



Request for City Council Committee Action from the Department of Public Works

Date: May 19, 2015

To: Honorable Kevin Reich, Chair Transportation & Public Works Committee

Subject: **Public Hearing: Subject matter of an ordinance amending Title 17, Chapter 428 of the Minneapolis Code of Ordinances relating to Streets and Sidewalks to establish the 50th & France Special Service District.**

Recommendation:

Amend Title 17, Chapter 428 of the Minneapolis Code of Ordinances relating to Streets and Sidewalks to establish the 50th & France Special Service District.

Previous Directives:

April 3, 2015 Council Introduction and referral to the Transportation & Public Works Committee of Chapter 428: 50th & France Special Service District for the purpose of establishing the district.

April 7, 2015 public hearing was set to be held before the Transportation & Public Works Committee on May 19, 2015 and staff was directed to give notice of the public hearing.

Department Information:

Prepared by: Andrew Carlson, Public Works Project Manager, 612-673-2836

Approved by: _____
Steven A. Kotke, P.E., City Engineer, Director of Public Works

Presenter in Committee: Andrew Carlson, Public Works Project Manager

Reviews

Permanent Review Committee (PRC)

Approval: N/A

Civil Rights

Approval: N/A

Policy Review Group (PRG):

Approval: N/A

Financial Impact

Action is within the approved budget.

Community Impact

- Neighborhood Notification: Public hearing notices were mailed to property owners subject to the proposed service charges within the district.
- City Goals:
 - 1) A hub of economic activity and innovation: Business—big and small—start, move, stay, and grow here
 - 2) Great places: natural and built spaces work together and our environment is protected
- Comprehensive Plan: consistent

Supporting Information

Background

A steering committee of local business and property owners have been working with the Ward 13 Council office and Public Works staff to explore various options to enhance the public streetscape and have greater influence over the maintenance and operation of a City-owned parking lot (Ewing Avenue Parking Lot) which serves local businesses. This work has led to the steering committee proposing enhanced levels of services at the intersection of 50th Street and France Avenue. City policy requires that a Special Service District be created in order to provide these enhanced services

A Special Service District (SSD) allows property owners in a commercial district to collectively assess themselves each year to create a pool of funds which are directed back to the district in the form of special amenities and enhanced services. The steering committee has proposed an initial operating plan and budget that includes the maintenance and upkeep of the Ewing Lot and sidewalk services such as snow removal and litter pick-up. The district's 2016 operating plan and budget will be brought before the City Council for review and approval this fall as part of the annual budget approval process for all special service districts.

Establishment Procedures and Notices

An ordinance to establish the 50th & France Special Service District was introduced at City Council on April 3, 2015 for its first reading and referred to the Transportation and Public Works Committee. Notices of the public hearing were published in the official newspaper of the City on May 5 and May 12. A notice of public hearing was also mailed on April 30 to all property owners proposed to be affected by the district's service charges. Pursuant to Minnesota Statute 428A.08, additional procedures are required following adoption of the ordinance.

District Boundaries

The district boundaries are France Avenue to the west; 51st Street to the south; Beard Avenue to the east; and mid-block between 50th Street and 49th Street to the north. The proposed district map and detailed boundary description are included as an attachment.

Provision of Services

The steering committee has recommended that the district be operated as a City-managed special service district. In a city-managed district, City staff manages all aspects of the procurement process using the City's standard procedures for retaining services. In addition, the City retains direct responsibility for the oversight and the implementation of services in the district.

District Governance

To guide City-managed service districts, the City appoints an advisory board, typically with five to seven members, composed of representatives of property owners being assessed within the district using the City's standard open appointment process. A separate request

for council action will be brought forward at a future date to appoint the initial five-member advisory board members for the district.

District Services

As proposed, MCO Chapter 428 outlines the general categories of services that may be performed within the district. Each fall, the City Council will review and adopt the district's proposed operating plan for the following calendar year which will describe the proposed services and estimated service costs.

Required Petition of Property Owners

The City Attorney's Office has certified that a petition of property owners complying with the requirements of Minnesota Statute 428A.08 has been met.

Recommendation

That the City Council adopts MCO Chapter 428 relating to the establishment of the 50th & France Special Service District.

Attachments:

Proposed MCO Chapter 428, 50th & France Special Service District

Map of Proposed District

Petition Certification Letter

cc: Council Member Palmisano