



CITY OF WEST ST. PAUL

1616 HUMBOLDT AVENUE, WEST ST. PAUL, MN 55118

OPEN COUNCIL WORK SESSION

January 25, 2016

Immediately Follows the EDA Work Session

(Approximate start time 5:00 p.m.)

MUNICIPAL CENTER

ADMINISTRATION CONFERENCE ROOM

1. Roll Call

2. Approve Agenda

3. Review The Regular Meeting Consent Agenda

4. Agenda Item(S)
 - 4.A. St Paul Regional Water System Discussion Regarding WSP Water Capacity
Expected time required: 30 minutes
Documents: [COUNCIL REPORT- ST PAUL REGIONAL WATER- WATER TOWER DISCUSSION.DOCX](#), [ATTACHMENT-ST PAUL REGIONAL WATER SERVICES.PDF](#)

 - 4.B. Discussion About 2016 Street Improvement Projects
Estimated time required: 30 minutes
Documents: [COUNCIL REPORT-2016 STREET IMPROVEMENTS.PDF](#), [ATTACHMENT-2016 STREET PROJECT MAP.PDF](#)

 - 4.C. Potential Zoning Amendment 260 Wentworth Ave
Documents: [COUNCIL REPORT - 260 WENTWORTH.PDF](#), [ATTACHMENT - 260 WENTWORTH.PDF](#)

5. Adjourn

Parking Lot of Upcoming Topics, Anticipated OCWS, Expected Time

- I/I - February 8, 30 min.
- Sheriff Tim Leslie - February 8, 15 min.
- NDC4 Discussion / Jodie Miller - February 8, 25 min.
- Net Ministries - February 8, 15 min.
- YMCA - February 22, 30 min.
- Trash/Rubbish Storage Amendment - February 22, 15 min.

Future Topics for Discussion & Consideration

- North Gateway Development

- North Gateway Development
- Organic Recycling Program – Dakota County
- Sidewalk/Trail Assessment Policy (30 min.)
- Solid Waste Management Discussion (90 min.)

*If you need an accommodation to participate in the meeting, please contact the ADA Coordinator at 651-552-4100, TDD 651-322-2323 at least 5 business days prior to the meeting
www.wspmn.gov EOE/AA*

TO: Mayor and City Council
FROM: Matt Fulton, City Manager
DATE: January 25, 2016
SUBJECT: Discussion regarding future water capacity needs



BACKGROUND INFORMATION Representatives from St Paul Regional Water Services (SPRWS) will be in attendance at the City Council January 25, 2016 Open Council Worksession to continue the discussion about how to address West St Paul's future water capacity needs as well as review the City's current water system design.

DISCUSSION : On October 26, 2015, The City Council considered potential sites for the construction of an additional water tower in West St Paul to strengthen the City's future water capacity. Neither of the sites proposed at that time were acceptable to either the Council or SPRWS. The City Council asked SPRWS representatives to consider additional options.

The SPRWS Board of Water Commissioners met on November 10, 2015 and discussed this issue. Because of the stated difficulty in locating an acceptable site for a tower, the Board directed SPRWS staff to explore the alternative of adding a fixed generator at the current pump house on Bidwell that would ensure water availability in the case of an electrical outage. This action would be taken instead of adding any additional water capacity. The SPRWS General Director provided the attached letter following the Board meeting.

Under normal water conditions, the proposed approach of simply adding a generator to the pump house might provide an adequate solution. I have requested the SPRWS representatives to be prepared to provide specifics regarding the community's water usage during typical days, high peak times, as well as maximum pumping capacity.

Reliable water availability is a very important community priority. Water capacity is just as important. Water supply should be planned to protect a community under worst conditions, such as a dry and hot summer when consumer usage is highest and a significant fire incident occurs. Chief Pott has indicated that during a major fire, the Fire Department could be expected to use 500,000 gallons of water per hour and it could last for several hours (at varying levels of water demand). Under this circumstance, the City's current water capacity could exceed its availability. West St Paul has the least amount of water capacity of any member of the St Paul Regional Water System. While reliable power is definitely an important consideration, the City Council should be equally concerned about having adequate water capacity available.

Many of the City's multi-family facilities are not sprinkled. This increases the level of exposure for needing higher levels of water capacity if a fire occurred.

