



**CITY OF NEWPORT
REGULAR COUNCIL MEETING
NEWPORT CITY HALL
MAY 2, 2013 – 5:30 P.M.**

MAYOR: Tim Geraghty
COUNCIL: Tom Ingemann
Bill Sumner
Tracy Rahm
Steven Gallagher

City Administrator: Deb Hill
Supt. of Public Works: Bruce Hanson
Chief of Police: Curt Montgomery
Fire Chief: Mark Mailand
Executive Analyst: Renee Helm

AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ADOPT AGENDA
5. ADOPT CONSENT AGENDA – All items listed under this section are considered routine and non-controversial by the Council and will be approved by a single motion. An item may be removed from the consent agenda and discussed if a Council member, staff member, or citizen so requests.
 - A. Minutes of the April 16, 2013 Public Hearing Meeting
 - B. Minutes of the April 18, 2013 Regular City Council Meeting
 - C. List of Bills in the Amount of \$312,977.27
6. VISITORS PRESENTATIONS/PETITIONS/CORRESPONDENCE
7. MAYOR'S REPORT
 - A. Proclaiming May 2013 as Preservation Month
8. COUNCIL REPORTS
9. ADMINISTRATOR'S REPORT
 - A. **Resolution No. 2013-18** – Amending the 2013 General Fund Operating Budget and 2013 Economic Development Authority Budget
 - B. **Resolution No. 2013-19** – Amending the Planning Commission Meeting Time and Policy Guide
10. ATTORNEY'S REPORT
11. POLICE CHIEF'S REPORT
12. FIRE CHIEF'S REPORT
13. ENGINEER'S REPORT

Agenda for 05-02-13

A. 2013-2015 Street Improvement Project

1. **Resolution No. 2013-20** – Receiving Amended Feasibility Report

14. SUPERINTENDENT OF PUBLIC WORKS REPORT

15. NEW / OLD BUSINESS

16. ADJOURNMENT

Upcoming Meetings and Events:

- | | | |
|---|--------------|-----------|
| 1. City Council Meeting | May 16, 2013 | 5:30 p.m. |
| 2. Park Board Meeting | May 23, 2013 | 7:00 p.m. |
| 3. Memorial Day – City Offices will be closed | May 27, 2013 | |
| 4. City Council Meeting | June 6, 2013 | 5:30 p.m. |



City of Newport
Public Hearing Minutes for Street Improvement Projects
April 16, 2013

PUBLIC HEARING: Street Improvement Projects

Mayor Geraghty opened the Public Hearing for Part 1 at 5:37 P.M.

Jim Stremel and John Stewart, City Engineers, presented on the street improvement projects for part 1 of the public hearing. The presentation is attached and included as part of the official minutes. Part 1 includes the following: Street Improvement Projects on Century Avenue from Military Rd to Wild Canyon Dr and Hawkins St to Kalen Dr, Wild Ridge Ct, Wild Ridge Ct S, Wild Ridge Ct N, Wild Ridge Trail, Kolff Ct, Kolff St, and Woodbury Rd

Below are public comments from part 1 of the hearing:

Anita Perkins, 1695 Glen Road – At the last meeting you had said that people that live on a corner lot will only pay one assessment. I'm still paying the assessment for Glen Road and now I'm being assessed for Century.

John Stewart, City Engineer – The draft assessment policy states that if you're paying an assessment and another assessment comes in, you would not be assessed for the second project because you're being assessed for the first one. The Council has yet to approve the assessment policy with that language.

Ms. Perkins – So if the project begins while I'm still paying the Glen Road assessment I will not be assessed again?

Engineer Stewart – That's correct per the draft policy. We'll be able to answer it more confidently at the assessment hearing.

Mayor Geraghty – Eventually, we'll adopt an assessment roll and you'll want to make sure that you're not on it for Century Avenue.

Engineer Stewart – On Thursday night, the City Council will consider whether or not they would like to proceed with this project. We'll have them take a look at all of the projects for 2013 and 2014 on Thursday. If they want to proceed, we'll start refining the plans. When we are about 70% complete, we'll have another meeting to discuss the plans. The projects for 2013 should be completed by October.

Mayor Geraghty closed the Public Hearing for Part 1 at 6:25 P.M.

Mayor Geraghty opened the Public Hearing for Part 2 at 6:34 P.M.

Jim Stremel and John Stewart, City Engineers, presented on the street improvement projects for part 2 of the public hearing. The presentation is attached and included as part of the official minutes. Part 2 includes the following: Street Improvement Projects on Oakridge Dr, Larry Ln, Circle Dr, Ford Rd, 8th Ave from Ford Rd to 18th St, Barry Dr, 21st St from 8th Ave to a point 175' west of 8th Ave, Ellen Ct, Terrace Rd, 10th Ave from Terrace Rd to 18th St, Mark Ct., and 18th St from 8th Ave to 10th Ave

Below are public comments from part 2 of the hearing:

Chris Vick, 880 18th Street – I understand the points of view with the sewer. The thing I have, is that as homeowners, we are presumed guilty before proven innocent when it comes to our connection. My yard is nothing but sugar sand, I've never had a problem with backup. I would think that people who had their houses connected in the 1970's shouldn't have issues.

Superintendent Hanson – It's too hard to separate everyone out, we need to go through everyone.

Mr. Vick – Ok.

Tom Long, 2204 Hastings Avenue – We lost our parking due to the North Ravine Project, which leaves us with two sides to park. The way this proposal is written is that I'm going to lose another side due to curbing and I'm concerned that we'll only be allowed one driveway. We were supposed to get two driveways from the State and we only got one. That business cannot survive with the parking being continually taken away. I would like to not have curbing on that side and that we do need two driveways.

Engineer Stremel – We could make a surmountable curb with that property.

Ken Germann, 801 Ford Road – Why are you starting the top end of Ford Road next year and the bottom this year? The gravel is not going to quit coming down Ford Road. You people can go up there and assess what's going on up there.

Engineer Stewart – There are a couple issues up there. One of the issues is the cul-de-sac. There is not enough room up there to build a turn-around for a school bus. We want to take time to look at our options with the cul-de-sac and we don't have enough time this year to do that. The second issue is a couple people want us to widen out Ford Road. If we want to preserve the parking, we need at least a 28 foot road. We also want to take our time on that. The last issue is with the gravel. That is an issue that has been going on as long as I've been in town. The solution is most likely on the private property and needs to be addresses by the City Attorney, which will not be resolved in the next two months.

Mr. Germann – When will you have an answer on it?

Engineer Stewart – It depends on the project. The plans for the 2013 projects will be reviewed in May or June. If you're on the 2014 plans, those will most likely be reviewed in September or October.

Mayor Geraghty closed the Public Hearing for Part 2 at 7:28 P.M.

Mayor Geraghty opened the Public Hearing for Part 3 at 7:35 P.M.

Jim Stremel and John Stewart, City Engineers, presented on the street improvement projects for part 3 of the public hearing. The presentation is attached and included as part of the official minutes. Part 3 includes the following: Street Improvement Projects on 14th Street between 3rd Ave and 7th Ave, 15th Street from Cedar Lane to 7th Ave, 15th Street from Hastings Ave to 10th Ave, Unity Blvd, 2nd Ave from Unity Blvd to 17th St, 3rd Ave from Unity Blvd to 21st St, 10th Ave from 12th Ave south to cul-de-sac, and 3rd St. from 5th Ave to 7th Ave

Below are public comments from part 3 of the hearing:

Jerry Hedy, 1020 12th Street – I believe it would be a waste to put curb and gutters along 10th Avenue. My property is along 10th Avenue is all ditch. I don't have the type of funding to fill the ditch with soil.

Kim Kallevig, 1195 10th Avenue – As far as 10th Avenue goes, I see no reason for curb and gutters for 10th Avenue south of 12th Street.

Jeff Ness, 1039 12th Street – We are not on this plan at all but I live kiddie corner from 10th Avenue and I see no reason for curb and gutter on 10th Avenue. I'm the one that's getting all of the water for 12th Street. I'd appreciate you looking at 12th Street.

Jo Braun, 1889 2nd Avenue – When they first started the project in that neighborhood 20 years ago, they charged the people on the corner \$2,500. At that time, they told me that I would be paying \$900 when they do the front of my yard. The way they explained it at the last meeting is that since the time has passed we'll be responsible for paying the full amount. I'm just saying that that's a little bit unfair for the people that live on the corner there. We had to pay extra to begin with and now we're being charged the full-amount again.

Peggy Green, 1827 2nd Avenue – I was at the first meeting where our project was up for 2015 and I noticed that you've moved it up to 2014 and I would like to thank you for doing that and listening to the residents in that area.

Brian Domeier, 1040 10th Avenue – I do believe we need a new street but I haven't seen flooding and don't believe we need curb and gutter.

Mayor Geraghty closed the Public Hearing for Part 3 at 8:06 P.M.

Signed: _____
Tim Geraghty, Mayor

Respectfully Submitted,

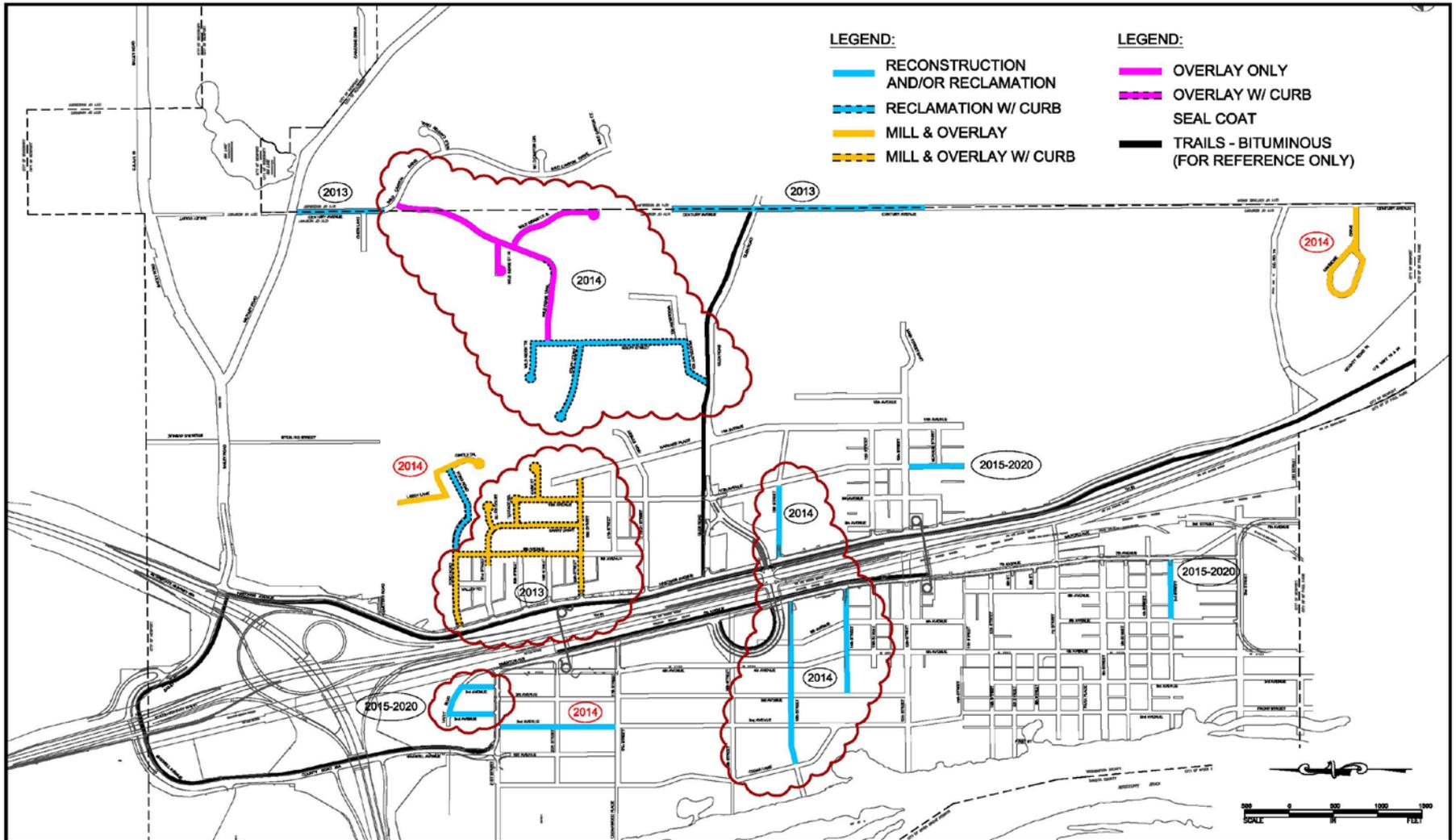
Renee Helm
Executive Analyst



**2013-15 STREET IMPROVEMENT
PROJECTS (NO. 1)**

**IMPROVEMENT HEARING
APRIL 16, 2013**

PROJECT SCOPE



NEIGHBORHOOD MEETINGS & PROJECT UPDATES

❖ CHANGED SCOPE TO FULL DEPTH RECLAMATION TO IMPROVE SUBGRADE, LONGER LASTING IMPROVEMENT

❖ ADDED CONCRETE CURB AT CORNER ON WILD RIDGE TRAIL TO DETER CUTTING OF CURVE AND GRAVEL RELEASE

❖ ADDITIONAL STORM SEWER IMPROVEMENTS TO BETTER CONTROL STREET DRAINAGE

NEIGHBORHOOD MEETINGS & PROJECT UPDATES



PROJECT COSTS & ASSESSMENTS

PROJECT COST: CENTURY AVE - \$ 179,000
 KOLFF & WRT AREA - \$1,090,000

ASSESSMENTS (APPRAISER):

FDR	\$2,300 TO \$6,800
OVERLAY	\$1,300 TO \$4,600
OVERLAY W/ CURB	\$1,500 TO \$5,400

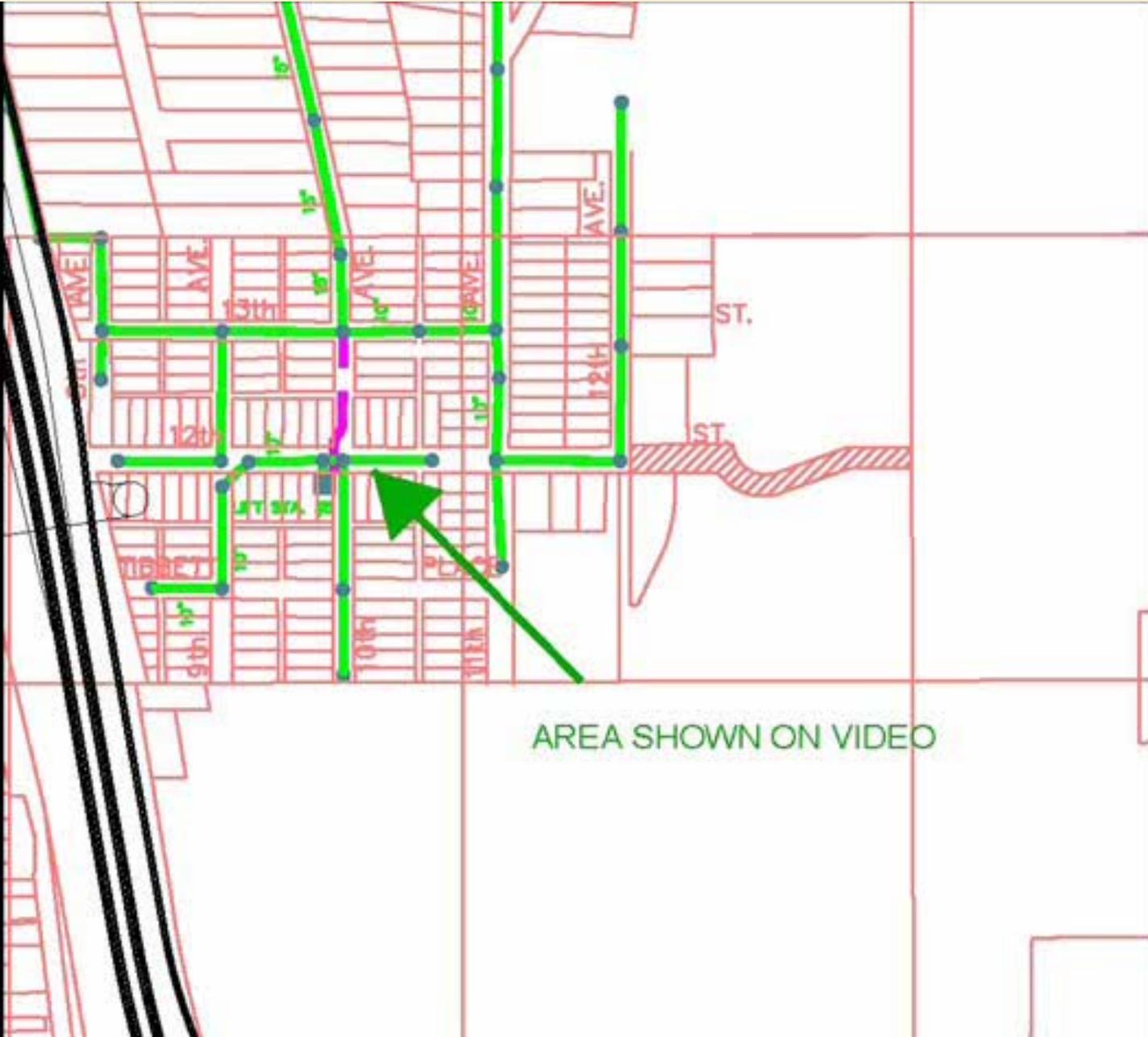
ASSESSMENTS (CITY CONSIDERING):

FDR	\$3,500 TO \$4,500
OVERLAY	\$2,000 TO \$3,000
OVERLAY W/ CURB	\$2,000 TO \$3,000

SEWER SERVICE TELEVISIONING

- ❖ SEWER SERVICE COMPLIANCE & OPT OUT
- ❖ TELEVISION SERVICE TO DETERMINE DEFICIENCIES
- ❖ CITY CONSIDERING CONTRACTING FOR TELEVISIONING OF ALL SERVICES
- ❖ COST to REPLACE SEWER SERVICE IN ADDITION TO ASSESSMENT

SEWER SERVICE TELEVISION



AREA SHOWN ON VIDEO

FEASIBILITY FINDINGS

THE PROJECT IS NECESSARY AND COST EFFECTIVE:

- ❖ NEW PAVEMENT SURFACE REDUCES MAINTENANCE COSTS
- ❖ CORRECTION OF DRAINAGE ISSUES TO PROLONG PAVEMENT LIFE, LESS MAINTENANCE
- ❖ LARGE PROJECT TO ENSURE ECONOMY OF SCALE, COMPETITIVE BIDDING ENVIRONMENT
- ❖ REDUCE I/I WITH SERVICE LINE IMPROVEMENTS

PROJECT SCHEDULE

2013 PROJECT

IMPROVEMENT HEARING	APRIL 16, 2013
COUNCIL ORDERS PROJECT & PREP OF PLANS	APRIL 18, 2013
PREPARATION OF PLANS/SPECS	MAY/JUN 13
BID DATE & AWARD	MAY/JUN 13
ASSESSMENT HEARING	JUNE 2013
CONSTRUCTION	JUL/OCT 13
ASSESSMENT CERTIFIED TO COUNTY	NOV 2013
FIRST PAYMENT WITH PROPERTY TAXES	MAY 2014

2014 PROJECT

IMPROVEMENT HEARING	APRIL 16, 2013
COUNCIL ORDERS PROJECT & PREP OF PLANS	APRIL 18, 2013
PREPARATION OF PLANS/SPECS	JUNE/JAN 13/14
BID DATE & AWARD	FEBRUARY 14
ASSESSMENT HEARING	MARCH/APR 14
CONSTRUCTION	APRIL/NOV 14
ASSESSMENT CERTIFIED TO COUNTY	NOV 2014
FIRST PAYMENT WITH PROPERTY TAXES	MAY 2015

PUBLIC TESTIMONY

PLEASE PROVIDE NAME & ADDRESS ON
SIGN-IN SHEET FOR RECORD

QUESTIONS?

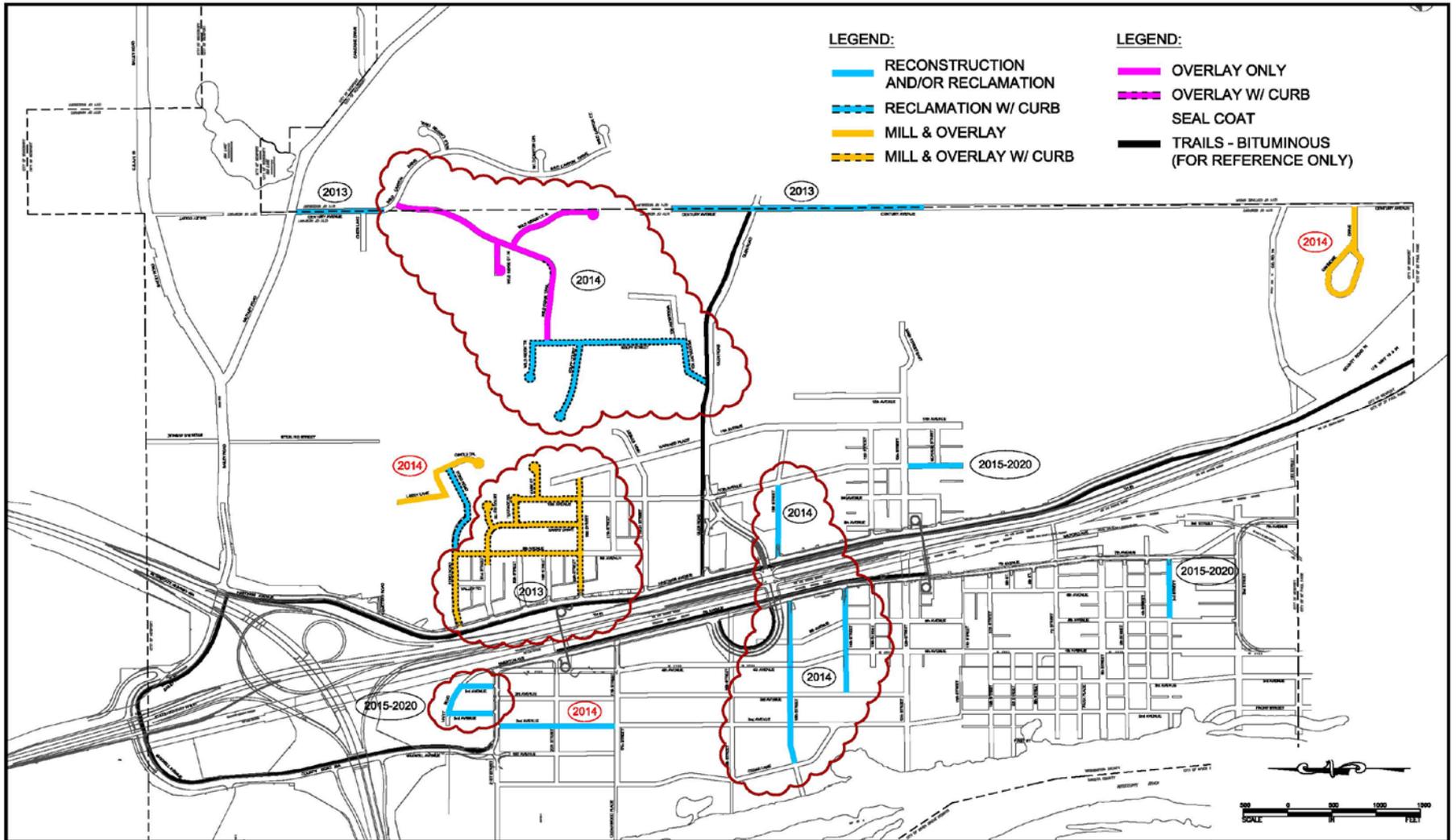
THANK YOU FOR ATTENDING!



