

**FINANCE AND IMPROVEMENTS COMMITTEE**

March 29, 2016

Page 1

Members Present:

Frantsvog, Frey, Hedberg, Miller, Olson, Pankow, Seymour

Members Absent:

None

Others Present:

City Clerk, City Manager, Assistant City Attorney, Acting Airport Director, City Assessor, Finance Director, City Comptroller, City Treasurer, HR Director, City Engineer, Chief Resilience Officer, Building Official, Fire Chief, Library Director, Police Chief, Public Works Director, Assistant Public Works Director, Auditorium/Recreation Director, Public Information Officer, Alderman Connole, Alderman Hatlelid, Alderman Jantzer, Alderman Lehner, Alderman Shomento, Jill Schramm, Josh Wolsky, Shannon Straight

To the Honorable Mayor and All Aldermen:

Following are the recommendations of the **Finance and Improvements Committee** meeting called to order at 4:15 p.m. on March 29, 2016:

**1. The City 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. (LIB023)**

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The above motion by Alderman Miller, seconded by Alderman Hedberg and was carried unanimously.

**2. The City Council pass an ordinance amending the 2016 annual budget to increase the Police Administration Crime Prevention Supplies expenditures to purchase supplies.**

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The above motion by Alderman Miller, seconded by Alderman Hedberg and was carried unanimously.

**3. The City Council approve the list of properties to be assessed for the 2014 sidewalk install, repair or rebuild.**

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The above motion by Alderman Miller, seconded by Alderman Hedberg and was carried unanimously.

**4. The City 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.**

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The above motion by Alderman Miller, seconded by Alderman Hedberg and was carried unanimously.

**5. The City 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. (4180)**

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The above motion by Alderman Miller, seconded by Alderman Hedberg and was carried unanimously.

**FINANCE AND IMPROVEMENTS COMMITTEE**

March 29, 2016

Page 2

**6. The City 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. (4071)**

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The above motion by Alderman Miller, seconded by Alderman Hedberg and was carried unanimously.

**7. The City Council approve contract amendment 1 with Moore Engineering for the 36th Ave NW Extension to Broadway and authorize the Mayor to sign the amendment. (4071)**

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The above motion by Alderman Miller, seconded by Alderman Hedberg and was carried unanimously.

**8. The City Council place and pass the following 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**

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The above motion by Alderman Miller, seconded by Alderman Hedberg and was carried unanimously.

**9. The City Council approve the Contract Amendments - CDM Smith Contracts for Community Development Block Grant Disaster Recovery Program Administrator Services and further authorize the Mayor to sign the Amendments.**

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The above motion by Alderman Miller, seconded by Alderman Hedberg and was carried unanimously.

**10. The City Council approve the contract amendment 2 with SRF Consulting for the Oak Park Bridge Replacement and authorize the mayor to sign the amendment. (4032)**

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The above motion by Alderman Miller, seconded by Alderman Hedberg and was carried unanimously.

Alderman Miller called upon the City Engineer to answer questions regarding the sidewalk, wetland mitigation and the need for the Corps 404 permit.

The City Engineer replied by saying the path would be ten feet wide which is the typical size for the sidewalk. The plans for the bridge now include a sheet pile retaining wall which will impact less than 1/10 of an acre and satisfies the permit requirements. The department is now waiting for confirmation of approval by the Corps.

Upon questioning by Alderman Miller, the City Engineer stated the bridge design used elements from the concert shell and held public input meetings to create an aesthetically pleasing design.

Alderman Pankow questioned the City Engineer about switching from the box culvert replacement to the bridge replacement, to which the City Engineer replied, the switch happened last fall. He continued by saying, the box culvert would result in settlement and need to be replaced over time. Replacing the bridge creates a longer lasting solution.

**FINANCE AND IMPROVEMENTS COMMITTEE**

March 29, 2016

Page 3

Alderman Hedberg asked about a timeframe for the project, to which the City Engineer replied, there will be a meeting on Friday, April 1<sup>st</sup>, the detour signage will be set up on Monday and after notifying the public, work will begin later that week with a completion date of July 8<sup>th</sup>.

Alderman Hedberg asked about the timeframe for construction on 16<sup>th</sup> St, to which the Public Works Director responded by saying, that project will begin on the first of June. He stated the road will be closed until August.

**11. The City 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. (4088.1)**

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The above motion by Alderman Miller, seconded by Alderman Olson and was carried unanimously.

Alderman Miller asked the City Engineer about a timeframe for the construction and access concerns for the residents in that area. The City Engineer stated, the project will be advertised once it is approved by Council. It will then be awarded at the May City Council meeting and it will take three to four months to complete as they will be constructing a wall, replacing the water line and installing fire hydrants. He continued by stating, there are only 33 feet of right of way so it will be a narrow area for traffic. He stated, regarding water usage during that time, it is standard practice to give 24 hours notice to residents and if the water will be off longer than 12 hours the contractor will supply an alternate water system.

**12. The City Council authorize the City or Assistant City Attorney to appoint a special city attorney for the specific prosecution identified in this memorandum, negotiate a fee and incidentals, and further authorize the Mayor to sign any necessary documentation.**

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The above motion by Alderman Olson, seconded by Alderman Hedberg and was carried unanimously.

There being no further business, Chairman Frantsvog adjourned the meeting at 4:29 p.m.

Respectfully Submitted,  
Kelly Matalka,  
City Clerk