

FINANCE AND IMPROVEMENTS COMMITTEE

Tuesday, March 29, 2016 – 4:15 p.m.

City Council Chambers

A g e n d a

1. [Proposed Ordinance- Amending the 2016 Annual Budget- Library Security Gates \(LIB023\)](#)
2. [Proposed Ordinance- Amending the 2016 Annual Budget- St. Joseph's Community Health Foundation Grant](#)
3. [Approval of 2014 Sidewalk Assessments](#)
4. [Selling of Homes – Flood Buyouts](#)
5. [Oak Park Bridge Replacement Engineering Contract Amendment 2 \(4032\)](#)
6. [Broadway Mill & Overlay Cost Participation and Maintenance Agreement \(4180\)](#)
7. [36th Avenue NW Extension to Broadway Cost Participation and Maintenance Agreement \(4071\)](#)
8. [36th Ave NW Extension to Broadway Engineering Contract Amendment 1 \(4071\)](#)
9. [Hillcrest Drive Retaining Wall Improvements Approve Plans and Specifications and Call for Bids \(4088.1\)](#)
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MEMO TO: Finance and Improvements Committee
FROM: City Clerk's Office
RE: Agenda for Tuesday, March 29, 2016 - 4:15 p.m.

1. Proposed Ordinance- Amending the 2016 Annual Budget- Library Security Gates (LIB023)

It is recommended the Committee and Council pass an [ordinance](#) amending the 2016 annual budget to decrease the library capital budgeted revenues and expenditures for new RFID compatible Security Gates and increase the Software Agreement revenue and expenditures in the Library fund.

2. Proposed Ordinance- Amending the 2016 Annual Budget- St. Joseph's Community Health Foundation Grant

It is recommended the Committee and Council pass an [ordinance](#) amending the 2016 annual budget to increase the Police Administration Crime Prevention Supplies expenditures to purchase supplies.

3. Approval of 2014 Sidewalk Assessments

Attached is a [listing of properties](#) to be assessed for 2014 sidewalk install, repair, or rebuild. The City Council previously approved formal notices to be sent to property owners requesting the sidewalk install, repair or rebuild, with the work to be completed by the City and assessed to the owners for those in non-compliance

It is recommended the Committee and Council approve the list of properties to be assessed for the 2014 sidewalk install, repair or rebuild.

4. Selling of Homes – Flood Buyouts

The City has continued to acquire properties for the flood control project through the CDBG-DR/SWC home buyout program. A number of the homes had been rehabilitated from the flood by the homeowner. Additional homes are in the process of being purchased. The City would like to offer those homes already purchased and any additional homes free from lead based paint and other hazardous materials for sale.

It is the intent of the staff to advertise the properties in the Minot Daily News. The City will retain ownership of the land.

The homes will be made available for review by those interested in bidding on the homes. Individuals that bid will be required to provide a \$10,000 performance bond. In addition, they will be required to obtain any necessary permits within 60 days. The purchaser will have six (6) months from notice of the winning bid to have the home moved and if within the City limits obtain a certificate of occupancy.

The homes will be listed as is with no guarantees. A legal disclaimer will be created notifying all buyers the City is not providing any guarantees to the property such as structural soundness, mold, whether the home was properly sanitized, etc.

Fiscal Impact: All revenue generated will be allocated to the funding source for the original purchase.

It is recommended the Committee and Council authorize the selling of homes purchased through the buyout process and further authorize the Finance Director to sign all necessary documents related to the selling of the homes on behalf of the City.

5. Oak Park Bridge Replacement Engineering Contract Amendment 2 (4032)

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SRF Consulting has been working with city staff to design a replacement solution for the Oak Park Bridge. Previously, SRF's contract was amended to change the scope of work from a box culvert replacement to a bridge replacement (amendment 1).

Now, due to Corps 404 permit issues, the scope of work with SRF had to be changed again to design solutions to obtain the necessary permits to build the project. The State Historical society ordered a more intensive historical study which affects the 404 permit. Widening the sidewalk and looking for wetland mitigation areas within Oak Park necessitated a Section (6)f review for park land mitigation. Ultimately, a sheet pile wall design under the bridge was selected as a way to satisfy all of the permit requirements necessary to build the bridge and avoid more costly impacts associated with building wetlands in Oak Park.

Fiscal Impact: The additional preliminary engineering that is necessary for this project is \$7,685. The additional design/construction engineering necessary is \$49,500. This brings the total amendment to \$57,185. The additional design/construction engineering fee is still within the maximum percentage allowed under the City's fee policy.