**2013-15 STREET IMPROVEMENT
PROJECTS (NO.2)**

**IMPROVEMENT HEARING
APRIL 16, 2013**

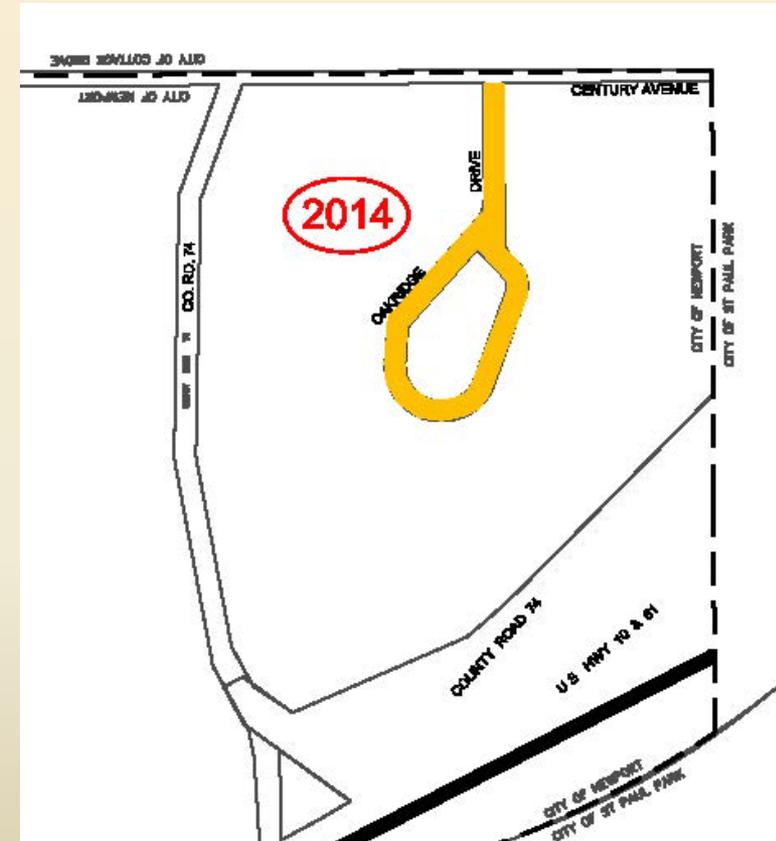
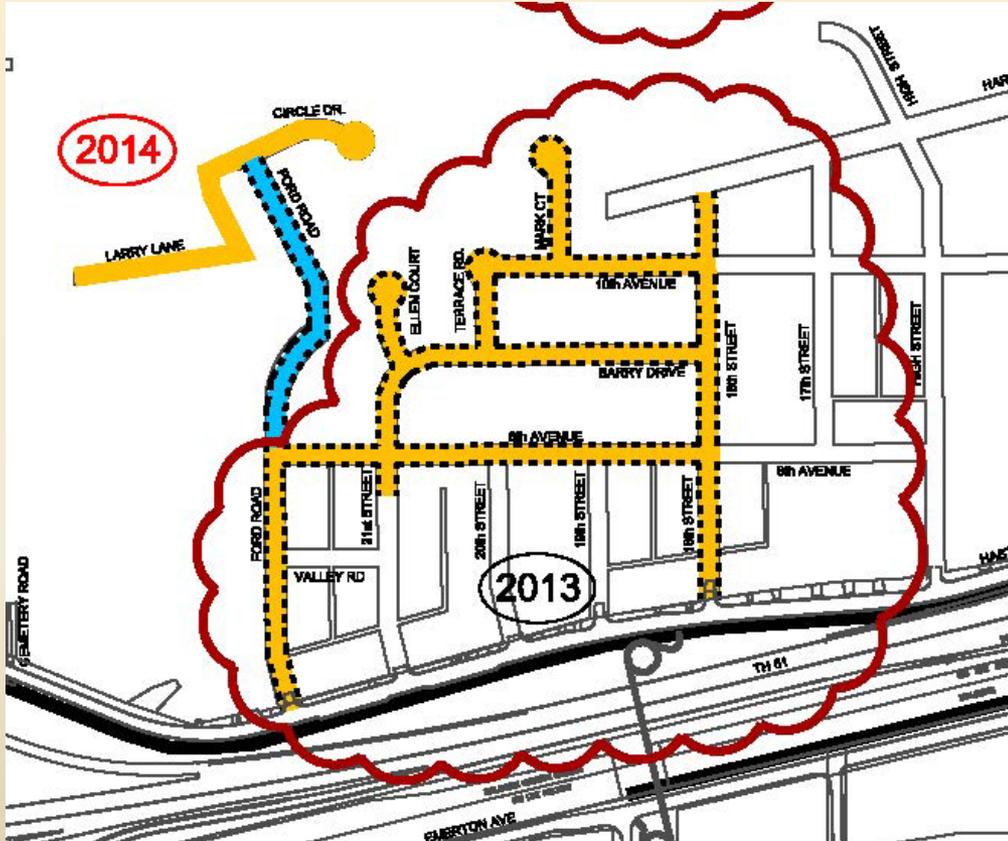
PROJECT SCOPE



NEIGHBORHOOD MEETINGS & PROJECT UPDATES

- ❖ WIDEN FORD RD TO MAXIMUM OF 28 FEET (FACE TO FACE)
- ❖ ADD CUL-DE-SAC TO THE END OF LARRY LANE
- ❖ GRAVEL WASHOUTS AT NORTH END OF FORD RD

NEIGHBORHOOD MEETINGS & PROJECT UPDATES



PROJECT COSTS & ASSESSMENTS

PROJECT COST: FORD RD AREA - \$1,329,000
 OAKRIDGE DRIVE - \$ 149,000

ASSESSMENTS (APPRAISER):

FDR	\$2,300 TO \$6,800
MILL/OVERLAY ONLY	\$1,300 TO \$4,600
MILL/OVERLAY W/ CURB	\$1,500 TO \$5,400

ASSESSMENTS (CITY CONSIDERING):

FDR	\$3,500 TO \$4,500
MILL/OVERLAY ONLY	\$2,000 TO \$3,000
MILL/OVERLAY W/ CURB	\$2,000 TO \$3,000

SEWER SERVICE TELEVISIONING

- ❖ SEWER SERVICE COMPLIANCE & OPT OUT
- ❖ TELEVISION SERVICE TO DETERMINE DEFICIENCIES
- ❖ CITY CONSIDERING CONTRACTING FOR TELEVISIONING OF ALL SERVICES
- ❖ COST to REPLACE SEWER SERVICE IN ADDITION TO ASSESSMENT

FEASIBILITY FINDINGS

THE PROJECT IS NECESSARY AND COST EFFECTIVE:

- ❖ NEW PAVEMENT SURFACE REDUCES MAINTENANCE COSTS
- ❖ CORRECTION OF DRAINAGE ISSUES TO PROLONG PAVEMENT LIFE, LESS MAINTENANCE
- ❖ LARGE PROJECT TO ENSURE ECONOMY OF SCALE, COMPETITIVE BIDDING ENVIRONMENT
- ❖ REDUCE I/I WITH SERVICE LINE IMPROVEMENTS

PROJECT SCHEDULE

2013 PROJECT

IMPROVEMENT HEARING	APRIL 16, 2013
COUNCIL ORDERS PROJECT & PREP OF PLANS	APRIL 18, 2013
PREPARATION OF PLANS/SPECS	APR/MAY 2013
BID DATE & AWARD	JUNE 2013
ASSESSMENT HEARING	JULY 2013
CONSTRUCTION	JUL/NOV 13
ASSESSMENT CERTIFIED TO COUNTY	NOV 2013
FIRST PAYMENT WITH PROPERTY TAXES	MAY 2014

2014 PROJECT

IMPROVEMENT HEARING	APRIL 16, 2013
COUNCIL ORDERS PROJECT & PREP OF PLANS	APRIL 18, 2013
PREPARATION OF PLANS/SPECS	JUNE/JAN 13/14
BID DATE & AWARD	FEBRUARY 14
ASSESSMENT HEARING	MARCH/APR 14
CONSTRUCTION	APRIL/NOV 14
ASSESSMENT CERTIFIED TO COUNTY	NOV 2014
FIRST PAYMENT WITH PROPERTY TAXES	MAY 2015

PUBLIC TESTIMONY

PLEASE PROVIDE NAME & ADDRESS ON
SIGN-IN SHEET FOR RECORD

QUESTIONS?

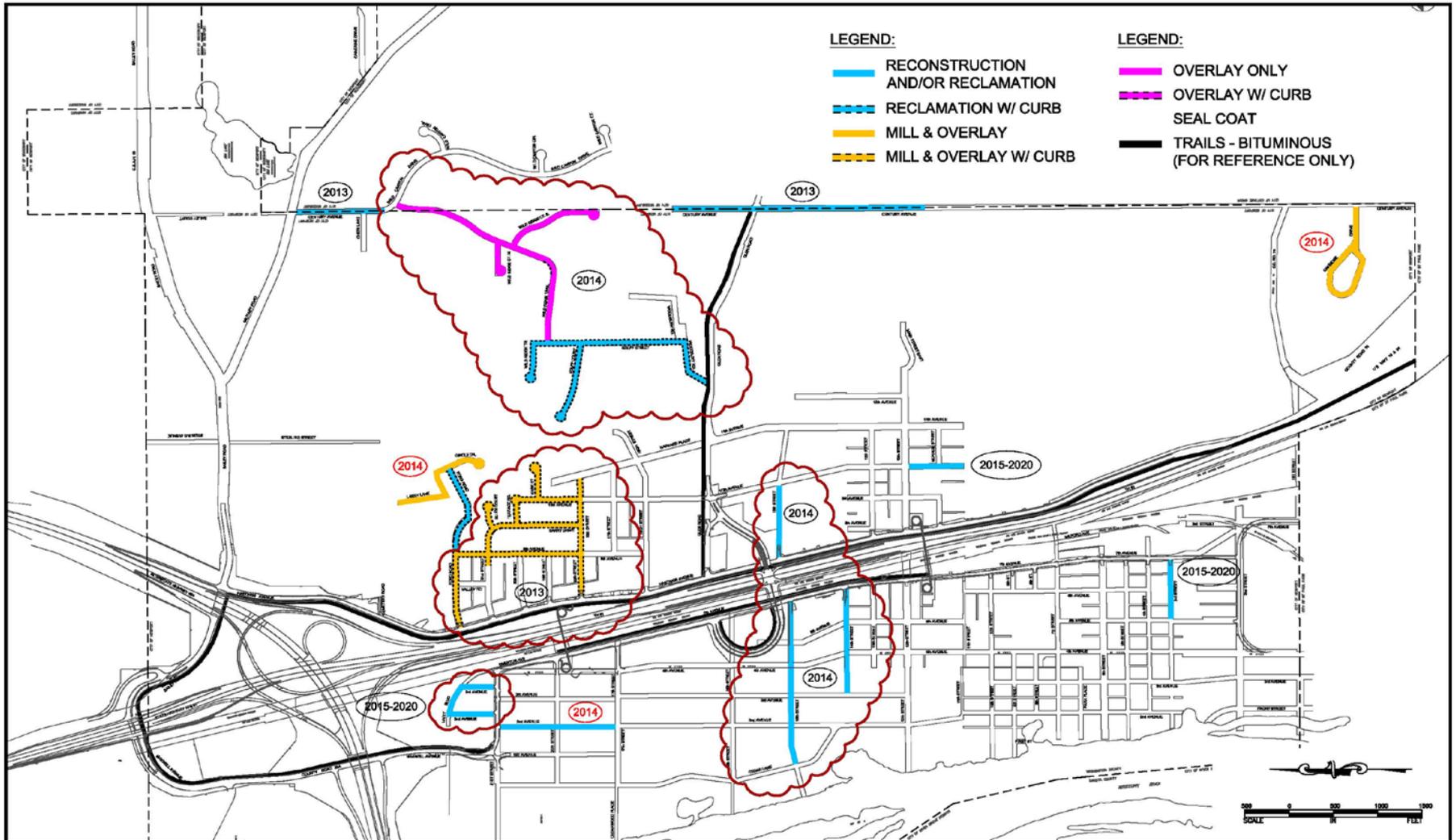
THANK YOU FOR ATTENDING!

A residential street scene with large puddles reflecting trees and houses. A red truck is parked on the left, and a yellow sign is on the right. The text is overlaid in yellow.

**2013-15 STREET IMPROVEMENT
PROJECTS (NO. 3)**

**IMPROVEMENT HEARING
APRIL 16, 2013**

PROJECT SCOPE

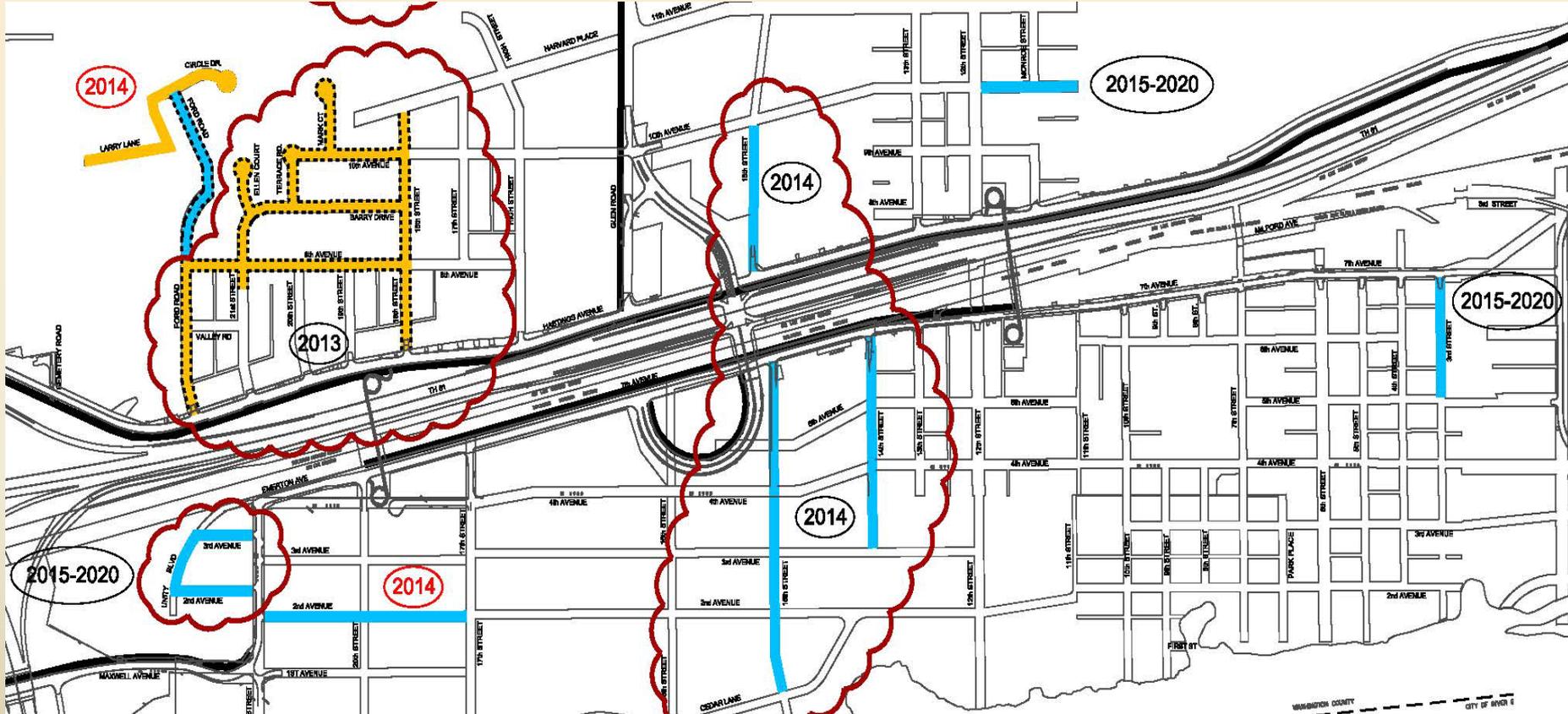


NEIGHBORHOOD MEETINGS & PROJECT UPDATES

❖ ACCELERATE SCHEDULE FOR 2ND AVE (BETWEEN 21ST & 17TH) FROM 2015 PROJECT TO 2014

❖ ADDITIONAL STORM SEWER IMPROVEMENTS TO BETTER CONTROL STREET DRAINAGE

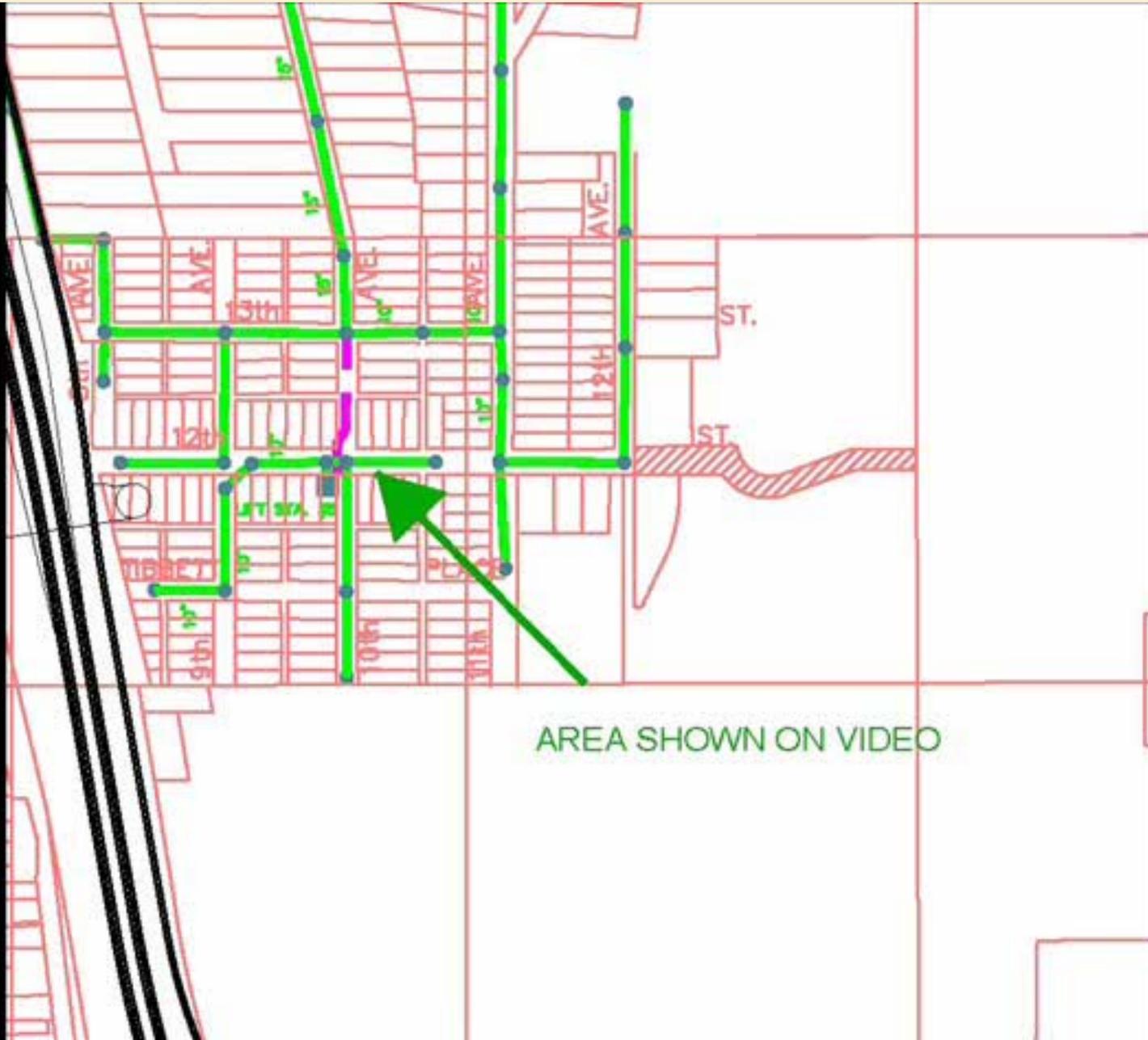
NEIGHBORHOOD MEETINGS & PROJECT UPDATES



SEWER SERVICE TELEVISIONING

- ❖ SEWER SERVICE COMPLIANCE & OPT OUT
- ❖ TELEVISION SERVICE TO DETERMINE DEFICIENCIES
- ❖ CITY CONSIDERING CONTRACTING FOR TELEVISIONING OF ALL SERVICES
- ❖ COST to REPLACE SEWER SERVICE IN ADDITION TO ASSESSMENT

SEWER SERVICE TELEVISION



FEASIBILITY FINDINGS

THE PROJECT IS NECESSARY AND COST EFFECTIVE:

- ❖ NEW PAVEMENT SURFACE REDUCES MAINTENANCE COSTS
- ❖ CORRECTION OF DRAINAGE ISSUES TO PROLONG PAVEMENT LIFE, LESS MAINTENANCE
- ❖ LARGE PROJECT TO ENSURE ECONOMY OF SCALE, COMPETITIVE BIDDING ENVIRONMENT
- ❖ REDUCE I/I WITH SERVICE LINE IMPROVEMENTS

PROJECT SCHEDULE

2014 PROJECT

IMPROVEMENT HEARING	APRIL 16, 2013
COUNCIL ORDERS PROJECT & PREP OF PLANS	APRIL 18, 2013
PREPARATION OF PLANS/SPECS	JUNE/JAN 13/14
BID DATE & AWARD	FEBRUARY 14
ASSESSMENT HEARING	MARCH/APR 14
CONSTRUCTION	APRIL/NOV 14
ASSESSMENT CERTIFIED TO COUNTY	NOV 2014
FIRST PAYMENT WITH PROPERTY TAXES	MAY 2015

2013 PROJECT

IMPROVEMENT HEARING	APRIL 16, 2013
COUNCIL ORDERS PROJECT & PREP OF PLANS	NOV/DEC 2014
PREPARATION OF PLANS/SPECS	JUN/JAN14/15
BID DATE & AWARD	FEBRUARY 15
ASSESSMENT HEARING	MAR/APR 2015
CONSTRUCTION	APR/NOV 2015
ASSESSMENT CERTIFIED TO COUNTY	NOV 2015
FIRST PAYMENT WITH PROPERTY TAXES	MAY 2016

PUBLIC TESTIMONY

PLEASE PROVIDE NAME & ADDRESS ON
SIGN-IN SHEET FOR RECORD

QUESTIONS?

THANK YOU FOR ATTENDING!



**City of Newport
City Council Minutes
April 18, 2013**

1. CALL TO ORDER

Mayor Geraghty called the meeting to order at 5:30 P.M.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL -

Council Present – Tim Geraghty; Tom Ingemann, Bill Sumner, Tracy Rahm, Steven Gallagher

Council Absent –

Staff Present – Deb Hill, City Administrator; Bruce Hanson, Supt. of Public Works; Curt Montgomery, Police Chief; Mark Mailand, Fire Chief; Renee Helm, Executive Analyst; Fritz Knaak, City Attorney; John Stewart, City Engineer;

Staff Absent –

4. ADOPT AGENDA

Motion by Ingemann, seconded by Gallagher, to adopt the Agenda as presented. With 5 Ayes, 0 Nays, the motion carried.

5. ADOPT CONSENT AGENDA

Motion by Sumner, seconded by Rahm, to approve the Consent Agenda as presented, which includes the following items:

- A. Minutes of the April 4, 2013 Regular City Council Meeting
- B. Minutes of the April 4, 2013 City Council Workshop Meeting
- C. List of Bills in the Amount of \$142,229.45
- D. Publication of Ordinance No. 2013-4

With 5 Ayes, 0 Nays, the motion carried.

6. VISITORS PRESENTATIONS/PETITIONS/CORRESPONDENCE

7. MAYOR'S REPORT –

Mayor Geraghty – A number of us attended the public hearings on the street improvement projects. It was a good meeting with a lot of good input.

8. COUNCIL REPORTS –

Councilman Rahm – I gave a presentation on the electronic billboard proposal, which was attended primarily by the Planning Commission. The proposal is to analyze additional revenue for Newport with the possibility of allowing electronic billboards in Newport. The Planning Commission is concerned about the locations of the billboard and what it does for the image. I think those are very valid issues. They recognize that the revenue source is significant. They wanted the City to look at the southern end of the City for potential sites. I'm recommending that we place the presentation on the website and take feedback on that.

Councilman Ingemann – I was at the Planning Commission meeting on April 11 where they discussed the Cold Storage proposal. There are some questions that will be brought forward when Sherri gets here. I was also at the public hearing and a lot of the people that were there felt the streets needed to be done.

Councilman Gallagher – I also attended the public hearing. It was a really good job by John and Jim. I thought it was interesting that only one person questioned the assessments out of all of the people that showed up. I also attended a Met Council meeting where MN Thrive was discussed. They deal with regional planning for the Metro area. It deals with transportation, affordable housing, water usage, etc. I also attended the beginning of Tracy’s meeting.

Councilman Sumner – I went to the very beginning of Tracy’s meeting. I also attended the public hearing and thought that it was a good opportunity for residents in the City.

9. ADMINISTRATOR’S REPORT –

A. Resolution No. 2013-15 – Approving a Variance Requested by Newport-St. Paul Cold Storage, 2233 Maxwell Avenue, Newport, MN 55055, for Property Located at 2233 Maxwell Avenue, Newport, MN 55055

Sherri Buss, TKDA Planner, presented on this item as outlined in April 18, 2013 City Council packet.

Councilman Rahm – Did the Planning Commission approve it unanimously?

Ms. Buss – No, Dan Lund voted against it because of his concerns.

Councilman Gallagher – Why is this coming to us before those questions are answered?

Ms. Buss – Typically, the Planning Commission does not get into the engineering details. It’s typical that there’s a condition for City staff and the applicant to work together on the issues. Dan wanted to hold the process and approve it after the issues have been worked out.

Admin. Hill – The impervious surface does not change, just the requirements for stormwater have changed.

Councilman Rahm – If you don’t complete the construction in the next couple years will you request additional height the next time?

Andrew Greenberg, Newport-St. Paul Cold Storage – In our industry, the heights keep going higher and higher due to the equipment, but in this case, this is our plan.