In addition, given the commercial redevelopment and additional residential units being added to the community, the average daily water demand will definitely increase, leaving the community additionally exposed to potential capacity issues.

Locating an acceptable water tower site is undoubtedly a challenge in a fully developed community like WSP. The City Council is being asked to balance the difficulty of finding an appropriate site vs the need for additional water capacity.

STAFF REQUEST FOR CONSIDERATION

Staff is requesting City Council discussion on this important topic and to provide SPRWS input regarding the community's preferred approach on this issue.



BOARD OF WATER COMMISSIONERS

President: **Matt Anfang** ♦ Vice President: **Amy Brendmoen**

Commissioners: **Mara Humphrey** ♦ **David Meisinger** ♦ **Will Rossbach** ♦ **Russ Stark** ♦ **Chris Tolbert**

November 16, 2015

Mr. Matt Fulton
City Manager
City of West St. Paul
1616 Humboldt Avenue
West St. Paul, Minnesota 55118

Received
NOV 18 2015

Dear Mr. Fulton,

On Tuesday November 10th, we provided the Board of Water Commissioners an update on the proposed improvements to the West St. Paul water system. As you know we have been working closely with you since early this year for a potential water tower site. The goal of what we have been working to accomplish is to increase reliability of the water system in the City. For the most part, water service has been reliable but we have had some issues in recent years that we feel warrant improvement.

As you know the City of West St. Paul is served with an existing 500,000 gallon tank. This tank offers a limited amount of back-up water capacity when power outages occur. Over the last four years the utility has experienced two incidents of power interruption at the West St. Paul pumping station which impacted water supply to customers. Although brief in nature, one of these outages resulted in a do not drink order for the service area. In both these cases the tower drained before we were able to get our mobile backup generators to the site and operational.

Recently, we have been exploring the option of installing a fixed generator at the booster station which would automatically start in the event of a power outage. Many communities rely on generators to provide a reliable source of water to their communities. We believe a fixed generator will provide the needed reliability for West St. Paul as well. This option is supported by the Board of Water Commissioners.

We appreciate the time you have invested in this project. If you would like to discuss this issue further please let me know.

Sincerely,

Stephen P. Schneider
General Manager

DDW

SAINT PAUL REGIONAL WATER SERVICES

Stephen P. Schneider, General Manager

1900 Rice St., Saint Paul, MN 55113-6810 ♦ TTY: 651-266-6299 ♦ 651-266-6350

Saint Paul Regional Water Services provides quality water services to the following cities:

Arden Hills • Falcon Heights • Lauderdale • Little Canada • Maplewood • Mendota • Mendota Heights • Roseville • Saint Paul • West St. Paul

AA-ADA-EEO Employer

TO: Mayor and City Council
FROM: City Manager
THROUGH: Parks & PW Director / City Engineer
DATE: January 25, 2016
SUBJECT: 2016 Street Improvement Discussion



BACKGROUND INFORMATION: The 2016 Capital Improvement Program (CIP) calls for certain street improvements and allocates \$2.5M towards these improvements. The engineering firm of Bolton & Menk, Inc. was retained to oversee the 2016 Street Improvements. A feasibility report was recently received by staff which discusses the types of infrastructure improvements recommended for each street and an estimated cost. Street Improvement Projects are assessed in accordance with the City's Special Assessment Policy and Mn Stat. Chapter 429.

DISCUSSION:

Based upon the current project timeline, bidding will not occur until May with construction starting in late June. This schedule isn't ideal for bidding/construction. In addition, some of the recommended streets are in close proximity to the section of Robert Street under construction this year which may add to detour congestion and driver frustration. Another factor is that residents may not have completed necessary repairs to their sewer services, as part of the City's I/I program, prior to construction. Discussion is needed to weigh all of these factors and determine the best action to take this year.