It is recommended the Committee and Council approve the contract amendment 2 with SRF Consulting for the Oak Park Bridge Replacement and authorize the mayor to sign the amendment.

6. **Broadway Mill & Overlay Cost Participation and Maintenance Agreement (4180)**

City Staff is coordinating a project with the NDDOT to mill and overlay sections of South Broadway from 43rd Ave to 31st Ave SW. The mill and overlay sections will be focused on the rutted sections of Broadway around 37th Ave and 31st Ave SW. The intention is to do one last maintenance project before Broadway must be reconstructed. Also, the NDDOT will be constructing a deck overlay on the interchange bridge.

The agreement stipulates the City will pay for the improvements at a 10% cost share in areas where the City has maintenance responsibility. In other areas under NDDOT control such as the interchange, there will be no cost to the City.

Fiscal Impact: The anticipated cost share is about \$1,000 and funding will come from the Traffic Department painting budget.

It is recommended the Committee and Council approve the [Cost Participation and Maintenance agreement](#) for the Broadway Mill and Overlay project and authorize the Mayor and City staff to appropriately finalize the agreement.

7. **36th Avenue NW Extension to Broadway Cost Participation and Maintenance Agreement (4071)**

City Staff has reviewed the [Cost Participation and Maintenance Agreement](#) received from the North Dakota Department of Transportation (NDDOT) for the 36th Avenue NW Extension to Broadway project. This project will extend 36th Avenue NW from 8th Street NW to Broadway with an asphalt 3-lane urban section with curb and gutter, a shared use path, storm sewer, street lighting, watermain, and signal modifications. The project was bid on March 7, 2016 and Keller Paving & Landscaping Inc. was the low bidder.

The agreement stipulates the City will pay for the intersection improvements and maintain the improvements in the NDDOT Right of Way. The language is the same as other CPM agreements previously approved by the Council.

It is recommended the Committee and Council approve the Cost Participation and Maintenance agreement for 36th Ave NW Extension to Broadway and authorize the Mayor and City Clerk to appropriately finalize the agreement.

8. **36th Ave NW Extension to Broadway Engineering Contract Amendment 1 (4071)**

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During the course of design on this project, several design alternatives had to be developed that were out of the original scope of Moore Engineering's contract.

A storm water lift station and regional pond had to be designed due to the topography of the watershed. A right turn lane was added after consultation with NDDOT and staff, which also necessitated a right of way purchase and negotiation with SRT. All items were out of scope and needed to be added by [contract amendment](#).

The amendment's fixed cost for preliminary engineering is \$25,150. The design and construction engineering numbers are estimated to be \$53,660 but will follow the council approved percentage fee policy, which is based on construction contract price.

Fiscal Impact: The amendment will be paid for with a combination of surge funding and general obligation bonds previously approved to fund the project.

It is recommended the Committee and Council approve contract amendment 1 with Moore Engineering for the 36th Ave NW Extension to Broadway and authorize the Mayor to sign the amendment.

9. Hillcrest Drive Retaining Wall Improvements Approve Plans and Specifications and Call for Bids (4088.1)

KLJ has completed the plans and specifications for this project and the documents are being prepared for bid.

The engineering and construction costs have been separated based on the cost for the retaining wall and the utility relocation. The estimate for the retaining wall is \$2,231,655 and \$554,512 for the utility relocations including engineering costs.

Fiscal Impact: The project will be paid for with general obligation bonds for the wall and revenue bonds for the utility improvements.

It is recommended the Committee and Council approve the plans and specifications for the Hillcrest Drive Retaining Wall and authorize a call for bids. It is also recommended Council adopt a [resolution](#) approving the use of general obligation and revenue bonds to fund the project.

10. Ordinances on Second Reading

- a. [Ordinance No. 5053](#) – Rezoning Centennial Addition, Lots 15A & 15B from R2 to R1
- b. [Ordinance No. 5054](#) – Rezoning Section 7-155-82, Outlot 1 from R1 to P
- c. [Ordinance No. 5064](#) – Amend the 2016 Annual Budget- 2016 Street Seal District
- d. [Ordinance No. 5065](#) – Amend the 2016 Annual Budget- 2016 Street Improvement District
- e. [Ordinance No. 5066](#) – Amend the 2016 Annual Budget- Airport Professional Service Contract