Mayor Geraghty – What’s your anticipated time-table?

Mr. Greenberg – We’re committed to doing this, we just need to finalize the details with staff. We want to do it sooner than later. The expansion is needed today.

Councilman Gallagher – Does this increase the number of employees?

Mr. Greenberg – Yes, but not immediately.

Mayor Geraghty – I think we’re fortunate to have a business in Newport that can expand.

Councilman Sumner – Can you give us an idea of what you do?

Mr. Greenberg – We store and distribute frozen and refrigerated products for MN food companies. We ship about 250 million pounds of food through the nation and internationally.

Motion by Geraghty, seconded by Ingemann, to approve Resolution No. 2013-15. With 5 Ayes, 0 Nays, the motion carried.

B. Resolution No. 2013-16 – Approving Participation in the Performance Measurement Program Established by the State of Minnesota and the Council on Local Results and Innovation

Executive Analyst Helm presented on this item as outlined in the April 18, 2013 City Council packet.

Mayor Geraghty – What’s going to be done with all this information and what’s the intent of the program?

Executive Analyst Helm – It’s more for cities to see where their services stand with residents and businesses.

Mayor Geraghty – But is it being reported to the Council?

Executive Analyst Helm – It is reported and placed on the State Auditor’s website.

Mayor Geraghty – There are no penalties if we don’t do it?

Executive Analyst Helm – Correct.

Mayor Geraghty – I agree that we should have measurements. Do we have systems in place that we’re measuring some of these already?

Executive Analyst Helm – We do not.

Superintendent Hanson – We have some of this information in our pavement management plan.

Councilman Gallagher – I looked at the list of services but do we want to put it out for everyone to look at? I’m going to vote no because I think we should do this in-house.

Councilman Ingemann – If we don’t go along with this we would have a levy limit.

Councilman Rahm – We probably wouldn’t reach our limit anyways. I would like to know more about their online survey system and what they use. Can we use that for other things and what is the security on it?

Executive Analyst Helm – The League has a template that they use for the nine measures that require a survey. They do ask for an email address but that is not shared with us and they don’t need to enter one if they don’t want to. The League’s program is just for this, if we wanted to create another survey we would need to do that on our own.

Councilman Gallagher – Is there an expectation of how many residents will complete the surveys?

Executive Analyst Helm – Typically, it’s 20-30%. We haven’t completed a survey but that’s the return when I’ve done other surveys in the past.

Councilman Sumner – I like the idea of doing a survey. We’ve talked about it before and it provides individuals with the opportunity to provide feedback to us. We can move ahead and improve upon it in the future. It gets us to a step of action and there seems to be a minimum cost for it.

Councilman Rahm – We could do this ourselves.

Executive Analyst Helm – I have used online survey tools in the past and they have free trials for organizations to use so we could do it ourselves.

Mayor Geraghty – Could we opt out in a year?

Executive Analyst Helm – Yes. We certainly can do it in-house if you don’t want to participate in the program. It would take me about 30 minutes to create and link the survey to the website.

Mayor Geraghty – What’s your feeling Deb, Bruce and Curt?

Admin. Hill – I think having a survey is a great thing. I wouldn't mind if the results are out there.

Councilman Gallagher – Some of these measures are pretty easy to identify such as bond rating, part I and II crimes, etc. My only concern is giving it to the State.

Councilman Rahm – I would recommend doing it in-house for the first year to analyze the results and then maybe going to the program. I'm also concerned that not everyone has the capability to take an online survey.

Executive Analyst Helm – We would provide hard copies at City Hall and the Library and place an article in the newsletter to let individuals know.

Councilman Rahm – When would we start implementing this?

Executive Analyst Helm – I would recommend we have a workshop in June or July to discuss the performance measurement system and then have the survey in the fall.

Motion by Gallagher, seconded by Sumner to approve Resolution No. 2013-16. With 4 Ayes, 1 Nay, the motion carried.

C. Ordinance No. 2013-5 – Creating Chapter 7, Section 770 of the Newport City Code in its Entirety and Adopting a New Section 770, entitled “Pawn Shops,” and Repealing Chapter 4, Section 435, entitled, “Pawn Shops and Precious Metal Dealers” of the Newport City Code

Attorney Knaak presented on this item. It was requested by both City Council and City staff to review the regulations for pawn shops in the City and create a new ordinance. Ordinance No. 2013-5 repeals the current regulations for pawn shops, which are outlined in Section 435 of the City Code and places the regulations under Section 770.

Councilman Sumner – It says that violation would be a misdemeanor, can't it go higher?

Attorney Knaak – All we can charge in regards to violating the ordinance is a misdemeanor.

Councilman Sumner – What is the dollar values on gross misdemeanor and felony?

Attorney Knaak – I think its \$500, it is less than you might think.

Councilman Sumner – And then the monthly transaction fee of \$1.50, that is for each time they have a transaction?

Attorney Knaak – Yes and that's standard in the industry. That is to support the efforts of the Police Department.

Councilman Sumner – Is the investigation fee a one-time fee? What happens if there is a crime committed, could we charge \$750 each time?

Attorney Knaak – It's for the initial investigation for the business.

Councilman Sumner – Could we charge if crimes occur?

Attorney Knaak – If the ordinance works correctly, the monthly fees you would get from the pawn shop would cover the Police efforts.

Councilman Sumner – Are there a lot of issues with pawn shops?

Chief Montgomery – If you have a good ordinance, they'll follow the rules. Pawn shops are not a bad business; they can just be labor intensive.

Councilman Rahm – Do pawn shops increase crimes in the area?

Chief Montgomery – A lot of people that are pawning items are not criminals.

Councilman Gallagher – And it's more likely that someone outside of Newport would bring it into Newport to pawn it.

Motion by Sumner, seconded by Ingemann to approve Ordinance No. 2013-5 as amended. With 5 Ayes, 0 Nays, the motion carried.

Admin. Hill – I have just a few more announcements. We did close on 1629 Cedar Lane today. We'll start getting quotes for having it demolished.

Mayor Geraghty – I've already received a couple emails on when that will happen.

Admin. Hill – I've been in contact with someone in regards to the deer hunt in the fall and we'll be working them on this and will be bringing a couple items to you in the future.

10. ATTORNEY'S REPORT –

Attorney Knaak – I was asked by Councilman Rahm to comment a little bit in regards to a piece of property where the power and utilities are off and it has been abandoned, however it looks like someone is living there. I sent a letter and gave him to the end of the week to respond. If he doesn't respond, criminal citations will ensue and we'll be coming forth with a resolution for it if nothing comes from the citations.

Councilman Gallagher – Could you get a search warrant for it?

Attorney Knaak – Yes.

11. POLICE CHIEF'S REPORT –

Chief Montgomery – I just wanted to mention that the burglary for 1629 Cedar Lane where copper pipes were stolen has been solved. We also solved several other burglaries that he conducted. The activity report is before you. Of the 8 burglaries, 7 have been solved this year.

Councilman Gallagher – Could you talk about when citizens should report something?

Chief Montgomery – If you do see anything suspicious, don't be afraid to call 9-1-1. We would rather have you call and find out it was nothing than have you not call.

Councilman Sumner – Are we done with the snowplow ordinance?

Chief Montgomery – We're not tagging when there's no snow but the ordinance does go until April 30.

12. FIRE CHIEF'S REPORT – Nothing to Report

13. ENGINEER'S REPORT –

A. 2013-2015 Street Improvement Projects

Engineer Stewart presented on this item as outlined in the April 18, 2013 City Council packet. It was requested to add 18th and 19th Streets east of Hastings Avenue to the street improvement projects.

Mayor Geraghty – Assuming we approve this tonight, will there be additional meetings?

Engineer Stewart – Yes, we try to keep people as informed as possible. We've had neighborhood meetings and a public hearing so far. When the plans are 70% complete, we'll have another meeting for residents to provide feedback on and see

how their property is impacted.

Virgil Voller, 1685 Kolff Street - I was told that residents are only allowed one driveway after this project. I had the best man in Newport put my sewer line in so there shouldn't be a leak. You should have the company that put in the bad lines paying instead of residents having to pay.

Mayor Geraghty – We're looking at helping out with the costs of televising the lines.

Motion by Sumner, seconded by Ingemann to approve Resolution No. 2013-17 as amended. With 5 Ayes, 0 Nays, the motion carried.

Motion by Ingemann, seconded by Geraghty to authorize City staff to conduct a public hearing for street improvement projects for 18th and 19th Streets west of Hastings Avenue. With 5 Ayes, 0 Nays, the motion carried.

14. SUPERINTENDENT OF PUBLIC WORKS REPORT –

Superintendent Hanson – I am currently getting quotes for the demolition of 1629 Cedar Lane. I did have people look at the possibility of moving it and found that it isn't cost-effective. I'll come back to you when I get a price.

Councilman Sumner – Can't we demo it?

Superintendent Hanson – No, it's too big of a job.

Councilman Ingemann – How soon does it need to come down? I've talked with the Fire Certification Board and they are looking for houses where they can start a fire and have a class on investigating the cause.

Superintendent Hanson – Given that this is 50% funded by the DNR I would soon rather have it demoed. I've been getting quotes for multiple properties. We'll salvage what we can.

Councilman Rahm – Any update on the job search?

Superintendent Hanson – We're still receiving applications for it, it'll close May 2nd.

Councilman Gallagher – I've had a lot of questions regarding that house on Ford Road. Are we actively working on it and trying to rectify the situation.

Superintendent Hanson – We've been billing him for the work that we're doing and he's been paying it.

Mayor Geraghty – The problem I have is that we're postponing the work on Ford Road so that we can resolve this issue.

Councilman Gallagher – I've had several people contact me regarding it.

Attorney Knaak – Technically this is a nuisance and I'm not sure if they're resisting because they're paying to clean it up on a regular basis.

Councilman Gallagher – Can we go on the property and fix it and charge them for it?

Attorney Knaak – No

Councilman Ingemann – Are you charging the homeowner or the renter?

Superintendent Hanson – I would have to go back and look. I'm not sure if our driveway ordinance would resolve the issue.

Councilman Sumner – We can change that though because this is a nuisance.

Attorney Knaak – It is a misdemeanor. The Police Department can issue a citation and we will prosecute it if they see the issue.

Councilman Rahm – Have we sent them a letter explaining the situation?

Superintendent Hanson – I haven't.

Mayor Geraghty – I think we should continue to enforce and cite the violation.

15. NEW/OLD BUSINESS

16. ADJOURNMENT

Motion by Geraghty, seconded by Gallagher, to adjourn the regular Council Meeting at 7:05 P.M. With 5 Ayes, 0 Nays, the motion carried.

Signed: _____
Tim Geraghty, Mayor

Respectfully Submitted,

Renee Helm
Executive Analyst

Text25	Text26	Text27	Text28	Comments
Paid Chk# 000161E	ING LIFE INSURANCE & ANNUITY	41381	408.80	MSRS
Paid Chk# 000162E	MN REVENUE	41381	1,697.33	MN State taxes
Paid Chk# 000163E	FEDERAL TAXES	41381	8,020.29	Federal, medicare, social secu
Paid Chk# 014763	KELLER WILLIAMS	41347	(5,000.00)	downpymnt 1629 cedar
Paid Chk# 014864	DEBORA HILL	41379	52.31	Petty Cash
Paid Chk# 014868	JACK W. CLINTON, P.A.	41381	130,842.77	1629 Cedar property
Paid Chk# 014869	BUSINESS FORMS AND ACCOUNTIN	41382	274.56	New checks
Paid Chk# 014870	CABELAS	41382	220.61	uniforms
Paid Chk# 014871	CCP INDUSTRIES INC	41382	236.15	Wipe for Shop
Paid Chk# 014872	COTTAGE GROVE, CITY OF	41382	24,900.71	Sealcoat rock and engineering
Paid Chk# 014873	ING LIFE INSURANCE & ANNUITY	41382	1,723.00	
Paid Chk# 014874	JOHN BARTL HARDWARE	41382	762.74	
Paid Chk# 014875	DAN KELLER	41382	86.45	Mileage reimbursement
Paid Chk# 014876	LAW ENFORCEMENT LABOR SERVI	41382	270.00	
Paid Chk# 014877	LEAGUE OF MINNESOTA CITIES	41382	295.00	An. Conf. Attendee
Paid Chk# 014878	MENARDS - COTTAGE GROVE	41382	33.61	Fire Hall #1 hardware and hang
Paid Chk# 014879	MMKR	41382	7,500.00	Audit through 3/31/13
Paid Chk# 014880	MN CHILD SUPPORT PAYMENT CNT	41382	400.00	Child Support
Paid Chk# 014881	PERA	41382	7,392.70	
Paid Chk# 014882	PIONEER PRESS	41382	87.45	year subscription
Paid Chk# 014883	RUMPCA COMPANIES INC.	41382	840.00	Excavator and hammer
Paid Chk# 014884	SAMS CLUB/GECRB	41382	51.98	Lib. Break room supplies
Paid Chk# 014885	SELECTACCOUNT	41382	567.00	
Paid Chk# 014886	SELECTACCOUNT	41382	31.11	
Paid Chk# 014887	SOUTH EAST TOWING, INC.	41382	331.31	3 towings
Paid Chk# 014888	T.A. SCHIFSKY & SONS, INC.	41382	467.18	Asphalt
Paid Chk# 014889	WASHINGTON CTY PROPERTY REC	41382	2,115.00	25.028.22.31.0018 & 35.028.22.
Paid Chk# 014890	XCEL ENERGY	41382	7,621.83	Energy bills
Paid Chk# 014891	ATOMIC-COLO, LLC	41389	679.10	IT support
Paid Chk# 014892	CITY OF SAINT PAUL PARK	41389	156.77	Oxygen for medicals
Paid Chk# 014893	DAHLEN, DWYER & FOLEY INC.	41389	2,500.00	Professional services
Paid Chk# 014894	DEPT OF EMPLOYMENT & ECON DE	41389	4,644.24	Unemployment
Paid Chk# 014895	DIETRICH ELECTRIC, INC	41389	173.25	Electric Permit Inspections
Paid Chk# 014896	GENERATOR SPECIALTY CO. INC	41389	150.34	Alternator repair and kit
Paid Chk# 014897	LEAF	41389	619.83	
Paid Chk# 014898	LEAGUE OF MINNESOTA CITIES	41389	53,727.00	Workers Compensation
Paid Chk# 014899	MENARDS - COTTAGE GROVE	41389	765.38	
Paid Chk# 014900	MINNESOTA BENEFIT ASSOC.	41389	61.43	Neska life
Paid Chk# 014901	ON SITE SANITATION	41389	24.05	Rent unit
Paid Chk# 014902	SCOTT FREEMYER	41389	136.44	Uniform reimburse
Paid Chk# 014903	STANDARD INSURANCE CO.	41389	557.56	Long term dis
Paid Chk# 014904	TRI-STATE BOBCAT	41389	26,208.68	Toolcat Work Machine
Paid Chk# 014905	UNIQUE PAVING MATERIALS	41389	830.84	Cold Mix
Paid Chk# 014906	VERIZON	41389	383.55	Wireless phone service
Paid Chk# 014907	WAKOTA CAER	41389	15.00	Luncheon
Paid Chk# 014908	WASHINGTON CTY PUBLIC HEALTH	41389	315.00	Composting permit
Paid Chk# 014909	XCEL ENERGY	41389	918.69	Energy bill
		staff	27,880.23	
			312,977.27	

**NATIONAL PRESERVATION MONTH
PROCLAMATION**

WHEREAS, historic preservation is an effective tool for managing growth and sustainable development, revitalizing neighborhoods, fostering local pride and maintaining community character while enhancing livability; and

WHEREAS, historic preservation is relevant for communities across the nation, both urban and rural, and for Americans of all ages, all walks of life, and all ethnic backgrounds; and

WHEREAS, it is important to celebrate the role of history in our lives and the contributions made by dedicated individuals in helping to preserve the tangible aspects of the heritage that has shaped us as a people; and

WHEREAS, "See it. Save it. Celebrate it." is the theme for National Preservation Month 2013, cosponsored by the Newport Heritage Preservation Commission and the National Trust for Historic Preservation

NOW, THEREFORE, I, Tim Geraghty, Mayor of the City of Newport, do proclaim May 2013 as National Preservation Month, and call upon the people of Newport to join their fellow citizens across the United States in recognizing and participating in this special observance.

Dated this 2nd day of May, 2013.

Mayor _____
Timothy M. Geraghty

ATTEST _____
Deb Hill, Administrator



MEMO

TO: Mayor and Council
FROM: Deb Hill, City Administrator
DATE: April 25, 2013
SUBJECT: Budget Amendment

Background:

In the past few weeks, staff has been going over the 2013 budget. It was discovered that the Parks budget was understated in a number of line items – mainly for part-time help. The two summertime positions, janitorial, and half of the warming house positions were omitted. Fuel to mow all of the parks was stated at \$73.00. Mayor Geraghty asked if we could add \$40.00 per month for operating supplies to the library for May until the end of the year.

Discussion:

Staff reformulated the budget for the parks to reflect missing and understated line items. The total for the adjustments came to \$25,000.00. At this time it is recommended that we reduce the operating transfer to the EDA fund from \$270,000.00 to \$255,000.00, increase the library account by \$320.00 and increase the parks account by \$24,680.00.

RESOLUTION NO. 2013-18

A RESOLUTION AMENDING CERTAIN SECTIONS OF THE 2013 GENERAL FUND OPERATING BUDGET AND THE ECONOMIC DEVELOPMENT AUTHORITY BUDGET

WHEREAS, The City Council of Newport annually establishes and adopts a General Fund Operating Budget; and

WHEREAS, The City Council of Newport did hold a “Truth in Taxation” Hearing on Thursday, December 6, 2012; and

WHEREAS, The City Council of Newport did present the 2013 Proposed Final Levy, 2013 Proposed General Fund Operating Budget, 2013 Water, Sewer, Storm Water, and Streetlight Enterprise Funds, the 2013 Economic Development Authority Budget, and the 2013-2017 CIP at the December 6, 2012 City Council meeting; and

WHEREAS, The City Council of Newport did certify \$2,351,000 for levy year 2013, \$2,128,900 of which was for the 2013 General Fund Operating Budget; and

WHEREAS, The City Council of Newport has the authority to amend the 2013 General Fund Budget throughout the year; and

WHEREAS, The City Council of Newport wishes to amend the Library and Parks sections of the 2013 General Fund Budget per the attached list; and

WHEREAS, The City Council of Newport approved the Economic Development Authority Budget at the December 6, 2013 City Council meeting; and

WHEREAS, The 2013 Economic Development Authority Budget included a transfer of \$270,000 from the 2013 General Fund to the 2013 Economic Development Authority Fund; and

WHEREAS, The City Council of Newport wishes to amend the amount being transferred from the 2013 General Fund to the 2013 Economic Development Authority Fund; and

NOW, THEREFORE, BE IT RESOLVED, That the Newport City Council hereby approves the attached amendments to the Library and Parks Section of the 2013 General Fund Budget and Economic Development Authority Budget.

Adopted this 2nd day of May, 2013 by the Newport City Council.

Motion by: _____, Seconded by: _____

VOTE:	Geraghty	_____
	Ingemann	_____
	Sumner	_____
	Gallagher	_____
	Rahm	_____

Signed: _____
Tim Geraghty, Mayor

ATTEST: _____
Deb Hill, City Administrator

CITY OF NEWPORT, MINNESOTA

**GENERAL FUND
2013 AMENDED BUDGET**

EXPENDITURES: GENERAL GOVERNMENT	2013 APPROVED BUDGET	2013 AMENDED BUDGET	DIFFERENCE
Library			
Personnel	12,500	12,500	0
Repairs and maintenance	750	750	0
Utilities	3,500	3,500	0
Capital outlay	6,500	6,500	0
Operating Supplies	0	320	320
Total Library	<u>23,250</u>	<u>23,570</u>	<u>320</u>
EXPENDITURES: OPERATIONS & MAINTENANCE	2013 APPROVED BUDGET	2013 AMENDED BUDGET	DIFFERENCE
Parks			
Personnel services (3)	213,657	224,290	10,633
PERA	15,490	15,490	0
FICA/Medicare	15,081	18,317	3,236
Health insurance	33,523	33,523	0
Workers' compensation	7,928	7,928	0
Part-time personnel services	4,841	15,145	10,304
Operating supplies	10,872	10,800	(72)
Vehicle supplies	2,815	2,500	(315)
Tools and minor equipment	142	1,500	1,358
Fuels	73	4,015	3,942
Uniforms	1,439	1,500	61
Rental	571	1,500	929
Quest phone lines - warming houses (2)	1,296	1,300	4
Miscellaneous contractual	7,500	7,500	0
Capital outlay	21,000	15,600	(5,400)
Miscellaneous	400	400	0
Total Parks	<u>336,628</u>	<u>361,308</u>	<u>24,680</u>

CITY OF NEWPORT, MINNESOTA

**NEWPORT ECONOMIC DEVELOPMENT AUTHORITY
2013 AMENDED BUDGET**

	2013 APPROVED BUDGET	2013 AMENDED BUDGET	DIFFERENCE
	<u> </u>	<u> </u>	<u> </u>
Revenue			
Intergovernmental	0	0	0
Investment earnings	1,000	1,000	0
Lodging Tax	6,840	6,840	0
Miscellaneous	0	0	0
Total Revenue	<u>7,840</u>	<u>7,840</u>	<u>0</u>
 Expenditures			
General Government	0	0	0
Professional consulting services	0	0	0
Special projects			
Red Rock Gateway properties	0	0	0
Business Incentive Program	100,000	100,000	0
Façade Improvement Program	25,000	25,000	0
Matching Grant for Cleanup	25,000	25,000	0
Property purchase behind City Hall	50,000	50,000	0
Property purchases on the Levee	50,000	50,000	0
Property purchases by Mill Pond	75,000	75,000	0
Internship	10,400	10,400	0
Miscellaneous costs	5,000	5,000	0
Total Expenditures	<u>340,400</u>	<u>340,400</u>	<u>0</u>
 Excess (deficiency) of revenue over expenditures	 (332,560)	 (332,560)	 0
 Other financing sources			
Transfers in	270,000	250,000	(20,000)
Transfers out	0	0	0
 Net change in fund balances	 (62,560)	 (82,560)	 (20,000)
 Fund balances (deficit)			
Beginning of year	<u>724,149</u>	<u>724,149</u>	<u>0</u>
 End of year	 <u>\$ 661,589</u>	 <u>\$ 641,589</u>	 <u>\$ (20,000)</u>

RESOLUTION NO. 2013-19

A RESOLUTION AMENDING THE PLANNING COMMISSION MEETING TIME AND POLICY GUIDE

WHEREAS, The Newport City Council adopted a Planning Commission Policy Guide on August 5, 2010; and

WHEREAS, The Planning Commission Policy Guide clarifies the Planning Commission’s duties, responsibilities, governmental procedures, and meeting times; and

WHEREAS, The Newport City Council wishes to amend the meeting times from 7:00 p.m. to 6:00 p.m. in the Planning Commission Policy Guide.

NOW, THEREFORE BE IT RESOLVED, That the City Council hereby approves the amended Planning Commission meeting time and Policy Guide.

Adopted this 2nd day of May, 2013 by the Newport City Council.

Motion by: _____, Seconded by: _____

VOTE:	Geraghty	_____
	Ingemann	_____
	Sumner	_____
	Gallagher	_____
	Rahm	_____

Signed: _____
Tim Geraghty, Mayor

ATTEST: _____
Deb Hill, City Administrator

NEWPORT PLANNING & ZONING COMMISSION POLICY GUIDE



SECTION 1. SUMMARY OVERVIEW

The Planning and Zoning Commission of the City of Newport, Minnesota provides an open forum opportunity for citizen input and administrative review to guide in the creation, interpretation, and enforcement of local zoning ordinances and land use regulations under its jurisdiction. Minnesota State Statutes vest the local Planning Commission with certain mandatory duties. In addition, State Statute allows the City Council to prescribe additional duties in local ordinances. In most instances, unless noted in statute or ordinance, the Planning Commission serves in an advisory capacity only and makes summary recommendations to the City Council for final review and approval.

The Planning Commission recommends enforcement of, or changes to, zoning regulations and ordinances, and assists in the preparation of a Comprehensive Land Use Plan for the City. The Comprehensive Land Use Plan is an expression of the community's vision for the future and a strategic map to reach that vision. Comprehensive land use planning, on a 10-year cycle, is mandatory for cities inside the seven- county metropolitan area. This Comprehensive Land Use Plan is an important tool for cities to guide future development of land to ensure a safe, pleasant, and economical environment for residential, commercial, industrial, and public activities. A Comprehensive Land Use Plan is an effective public policy document that can help a community:

- Protect property rights and values.
- Preserve important natural resources, agricultural, and other open lands.
- Identify issues, stay ahead of trends, and accommodate change.
- Foster sustainable economic development.
- Create an opportunity for residents to participate in guiding the community's future.
- Ensure that growth makes the community better, not just bigger.
- Provide an opportunity to consider future implications of today's decisions.
- Enable other public and private agencies to plan their activities in harmony with the municipality's plans.