Recommended Improvements/Cost Estimates:

Estimated Cost

1. Humboldt Ave:	\$1.63M
a. Full reconstruct, watermain, san. lining, sidewalks, lighting	
2. Kraft Rd:	\$ 427k
a. Full reconstruct, watermain, san. lining, sidewalks, lighting	
3. Fox Ridge Rd & Ct:	\$ 512K
a. Full reconstruct	
4. Edgewood Ln.:	\$ 421k
a. Full reconstruct, watermain	
5. Runge Ln.:	<u>\$ 250k*</u>
a. Replace all asphalt, san. lining, watermain?	
	Total \$3.24M

Factors to Consider:

1. Humboldt Ave. and Kraft Rd. should be reconstructed together based on geography.
2. Humboldt Ave. is a parallel route to Robert St. construction and adjacent to Livingston Ave. (detour route).
3. Marie Avenue will be reconstructed through Livingston Ave. intersection with the Robert Street Project.
4. Runge Lane (and Edith Drive) were looked at in the feasibility report as 2" mill/overlay projects, however existing pavement distresses are not consistent with that type of fix. Replacement of all pavement is likely.

5. Watermain on Runge Lane and Edith Drive were not assessed by the St. Paul Regional Water Service (SPRWS) since it was looked at as mill and overlay. SPRWS would need to evaluate the watermain for replacement and budget accordingly.
6. I/I residential repairs might not be completed prior to 2016 construction season.
7. Current schedule shows bid opening in May which is less competitive.
8. Assessment Hearing prior to bid award delays construction start into late June.

Suggested Solutions

1. Move forward with Humboldt Ave., Kraft Rd. and Fox Ridge Rd. & Ct.
 - a. Parallel route to Robert Street construction and Livingston Ave.
 - b. \$2.57M
2. Move forward with Fox Ridge Rd. & Ct. and Edgewood Lane.
 - a. Minimal impact on traveling public
 - b. \$ 933k
3. Do nothing in 2016:
 - a. Allows a larger 2017 project (typically more bidders, better prices).
 - b. Allows 2017 process to begin earlier; bid in February instead of May.
 - c. Allows proper investigation of Runge Ln. and Edith Dr. regarding street repairs and potential watermain replacement.
 - d. I/I would be completed by residents for both 2016 & 2107 project area prior to road construction beginning.
 - e. Allows city/staff to focus on Robert Street construction projects in 2016.
 - f. Ensures residents won't be impacted elsewhere in 2016 by road construction.
 - g. Potential to have a sewer lining contract in 2016 in advance of a larger street improvement project.
 - h. Potential to increase the annual crack sealing/seal coating program in 2016 to protect our infrastructure.

FISCAL IMPACT

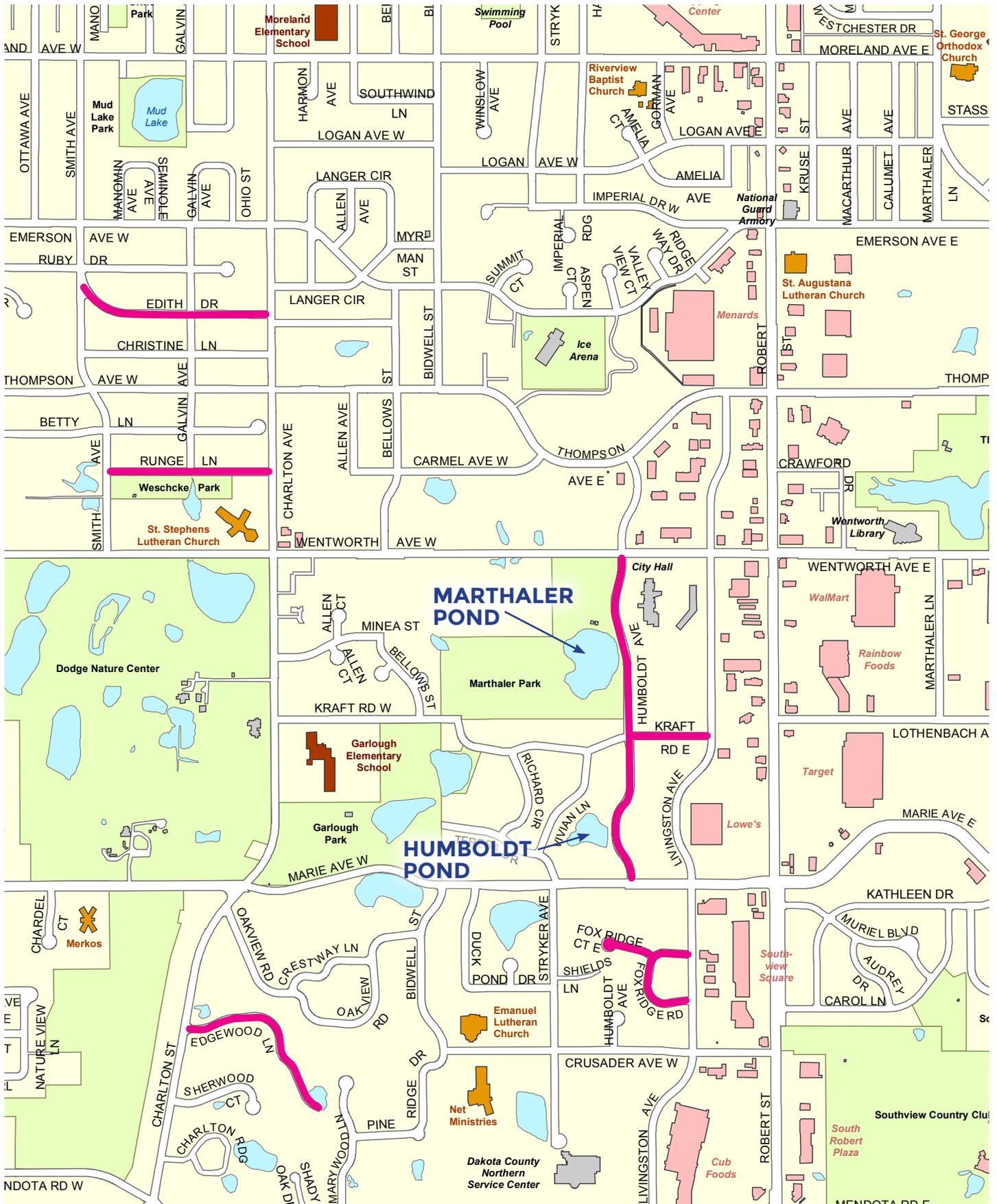
The 2016 CIP allocates \$2.5M for Street Improvement Project; if this money is not spent in 2016 it could be used in 2017 towards a larger Street Improvement Project.

