item Number:

Item 7.0

Agenda Item:

Council Report and Other Business

Requested Action:

Informational Item

Background:

Staff and the Roads Commission will discuss current issues facing the City Council with the City Council liaison, Tom Ronning.

Attachments:

Fiscal Impact:

Recommendation(s):

Road Commission Action

Motion by: _____

Second by: _____

Vote Yes: _____

Vote No: _____

No Action Required: _____