SECTION 2. PURPOSE

The purpose of this document is to outline the planning policy, define general duties, provide an operational set of governance procedures, and to establish a basic code of conduct for the Planning Commission of the City of Newport, Minnesota.

SECTION 3. POLICY

It shall be the policy of the City of Newport to appoint Planning Commissioners and to operate and maintain a Planning Commission review board in order to discharge the City's normal duties and responsibilities in accordance with Minnesota Statutes and City Ordinances.

SECTION 4. ADOPTION OF POLICY, WORK PROCEDURE & REPORT OF ACTIVITIES

The Planning Commission, subject to City Council approval, shall adopt this policy and governance procedures, as outlined in this document, to be undertaken in its normal work activities within the exercise of its delegated powers and the performance of its official duties. Subject to City Council approval, this policy may be revised from time to time. Periodic reports of the Planning Commission’s activities, meeting minutes, public hearings, resolutions, and recommendations shall be regularly submitted by the City’s Administrative staff to the City Council for its review and disposition.

SECTION 5. ANNUAL POLICY REVIEW

Upon adoption, this policy shall be reviewed annually by the Planning Commission, and provided to newly appointed Commission members at the start of their respective terms. After policy approval, any changes or amendments agreed to by a supermajority vote of the Planning Commission shall be recommended to the City Council for adoption. In addition, the City Council may review this policy and adopt amendments as needed.

SECTION 6. PLANNING COMMISSION, APPOINTMENT OF MEMBERS

The Planning Commission shall consist of five (5) voting members appointed by City Council. The City Council shall review applications when vacancies exist and appoint Planning Commission members for a term of three (3) years, to be staggered in their terms of appointment.

- A. Positions for the Planning Commission shall be appropriately posted on the City’s main website, City Hall’s public bulletin board, or in other customary City official communication publications.
- B. The City Council shall review all applications for the Planning Commission and make appointments in accordance with its procedures.
- C. All Planning Commission members shall be residents of the City at the time of their appointment and during their tenure on the Commission.
- D. Planning Commission members who change their primary residence out of the boundaries of the City limits during their appointment term, or can no longer perform their official duties, shall suitably notify the Planning Commission and the City Council of such disqualification and must relinquish their position on the Planning Commission.
- E. Three consecutive unexcused absences from Commission meetings shall be deemed to constitute a resignation. The Chairperson shall report such absences to the City Council, which will make an appointment to fill the vacancy for the unexpired portion of the term.
- F. Planning Commission members are not bound by term limits, and upon request and good standing may, at the discretion of City Council, be appointed to serve in consecutive Commission terms.

SECTION 7. ELECTION OF PLANNING COMMISSION OFFICERS

Officers of the Planning Commission shall consist of a Chairperson and a Vice-Chairperson duly elected by the Planning Commission at the first meeting of the year. The terms for the Chairperson and Vice-Chairperson are one calendar year in length. Once the Vice-Chairperson has fulfilled his / her one-year term, he / she will then become Chairperson and the Commission shall make nominations for, and appoint, a new Vice-Chairperson.

SECTION 8. DUTIES OF PLANNING COMMISSION MEMBERS

The Planning Commission members make up the governance body of the Commission. The duties and powers of the Planning Commission members shall be as follows:

A. Chairperson (Chair):

1. To preside at all meetings of the Planning Commission.
2. To call special meetings of the Planning Commission in accordance with this policy guide.
3. To sign documents of the Planning Commission.
4. To see that all actions of the Planning Commission are properly taken.
5. To cancel or postpone any regularly scheduled meetings, as appropriate.
6. To invoke a reasonable time limit for speakers during any public hearing in the interest of maintaining focus and the effective use of time.
7. To provide for the selection of spokespersons to represent groups of persons with common interests during public meetings and hearings.
8. To order an end to disorderly conduct and direct law enforcement to remove disorderly persons from Planning Commission meetings or hearings.
9. To schedule a second official public hearing meeting or other continued meeting, in the event that a meeting or public hearing cannot be concluded by a reasonable hour in the judgment of the Chairperson.
10. The Chairperson has the responsibility to facilitate discussion by the Planning Commission. This may occur in a variety of ways, including:
 - a. Interpret and apply rules of procedure.
 - b. Decide whether motions are properly made.
 - c. Decide whether motions are in order.
 - d. Decide whether questions of special privilege ought to be granted.
 - e. Decide when to recognize speakers.
 - f. Call for motions or recommend motions.
 - g. Enforce speaking procedures.

B. Vice-Chairperson (Vice-Chair):

During the absence, disability, or disqualification of the Chairperson, the Vice-Chairperson shall exercise or perform all the duties, and be subject to all the responsibilities, of the Chairperson.

C. Planning Commission Members:

1. The general duties of the Planning Commission members are, but are not limited to:
 - a. Read the agenda to familiarize themselves with the business before the Commission meeting.
 - b. Make motions and calling (parliamentary) questions.
 - c. Ask clarifying questions.
 - d. Recommend policies and procedures.
 - e. Serve on special committees.
 - f. Fill in as temporary Chairperson or Vice-Chairperson.
 - g. Vote on agenda items, procedures, or resolutions before the Commission.
2. The Planning Commission members are expected to be impartial and apply the zoning ordinances and land use regulations equally among petitioners and applicants.

3. All members are expected to attend all called Planning Commission meetings or to give notice to the Chairperson in advance of any planned absences.
4. All members are to refrain from all activities that suggest favoritism or improprieties.
- D. Secretarial duties to be delegated to City's Administrative staff:
 1. To give or serve all notices required by law or by this policy guide
 2. To prepare the agenda for all meetings of the Planning Commission
 3. To inform the Planning Commission of correspondence relating to business of the Commission and to attend to such correspondence
 4. To be custodian of Planning Commission records
 5. To handle funds allocated to the Planning Commission in accordance with its directives, the law, and City regulations
 6. To take the minutes of all meetings of the Planning Commission for typing and filing into the appropriate minute book by City Staff
 7. To provide a record of minutes, recommendations, and resolutions to the City Council

SECTION 9. COMMISSION VACANCIES

If a vacancy occurs among the members of this Planning Commission by any reason of death, resignation, disqualification, disability, or otherwise, notice of such vacancy shall be given to the City Council by the acting Chairperson or Vice-Chairperson of the Planning Commission.

- A. Resignations shall be made in writing to the Acting Planning Commission Chairperson and the City Council, stating the effective date of the resignation.
- B. Vacancies for Planning Commission members shall be appropriately posted on the City's main website, City Hall's public bulletin board, or in other customary City official communication publications.
- C. City staff shall then see that new appointments are made within a reasonable time by the City Council.

SECTION 10. REGULAR MONTHLY MEETINGS

Regular monthly meetings of the Planning Commission shall be held at the Newport City Hall or other officially designated location at **6:00 PM** on the second (2nd) Thursday of each month. At such meetings, the Planning Commission may consider all matters properly brought before the Planning Commission.

- A. Notifications for Planning Commission meetings shall be appropriately posted on the City's main website, City Hall's public bulletin board, or in other customary City official communication publications.
- B. A regular meeting may be cancelled or rescheduled by the Planning Commission at any prior meeting by the Acting Chairperson as long as there is no major business or public hearing scheduled before the Commission for that upcoming meeting.
- C. Any regular meeting falling upon a holiday shall be cancelled if not rescheduled.

SECTION 11. MEETINGS AND THE OPEN MEETING LAW

In accordance with the Minnesota Open Meeting Law, all official meetings of the Planning Commission shall be open to the general public for review and participation.

- A. An "official" Planning Commission meeting is any gathering, or simultaneous communication (via e-mail, telephone, or otherwise), between a quorum of Commission members for the purpose of considering the public business of the Planning Commission.
- B. Informal gatherings and communications, such as site visits, conference telephone calls, and electronic messages, may constitute an official meeting without proper public notification.
- C. The Planning Commission may exclude the public from its meeting only in certain very limited cases identified in the Minnesota Open Meeting Law.

SECTION 12. SPECIAL MEETINGS

Special meetings of the Planning Commission may be called by the Chairperson or Mayor, whom shall designate the time, place, and purpose of the meeting. Notice of special meetings must conform to the Minnesota Open Meeting Law.

- A. Written notice (by U.S. mail) of special meetings thereof shall be delivered to all Planning Commission members not less than three (3) days in advance of the special meeting except in the case of an emergency.
- B. An emergency meeting may be called by telephone at less than three days notice, but not less than one day notice (24 hours) by the Mayor only.
- C. Notice of all emergency meetings must be immediately posted on the City's website or City Hall's bulletin board as a minimum.

SECTION 13. MEETING QUORUM

In order for any Planning Commission meeting to be called to order, a quorum of three (3) Commission members must be present. During the course of a meeting, at least three (3) members must be present to consider and take action on any matter before the Commission.

In the absence of the Chairperson and Vice-Chairperson, the remaining members shall elect a Temporary Chairperson for the purpose of that respective meeting.

SECTION 14. RULES OF PROCEDURE FOR PLANNING COMMISSION MEETINGS

All meetings of the Planning Commission shall be conducted in accordance with the following Rules of Order. Any rule of order not covered by these meeting rules shall be governed by the most recent published edition of Robert's Rule of Order of Standard Parliamentary Procedure.

- A. Any resolution or motion, except a motion to adjourn, postpone, reconsider, table, or call the previous question, shall be reduced to writing if requested by the Chairperson.
- B. Any resolution or motion may be withdrawn at any time before action is taken on it.
- C. When a question is under debate, no other motion shall be entertained except a motion to: table, call for the question, act on the question, postpone, refer to committee, or amend. Motions shall take precedence in that order and the first two (table, call to question) shall be without debate.

- D. All motions shall be carried by a simple majority vote of the members present, except call for a motion to call the question, which must be carried by a two-third vote of the members present.
- E. Any member of the Commission may call for a roll call vote on any issue.
- F. Only members recognized by the Chairperson can make motions.
- G. Speaking without recognition of the Chairperson shall be cause for another member to call "point of order" and the member speaking out of turn must relinquish the floor.
- H. "Call for the question" or "previous question" is a motion and must be seconded. It is not debatable and must be voted upon immediately. A two-thirds majority is necessary to call the previous question. If the two-thirds majority is given, the motion or question on the floor must be immediately put to a vote without debate except for a motion to table.
- I. "Question" is not a motion but only an indication to the Chairperson that the person making statement is ready to have the motion or question put to a vote.
- J. The Chairperson may direct that a motion be divided into two or more separate parts that can be voted on separately, if this is requested by a Planning Commissioner.
- K. Members must limit their remarks to the subject matter being discussed and shall not be repetitious. The speaking order shall be at the discretion of the Chairperson; however, all members shall be allowed to speak in their turn. Each member, while speaking, shall avoid all personal, indecorous, or sarcastic language.
- L. These rules shall not be repealed, waived, or amended except by a simple majority vote of the Commission.
- M. Any member may appeal to the City Planning Commission as a whole from a ruling of the Chairperson. If the appeal is seconded, the appealing member may speak first on the reason for his/her appeal. General discussion can then take place on the appeal before a vote. The appeal shall be sustained if it is approved by a simple majority of the members present.
- N. If a motion is unnecessary, unsuitable for consideration, and/or proposed at an inopportune time for the purpose of delaying or embarrassing others, the Chairperson may rule the motion out of order on her/his own initiative.

SECTION 15. REGULAR PROCEEDINGS

- A. At any meeting of the Planning Commission, the following shall be the regular order of business:
 - 1. Call to Order
 - 2. Roll Call of Meeting Participants
 - 3. Approval of the Minutes of the Preceding Meeting(s)
 - 4. Appointments with Commission
 - 5. Staff Reports and Other Business
 - 6. Committee Reports/City Council Actions
 - 7. Adjournment
- B. The order of business may be varied by the Chairperson, but no public hearings shall be held at an earlier time or place than specified in the notice of hearing.
- C. The following procedures will normally be observed for matters before the Planning Commission, except for public hearings, which follow the procedures detailed in Section 19. However, they may be rearranged by the Chairperson for individual items if necessary for the expeditious conduct of business:

1. City staff presents report and makes recommendation (if any).
 2. The Planning Commission may ask questions regarding the staff presentation and report (if any).
 3. Proponents of the agenda item may make a presentation (if any).
 4. Any opponents may make presentations (if any).
 5. Applicant may make rebuttal of any points not previously covered (if any).
 6. Planning Commission may ask any questions it may have of the proponents, opponents, or staff (if any), and then takes a vote.
- D. Each formal action of the Planning Commission required by law, rules, regulations, or policy shall be embodied in a formal vote duly entered in full upon the meeting minutes after an affirmative vote as provided in Section 5 hereof and may be accompanied by written findings of fact.
- E. Unless agreed to by a 2/3 vote of the Planning Commission, no agenda items shall be taken up at a Planning Commission meeting after 10:00 PM.

SECTION 16. MEETING AGENDA AND RULES FOR SUBMISSION

- A. Purpose. The Agenda of the Planning Commission meeting is required and serves two important functions. First, it focuses Planning Commission deliberations by determining what matters will be considered at the meeting, when each matter will be considered, and the context in which each matter will be considered. Second, it serves as the public's only guide to what will be considered at the meeting, how the matter be dealt with, who will participate in the discussion, and when public comment may be made. The Agenda should be prepared so as to best achieve these functions.
- B. Deadlines. The Agenda shall be prepared by City Administrative staff and shall be closed at noon five business days (5) prior to the meeting date.
- C. Submissions. Any Planning Commission member can place an item on the Agenda by instructing the City staff responsible for agenda preparation. No item shall be placed on the Agenda unless the item is expressed in such a way as to clearly show the subject matter involved.
- D. Delivery of Agenda to Members. At least three (3) calendar days before the day of the meeting, City staff shall provide each Commission member a meeting Agenda and all materials related to items on the Agenda (e.g., petitions, applications, plans, staff report, written comments received).
- E. Agenda Additions During Regular Meetings. Additional items may be added to the Agenda at a Planning Commission meeting subject to approval by a simple majority vote of the members present. The additional Agenda items may be discussed, but no action may be taken if any member objects.
1. If a new item of business proposed to be added to the Agenda requires staff review (such as conditional use permits (CUPs), ordinance amendments, preliminary subdivision plans, and subdivision review procedures and guidelines), involves quasi-judicial procedures (such as a request for a hardship variance from Subdivision or Zoning Ordinance standards), or involves substantive matters of potential public interest (such as the Comprehensive Land Use Plan, or other major policies), the Commission may add the item to the Agenda only for purposes of referring it to the staff or a Commission committee, or scheduling it for consideration at a later public meeting (as appropriate).

- F. Discussions Limited to Agenda. The Commission may not discuss the substance of any matter or take any final action on any item except at a meeting where the item is included on the distributed or properly amended Agenda.
- G. Order and Form of the Agenda. The Agenda organization shall generally conform to preceding Section 15. In addition, the Agenda shall generally organize matters to be addressed at the meeting so as to best promote opportunities for effective public input and the timely and efficient performance of Planning Commission responsibilities. Items of business likely to attract the attendance of many interested persons (such as those involving notice to adjoining property owners and those involving other public notice) should generally be placed early on the Agenda, thereby, minimizing the time citizens must wait for consideration of the item that brought them to the meeting. The Agenda should identify (by name and/or role/and or resolution number) the leading agenda participants at each step of the Planning Commission's review and indicate the step at which interested persons will have the opportunity to comment on the item.

SECTION 17. VOTING AND RECOMMENDATIONS

At all meetings of the Planning Commission, each Commission member attending, with the exception of the City Council liaison member, shall be entitled to cast one vote on matters before the Planning Commission.

- A. Votes shall be cast by open voice vote, except when a roll call vote has been approved. When a roll call vote is taken, each Planning Commission member has up to one minute to cast their vote or abstain from voting.
- B. In the event that any Planning Commission member shall have a conflict of interest, as determined by either self-disclosure or on advice from the City Attorney, concerning a matter then before the Planning Commission, he/she shall disclose his/her interest and be disqualified from voting upon the matter only, and the staff administrative secretary shall so record in the minutes that no vote was cast by such member.
- C. The affirmative vote of a simple majority of members in attendance shall be necessary for the adoption of any resolution or other voting matter, unless specifically required by a 2/3 vote.
- D. The results of any vote tally shall be recorded by the City Administrative staff, listing those voting Aye and those voting Nay.
- E. All final recommendations shall be sent to the City Council by means of written meeting minutes, and shall include in the record the division of votes on each recommendation or resolution.

SECTION 18. MEETING MINUTES

- A. Purpose. The minutes of the Planning Commission's meetings represent the official record of the Commission's deliberations and actions. As such, they record the Planning Commission's vote on actions and the reasons for the vote. The minutes also communicate background on the Planning Commission's recommendations to the City Council, provide perspective on issues, and provide a historical record of Commission proceedings. Furthermore, State law requires the Commission to keep full and accurate minutes of all official meetings, and requires that those minutes be retained and be available for public inspection by any person subject to the State Public Records Law and the City records retention schedule.

- B. Duties of Staff Preparing Minutes. City Administrative staff shall prepare minutes of all Planning Commission meetings. The meeting minutes shall state:
1. Which members were present and absent, and whether absent members were excused or not excused.
 2. A summary of staff and committee reports and recommendations, applicants' presentations, public comments, and the Planning Commission's discussion on each item.
 3. The content of each principal motion before the Planning Commission, the identity of the person who made and seconded the motion, and the record of the vote on the motion (identifying the vote count and, unless the vote was unanimous, the names of those voting for or against the motion). If the motion called for or recommended adoption of an ordinance or resolution, or the acceptance of a report, the minutes shall also include a copy of the ordinance, resolution, or report.

SECTION 19. PUBLIC HEARINGS

- A. A public hearing is a noticed, official hearing, the express and limited purpose of which is to provide an equitable opportunity for the public to speak on matters before the Planning Commission.
- B. For certain matters considered by the Planning Commission, a requirement that the Planning Commission conduct a public hearing is prescribed by State Statute, the City's Municipal Code of Ordinances, or by City policy. The Planning Commission, however, may elect to conduct a public hearing that is not specifically required, if the Planning Commission determines that due to the unique nature of the matter, a hearing is advisable.
- C. The Planning Commission may neither deliberate nor take a substantive vote during a public hearing, but may ask questions of speakers for the sake of clarification.
- D. The Planning Commission, upon resuming their regular meeting after the close of the public hearing, may take action upon the matter discussed at the public hearing.
- E. Conduct of Persons Before the Planning Commission:
1. During all public hearings required by State law or City ordinance, members of the public shall be given reasonable opportunity to speak. In order to promote meeting efficiency, the Chairperson may discourage duplicative testimony and may place reasonable time limits on the amount of time that individuals have to speak. Comments should be addressed to the item before the Planning Commission. Where a comment is irrelevant, inflammatory, disruptive or prejudicial, the Chairperson may instruct the Planning Commission to "disregard" the comment, which nevertheless remains in the public record.
 2. During all regular and special meetings of the Planning Commission, the public may be present, but shall remain silent unless specifically invited by the Chairperson to provide comment.
 3. During all proceedings, members of the public have the obligation to remain in civil order. Any conduct which interferes with reasonable rights of another to provide comment, or which interferes with the proper execution of Commission affairs, may be ruled by the Chairperson as "out-of-order" and the offending person directed to remain silent. Once, having been so directed, if a person persists in disruptive conduct, the Chairperson may order the person to leave the Planning Commission meeting or hearing. Where the person fails to comply with an order to leave, the Chairperson may then call upon civil authority to

physically remove the individual from the chamber for the duration of the hearing or deliberation on that item.

4. The Chairperson of the Planning Commission may impose additional limits or rules upon members of the public as permitted by Section 15.

F. Additional Rules of Procedure for Public Hearings:

1. Public Hearing Format. Public hearings shall be conducted in the following manner:

- a. The Chairperson calls the public hearing to order and declares the time of opening.
- b. It is the intent of the Planning Commission to open all public hearings at the predetermined and published time. From a practical standpoint, not all hearings can be opened at their designated time. The Chairperson may delay the start of a hearing until the business at hand is acted upon, in any manner, by the Planning Commission. However, in no circumstances can a hearing be opened prior to the predetermined and published time.
- c. The Chairperson or his/her delegate reads from the hearing notice, the details on the hearing sufficient to provide the public a general understanding of the purpose and procedures for the hearing, and the fact that the hearing is their exclusive or primary opportunity to provide input to the City on the subject.
- d. Staff and/or a consultant may make a presentation or report on the subject matter for the hearing.
- e. The applicant (if any) may make a presentation or report on the subject matter for the hearing.
- f. The Chairperson asks Planning Commission members if they have questions of the staff or consultant, if any.
- g. The Chairperson requests a motion and second to open the public hearing.
- h. The Chairperson announces that input will be received from the citizens, requesting that each speaker provide a name and address, noting any applicable time limits for comment from individual members of the public, any other applicable rules, and explaining the procedure for enforcement of such rules.
- i. After members of the public have spoken, the Chairperson requests a motion to:
 - i. Close the public hearing, and the Planning Commission votes on the motion. Once the vote is taken, the hearing is closed for the record.
 - ii. Continue a public hearing. If the Planning Commission votes to continue the hearing, the Chairperson shall, in consultation with City staff, select and announce a time and date certain for the continued public hearing. No additional publication or notice requirements are needed if a hearing is continued to a later date. However, no public hearing may be continued more than once without re-notice and publishing the time, date, and location of the hearing.
- j. The Planning Commission addresses the subject matter through deliberation, questions to citizens and staff, and reactions and statement of position on the subject.
- k. If the public hearing has been closed, the Planning Commission may take action on the application before them. The Commission may formulate a recommendation which outlines the parameters under which an approval would be granted. The reasons and conditions shall be stated in the motion or resolution for approval or denial.

- I. Continuation of an action may occur in the event insufficient information is present to make a decision. The Planning Commission shall delineate the missing information before continuing the item.

SECTION 20. COMMITTEES

- A. The Chairperson may appoint ad hoc committees unless the City Council shall otherwise direct. The Chairperson shall be an additional voting member of all committees. The Chairperson may appoint a Planning Commission member to chair each ad hoc committee.
- B. All committees shall report back to the Planning Commission with recommendations.
- C. Nothing in the foregoing shall be construed as waiving the ability of the Planning Commission at any time to increase or curtail the duties of any committee and/or to direct or control its actions.

SECTION 21. AMENDMENTS

This policy on general governance, rules of procedure, and duties and responsibilities may be amended at any meeting of the Planning Commission provided that notice of said proposed amendment is given to each member in writing at least five (5) days prior to said meeting. All amendments are subject to City Council review and approval before they take effect.



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MEMO

To: Deb Hill - City Administrator & City Council of Newport
From: Jim Stremel, P.E. - Assistant City Engineer
Subject: 2013-15 Street Improvement Project – Receive Amended Feasibility Report
Date: April 29, 2013

INTRODUCTION:

Over the last several weeks, many changes have been made to the project scope and costs due to input from residents, City staff, and the engineers. Although the Council has already approved the changes, it is integral to the Chapter 429 process that an official amended feasibility report is received by Council.

1. AMENDED FEASIBILITY REPORT

The report enclosed reflects changes that were made to the project scope and costs including:

- a) Additional areas of 18th Street were added from Hastings Avenue to 8th Avenue and 10th Avenue to Harvard Place.
- b) The portion of 8th Avenue south of 18th Street was removed
- c) Street sections including Oakridge Drive, Larry Lane, Circle Drive, Ford Road (from 8th Avenue to Circle Drive) were moved from the 2013 project to the 2014 project.
- d) Ford Road (from 8th Avenue to Circle Drive) changed from a Mill/Overlay with curb to a Full Depth Reconstruction due to subgrade concerns and street widening. All of Ford Road was widened from 24' to 28'.
- e) Street sections including Kolff Court, Kolff Street, Wild Ridge Court, Woodbury Road changed from Overlay With Curb to Full Depth Reclamation due to subgrade concerns.
- f) The street section on 2nd Avenue (21st Street to 17th Street) was moved from the 2015 project to the 2014 project.

2. SCHEDULE CONSIDERATIONS

The schedule for the 2013 project has been accelerated in order to allow time for construction in 2013. The City is currently in the process of soliciting bids for the sewer televising, which is intended to determine the condition of the main and determine the extent of service repairs. The completion of this work may not occur prior to the advertisement for bidding and an addendum may be required.

Due to scheduling constraints, we recommend that the City Council receive the construction plans and authorize bidding at the May 16th Council Meeting so that advertisement for bids can go out on May 29th, allowing a bid date of June 27th.

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FAX: (763) 786-4574 WEB ADDRESS: www.msa-ps.com

MEMO

Page 2

April 29, 2013

The bid date is scheduled for June 27th and since the first meeting in July has been cancelled we ask that Council consider holding a special meeting on June 27th, the same day as the bid. At this meeting the Council could receive the bids and award the contract. This allows for the commencement of a preconstruction meeting, the contractor can finalize his sub-contracts, and we can progress into construction in a timely manner.