STAFF REQUEST FOR CONSIDERATION

Direction to staff as to how to proceed with 2016 Street Improvements.

2016 Street Project Location Map

Indicates Project Road



TO: Mayor and City Council
THROUGH: Matt Fulton, City Manager
 Jim Hartshorn, Comm. Development Director
FROM: Ben Boike, Assistant Comm. Dev. Dir.
DATE: January 25, 2016
SUBJECT: Proposed Use at 260 Wentworth Ave E.



City of West St. Paul

BACKGROUND INFORMATION:

Per direction at the January 11, 2016 open council meeting, Staff has invited the perspective buyers of 260 Wentworth Ave to tonight’s meeting to discuss the proposed use.

The perspective buyers are proposing a banquet hall/commercial kitchen at 260 Wentworth Ave E. (formally the RMS building). Please see attached for a description of the proposed Use.

Parking was brought up at the last meeting. The site currently has approximately 140 striped stalls on-site with room for additional stalls in the far rear lot (at least 80 additional stalls could be striped). The 140 existing stalls are more than adequate for the proposed use per current parking requirements, although the proposed capacity of 400 persons may create the need for additional parking.

Zoning does not currently allow “Commercial Kitchens” or “Banquet Halls” in the I1 District. Should Council be in favor of amending the code to allow them in the district, Staff recommends allowing them through a Conditional Use Permit to provide the Planning Commission, Council, and the public an opportunity to review the proposed Use through the public hearing process and place appropriate conditions on it.

FISCAL IMPACT:

N/A

	Amount
Fund:	
Department:	
Account:	

STAFF RECOMMENDATION:

Staff is requesting direction on whether or not to proceed with a zoning amendment to allow banquet halls in the I1 District through a Conditional Use Permit.

Premier Catering & Event Center

Business Plan (11/2015)

Location: **260 Wentworth Avenue East, West Saint Paul, MN 55118**

Premier Catering and Events is a unique commercial kitchen dedicated to providing delicious tasty ethnic foods and excellent service at reasonable prices to the diverse communities of St Paul. There is also an event center that can host private events such as weddings, graduations, memorials, khites, birthdays parties, reunions and private functions.