Typically, the 2nd neighborhood meeting would be held prior to final plan completion and approval by Council, but in this case the televising is a critical piece of information for the residents. With that said, we recommend setting the 2nd neighborhood meeting as late as possible (prior to the bid) to allow for completion of the televising. The information necessary to answer questions on which services will require improvement will then be available. We are recommending that this neighborhood meeting is held on June 19th.

The updated schedule has been provided in the amended feasibility report attached.

ATTACHMENT(S):

- ❖ Amended Feasibility Report
- ❖ Draft resolution receiving the amended feasibility report

ACTION(S) RECOMMENDED:

- ❖ Consider directing staff to schedule the neighborhood meeting for June 19, 2013.
- ❖ Consider scheduling a special council meeting for June 27th, 2013 to receive bids and award contract.
- ❖ Consider the draft resolution receiving the amended feasibility report

FEASIBILITY STUDY
FOR
2013-15 STREET IMPROVEMENT PROJECTS

CITY OF NEWPORT, MN



FEBRUARY 2013

AMENDED APRIL 29, 2013

MSA

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FEASIBILITY STUDY
FOR
2013-15 STREET IMPROVEMENT PROJECTS
CITY OF NEWPORT, MN

FEBRUARY 2013

AMENDED APRIL 29, 2013

PREPARED BY:



CERTIFICATION

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and I am a duly licensed Professional Engineer under the laws of the State of Minnesota.

John Stewart, P.E.
Lic. No. 14400

February 28, 2013

Date

Prepared by:
Jim Stremel, P.E.
Lic. No. 45782

February 28, 2013

Date

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I. INTRODUCTION

The City of Newport has ordered a feasibility study to be drafted for the 2013-15 Street Improvement Projects pursuant to Resolution No. 2013-03. The street project includes 27 street segments in various locations of the City as shown on Exhibit 1.

Based on direction given by the City Council, the work has been separated into three project groupings. The intention of this method is to group streets that have similar reconstruction needs and to spread the construction over a three year period. If the Council decides to remove portions of the project from consideration, it will be easier to delete one of the groups or street sections without compromising the feasibility study and Chapter 429 process. The street sections and related information are listed below in order of project grouping and scope.

The report has been amended to reflect changes to the project as directed by the City of Newport Council by Resolution No. 2013-17 passed on April 18, 2013. The changes include the following:

1. Additional areas of 18th Street were added from Hastings Avenue to 8th Avenue and 10th Avenue to Harvard Place.
2. The portion of 8th Avenue south of 18th Street was removed.
3. Street sections including Oakridge Drive, Larry Lane, Circle Drive, Ford Road (from 8th Avenue to Circle Drive) were moved from the 2013 project to the 2014 project.
4. Ford Road (from 8th Avenue to Circle Drive) changed from a Mill/Overlay with curb to a Full Depth Reconstruction. All of Ford Road was widened from 24' to 28'.
5. Street sections including Kolff Court, Kolff Street, Wild Ridge Court, Woodbury Road changed from Overlay With Curb to Full Depth Reclamation.
6. The street section on 2nd Avenue (21st Street to 17th Street) was moved from the 2015 project to the 2014 project.

Amended portions of the report below are typed in blue. Explanation of minor project changes has been documented in the Memorandum presented to council on April 18, 2013.

II. PROJECT SCOPE

The purpose of this study was to analyze the necessity for improvement of the proposed streets included in the City of Newport 2013-15 Street Improvement Projects. In addition, the existing sanitary sewer, water, and storm sewer systems were evaluated to determine the necessity for improvements. The study discusses the existing conditions, proposed improvements, estimated construction costs, overhead costs, and financing sources to complete the proposed work. The City is also considering updating their assessment policy to reflect changes in the economy and housing market. It is intended that a new assessment policy can be used as a guideline to discuss project scheduling and financing methods for the proposed improvements.

III. EXISTING CONDITIONS

The existing conditions of the roadways, sanitary sewer, watermain, and storm sewer were evaluated to determine current system deficiencies and areas of concern. Below is a summary of the information collected on the conditions, separated into the project groupings.

Street

The existing streets vary in width from 20 to 36 feet as measured from the face of the existing curb or edge of bituminous pavement. Most of the roadways in the project areas are constructed of bituminous pavement, Circle Dr has concrete curb, and approximately half has either bituminous curb or no curb at all. The driveways of adjacent property owners are constructed mainly of concrete or bituminous with some consisting of gravel. Most driveways do not have a 4-foot concrete apron, which is now required by the City's standards. Most of the streets do not have a sidewalk, bike path, or other designated pedestrian walkway.

The condition of the bituminous pavement varies throughout. The streets in the worst condition show significant cracking (transverse, longitudinal, block, alligator), potholes, edge cracking, skin patching, raveling, and major pavement failure with bituminous that have broken down into gravel. The remaining streets still contain significant longitudinal/transverse cracking and surface deterioration. The existing bituminous curb has worn significantly and generally does not provide a consistent gutter system to properly convey street drainage to the existing storm sewer collection system. Although some segments are in relatively better condition than others, overall their condition is poor and need of repair. Below is a listing of the street segments with additional pertinent information.

Existing Conditions									
Project	Street Segment	From	To	Length (ft)	Ex Width	Curb	Sewer/Water	Storm Sewer	
2013	Century Ave	Military Rd	Wild Canyon	950	24	No	No/No	No	
	Century Ave	Hawkins St	Kalen Dr	2,650	24	No	No/No	No	
	Ford Rd	Hastings Ave	8th Ave	850	22	Bit.	Yes/Yes	No	
	8th Ave	Ford Rd	18th St	1,450	32	Bit.	Yes/Yes	Yes	
	Barry Dr	8th Ave	18th St	1,300	32	Bit.	Yes/Yes	Yes	
	21st St	8th Ave	Valley Dr	200	32	Bit.	Yes/Yes	No	
	Ellen Ct	Dead End	Barry Dr	350	32	Bit.	Yes/Yes	No	
	Terrace Rd	Barry Dr	10th Ave	350	32	Bit.	Yes/Yes	No	
	10th Ave	Terrance Rd	18th St	750	32	Bit.	Yes/Yes	No	
	Mark Ct	Dead End	10th Ave	450	32	Bit.	Yes/Yes	No	
	18th St	Hastings Ave	Harvard Pl	1,400	32	Bit.	Yes/Yes	Yes	
	Total			10,700					
	2014	Wild Ridge Ct S	Dead End	Wild Rdg Tr	1,150	24	No	Yes/No	No
Wild Ridge Ct N		Dead End	Wild Rdg Tr	450	24	No	Yes/No	No	
Wild Ridge Tr		Wild Canyon	Kolff St	3,300	24	No	Yes/No	Yes	
Kolff Ct		Dead End	Kolff St	950	24	No	Yes/No	No	
Kolff St		Wild Rdg Tr	Woodbury Rd	1,750	24	No	Yes/Yes	No	
Wild Ridge Ct		Dead End	Wild Rdg Tr	450	24	No	Yes/No	No	
Woodbury Rd		Kolff St	Glen Rd	700	24	No	Yes/Yes	No	
Oakridge Drive		Dead End	Century Ave	2,000	24	No	No/No	No	
Larry Lane		Dead End	Ford Rd	1,000	22	No	Yes/Yes	No	
Circle Dr		Dead End	Ford Rd	500	36	Conc	Yes/Yes	No	
Ford Rd		8th Ave	Circle Dr	1,150	22	Bit.	Yes/Yes	No	
2nd Ave		21st St	17th St	1,350	24	No	Yes/Yes	No	
14th St		7th Ave	3rd Ave	1,250	22	No	Yes/Yes	No	
15th St		7th Ave	Cedar Ln	1,950	24	No	Yes/Yes	Yes	
15th St		Hastings Ave	10th Ave	850	22	No	No/No	No	
Total			18,800						
2015	Unity Blvd	2nd Ave	3rd Ave	350	20	No	No/No	No	
	2nd Ave	Unity Blvd	21st St	500	24	No	Yes/Yes	No	
	3rd Ave	Unity Blvd	21st St	400	24	No	Yes/Yes	No	
	10th Ave	12th ST	Dead End	700	24	No	Yes/Yes	No	
	3rd St	5th Ave	7th Ave	700	20	No	No/No	No	
Total			2,650						

Amended Exhibit 1 shows the location of the streets.

Sub-Surface Soil Conditions

At this time, no soil borings have been obtained to determine sub-surface conditions. Based on prior experience with other streets in the City, we expect to see varied soil conditions.

On previous projects, the soils encountered below the existing pavement sections were mainly silty sands, sand, and sand with gravel, but pockets of clayey sands or sandy lean clays were also encountered. Silty sands or sands with gravel are generally considered suitable for constructing a roadway. In many areas of Newport, limestone bedrock is relatively close to the surface and it is possible that rock excavation may be required for utility replacements.

Traffic

Generally, the streets within the project area are considered to be low volume local collector streets. Typical traffic patterns in these areas consist of cars, trucks (pick-up), small delivery vehicles, school buses, and garbage trucks. Traffic counts are not available for the streets within the project but it will be assumed that the average daily traffic (ADT) volumes are less than 1000 vehicle trips per day through the busiest sections.

It is likely that when the Red Rock Corridor Park and Ride as well as the future light railway station are constructed, the area around Unity Blvd, 2nd Avenue, and 3rd Avenue will see an increase in vehicular traffic. If the Raceway to Fun site is developed, we anticipate additional traffic on 10th Avenue as well. During the final design phase, it can be determined whether a heavier street pavement section is warranted in these areas.

Sanitary Sewer

The existing sanitary sewer main within the street improvement project areas generally consists of vitrified clay pipe (VCP) in a range of sizes from 8 to 18-inches in diameter; services are generally four inch connections. Vitrified clay pipe was used extensively through the 1960s. VCP has a high tolerance to corrosive soils and can last 60 to 80 years or more, but is brittle and can crack easily shortening its cost effective life. In addition, construction practices during installation often included hammering a hole in the pipe and grouting the service connections as opposed to installing a manufactured wye.

The City has televised the sanitary sewer system in many areas and has identified deficiencies including cracked mainline piping, root intrusion, and leaky service connections. To date, the sanitary sewer service pipes have not been televised, but likely contain cracking and root intrusion. In addition, many of the manhole covers have open pick-holes and deteriorated casting rings. These deficiencies contribute to excessive inflow and infiltration (I/I) which incurs a significant processing cost at the wastewater treatment plant. It is recommended that the City televise any remaining areas in the project that have not been done within the last 3 years.

In, 2012 the City completed a large Cured-In-Place Pipe (CIPP) lining project that included Unity Blvd, 2nd Avenue, 3rd Avenue, 10th Avenue, and a section of 15th Street

near Cedar Lane. These repairs focused on reinforcing the mainline piping and sealing manholes to reduce I/I. Since project completion, the City has identified many service connections that are major contributors to the City's I/I issues. We anticipate that future projects will focus more on the repair and/or replacement of the sewer service wyes and piping within City road right-of-way.

Watermain

The existing watermain within the project area consists of 4 to 12-inch diameter cast iron pipe. The life expectancy of watermain can vary widely from 60 to 100 years but is highly dependent on soil conditions, the materials used, and construction practices of the time. City staff reported that the watermain in some areas of the project including 14th Street, 15th Street, 2nd Avenue, 3rd Avenue, and 10th Avenue are prone to cracking/shearing, leaks may be present, watermain breaks are prevalent, and pipe/flow capacity has been reduced due to mineral deposits. In these areas, repairs and or replacement of the watermain, services, and hydrants may be necessary to maintain the integrity of the City's water distribution system and to protect the health and welfare of users.

Storm Sewer

The project area does not contain a lot of storm sewer. With the exception of Century Avenue, most of the streets are graded such that surface runoff is directed over a long flow path where it is collected by the City's storm sewer conveyance system. The streets that do contain storm sewer piping include 8th Avenue, Barry Street, 18th Street, Wild Ridge Trail, and 15th Street. The size of the piping is anywhere from 12 to 42-inches in diameter and is generally in satisfactory condition. Century Avenue was constructed with ditches that convey runoff to culvert crossings and low areas.

Existing Private Utilities

Private utilities that have facilities in or near the project area will be notified during the design of the project and will be requested to coordinate any necessary repairs and replacements as needed at their cost. Private utilities include Xcel Energy (gas & electric), Magellan Midstream Partners LP, Qwest, and Comcast.

IV. PROPOSED IMPROVEMENTS

Proposed improvements for the 2012 Street Improvement Project include a combination of street, storm sewer, watermain, water services, sanitary sewer main, and sewer service replacement. As discussed earlier, the project is separated into three separate project groupings. The intention of this arrangement is to provide the City flexibility in ordering the projects, plan preparation, and approval of the bids. If the City chooses, one or more of the projects may be removed, combined, or even separated into different contracts. With that said, a larger project will tend receive more bids at better unit prices due to the economy of scale.

The process for pavement rehabilitation has been separated into six groups, where each has a specific construction process.

1. *Overlay Only (OO)* – The surface of the pavement is in fair condition, there are no major pavement failures, and the existing grades allow for adequate drainage. Surface cracking is visible (longitudinal and transverse only), but has been controlled with sawing and sealing (prior to project). In this process, little is done to the existing pavement prior to the placement of a 1.5-inch bituminous wear course will be placed. It is assumed that no additional work will be completed such as utilities, storm sewer, or boulevard restoration.
2. *Overlay With Curb (OWC)* – The surface of the pavement is in fair condition and there are no major pavement failures. Surface cracking is visible (longitudinal and transverse only), but has been controlled with sawing and sealing (prior to project). In this rehabilitation process, areas have been identified where drainage conveyance is limited or needs improvement. Concrete curb and gutter will be added to improve drainage and then a 1.5-inch bituminous wear course will be placed. It is assumed that no additional work will be completed such as utilities or storm sewer. Minor boulevard restoration will be necessary once curb has been installed.
3. *Mill & Overlay (MO)* – The surface of the pavement is in poor condition, there may be small areas of pavement failure limited to only a few locations, and the existing grades allow for adequate drainage. Surface cracking is visible (lateral and transverse only), but has been controlled with sawing and sealing (prior to project). There are few locations where full depth patching may be required to repair failed pavement. This process includes grinding down and removing the top 1.5-inches of pavement and 1.5-inches of new pavement will be placed. It is assumed that no additional work will be completed such as utilities, storm sewer, or boulevard restoration.
4. *Mill & Overlay With Curb (MOWC)* – The surface of the pavement is in poor condition and there may be small areas of pavement failure limited to only a few locations. Surface cracking is visible (lateral and transverse only), but has been controlled with sawing and sealing (prior to project). There are few locations where full depth patching may be required to repair failed pavement. In this rehabilitation process, areas have been identified where drainage conveyance is limited or needs improvement. Concrete curb and gutter will be added to improve drainage. The top 1.5-inches of the existing pavement surface will be milled off and 1.5-inches of new pavement will be placed. It is assumed that no additional work will be completed such as utilities or storm sewer. As an exception, Ford Road has been identified as areas where installing additional storm sewer will be beneficial due to the steep grades. Minor boulevard restoration will be necessary once curb has been installed.
5. *Full Depth Reclamation (FDR)* –The surface of the pavement is in very poor condition, there are many areas of pavement failure (alligator and block cracking), but there is adequate aggregate base to facilitate mixing of the reclaimed pavement. In this rehabilitation process, the pavement surface and underlying aggregate base is ground and mixed together with a specialized machine to create a uniform recycled aggregate mixture. The areas of pavement failure may require additional subgrade excavation to mitigate future pavement failure. It is expected that either the roadway constitutes a rural section or the existing concrete curb and gutter is in good condition (minimal repair needed)

and the existing grades allow for adequate drainage. It is assumed that no additional work will be completed such as utilities, storm sewer, boulevard restoration, or driveway aprons. This process is proposed to be used on Century Avenue where a rural street section and parallel ditches exist.

6. *Full Street Reconstruction (FSR)* – The surface of the pavement is in very poor condition and there are many areas of significant pavement failure (alligator, block cracking, potholes). The areas of pavement failure may require additional subgrade excavation to mitigate future pavement failure. This rehabilitation process may include full depth reclamation, but existing street grades do not allow for adequate drainage and therefore additional subgrade excavation is necessary to improve the street profile. Concrete curb and gutter will be repaired, replaced, or added and concrete driveway aprons poured. Due to the changes in profile grade the driveway paving connections will require replacement and significant boulevard restoration will occur. The existing utilities including watermain and sewer are proposed to be repaired or replaced on 14th Street, 15th Street, 2nd Avenue, 3rd Avenue, and 10th Avenue. Existing storm sewer will only be repaired as needed, but the existing casting will be adjusted to finished grades.

Typical Street Section & Signing

In past projects, the City of Newport has constructed a street section designed for a 7-ton loading standard consisting of 3.5-inches of bituminous paving and 8-inches of aggregate base. Once the City obtains a geotechnical evaluation for the project, the street pavement sections will be selected based on the recommendations provided in the geotechnical report findings.

We recommend that the City continue their efforts to meet the Federal Highway Administration's new sign retroreflectivity standards. This standard requires that the City administer a plan for the upgrade and/or replacement of all warning or existing regulatory signs signage with improved and longer lasting retroreflectivity coated materials. At this time, costs to replace signage have only been included for the project areas where full street reconstruction is proposed.

Water & Sewer

We recommend that where new water or sewer mains are installed, that the services are also replaced up to the property lines. Typical pipe materials used will be concrete lined Ductile Iron Pipe (DIP) for watermain or PVC C900 DR18, 1-inch copper type K for water services, 8-12 inch PVC SDR 35 for sewer main, and 4-inch PVC SDR 26 for sewer services. As described, all the services will be replaced for those sections receiving new mains. The City may also want to consider bidding PVC as an alternate for the watermain.

The City of Newport is continuing to mitigate I/I issues and as a part of the project will either replace or line (CIPP) many of the poorly construction sewer service connections. The City has found in previous projects that the service connections at the main have major root intrusion and cracked contributing to significant inflow and infiltration. The City received a grant from the Metropolitan Council Environmental Service (MCES) to assist in funding up to 50% of the eligible construction costs. The City's ordinance does require that property owners maintain their own water and sewer service lines up to the

mainline. The City may want to consider requiring those property owners to pay for all or a part of the costs to repair the services.

Storm Sewer

Where storm sewer is proposed to be installed or replaced including Ford Road, we recommend using reinforced concrete piping (RCP) or high density polyethylene (HDPE) piping be used for drainage conveyance. Reinforced concrete manhole structures will also be used.

The street groupings were selected based on need and pavement rehabilitation process. The streets within the earlier groupings constitute those in greater need of improvement. Although 10th Avenue, Unity Boulevard, 2nd Avenue, and 3rd Avenue are in poor condition, they were selected to be in the third grouping due to the future development potential of the adjacent properties. At this time it is not known when major development of these areas will occur.

The following chart lists the improvements proposed for street, storm sewer, watermain, and sanitary sewer main rehabilitation or replacement for each project grouping as defined in this report. The bold text indicates a significant change from the existing condition.

Proposed Conditions								
Project	Street Segment	Length (ft)	Rehab Type	Prop Width	New Curb	Sewer Work	Water Work	Storm Sewer
2013	Century Ave	950	FDR	24	No	No	No	No
	Century Ave	2,650	FDR	24	No	No	No	No
	Ford Rd	850	MOWC	28	Yes	Svcs	No	No
	8th Ave	1,450	MOWC	32	Yes	Svcs	No	Adj
	Barry Dr	1,300	MOWC	32	Yes	Svcs	No	Adj
	21st St	200	MOWC	32	Yes	Svcs	No	No
	Ellen Ct	350	MOWC	32	Yes	Svcs	No	No
	Terrace Rd	350	MOWC	32	Yes	Svcs	No	No
	10th Ave	750	MOWC	32	Yes	Svcs	No	No
	Mark Ct	450	MOWC	32	Yes	Svcs	No	No
	18th St	1,400	MOWC	32	Yes	Svcs	No	Adj
	Total	10,700						
2014	Wild Ridge Ct S	1,150	OO	24	No	No	No	No
	Wild Ridge Ct N	450	OO	24	No	No	No	No
	Wild Ridge Tr	3,300	OO	24	No	No	No	Adj
	Kolff Ct	950	FDR	24	No	Svcs	No	Yes
	Kolff St	1,750	FDR	24	No	Svcs	No	No
	Wild Ridge Ct	450	FDR	24	No	Svcs	No	No
	Woodbury Rd	700	FDR	24	No	Svcs	No	No
	Oakridge Drive	2,000	MO	24	No	No	No	No
	Larry Lane	1,000	MO	22	No	Svcs	No	No
	Circle Dr	500	MO	36	No	Svcs	No	No
	Ford Rd	1,150	FSR	28	Yes	Svcs	No	No
	2nd Ave	1,350	FSR	32	Yes	Full	Full	Yes
	14th St	1,250	FSR	32	Yes	Full	Partial	Yes
	15th St	1,950	FSR	32	Yes	Full	Partial	Adj
	15th St	850	FSR	32	Yes	Svcs	No	Yes
	Total	18,800						
2015	Unity Blvd	350	FSR	24	Yes	Full	Partial	Yes
	2nd Ave	500	FSR	32	Yes	Full	Partial	Yes
	3rd Ave	400	FSR	32	Yes	Full	Partial	Yes
	10th Ave	700	FSR	32	Yes	Full	Partial	No
	3rd St	700	FSR	24	Yes	Svcs	No	No
	Total	2,650						

The proposed street improvements are also shown in [Amended Exhibit 1](#).

V. RIGHT-OF-WAY, EASEMENTS, AND PERMITS

Right-of-Way and Easements

We do not anticipate that any additional permanent right-of-way or easement will be needed to complete the roadway and utility improvements. Temporary construction access on private property may be required within the project area to accommodate driveway repair, water service replacement, and final boulevard grading. Written permission or waiver of trespass agreements will be secured from private property owners should construction work extend onto private property.

Permits

Permits from various governing agencies will be required for construction of the proposed improvements. Permits include, but are not limited to, the following:

- Minnesota Department of Health
- Minnesota Pollution Control Agency
- Minnesota Pollution Control Agency (NPDES)
- County right-of-way permit
- Watermain
- Sanitary Sewer
- Grading/Storm Water Quality
- City St. Intersections w/ Co.

VI. INFORMATIONAL MEETINGS

City policy is to hold informational neighborhood meetings for the project. The meetings are more informative if conducted separately for each project grouping and possibly separating them further depending on the specific rehabilitation process. It is anticipated that the City will provide handouts describing the project location, estimated project costs, and a range of preliminary assessment costs. For this particular project, we recommend holding three separate meetings in groupings relating to the type of construction proposed. The project schedule within this report indicates the recommended meeting dates.

VII. ESTIMATED PROJECT COSTS

The estimated construction costs and associated overhead costs for the proposed improvements based on the three project areas are summarized in the chart below. Based on similar projects completed by the City, the overhead costs have been estimated to be 25 percent of the total construction cost. The overhead costs include City administration, engineering, fiscal, legal, and a 10 percent construction contingency.

The City of Woodbury is currently in the planning process to improve Century Avenue as well. They have proposed a cost share agreement with the City of Newport equal to 50% of the street and stormwater management improvements. The City of Woodbury intends on providing plans and managing the construction process. The costs included with the chart above for Century Avenue only include the 50% project cost allotted to Newport.

The City of Woodbury has started the process to improve Century Avenue which proposes a cost share agreement with the City of Newport equal to 50% of the street and stormwater management improvements. The City of Woodbury intends on providing plans and managing the construction process. The costs included with the chart above for Century Avenue only include the 50% project cost proposed for Newport.

Estimated Project Costs								
Project	Street Segment	Rehab Type	Street	Sanitary Sewer	Sewer Services Only	Watermain	Storm Sewer	Total
2013	Century Ave	FDR	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
	Century Ave	FDR	\$ 84,000	\$ -	\$ -	\$ -	\$ 23,000	\$ 107,000
	Ford Rd	MOWC	\$ 64,789	\$ -	\$ 8,400	\$ -	\$ 15,000	\$ 88,189
	8th Ave	MOWC	\$ 126,311	\$ -	\$ 20,400	\$ -	\$ -	\$ 146,711
	Barry Dr	MOWC	\$ 113,244	\$ -	\$ 30,000	\$ -	\$ -	\$ 143,244
	21st St	MOWC	\$ 17,422	\$ -	\$ 6,000	\$ -	\$ -	\$ 23,422
	Ellen Ct	MOWC	\$ 30,489	\$ -	\$ 8,400	\$ -	\$ -	\$ 38,889
	Terrace Rd	MOWC	\$ 30,489	\$ -	\$ 7,200	\$ -	\$ -	\$ 37,689
	10th Ave	MOWC	\$ 65,333	\$ -	\$ 19,200	\$ -	\$ -	\$ 84,533
	Mark Ct	MOWC	\$ 39,200	\$ -	\$ 9,600	\$ -	\$ -	\$ 48,800
	18th St	MOWC	\$ 121,956	\$ -	\$ 16,800	\$ -	\$ -	\$ 138,756
	Sub-Total		\$ 723,233	\$ -	\$126,000	\$ -	\$ 38,000	\$ 887,233
2014	Wild Ridge Ct S	OO	\$ 75,913	\$ -	\$ -	\$ -	\$ -	\$ 75,913
	Wild Ridge Ct N	OO	\$ 29,705	\$ -	\$ -	\$ -	\$ -	\$ 29,705
	Wild Ridge Tr	OO	\$ 217,838	\$ -	\$ -	\$ -	\$ -	\$ 217,838
	Kolff Ct	FDR	\$ 118,524	\$ -	\$ 13,200	\$ -	\$ 15,000	\$ 146,724
	Kolff St	FDR	\$ 218,333	\$ -	\$ 18,000	\$ -	\$ 15,000	\$ 251,333
	Wild Ridge Ct	FDR	\$ 56,143	\$ -	\$ -	\$ -	\$ -	\$ 56,143
	Woodbury Rd	FDR	\$ 87,333	\$ -	\$ 7,200	\$ -	\$ -	\$ 94,533
	Oakridge Drive	MO	\$ 100,000	\$ -	\$ 19,096	\$ -	\$ -	\$ 119,096
	Larry Lane	MO	\$ 51,866	\$ -	\$ 7,638	\$ -	\$ -	\$ 59,505
	Circle Dr	MO	\$ 42,436	\$ -	\$ 12,731	\$ -	\$ -	\$ 55,167
	Ford Rd	FSR	\$ 183,005	\$ -	\$ 15,277	\$ -	\$ -	\$ 198,282
	2nd Ave	FSR	\$ 214,832	\$100,255	\$ -	\$ 128,899	\$ 57,289	\$ 501,275
	14th St	FSR	\$ 198,919	\$ 92,829	\$ -	\$ 29,838	\$ 53,045	\$ 374,630
	15th St	FSR	\$ 310,313	\$144,813	\$ -	\$ 46,547	\$ -	\$ 501,673
	15th St	FSR	\$ 135,265	\$ -	\$ 8,400	\$ -	\$ 36,071	\$ 179,735
	Sub-Total		\$2,040,426	\$337,897	\$101,542	\$ 205,284	\$176,404	\$2,861,554
2015	Unity Blvd	FSR	\$ 59,089	\$ 27,575	\$ -	\$ 8,863	\$ 15,757	\$ 111,285
	2nd Ave	FSR	\$ 84,413	\$ 39,393	\$ -	\$ 12,662	\$ 22,510	\$ 158,978
	3rd Ave	FSR	\$ 67,531	\$ 31,514	\$ -	\$ 10,130	\$ 18,008	\$ 127,182
	10th Ave	FSR	\$ 118,178	\$ 55,150	\$ -	\$ 17,727	\$ -	\$ 191,055
	3rd St	FSR	\$ 118,178	\$ -	\$ 6,000	\$ -	\$ -	\$ 124,178
	Sub-Total		\$ 447,390	\$153,632	\$ 6,000	\$ 49,382	\$ 56,275	\$ 712,679
Total Construction Cost			\$3,211,049	\$491,529	\$233,542	\$ 254,666	\$270,680	\$4,461,466
Contingency (10%)			\$ 321,105	\$ 49,153	\$ 23,354	\$ 25,467	\$ 27,068	\$ 446,147
Overhead (15%)			\$ 481,657	\$ 73,729	\$ 35,031	\$ 38,200	\$ 40,602	\$ 669,220
Total Project Cost			\$4,013,812	\$614,411	\$291,928	\$ 318,332	\$338,350	\$5,576,832

VIII. FINANCING AND ASSESSMENTS

The improvements as discussed in this report will be financed through assessments to benefiting properties, MS 429 Assessment Bonds, utility funds and enterprise fund revenues. The City is currently in the process of updating the existing assessment policy, but the City Council has indicated that for street and utility reconstruction project assessments will continue to be spread on a *per unit basis*.

The City's Assessment Policy describes the "assessable project cost" and total costs of the improvement including all necessary construction work, engineering, legal, administrative, financing, and other contingent costs.

In anticipation of the assessment process, the City contracted an appraiser to provide an estimate of "benefit" to residential and commercial properties provided by upgrading or replacing the roadways and utilities. The "benefit" as shown by the appraisers report indicates that adjustments to the City's assessment policies may be necessary. The Benefit Appraisal found that an improvement of the street abutting a residential property was estimated to provide a benefit between \$2,500 and \$6,800 for full reconstruction/reclamation and between \$1,300 and \$5,400 for mill/overlay per lot. Commercial properties were estimated to benefit between \$5,800 and \$6,100 for mill/overlay and reconstruction respectively. Benefits due to water and sewer utility improvements (if any) were included with the costs stated in the report for both residential and commercial properties within the reconstruction areas.

For the purposes of this report and as a starting point for City discussion, a range of proposed assessment rate structure (on a per unit basis) have been used to determine the project costs that will require financing based on the confines of the opinions provided in the Benefit Appraisal. Ultimately, the City Council will decide the final assessment amount at a later date. The proposed assessment categories and respective assessable per lot unit costs are shown below.

Proposed Assessment Rate Structure			
Improvement Category	Assessed Cost (Low)	Assessed Cost (High)	Notes
Street - Overlay Only	\$1,300	\$4,600	No aprons or curb
Street - Overlay With Curb	\$1,500	\$5,400	No aprons
Street - Mill & Overlay	\$1,300	\$4,600	No aprons or curb
Street - Mill & Overlay With Curb	\$1,500	\$5,400	No aprons
Street - Full Depth Reclamation	\$2,300	\$6,800	No aprons or curb
Street - Full Street Reconstruction	\$2,500	\$6,800	Includes concrete curb/gutter, concrete aprons, includes utilities

We estimate a total of 114 Equivalent Assessable Units for the 2013 project, 154 for the 2014 project, and 36 for the 2015 project.

Assessment Policy for Commercial & Industrial Lots

One of the options the City may want to consider is a multiplication factor which may be applied to the Per Unit assessment for properties which have a principal use described as multi-unit housing, commercial, or industrial. A majority of these lots are located within the Trunk Highway 61 corridor with a smattering of properties throughout the City.

These specific lot uses would be calculated using the "Per Unit Assessment Cost" times a multiplication factor (1, 1.5, or 2). This method takes into consideration the additional usage of the streets (larger vehicles, more frequent trips) as well as longer street frontages, and in some cases wider street sections.

Financing

The remaining portion of the project costs not covered by assessments of the benefiting properties will be funded by cash from enterprise/utility funds and through municipal bonding paid by tax levy contributions for the remainder. It is recommended that the City consult with their financial consultant to determine the best approach to the financing package, which may include excluding the sewer service repairs as an example. Exhibits 2A & 2B lists the benefiting properties on each street and project grouping, Exhibit 3 shows the locations of the respective properties. The draft assessment roll will be determined using the final project costs and will account for specific instances where water main, sewer main, or service lines are replaced.

The proposed assessment policy requires an Assessment Hearing be conducted after the project has been bid. This will allow for the most accurate calculation of the assessable project costs and remaining City costs based on the methods described above. Below is a chart outlining the remaining costs to be financed by the City based on the recommendations for the per unit assessments rates.

Estimated Financing Costs (Project Grouping)								
Project	Equiv. Assessable Units	Project Cost	Total Assessment (Low)	Percentage of Cost	City Bond or Fund Contribution	Total Assessment (High)	Percentage of Cost	City Bond or Fund Contribution
2013	114	\$1,109,042	\$ 178,200	16%	\$ 930,842	\$ 628,200	57%	\$ 480,842
2014	154	\$3,576,942	\$ 281,400	8%	\$3,295,542	\$ 879,000	25%	\$2,697,942
2015	36	\$ 890,849	\$ 90,000	10%	\$ 800,849	\$ 244,800	27%	\$ 646,049
Total	304	\$5,576,832	\$ 549,600	10%	\$5,027,232	\$1,752,000	39%	\$3,824,832

IX. NECESSITY AND COST-EFFECTIVENESS

The improvements proposed in this study are necessary for a number of reasons. The reconstruction of the streets provides the City with a cost-effective means of continuing the City's street improvement efforts and ensuring an adequate means of transportation for local residents. In addition to rehabilitating roadway pavements, the project will allow for the correction of existing drainage problems by increasing the cross-sectional crown and improving the conveyance of runoff with a concrete curb and gutter system in some cases. These improvements will provide a longer lasting street section needing less maintenance over time.

The watermain improvements are necessary due to under sized mains and deteriorating materials, water quality, potential leaks and risk to the public's health and welfare. The sanitary sewer system repairs will benefit the City and taxpayers by reducing the amount of inflow and infiltration into the system and subsequent costs related to flow surcharging during heavy rainstorms.

The proposed improvements constitute a project large enough to ensure a competitive bidding environment, economy of scale, and are deemed to be cost-effective. Based on

the information contained within this report, the proposed improvements as described can be considered to be necessary, cost-effective, and feasible from an engineering standpoint.

The proposed improvements discussed in this report are feasible from an engineering standpoint, necessary, and cost-effective.

X. PROJECT SCHEDULE

Project Schedule		
Task	Action	Date
1	Present memo to City Council discussing CIP and need to update assessment policy and standard of care that requires City obtain for appraisal report.	Jan. 3, 2013
2	Council Orders Appraisal Report of five to seven properties investigating "benefit" for Overlay, RIP Reconstruction (no Curb) and RIP reconstruct with curb.	Jan. 17, 2013
3	Council Reviews 1 st Draft of New Assessment Policy.	Jan. 17, 2013
4	Council Orders Feasibility Report all CIP projects (Preserves option to adjust scope before ordering preliminary hearing.)	Jan. 17, 2013
5	Council Receives Feasibility Report and schedules 3 neighborhood meetings.	Mar. 7, 2013
6	Council Receives Appraisal Report and considers cost viability of CIP projects. For 2013 CIP Projects (based on Appraiser's estimate of Benefits)	Mar. 7, 2013
7	Council holds three Neighborhood Meetings to discuss projects, schedule, appraisal of benefits and assessments.	Mar. 19, 2013
8	Council determines scope of 2013 CIP improvements and orders Improvement (Feasibility) Hearing(s).	Mar. 21, 2013
9	Improvement (Feasibility) Hearings.	April 16, 2013
10	Council considers property owner input and if appropriate Orders Project (requires 4/5 th vote), and plans and specifications (3/5 th vote).	April 18, 2013
11	Council receives amended feasibility report, sets date for neighborhood meeting	May 2, 2013
12	Council reviews construction plans and authorizes bidding, holds improvement hearing for 18th Street additions	May 16, 2013
13	Neighborhood Meetings to Review Plans with residents.	June 19, 2013
14	Bid Opening for Construction	June 27, 2013
15	Council Awards Construction Bid and Reviews Preliminary Assessment Roll and orders Assessment Hearing.	June 27, 2013
16	City Calls for the Sale of Bonds	July 18, 2013
17	Assessment Hearing(s)	July 31, 2013
18	Council Adopts Assessment Roll.	Aug. 1, 2013
19	Construction Starts	Aug. 5, 2013
20	City Awards the Bond Sale	Aug. 15, 2013
21	Construction Complete (depends on Project Scope).	Nov. 15, 2013
22	Assessment Roll Certified to Washington County Payable 2014 Taxes.	Nov. 21, 2013

XI. CONCLUSION & RECOMMENDATIONS

The total estimated project cost of the three projects, which includes several different combinations of roadway, storm sewer, sanitary sewer, sanitary sewer services, and watermain improvements as well as overhead and contingency cost is **\$5,576,832**. As previously stated, this cost may be financed through a combination of assessments to benefiting properties, enterprise, and assessment bonds.

It is recommended that this report be used as a guide for the layout, design, cost allocation, and project scheduling for the public improvements included with the 2012-15 Street Improvement Projects. It is further recommended that the owners of properties within the project limits be properly notified of the proposed improvement in order to provide public comment and input.

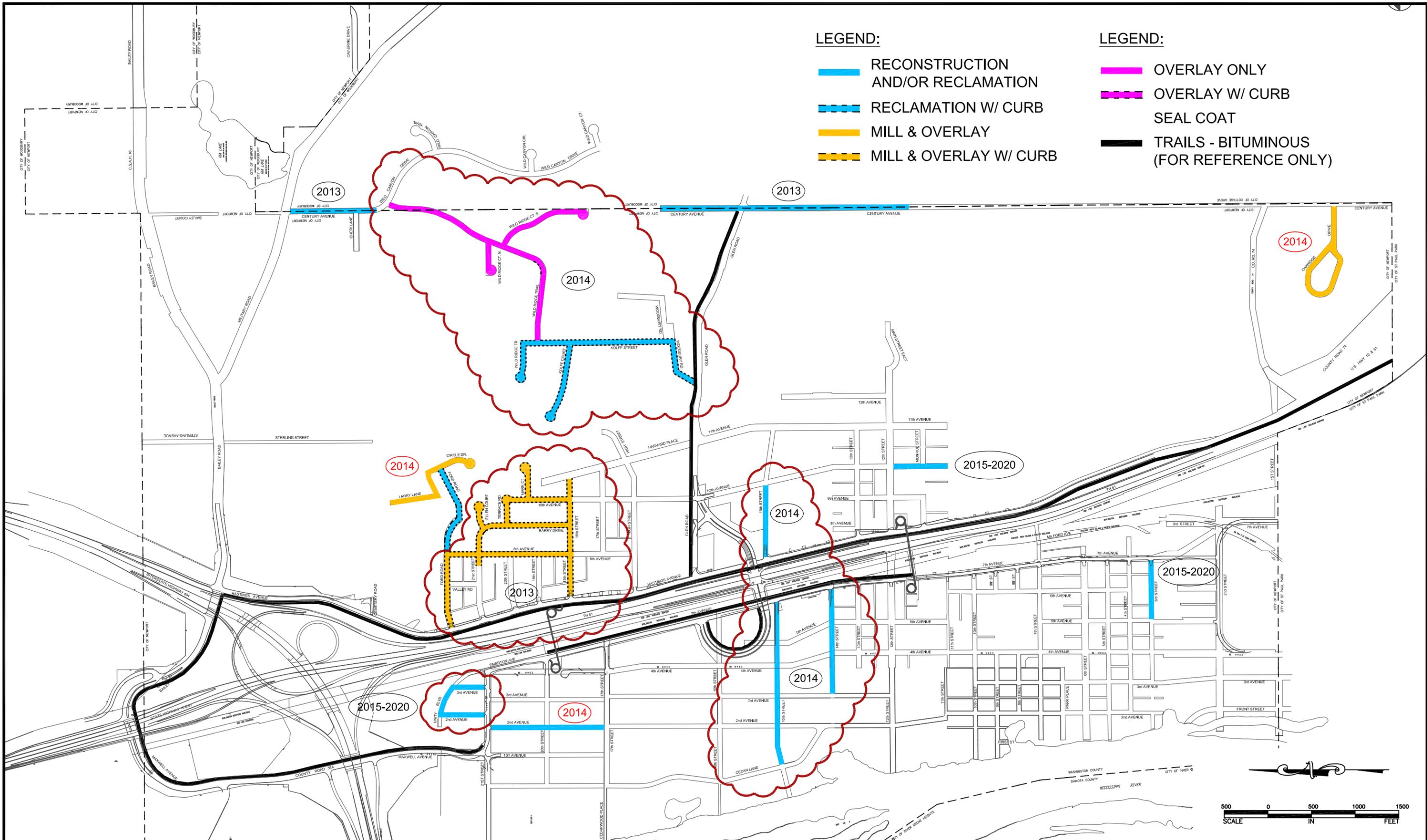
XII. EXHIBIT 1 – PROJECT AREA & AFFECTED STREETS

LEGEND:

-  RECONSTRUCTION AND/OR RECLAMATION
-  RECLAMATION W/ CURB
-  MILL & OVERLAY
-  MILL & OVERLAY W/ CURB

LEGEND:

-  OVERLAY ONLY
-  OVERLAY W/ CURB
-  SEAL COAT
-  TRAILS - BITUMINOUS (FOR REFERENCE ONLY)



XIII. EXHIBIT 2 – PROPOSED PRELIMINARY ASSESSMENT ROLL

City/State/Federal Property	At Cost
Commercial/Industrial Property	Assessed @ 1 X Single Unit
Residential Property - Multi Family	Single Unit Assessment
Residential Property - Single Family	Single Unit Assessment
Vacant Lot (Developable)	Single Unit Assessment
Added to Project	

PIN	BLDG NUM	STREET NAME	STREET TYPE	CITY	OWNER_NAME	OWN_ADD_L1	STREET
RECONSTRUCTION - TOTAL							87
RECLAMATION - TOTAL							8
MILL & OVERLAY							31
MILL & OVERLAY W/ CURB							117
OVERLAY ONLY							20
OVERLAY ONLY W/ CURB							40
GRAND TOTAL							303

CENTURY AVE

2502822140018	1801	CENTURY	AVE	CITY OF NEWPORT	OHRLEIN ALICE E	PO BOX 232	1
2502822140015	1811	CENTURY	AVE	CITY OF NEWPORT	STEWART DAVID A & SUSAN L	1811 CENTURY AVE	1
2502822140001	1851	CENTURY	AVE	CITY OF NEWPORT	LAUBER P CHARLES	1851 CENTURY AVE	1
2502822140017	1685	CHERI	LN	CITY OF NEWPORT	WTISKY JAMES P & CHERYL A	1685 CHERI LN	1
3602822410005	1033	CENTURY	AVE	CITY OF NEWPORT	BAILEY JOHN P TRS & PATRICK J BAILEY TRS	1325 BAILEY RD	1
3602822140006	1555	CENTURY	AVE	CITY OF NEWPORT	BURGY DEBRA L	1555 CENTURY AVE	1
3602822140002	1575	CENTURY	AVE	CITY OF NEWPORT	SIMDARS BRIAN & REBECCA	1575 CENTURY AVE	0
3602822110028	1635	CENTURY	AVE	CITY OF NEWPORT	BELL JEFFREY M & PATRICIA G	1635 CENTURY AVE	1
3602822110003	1645	CENTURY	AVE	CITY OF NEWPORT	POZZINI MARK G & VIRGINIA L	1645 CENTURY AVE	1
3602822110001	1695	CENTURY	AVE	CITY OF NEWPORT	RAU ANTHONY G & JULIA L	1695 CENTURY AVE	0
3602822140007	1695	GLEN	RD	CITY OF NEWPORT	PERKINS ALLEN J & ANITA M	1695 GLEN RD	0
3602822140001				CITY OF NEWPORT	BAILEY JOHN P TRS & PATRICK J BAILEY TRS	1325 BAILEY RD	0
3602822410001				CITY OF NEWPORT	BAILEY JOHN P TRS & PATRICK J BAILEY TRS	1325 BAILEY RD	0
3602822140004				CITY OF NEWPORT	CITY OF NEWPORT	596 7TH AVE	
TOTAL							8

LARRY LANE

2502822310032	2225	LARRY	LN	CITY OF NEWPORT	GNAN THOMAS D & ELLEN J	2225 LARRY LN	1
2502822310026	2230	LARRY	LN	CITY OF NEWPORT	LANGE KEITH J & KATHY JO	2230 LARRY LN	1
2502822310048				CITY OF NEWPORT	LANGE KEITH J & KATHY JO	2230 LARRY LN	0
2502822310023	2245	LARRY	LN	CITY OF NEWPORT	WILLIAMS JOEL D	2245 LARRY LN	1
2502822310020	2250	LARRY	LN	CITY OF NEWPORT	JENKINS RICHARD L & CECELIA F	2250 LARRY LN	1
2502822310022	2255	LARRY	LN	CITY OF NEWPORT	PICKERIGN EUGENE RUBEN	2255 LARRY LN	1
2502822310019	2262	LARRY	LN	CITY OF NEWPORT	STAHNKE HERBERT R TRS & CYNTHIA A NEU	2262 LARRY LN	1
TOTAL							6

CIRCLE DR

2502822310040	2150	CIRCLE	DR	CITY OF NEWPORT	RIEPE WILLIAM J & ROSELLA M	2150 CIRCLE DR	1
2502822310041	2154	CIRCLE	DR	CITY OF NEWPORT	HEMMERLING SABRINA	2154 CIRCLE DR	1
2502822310042	2158	CIRCLE	DR	CITY OF NEWPORT	MESSER JEROME C & JOAN S	2158 CIRCLE DR	1
2502822310043	2168	CIRCLE	DR	CITY OF NEWPORT	STARKS DENNIS R & LOIS L	2168 CIRCLE DR	1
2502822310044	2178	CIRCLE	DR	CITY OF NEWPORT	LIVINGSTON JAMES P	2178 CIRCLE DR	1
2502822310039	2179	CIRCLE	DR	CITY OF NEWPORT	JACOBSON SIGURD KARL EMIL & GRACE H J	2179 CIRCLE DR	1
2502822310038	2185	CIRCLE	DR	CITY OF NEWPORT	WIEBUSCH JOSEPH J & KATHLEEN M	2185 CIRCLE DR	1
2502822310045	2188	CIRCLE	DR	CITY OF NEWPORT	WITZEL GORDON R & DOROTHY L	2188 CIRCLE DR	1
2502822310037	2195	CIRCLE	DR	CITY OF NEWPORT	DONNELLY VERNON & LILAH	2195 CIRCLE DR	1
2502822310046	2198	CIRCLE	DR	CITY OF NEWPORT	SCHARNBERG GARY D & SHIRLEE	2198 CIRCLE DR	1
TOTAL							10

FORD RD

2502822320006	2204	HASTINGS	AVE	CITY OF NEWPORT	LONG THOMAS J JR	6939 LAMAR AVE S	1
2502822320012	2154	HASTINGS	AVE	CITY OF NEWPORT	MARTIN JOSEPH RE LLC	2154 HASTINGS AVE STE 100	1
2502822320012	2154	HASTINGS	AVE	CITY OF NEWPORT	MARTIN JOSEPH RE LLC	2154 HASTINGS AVE STE 100	1
2502822320008				CITY OF NEWPORT	MARTIN JOSEPH RE LLC	2154 HASTINGS AVE STE 100	0
2502822320009				CITY OF NEWPORT	MARTIN JOSEPH RE LLC	2154 HASTINGS AVE STE 100	0
2502822320010				CITY OF NEWPORT	MARTIN JOSEPH RE LLC	2154 HASTINGS AVE STE 100	0
2502822320011				CITY OF NEWPORT	MARTIN JOSEPH RE LLC	2154 HASTINGS AVE STE 100	0
2502822320024	770	FORD	RD	CITY OF NEWPORT	GILE NOREEN K	770 FORD RD	0
2502822320025				CITY OF NEWPORT	GILE NOREEN K	770 FORD RD	0
2502822320023	780	FORD	RD	CITY OF NEWPORT	KINGORE TROY E	780 FORD RD	1
2502822320022	790	FORD	RD	CITY OF NEWPORT	RICHARD THOMAS S	790 FORD RD	1
2502822310035	1090	FORD	RD	CITY OF NEWPORT	NARUSIEWICZ DONALD G & GERTR	1090 FORD RD	1
2502822310051	1100	FORD	RD	CITY OF NEWPORT	LANGE KEITH J & KATHY J	1100 FORD RD	1
2502822310050	1111	FORD	RD	CITY OF NEWPORT	LEWIS RANDAL	1111 FORD RD	1
2502822310016	1125	FORD	RD	CITY OF NEWPORT	ELLINGBOE SCOTT VICTOR	1125 FORD RD	1
2502822310027	801	FORD	RD	CITY OF NEWPORT	GERMANN KENNETH W & PATRICIA	801 FORD ST	1
2502822310028	815	FORD	RD	CITY OF NEWPORT	BAILEY MICHAEL K	815 FORD RD	1
2502822310029	821	FORD	RD	CITY OF NEWPORT	PHILLIPS NICOL	821 FORD RD	1
2502822310002	830	FORD	RD	CITY OF NEWPORT	PARTCH KENNETH J & ROSE M	830 FORD RD	1
2502822310003	850	FORD	RD	CITY OF NEWPORT	LINDEMANN LONNIE	850 FORD RD	1
2502822310030	853	FORD	RD	CITY OF NEWPORT	PIETSCH DANIEL & ROCHELLE	780 STERLING ST S	1
2502822310004	870	FORD	RD	CITY OF NEWPORT	BRANDT JIM	870 FORD RD	1
2502822310031	885	FORD	RD	CITY OF NEWPORT	CADOTTE ANTHONY J	885 FORD RD	1
2502822310033	955	FORD	RD	CITY OF NEWPORT	INGEMANN THOMAS J JR & MARILYN	955 FORD RD	1
2502822310036	970	FORD	RD	CITY OF NEWPORT	ELLIOTT RICHARD J & LAURIE D	PO BOX 194	1
TOTAL							19