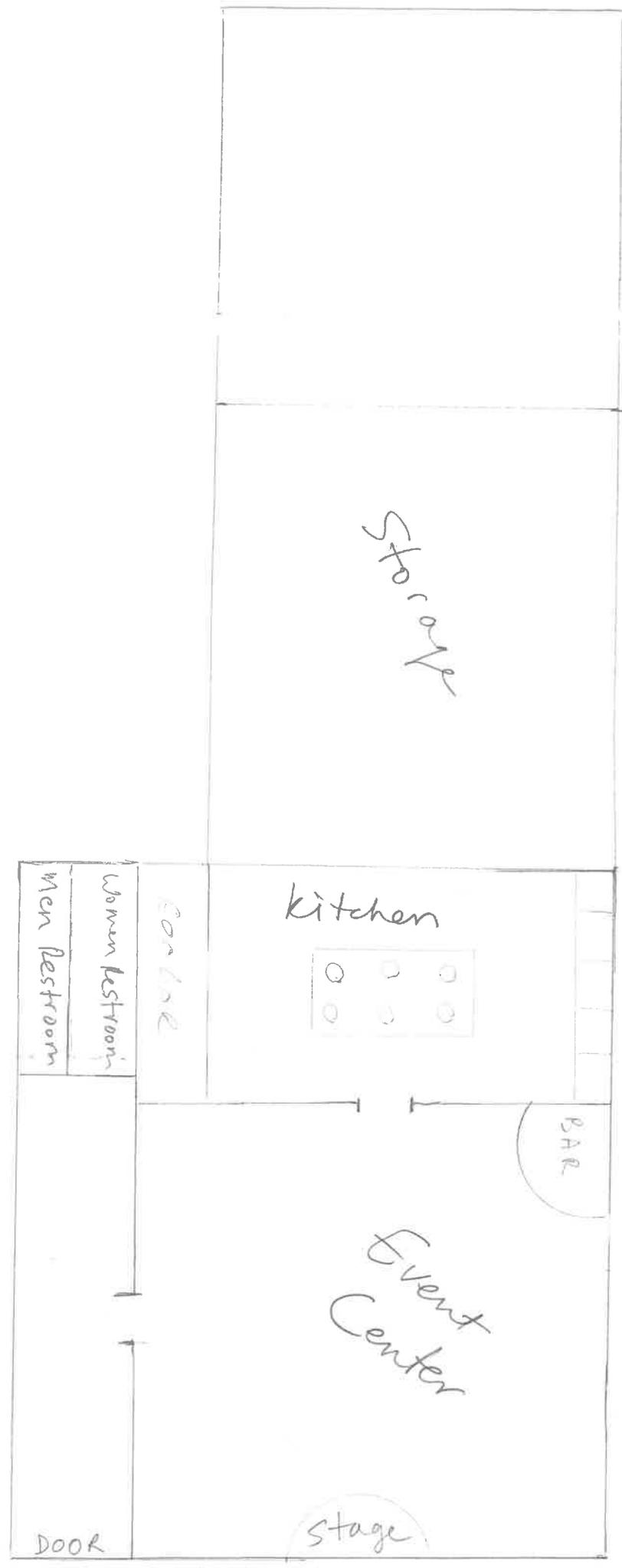
The location at 260 Wentworth Avenue East consists of three buildings. The first building is 16,000. The commercial kitchen will consist of 3000 square feet. See rough sketch of commercial kitchen. An additional 1000 square feet will be used for a built in cooler and freezer. The rest of the building will be transformed into an event center. It will be a large rectangular room with a sound system and dance floor and be able to seat up to 400 hundred people. It will have bathroom facilities for men and women. It will also have a bar to serve alcohol.

The second building which is 6000 square feet will be used to store tables, chairs, linens, and decorative items used in the event center. The third building is currently a warehouse. There are no plans at this time for this third building. It will be renovated and perhaps leased out, though that will be in the future.

We plan to repave the parking lot and have it marked again for 160+ parking spaces. The outside of the building will be repaired and made to look nice and presentable. There are some leaks in the roof and that will need to be repaired. The heating/ac system needs to be looked at and will be repaired as well. New dry wall and plumbing will need to be installed to provide for the event center and commercial kitchen. All electrical wiring will be brought up to code.

East

Front



Westworth

1st Bldg

2nd Bldg

3rd Bldg

North

West

South