8TH AVE

2502822330061	780	19TH	ST	CITY OF NEWPORT	MEVMAR LLC	9270 INVER GROVE TRL	1
2502822330082	785	20TH	ST	CITY OF NEWPORT	FRITZ/20TH PROPERTIES LLC	1362 GOODRICH AVE	2
2502822330083	1912	HASTINGS	AVE	CITY OF NEWPORT	FRITZ/HASTINGS PROPERTIES LLC	1362 GOODRICH AVE	0
2502822330071	785	18TH	ST	CITY OF NEWPORT	MELBY WILLIAM A	785 18TH ST	1
2502822340020	1830	8TH	AVE	CITY OF NEWPORT	BEAUMONT RICHARD & JANE	1830 8TH AVE	1
2502822340021	1850	8TH	AVE	CITY OF NEWPORT	JANNETTO JON M & JEAN A	1850 8TH AVE	1
2502822340022	1890	8TH	AVE	CITY OF NEWPORT	MICHELS TIMOTHY D	1890 8TH AVE	1
2502822340023	1930	8TH	AVE	CITY OF NEWPORT	HEATH-GRIFFIN KELLY	1930 8TH AVE	1
2502822340024	1950	8TH	AVE	CITY OF NEWPORT	STAMNESS ALICIA J	1950 8TH AVE	1
2502822340025	1960	8TH	AVE	CITY OF NEWPORT	NOWICKI KIM LAURENE	1960 8TH AVE	1
2502822340026	1970	8TH	AVE	CITY OF NEWPORT	BANASZEWSKI GARY K & PAMELA J	1970 8TH AVE	1
2502822340027	1990	8TH	AVE	CITY OF NEWPORT	THOMSEN JENNY	1990 8TH AVE	1
2502822340028	2070	8TH	AVE	CITY OF NEWPORT	HOWARD SCOTT E	2070 EIGHTH AVE	1
2502822340029	2080	8TH	AVE	CITY OF NEWPORT	VITULLO SHIRLENE M	2080 8TH AVE	1
2502822340005	2090	8TH	AVE	CITY OF NEWPORT	MARS JASON L	2090 8TH AVE	1
2502822310005	2120	8TH	AVE	CITY OF NEWPORT	COCHRAN BRENT S	2120 8TH AVE	1
2502822310001	2190	8TH	AVE	CITY OF NEWPORT	COSTIGAN LARRY M & LOIS E	2190 8TH AVE	1
TOTAL							17

BARRY DRIVE

2502822340037	1810	BARRY	DR	CITY OF NEWPORT	ANTHOLZ CHRISTOPHER	1810 BARRY DR	1
2502822340017	1829	BARRY	DR	CITY OF NEWPORT	WAGNER GREG S & BRENDA R	1829 BARRY DR	1
2502822340036	1830	BARRY	DR	CITY OF NEWPORT	HOPKINS RANDY W & JENNIFER M	1830 BARRY DR	1
2502822340016	1849	BARRY	DR	CITY OF NEWPORT	MOORE SANDRA J	1849 BARRY DR	1
2502822340035	1850	BARRY	DR	CITY OF NEWPORT	HICKEY RICHARD D & BONNIE J	1850 BARRY DR	1
2502822340015	1889	BARRY	DR	CITY OF NEWPORT	GJERTSON MARK G & SHERILYN R	1889 BARRY DR	1
2502822340034	1890	BARRY	DR	CITY OF NEWPORT	JOHNSON JEFFREY A & JODI L	1890 BARRY DR	1
2502822340014	1929	BARRY	DR	CITY OF NEWPORT	MOEN WENDI M & GARRETT M RENKEN	1929 BARRY DR	1
2502822340033	1930	BARRY	DR	CITY OF NEWPORT	CAVALIER DEBORAH A	1930 BARRY DR	1
2502822340013	1949	BARRY	DR	CITY OF NEWPORT	STRONG JOSHUA J	1949 BARRY DR	1
2502822340032	1950	BARRY	DR	CITY OF NEWPORT	ADELHELM GLORIA M	1950 BARRY DR	1
2502822340012	1959	BARRY	DR	CITY OF NEWPORT	LOVELL DAVID & DIANE M	1959 BARRY DR	1
2502822340011	1969	BARRY	DR	CITY OF NEWPORT	LUND MARK M	1969 BARRY DR	1
2502822340031	1970	BARRY	DR	CITY OF NEWPORT	BERG SCOTT E & STEPHANIE A	1970 BARRY DR	1
2502822340010	1989	BARRY	DR	CITY OF NEWPORT	SCHORN GREGORY S & JOAN A	1989 BARRY DR	1
2502822340030	1990	BARRY	DR	CITY OF NEWPORT	NARUSIEWICZ PATRICIA ANN	1990 BARRY DR	1
2502822340009	2069	BARRY	DR	CITY OF NEWPORT	OLSON JARVIS V & VICTORIA A	2069 BARRY DR	1
2502822340004	2070	BARRY	DR	CITY OF NEWPORT	INDYKIEWICZ STEVE & MIRANDA HILL	2070 BARRY DR	1
2502822340008	2079	BARRY	DR	CITY OF NEWPORT	TINUCCI MARK T & MORIDA D	6525 HADLEY AVE S	1
2502822340003	2080	BARRY	DR	CITY OF NEWPORT	ALMEN JASON	2080 BARRY DR	1
2502822340007	2083	BARRY	DR	CITY OF NEWPORT	TERRY ANGELA & JEFFREY	2083 BARRY DR	1
2502822310006	809	21ST	ST	CITY OF NEWPORT	LEE GORDON O & BEVERLY J	809 21ST ST	1
2502822310007	815	21ST	ST	CITY OF NEWPORT	MCINERNEY TIMOTHY B	815 21ST ST	1
2502822310052	817	21ST	ST	CITY OF NEWPORT	KABAT MICHELE & PATRICK	817 21ST ST	1
2502822340006	820	21ST	ST	CITY OF NEWPORT	KNAUFF ROBERT & JILL & JILL KNAUFF	820 21ST ST	1
TOTAL							25

21ST ST (WEST OF 8TH AVE)

2502822320028	765 21ST		ST	CITY OF NEWPORT	HACKEN ALVIN K & DEBORAH A	765 21ST ST	1
2502822320027				CITY OF NEWPORT	HACKEN ALVIN K & DEBORAH A	765 21ST ST	0
2502822320030	793 21ST		ST	CITY OF NEWPORT	MAILAND MARK S & DIANE L	793 21ST ST	1
2502822320031				CITY OF NEWPORT	MAILAND MARK S & DIANE L	793 21ST ST	0
2502822320029				CITY OF NEWPORT	MAILAND MARK S & DIANE L	793 21ST ST	0
2502822330030	794 21ST		ST	CITY OF NEWPORT	SAGSTETTER STEVE & RAVEN K	1418 SELBY AVE	1
2502822330032	780 21ST		ST	CITY OF NEWPORT	KIRCHNER TROY & JULIE	780 21ST ST	1
2502822330031	786 21ST		ST	CITY OF NEWPORT	KW REALTY INVESTORS LLC	9200 PARK AVE	1
TOTAL							5

ELLEN COURT

2502822310011	905	ELLEN	CT	CITY OF NEWPORT	VANDERBILT TONY L	905 ELLEN CT	1
2502822310012	925	ELLEN	CT	CITY OF NEWPORT	MITCHELL DENNIS P & TAMARA L	925 ELLEN CT	1
2502822340039	930	ELLEN	CT	CITY OF NEWPORT	HAUGAN JOSEPH S	930 ELLEN CT	1
2502822310013	945	ELLEN	CT	CITY OF NEWPORT	BIBEAU RICHARD C & JUDY A	945 ELLEN CT	1
2502822340038	950	ELLEN	CT	CITY OF NEWPORT	FOTT RICHARD A	11228 WEST RIVER RD	1
2502822310014	965	ELLEN	CT	CITY OF NEWPORT	RYAN ROBERT W & CHRISTINE A	965 ELLEN CT	1
2502822310015	970	ELLEN	CT	CITY OF NEWPORT	DOMBROCK TODD	970 ELLEN CT	1
TOTAL							7

TERRACE RD

2502822340044				CITY OF NEWPORT	MARK COURT LLC	1932 10TH AVE # 1	0
2502822340064				CITY OF NEWPORT	MARK COURT LLC	1932 10TH AVE # 1	0
2502822340043				CITY OF NEWPORT	MARK COURT LLC	1932 10TH AVE # 1	3
2502822340042	1003	TERRACE	RD	CITY OF NEWPORT	STREMICK NATHAN E	1003 TERRACE RD	1
2502822340040	915	TERRACE	RD	CITY OF NEWPORT	VANG E	915 TERRACE RD	1
2502822340041	935	TERRACE	RD	CITY OF NEWPORT	STRICKLAND JONELL MARIE	935 TERRACE RD	1
TOTAL							6

10TH AVE (NORTH OF 18TH)

2502822340063	1810	10TH	AVE	CITY OF NEWPORT	NILIUS JOEL & REBEKAH	1810 10TH AVE	1
2502822340073	1815	10TH	AVE	CITY OF NEWPORT	JACKSON ROBERT A & JUDITH C	1815 10TH AVE	1
2502822340062	1830	10TH	AVE	CITY OF NEWPORT	PACKER SANDRA	1830 10TH AVE	1
2502822340072	1835	10TH	AVE	CITY OF NEWPORT	HABBENA RYAN D & JENNY E	1835 10TH AVE	1
2502822340061	1850	10TH	AVE	CITY OF NEWPORT	ZACHARIASON INVESTMENTS LLC	21707 COZY COVE RD	1
2502822340071	1855	10TH	AVE	CITY OF NEWPORT	WHITE ROBERT A & PATRICIA A	1855 10TH AVE	1
2502822340060	1870	10TH	AVE	CITY OF NEWPORT	GOEN NATHAN	1870 10TH AVE	1
2502822340070	1875	10TH	AVE	CITY OF NEWPORT	GRUBE TERI L	1875 10TH AVE	1
2502822340059	1890	10TH	AVE	CITY OF NEWPORT	DAVIS ROBERT W	1890 10TH AVE	1
2502822340069	1895	10TH	AVE	CITY OF NEWPORT	FINCEL GARY C & DORENE A	1895 10TH AVE	1
2502822340047	1902	10TH	AVE	CITY OF NEWPORT	FLORES RICARDO J & DEBORAH A	3722 YORK CIR	1
2502822340068	1905	10TH	AVE	CITY OF NEWPORT	JACKSON BRIAN J & LYNN A	1905 10TH AVE	1
2502822340046	1910	10TH	AVE	CITY OF NEWPORT	BABCOCK LOIS	1910 10TH AVE	1
2502822340045	1920	10TH	AVE	CITY OF NEWPORT	AGUIRRE RICHARD PETER	1920 10TH AVE	1
2502822340067	1925	10TH	AVE	CITY OF NEWPORT	HANSEN PAUL E & MOENKE MARY J	1925 10TH AVE	1
2502822340066	1945	10TH	AVE	CITY OF NEWPORT	LEONARD MICHAEL J	1945 10TH AVE	1
TOTAL							16

MARK CT

2502822340058	1102	MARK	CT	CITY OF NEWPORT	SCHUSTER DUANE A & CAROLYN L	1102 MARK CT	1
2502822340048	1105	MARK	CT	CITY OF NEWPORT	MARK COURT LLC	1932 10TH AVE # 1	
2502822340057	1120	MARK	CT	CITY OF NEWPORT	ZELAYA WILLIAM A & CORAL G	1120 MARK CT	1
2502822340050	1125	MARK	CT	CITY OF NEWPORT	MARK COURT LLC	1932 10TH AVE # 1	1
2502822340056	1130	MARK	CT	CITY OF NEWPORT	MURRAY LYNN F & SHARON K	1130 MARK CT	1
2502822340100	1140	MARK	CT	CITY OF NEWPORT	HARRIMAN GERALD E & PAULA A	1140 MARK CT	1
2502822340053				CITY OF NEWPORT	MARK COURT LLC	1932 10TH AVE # 1	0
2502822340043	1922	10TH	AVE	CITY OF NEWPORT	MARK COURT LLC	1932 10TH AVE # 1	0
2502822340051				CITY OF NEWPORT	MARK COURT LLC	1932 10TH AVE # 1	1
2502822340052				CITY OF NEWPORT	MARK COURT LLC	1932 10TH AVE # 1	1
2502822340065				CITY OF NEWPORT	MARK COURT LLC	1932 10TH AVE # 1	1
2502822340049				CITY OF NEWPORT	MARK COURT LLC	1932 10TH AVE # 1	0
TOTAL							8

18TH ST

2502822340088	812	18TH	ST	CITY OF NEWPORT	BILD JULIA	812 18TH ST	1
2502822340086				CITY OF NEWPORT	BILD JULIA	812 18TH ST	0
2502822340087				CITY OF NEWPORT	BILD JULIA	812 18TH ST	0
2502822340019	825	18TH	ST	CITY OF NEWPORT	MURPHY STEVEN T & DAWN	825 18TH ST	1
2502822340018	875	18TH	ST	CITY OF NEWPORT	ALSIDES ABEL & DELORES B	455 6TH AVE	1
2502822340085				CITY OF NEWPORT	VICK CHRIS R & MELISSA A	880 18TH ST	0
2502822340084	880	18TH	ST	CITY OF NEWPORT	VICK CHRIS R & MELISSA A	880 18TH ST	1
2502822340083	900	18TH	ST	CITY OF NEWPORT	RANTALA JOHN	900 18TH ST	1
2502822340099	950	18TH	ST	CITY OF NEWPORT	KNUTSON BRADLEY S		1
2502822340078	1799	10TH	AVE	CITY OF NEWPORT	JACOBSSON JONI CAROL	1799 10TH AVE	1
2502822330068		18TH	ST	APPLE VALLEY	RECHTZIGEL GENE A	6533 160TH ST W	0
2502822330069	745	18TH	ST	CITY OF NEWPORT	HAPPEL WALTER J & JITTRA W	745 18TH STS	1
2502822330074	760	18TH	ST	CITY OF NEWPORT	TINUCCI BROS REST HOLDINGS LLC	396 21ST ST	1
2502822330070	765	18TH	ST	CITY OF NEWPORT	SMITH ERIC V & SHARON K	765 18TH ST	1
2502822330073	784	18TH	ST	CITY OF NEWPORT	URBANO SR FRANCISCO & DEABRA K	784 18TH ST	1
2502822330072	1791	8TH	AVE	CITY OF NEWPORT	BERG PATRICIA J	1791 8TH AVE	1
2502822340002	1810	11TH	AVE	CITY OF NEWPORT	SWANLUND HOWARD W TRS	1810 11TH AVE	1
2502822340076	1020	18TH	ST	CITY OF NEWPORT	MANNING BONITA K	1020 18TH ST	1
TOTAL							14

OAKRIDGE DRIVE

0102722410001				CITY OF NEWPORT	RUMPCA RAYMOND E & CAROL J	95 OAKRIDGE DR	1
0102722410003	25	OAK RIDGE	DR	CITY OF NEWPORT	CONNERS THOMAS W & HOLLY J	25 OAKRIDGE DR	1
0102722410002	11	OAKRIDGE	DR	CITY OF NEWPORT	HOFFMAN MICHAEL S & MICHELLE	11 OAKRIDGE DR	1
0102722410014	18	OAKRIDGE	DR	CITY OF NEWPORT	THOMPSON PETER & VIRGINIA-TRUS	18 OAKRIDGE DR	1
0102722410013	32	OAKRIDGE	DR	CITY OF NEWPORT	PLOMBON MICHAEL W & LORI A	32 OAKRIDGE DR	1
0102722410004	39	OAKRIDGE	DR	CITY OF NEWPORT	ANDERSEN BRIAN A & MICHAELA K	39 OAKRIDGE DR	1
0102722410012	50	OAKRIDGE	DR	CITY OF NEWPORT	BURICH RANDAL & JENNIFER S	50 OAKRIDGE DR	1
0102722410005	53	OAKRIDGE	DR	CITY OF NEWPORT	SCHMIDT SHANNON K	53 OAKRIDGE DR	1
0102722410015	6	OAKRIDGE	DR	CITY OF NEWPORT	BAUER DONALD K TRS & THERESA R BAUER	6 OAKRIDGE DR	1
0102722410011	60	OAKRIDGE	DR	CITY OF NEWPORT	RUMPCA MATTHEW E & ROSS KARI L	60 OAKRIDGE DR	1
0102722410006	67	OAKRIDGE	DR	CITY OF NEWPORT	KLEVEN DANIEL L & ROSEMARY A	67 OAKRIDGE DR	1
0102722410010	74	OAKRIDGE	DR	CITY OF NEWPORT	ANDERSON JEFFREY M & CAROL J	74 OAKRIDGE DR	1
0102722410007	81	OAKRIDGE	DR	CITY OF NEWPORT	CARLSON TODD M & DIANE M	81 OAKRIDGE DR	1
0102722410009	88	OAKRIDGE	DR	CITY OF NEWPORT	INMAN JAMES S & ANITA M	88 OAKRIDGE DR	1
0102722410008	95	OAKRIDGE	DR	CITY OF NEWPORT	RUMPCA RAYMOND E & CAROL J	95 OAKRIDGE DR	1
TOTAL							15

WILD RIDGE CT S

2502822440019	1620	WILD RIDGE	CT	CITY OF NEWPORT	NEWMAN EDMUND C & MARY A	1620 WILD RIDGE CT S	1
2502822440026	1625	WILD RIDGE	CT	CITY OF NEWPORT	KOEHLER MICHAEL J & LYNN M	1625 WILD RIDGE CT S	1
2502822440020	1630	WILD RIDGE	CT	CITY OF NEWPORT	KOBE JAMES J & JANICE H	1630 WILD RIDGE CT	1
2502822440027	1635	WILD RIDGE	CT	CITY OF NEWPORT	SMITH GAYLE L & JERROLD L	1635 WILDRIDGE CT S	1
2502822440021	1640	WILD RIDGE	CT	CITY OF NEWPORT	SCHEIDNES PHILIP J & GLORIA	1640 WILD RIDGE CT S	1
2502822440022	1650	WILD RIDGE	CT	CITY OF NEWPORT	WETZELS SERGE & ANNA	1650 WILD RIDGE CT S	1
2502822440023	1660	WILD RIDGE	CT	CITY OF NEWPORT	WESCHCKE CARL L & SANDRA K	1660 WILD RIDGE CT S	1
2502822440024	1670	WILD RIDGE	CT	CITY OF NEWPORT	FEDERAL NATIONAL MORTGAGE ASSOCIATI	14221 DALLAS PKWY #1000	1
2502822440025	1680	WILD RIDGE	CT	CITY OF NEWPORT	TESTER JACK	1680 WILD RIDGE CT S	1
TOTAL							9

WILD RIDGE CT N

2502822440013	1520	WILD RIDGE	CT	CITY OF NEWPORT	HARDEN DOUGLAS G & THERESA A	1355 GENEVA AVE N # 100	1
2502822440012	1530	WILD RIDGE	CT	CITY OF NEWPORT	STROWBRIDGE JOHN	4464 FIORE BELLA BLVD	1
2502822440011	1540	WILD RIDGE	CT	CITY OF NEWPORT	ADAM JEREMY H & AMBER G	1540 WILD RIDGE CT N	1
2502822440010	1550	WILD RIDGE	CT	CITY OF NEWPORT	AGUILAR DOWNING KATHRYN B & THOMAS	1550 WILD RIDGE CT	1
TOTAL							4

WILD RIDGE (CT)

2502822430030	1345	WILD RIDGE	TRL	CITY OF NEWPORT	MUYSKENS STEPHEN G & NANCY J	1345 WILDRIDGE TRL	1
2502822430029	1335	WILD RIDGE	TRL	CITY OF NEWPORT	KIRK DANIEL EDWARD & PAMELA	1335 WILD RIDGE TRL	1
2502822430028	1295	WILD RIDGE	TRL	CITY OF NEWPORT	PRESTEGAARD MATTHEW B & JENNIFER R P	1295 WILD RIDGE TRL	1
2502822430027	1285	WILD RIDGE	TRL	CITY OF NEWPORT	JOERGER RICHARD & PAULA	1285 WILD RIDGE TRL	1
2502822430026	1275	WILD RIDGE	TRL	CITY OF NEWPORT	VANWYCHEN MARGUERITE P	1275 WILD RIDGE TRL	1
2502822430025	1265	WILD RIDGE	TRL	CITY OF NEWPORT	GOULD KENNETH C & MARY K	1265 WILDRIDGE TRL	1
2502822430023	1270	WILD RIDGE	TRL	CITY OF NEWPORT	HOFFA JOEL R & JUNE M	1270 WILD RIDGE TRL	1
2502822430022	1280	WILD RIDGE	TRL	CITY OF NEWPORT	LINDOO SUSAN J & WOLESKY & MICHAEL R	1280 WILDRIDGE TRL S	1
TOTAL							8

WILD RIDGE TRAIL

2502822440018	1530	WILD RIDGE	TRL	CITY OF NEWPORT	RADCLIFFE MARC & CONNELLY C C & CATHE	1530 WILDRIDGE TRL	1
2502822440007	1355	WILD RIDGE	TRL	CITY OF NEWPORT	WRIGHT THOMAS C & BRENDA M	1355 WILD RIDGE TRL	1
2502822440014	1420	WILD RIDGE	TRL	CITY OF NEWPORT	GRAVES ROBERT W & BETH M	1420 WILD RIDGE TRL	1
2502822440016	1430	WILD RIDGE	TRL	CITY OF NEWPORT	BRYANT JOINT REV TRS AGR 11/22/2011	1430 WILD RIDGE TRL	1
2502822440015				CITY OF NEWPORT	BRYANT SANDY M & BARBARA A & SUSAN J	1430 WILD RIDGE TRL	0
2502822440008	1435	WILD RIDGE	TRL	CITY OF NEWPORT	MOORE BARBARA M	1435 WILD RIDGE TRL	1
2502822440017	1520	WILD RIDGE	TRL	CITY OF NEWPORT	ALBRECHT SUSAN J	1520 WILD RIDGE TRL	1
2502822440009	1535	WILD RIDGE	TRL	CITY OF NEWPORT	THIELE JOHN L	1535 WILD RIDGE TRL	1
TOTAL							7

KOLFF CT

2502822430024	1271	WILD RIDGE	TRL	CITY OF NEWPORT	VANVOORST ANGELA M & KEVIN L	1271 WILDRIDGE TRL	1
2502822430016	1240	KOLFF	CT	CITY OF NEWPORT	BUTTERY HOWARD J	1240 KOLFF CT	1
2502822430018	1245	KOLFF	CT	CITY OF NEWPORT	ANDERSON DAVID & RUTH	1245 KOLFF CT	1
2502822430017	1250	KOLFF	CT	CITY OF NEWPORT	NIEBUHR ROBERT H	1250 KOLFF CT	1
2502822430015	1260	KOLFF	CT	CITY OF NEWPORT	SCHWEIHS RUSSELL P	1260 KOLFF CT	1
2502822430019	1265	KOLFF	CT	CITY OF NEWPORT	ANDERSON ROBERT W & JANICE A	1265 KOLFF CT	1
2502822430013	1270	KOLFF	CT	CITY OF NEWPORT	ROBINSON JEFFREY C & BEVERLY	1270 KOLFF CT	1
2502822430020	1275	KOLFF	CT	CITY OF NEWPORT	PARSEKAR ABHIJIT J & JENNIFER A PARSEKA	1275 KOLFF CT	1
2502822430012	1280	KOLFF	CT	CITY OF NEWPORT	BERN STEVEN A & MARI K	1280 KOLFF CT	1
2502822430021	1285	KOLFF	CT	CITY OF NEWPORT	GONZALEZ HERMAN & JILL	1285 KOLFF CT	1
2502822430004	1295	KOLFF	CT	CITY OF NEWPORT	THOEMKE RUSSELL G & SHELLY J	1295 KOLFF CT	1
TOTAL							11

KOLFF ST

3602822120009	1685	KOLFF	ST	CITY OF NEWPORT	VOLLER VIRGIL A & LEONA M	1685 KOLFF ST	1
3602822110025	1690	KOLFF	ST	CITY OF NEWPORT	STREGE DONALD A	1690 KOLFF ST	1
3602822120021				CITY OF NEWPORT	STREGE DONALD A	1690 KOLFF ST	1
3602822120007	1695	KOLFF	ST	CITY OF NEWPORT	SMITH MATTHEW A & ERIN M	1695 KOLFF ST	1
3602822120020	1698	KOLFF	ST	CITY OF NEWPORT	LESSARD JENNIFER A & ROMNES C & CARRI	PO BOX 222	1
3602822120002	1675	KOLFF	RD	CITY OF NEWPORT	BROWN KIM L	1675 KOLFF RD	1
3602822120003	1775	KOLFF	ST	CITY OF NEWPORT	AKERS JONATHAN R	1775 KOLFF ST	1
2502822430002	1800	KOLFF	ST	CITY OF NEWPORT	BAILEY DUANE D & DESIREE F	1800 KOLFF ST	1
2502822430008	1817	KOLFF	ST	CITY OF NEWPORT	YANGXIAVUA CURTIS & MICHELLE YANG	1817 KOLFF ST	1
2502822430031	1820	KOLFF	ST	CITY OF NEWPORT	JACOBSON LIV TRS 11/09/12	1820 KOLFF ST	1
2502822430001	1821	KOLFF	ST	CITY OF NEWPORT	PAWLIK ROBERT C & N SHIRLEY	1821 KOLFF ST	1
2502822430007	1830	KOLFF	ST	CITY OF NEWPORT	MURPHY TIMOTHY P & LINDA L	1830 KOLFF ST	1
2502822430010	1900	KOLFF	ST	CITY OF NEWPORT	WINCENTSEN MARK D & KARYN E	1900 KOLFF ST	1
2502822430011	1911	KOLFF	ST	CITY OF NEWPORT	WAMSTAD BRUCE L & LORI A	1911 KOLFF ST	1
2502822430005	1921	KOLFF	ST	CITY OF NEWPORT	ELLNER PATRICK S & MIRENDA A M	1921 KOLFF ST	1
TOTAL							15

WOODBURY RD

3602822120019				CITY OF NEWPORT	CITY OF NEWPORT	596 7TH AVE	
3602822120012	1290	WOODBURY	RD	CITY OF NEWPORT	LORENCE RITA A & STEWART K J	1290 WOODBURY RD	1
3602822120011	1294	WOODBURY	RD	CITY OF NEWPORT	GERHARDS HERBERT & IRMGARD	1294 WOODBURY RD	1
3602822120005	1296	WOODBURY	RD	CITY OF NEWPORT	ZENNER DAVID A	1296 WOODBURY RD	1
3602822120006	1300	WOODBURY	RD	CITY OF NEWPORT	SIERAKOWSKI ROBERT RICHARD	1300 WOODBURY RD	1
3602822120008	1310	WOODBURY	RD	CITY OF NEWPORT	MICKELSON HILDING I & YVONNE	1310 WOODBURY RD	1
3602822120018	1650	WOODBURY	RD	CITY OF NEWPORT	WAMSTAD SHIRLEY K	1650 WOODBURY RD	1
3602822120022	1651	WOODBURY	RD	CITY OF NEWPORT	PULLEY MICHAEL T & KIMBERLY	1651 WOODBURY RD	0
3602822120013	1195	GLEN	RD	CITY OF NEWPORT	PHAN SERINA Y	1195 GLEN RD	0
3602822120024	1315	GLEN	RD	CITY OF NEWPORT	SYDNES BRIAN & ANGELA	1315 GLEN RD	0
3602822120031	1317	GLEN	RD	CITY OF NEWPORT	BROWN STEVEN J	1317 GLEN RD	0
3602822120032	1325	GLEN	RD	CITY OF NEWPORT	ZACCARDI KURT D	1325 GLEN RD	0
TOTAL					2013-15 STREET IMPROVEMENT PROJECT CITY OF NEWPORT		6

14TH STREET

3502822410003	1380	3RD	AVE	CITY OF NEWPORT	KASTEN CHRISTOPHER & YATES D	1380 3RD AVE	1
3502822140085	1412	3RD	AVE	CITY OF NEWPORT	KNYPHAUSEN RICHARD J & WILLA L	1412 3RD AVE	1
3502822140086	351	14TH	ST	CITY OF NEWPORT	THE PHOENIX RESIDENCE INC	330 MARIE AVE E	1
3502822140020	361	14TH	ST	CITY OF NEWPORT	BERKHOEL DENNIS A & CLARE M	7469 98TH ST S	1
3602822320107	1392	4TH	AVE	CITY OF NEWPORT	DRIGANS DONALD K & MARY A	1637 DAYTON AVE	0
3602822320092	1395	4TH	AVE	CITY OF NEWPORT	WIEBUSCH JENNA	2185 CIRCLE DR	0
3602822230033	1406	4TH	AVE	CITY OF NEWPORT	OLSON DAVID H & ROBIN A	1406 4TH AVE	0
3602822230001	1421	4TH	AVE	CITY OF NEWPORT	ZACCARDI BRIDGET	1421 4TH AVE	0
3602822230034	499	14TH	ST	CITY OF NEWPORT	MARCH JOSEPH P	499 14TH ST	1
3602822320043	1350	5TH	AVE	CITY OF NEWPORT	ZADDACK JAMES W & KAY M	1350 5TH AVE	1
3602822320106	1389	5TH	AVE	CITY OF NEWPORT	NIELSEN SCOTT K & IVY J	PO BOX 95	1
3602822320109	1375	7TH	AVE	CITY OF NEWPORT	WATSON'S ROCHESTER DISPOSAL	309 COMO AVE	0
3602822230040	1545	7TH	AVE	CITY OF NEWPORT	WATSON'S ROCHESTER DISPOSAL	309 COMO AVE	0
TOTAL							7

15TH STREET (WEST OF TH 61)

3502822140087	1482	CEDAR	LN	CITY OF NEWPORT	HUMPHREY KELLY E	1482 CEDAR LN	1
3502822140055	1510	CEDAR	LN	CITY OF NEWPORT	GAROT MATTHEW T & TOMILYN	1510 CEDAR LN	1
3502822140046	165	15TH	ST	CITY OF NEWPORT	FIHN TIMOTHY M & TERESA M	165 15TH ST	1
3502822140027	1482	2ND	AVE	CITY OF NEWPORT	PAVEK STEVEN R & LAURIE A	1482 2ND AVE S	1
3502822140050	1495	2ND	AVE	CITY OF NEWPORT	ANDERSON TODD & DEENA	975 65TH AVE	1
3502822140047	1511	2ND	AVE	CITY OF NEWPORT	POLSON CRAIG A	1511 2ND AVE	1
3502822140032	219	15TH	ST	CITY OF NEWPORT	VO SON T & HA	219 15TH ST	1
3502822140013	1490	3RD	AVE	CITY OF NEWPORT	BOOTH RICHARD A JR & SANDRA K	1111 FORD RD	1
3502822140028	1493	3RD	AVE	CITY OF NEWPORT	BROCKMAN HEATHER J & ADAM M WINN	1493 3RD AVE	1
3502822140030	1515	3RD	AVE	CITY OF NEWPORT	SCHOTTMULLER KAREN L	1515 THIRD AVE	1
3502822140011	323	15TH	ST	CITY OF NEWPORT	KARAS ROD & BONNIE	323 15TH ST	1
3502822140010	333	15TH	ST	CITY OF NEWPORT	WALLIS KIRK H	333 15TH ST	0
3502822140012	388	15TH	ST	CITY OF NEWPORT	MEREDYK KEVIN E	388 15TH ST	0
3602822230027	1492	4TH	AVE	CITY OF NEWPORT	CLEMENS CHRISTOPHER	1492 4TH AVE	0
3602822230009	1508	4TH	AVE	CITY OF NEWPORT	MN DEPT OF TRANSPORTATION	395 JOHN IRELAND BLVD	0
TOTAL							11

15TH STREET (EAST OF TH 61)

3602822240069	1490	HASTINGS	AVE	CITY OF NEWPORT	1490 HASTINGS LMTD PARTNERSHIP & ATTI	396 21ST ST	0
3602822240068	1508	HASTINGS	AVE	CITY OF NEWPORT	STATE OF MN-DOT & MAILSTOP 631(DP)	395 JOHN IRELAND BLVD	0
3602822240118	1503	BLUESTEM	LN	CITY OF NEWPORT	ASHORGURAY ASHOR & FATOUMA JAMA	1503 BLUESTEM LN	1
3602822240050	900	15TH	ST	CITY OF NEWPORT	NEWPORT LUTHERAN CHURCH	900 15TH ST	1
3602822240103	905	15TH	ST	CITY OF NEWPORT	CHAI PA & VA YANG	905 15TH ST	1
3602822240102	907	15TH	ST	CITY OF NEWPORT	THAO YEE LENG & BEE YANG	907 15TH ST	1
3602822240101	911	15TH	ST	CITY OF NEWPORT	VANG YOUA & KA LEE	911 15TH ST	1
3602822240055	1499	10TH	AVE	CITY OF NEWPORT	MOODY BENJAMIN G	1499 10TH AVE	1
3602822240100	1505	10TH	AVE	CITY OF NEWPORT	RANDLE TAMMY L	1505 10TH AVE	1
TOTAL							7

UNITY BLVD

2602822410025				CITY OF NEWPORT	BLUE RIVER PROP LLP	3725 BURGUNDY DR	0
2602822410026				CITY OF NEWPORT	BLUE RIVER PROP LLP	3725 BURGUNDY DR	0
TOTAL							0

2ND AVE (NORTH OF 21ST ST)

2602822410016	245	21ST	ST	CITY OF NEWPORT	TINUCCI BROS REST HOLDINGS LLC	396 21ST ST	0
2602822410017				CITY OF NEWPORT	TINUCCI BROS REST HOLDINGS LLC	396 21ST ST	0
2602822410015				CITY OF NEWPORT	CASTILLO SHIRLEY	2123 2ND AVE	0
2602822410014				CITY OF NEWPORT	CASTILLO SHIRLEY	2123 2ND AVE	0
2602822410013	2123	2ND	AVE	CITY OF NEWPORT	CASTILLO SHIRLEY	2123 2ND AVE	1
2602822410018	2120	2ND	AVE	CITY OF NEWPORT	BAUER WAYNE H	9945 TAMARACK CV	1
2602822410012	2131	2ND	AVE	CITY OF NEWPORT	WILSON LINES OF MINNESOTA INC	2131 2ND AVE	1
2602822410019	2148	2ND	AVE	CITY OF NEWPORT	LOISELLE DAN	2148 2ND AVE	1
2602822410020	2156	2ND	AVE	CITY OF NEWPORT	BETO DUANE T & JEFF HENDRICKSON	75 DOUGLAS ST	1
2602822410010	2163	2ND	AVE	CITY OF NEWPORT	BETO DUANE T & SANDRA	75 DOUGLAS ST	1
2602822410022	2182	2ND	AVE	CITY OF NEWPORT	BALL MICHAEL J	2182 2ND AVE	1
2602822410007	2189	2ND	AVE	CITY OF NEWPORT	MCCRORY JAMES & JENNIFER	2189 2ND AVE	1
2602822410023	2190	2ND	AVE	CITY OF NEWPORT	HINTZ ROBERT D & EMILY	W1555 HIGHWAY 63 S	1
2602822410006	2193	2ND	AVE	CITY OF NEWPORT	STANGELAND GERALD	2193 2ND AVE	1
2602822410024				CITY OF NEWPORT	HINTZ ROBERT D & EMILY	W1555 HIGHWAY 63 S	0
TOTAL							10

2ND AVE (BETWEEN 17TH ST & 21ST ST)

2602822440106	1710	2ND	AVE	CITY OF NEWPORT	STANFORD FREDRICK J & JODY A HILDEN	1710 2ND AVE	1
2602822440084	1711	2ND	AVE	CITY OF NEWPORT	LENZ KELLY	1711 2ND AVE	1
2602822440083	1723	2ND	AVE	CITY OF NEWPORT	SMITH JAMES R	1723 2ND AVE	1
2602822440107	1740	2ND	AVE	CITY OF NEWPORT	GROCHOW JOSHUA M	1740 2ND AVE	1
2602822440082	1745	2ND	AVE	CITY OF NEWPORT	WRIGHT LARRIE G & GLORIA R	8200 HADLEY AVE S APT 317	1
2602822440081	1767	2ND	AVE	CITY OF NEWPORT	ROSE RANDY L	1767 2ND AVE	1
2602822440108	1750	2ND	AVE	CITY OF NEWPORT	STOKKE CRAIG & DIANE E	1750 2ND AVE	1
2602822440109				CITY OF NEWPORT	STOKKE CRAIG & DIANE E	1750 2ND AVE	0
2602822440110				CITY OF NEWPORT	LUND TERANCE R & BEVERLY A	1790 2ND AVE	0
2602822440111	1790	2ND	AVE	CITY OF NEWPORT	LUND TERANCE R & BEVERLY A	1790 2ND AVE	1
2602822440080	1789	2ND	AVE	CITY OF NEWPORT	JACOBY JOHN M	1789 2ND AVE	1
2602822440079	1809	2ND	AVE	CITY OF NEWPORT	GROCHOW CARROLL K & SANDRA	1809 2ND AVE	1
2602822440112	1810	2ND	AVE	CITY OF NEWPORT	SCORE DUANE D & RUTH A	1810 2ND AVE	1
2602822440113	1826	2ND	AVE	CITY OF NEWPORT	SCORE LAVERNE H	1826 2ND AVE	1
2602822440078	1827	2ND	AVE	CITY OF NEWPORT	GREENE CLARENCE E JR & PEGGY	1827 2ND AVE	1
2602822440077	1845	2ND	AVE	CITY OF NEWPORT	BUSHINGER KARNETH M	1845 SECOND AVE	1
2602822440114	1846	2ND	AVE	CITY OF NEWPORT	SPAUDING JOHN H & PENELOPE	1846 2ND AVE	1
2602822440076	1867	2ND	AVE	CITY OF NEWPORT	RUMPZA TERRANCE Q & AIMEE K	9118 INDIAN BLVD S	1
2602822440115	1868	2ND	AVE	CITY OF NEWPORT	EICHMAN DAVID J & CRYSTAL L WRISKY	1868 2ND AVE	1
2602822440075	1889	2ND	AVE	CITY OF NEWPORT	BRAUN JOSEPH T	1889 2ND AVE	1
2602822440116	1890	2ND	AVE	CITY OF NEWPORT	GODFREY EMILY & JONATHAN	1890 2ND AVE	1
2602822440034	1910	2ND	AVE	CITY OF NEWPORT	SCHOSSOW DELBERT D & SHIRLEY	1910 2ND AVE	1
2602822440033				CITY OF NEWPORT	SCHOSSOW DARL	1910 2ND AVE	1
2602822440032	1980	2ND	AVE	CITY OF NEWPORT	BROBERG STEVEN R & CHRISTINE M	1980 2ND AVE	1
2602822440031	1990	2ND	AVE	CITY OF NEWPORT	DOPPLER JAMES C & LYNN M	1990 2ND AVE	1
2602822440029	2000	2ND	AVE	CITY OF NEWPORT	HAYS STONEY E & CHRISTI	2000 2ND AVE	1
2602822440028	2020	2ND	AVE	CITY OF NEWPORT	GELDON CHARLES JR	2020 2ND AVE	1
2602822440027	2050	2ND	AVE	CITY OF NEWPORT	TORRES VICENTE & MEYBEL	2050 2ND AVE	1
2602822440047	155	20TH	ST	CITY OF NEWPORT	CITY OF NEWPORT	596 7TH AVE	0
2602822440026	222	21ST	ST	CITY OF NEWPORT	NEWPORT CAR WASH INC & ATTN TAMMY	1019 CRESTVIEW DR	0
2602822440043				CITY OF NEWPORT	FEDOROWSKI THOMAS P & LESLIE	3570 SUNNY ACRES DR NW	0
TOTAL							26

3RD AVE

2602822410034	303	21ST	ST	CITY OF NEWPORT	KRI INVESTMENTS LMTD PARTNER	21311 NE VIKING BLVD	0
2602822410032	355	21ST	ST	CITY OF NEWPORT	MUSSETTER GARY	689 PINECREST TRL	1
2602822410033				CITY OF NEWPORT	MUSSETTER GARY	689 PINECREST TRL	0
2602822410031	2133	3RD	AVE	CITY OF NEWPORT	M & D PETERSON PROP LLC	PO BOX 64	1
2602822410030	2155	3RD	AVE	CITY OF NEWPORT	MAIMOUNDOK CHANTHAKHAN	2155 3RD AVE	1
2602822410029				CITY OF NEWPORT	MAIMOUNDOK CHANTHAKHAN	2155 3RD AVE	0
2602822410028	2175	3RD	AVE	CITY OF NEWPORT	LANZ ROBERT A	2175 3RD AVE	1
2602822410027	2193	3RD	AVE	CITY OF NEWPORT	BLUE RIVER PROP LLP	3725 BURGUNDY DR	1
2602822410003				CITY OF NEWPORT	WASHINGTON CO REG RAIL AUTH	11660 MYERON RD N	0
2602822410004				CITY OF NEWPORT	NEWPORT ST PL COLD STORAGE CO	2233 MAXWELL AVE	0
TOTAL							5

10TH AVENUE

3602822310058	1015	10TH	AVE	CITY OF NEWPORT	DOMEI ER BRIAN R	1040 10TH AVE	1
3602822310116				CITY OF NEWPORT	DOMEI ER BRIAN R	1040 10TH AVE	2
3602822310060	1035	10TH	AVE	CITY OF NEWPORT	FTK INC	4720 BRYCE AVE	1
3602822310117	1040	10TH	AVE	CITY OF NEWPORT	DOMEI ER BRIAN R	1040 10TH AVE	1
3602822310094	1055	10TH	AVE	CITY OF NEWPORT	KANAVATI RICHARD	1055 10TH AVE	1
3602822310061	1075	10TH	AVE	CITY OF NEWPORT	PLUMLEY BRAD J	1075 10TH AVE	1
3602822310118	1080	10TH	AVE	CITY OF NEWPORT	HARBERTS STEWART L & RENAE D	910 S AVENUE	1
3602822310008	1090	10TH	AVE	CITY OF NEWPORT	DEBRULE RONALD F & SUSAN K	1832 EVERGREEN DR	1
3602822310093	1095	10TH	AVE	CITY OF NEWPORT	GRUBER CHARLES L & BRENDA E	1095 10TH AVE	1
3602822310110	1102	10TH	AVE	CITY OF NEWPORT	GLASER DARYL W & DEBRA W	1102 10TH AVE	1
3602822310045	1105	10TH	AVE	CITY OF NEWPORT	HUI ERIC KWAN-WING & WAI MEI S	1105 10TH AVE	1
3602822310046	1135	10TH	AVE	CITY OF NEWPORT	BROWN ANDREW	1135 10TH AVE	1
3602822310048	1165	10TH	AVE	CITY OF NEWPORT	FEDERAL NATIONAL MORTGAGE ASSOC	14523 SW MILLIKAN WAY #20	1
3602822310050	1195	10TH	AVE	CITY OF NEWPORT	KALLEVIG KIM G & PATRICIA J	1195 10TH AVE	1
3602822310007	1020	12TH	ST	CITY OF NEWPORT	HEDY JERRY	1020 12TH ST	1
TOTAL							16

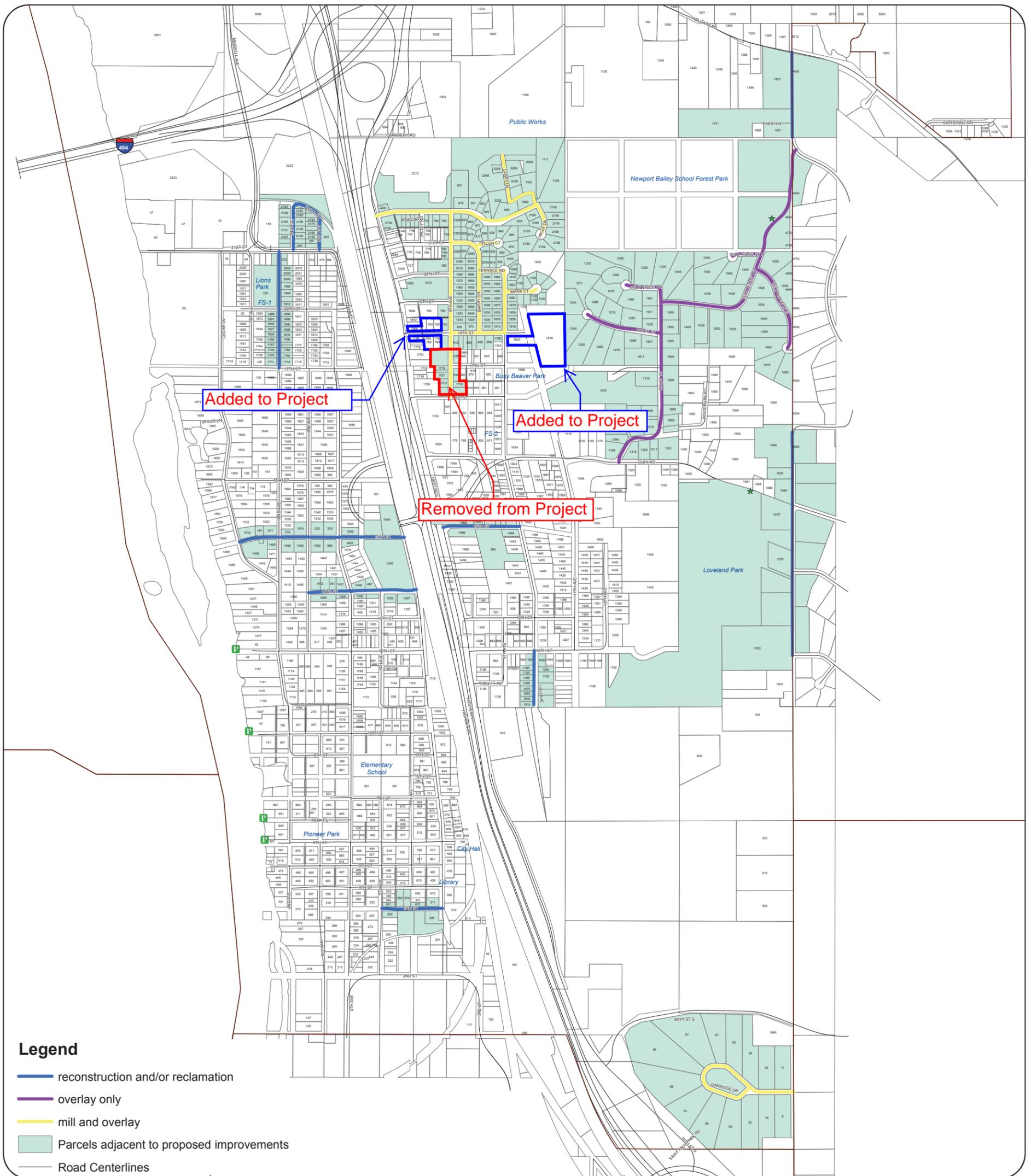
3RD STREET

0102722220002	500	3RD	ST	CITY OF NEWPORT	DICK KENNETH O & CHRISTI L	500 3RD ST	1
0102722220061	501	3RD	ST	CITY OF NEWPORT	DRURY GARY W	501 3RD ST	1
0102722220056	550	4TH	ST	CITY OF NEWPORT	LY YONG & SAMUEL	550 4TH ST	0
0102722220057	570	4TH	ST	CITY OF NEWPORT	JAROSZ KELLY F	570 4TH ST	0
0102722220065	637	3RD	ST	CITY OF NEWPORT	TAX FORF LAND-STATE OF MN & ATTN: WA!	14949 62ND ST N	1
0102722220001	295	7TH	AVE	CITY OF NEWPORT	ST PAUL PARK REFINING CO LLC	38C GROVE ST # 100	0
0102722220064	311	7TH	AVE	CITY OF NEWPORT	BENEPE ELIZABETH F	311 7TH AVE	0
0102722230043				CITY OF NEWPORT	ST PAUL PARK REFINING CO LLC	38C GROVE ST # 100	1
0102722230045				CITY OF NEWPORT	ST PAUL PARK REFINING CO LLC	38C GROVE ST # 100	1
TOTAL							5

XIV. EXHIBIT 3 – LOCATION OF PROPOSED ASSESSED PROPERTIES



City of Newport Proposed Street Improvements



Data sources: City of Newport, Washington County, Metropolitan Council. Parcel Data December 31, 2012.
Map printed February 20, 2013



1,500 Feet

RESOLUTION NO. 2013-20

A RESOLUTION RECEIVING AMENDED FEASIBILITY REPORT

WHEREAS, pursuant to resolution of the council adopted January 17, 2013 a report has been prepared by John B Stewart P.E., Newport City Engineer, with reference to proposed Improvement No. 2013-01, the improvement of the streets included with the City's Capital Improvement Plan for the years 2013, 2014, and 2015 as shown in "Exhibit 1" by regrading and improving the road surfaces, watermain, sanitary sewer, and stormwater conveyance system, and this report was received by the council on March 5, 2013 and as amended by the Council Memorandum entitled the "2013-15 Street Improvement Project – Scope Updates & Ordering the Project" and "Exhibit 1 – Revised 4/2013" dated April 15, 2013, and

WHEREAS, the amended report divides the proposed improvements into three (3) separate project groupings as follows:

- Project 1 – 2013: Century Avenue, Ford Rd/8th Avenue areas
- Project 2 – 2014: Wild Ridge/Kolff St areas, 14th & 15th Streets, Oakridge Drive, Ford Road (8th Ave to Circle Drive), Larry Lane, Circle Drive, 2nd Ave (17th St to 21st St)
- Project 3 – 2015: Unity Blvd, 2nd & 3rd Avenues, 10th Avenue, 3rd Street

WHEREAS, the amended report provides information regarding whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate the individual assessments for affected parcels.

WHEREAS, the project scope and costs as amended were presented to benefitting property owners at the improvement hearing(s) on April 16, 2013 and City Council on April 18, 2013.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF NEWPORT MINNESOTA:

1. The council will consider the improvement of such street in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$5,576,832 as amended.

Adopted this 2nd day of May, 2013 by the Newport City Council.

Motion by: _____, Seconded by: _____

VOTE: Geraghty _____
Ingemann _____
Sumner _____
Gallagher _____
Rahm _____

Signed: _____
Tim Geraghty, Mayor

ATTEST: _____
Deb Hill, City Administrator