



## MAYOR AND COUNCIL COMMUNICATION

DATE: 10/01/2013

**CONSENT**

ITEM #: 6

**AGENDA ITEM:** Keats MSA Street and Trunk Watermain Improvements – Resolution Declaring Cost to be Assessed, Ordering Preparation of Proposed Assessments, and Calling for Hearing on Proposed Assessment

**SUBMITTED BY:** Jack Griffin, City Engineer

**THROUGH:** Dean A. Zuleger, City Administrator

**REVIEWED BY:** Adam Bell, City Clerk  
Cathy Bendel, Finance Director  
Dave Snyder, City Attorney  
Chad Isakson, Project Engineer

### **SUGGESTED ORDER OF BUSINESS (if removed from the Consent Agenda):**

- Questions from Council to Staff..... Mayor Facilitates
- Public Input, if Appropriate..... Mayor Facilitates
- Call for Motion..... Mayor & City Council
- Discussion ..... Mayor & City Council
- Action on Motion ..... Mayor Facilitates

### **SUMMARY AND ACTION REQUESTED:**

The City Council is respectfully requested to consider declaring costs to be assessed and calling for the final assessment hearing for the Keats MSA Street and Trunk Watermain Improvements. If removed from the consent agenda, the recommended motion for this action is as follows:

***“Move to approve Resolution No. 2013-81; A Resolution Declaring Costs to be Assessed, Ordering Preparation of Proposed Assessment, and Calling for the Hearing on the Proposed Assessment for the Keats MSA Street and Trunk Watermain Improvements.”***

### **STAFF REPORT:**

The Keats MSA Street and Trunk Watermain Improvement Project is near completion and the final project costs remain well within the authorized project budget. Pursuant to Minnesota Statutes, Section 429 the council must declare the amount to be assessed against the benefiting properties and Call the Hearing on the Proposed Assessment for these improvements. The Assessment Hearing is proposed for November 6, 2013. The Final Assessment Roll must be certified to the County Auditor by November 30, 2013. Special assessments for this project were established as fixed amounts for a Collector Roadway and for a Trunk Watermain. Therefore the unit assessments remain unchanged with the final project costs.

The Post Bid cost estimate and proposed unit assessments compared to planned costs are as follows:

	<b>Post Bid Costs</b>	<b>Authorized Project Budget</b>
<b>Total Project Costs:</b>	\$2,070,134	\$2,325,000
<b>Total Cost Breakdown:</b>		
<i>Street and Storm Sewer:</i>	\$1,244,120	\$1,297,000
<i>Watermain Extension:</i>	\$826,014	\$1,028,000
<b>Total Assessable Costs:</b>		
<i>Street Assessable Costs:</i>	\$74,800	\$74,800
<i>Water Assessable Costs:</i>	\$63,800	\$63,800
<b>Unit Assessment Amounts:</b>		
<i>Street Unit Assessment (22 Units):</i>	\$3,400	\$3,400
<i>Water Unit Assessment (22 Units):</i>	\$2,900	\$2,900
<b>Total City Share</b>		
<i>City Share – Street Costs:</i>	\$1,169,320	\$1,222,200
<i>City Share – Water Costs:</i>	\$762,214	\$964,200

Final total project costs are currently tracking well below the Post Bid costs, realizing even more project savings, however the final total project costs will not be fully known until project completion. No adjustment in the unit assessment is being recommended.

**RECOMMENDATION:**

Staff is recommending that the city council approve, as part of the *Consent Agenda*, Resolution No. 2013-81, thereby declaring the street costs to be assessed to be \$74,800 and the water costs to be assessed to be \$63,800; ordering the preparation of the proposed assessments with the unit assessments to be \$3,400 for each benefitting property for street improvements and \$2,900 for water improvements; and Calling for the Hearing on the proposed Assessments for November 6, 2013 at or around 7:00 PM. The recommended motion is as follows:

***“Move to approve Resolution No. 2013-81; A Resolution Declaring Costs to be Assessed, Ordering Preparation of Proposed Assessment, and Calling for the Hearing on the Proposed Assessment for the Keats MSA Street and Trunk Watermain Improvements.”***

**ATTACHMENT(S):**

1. Resolution No. 2013-81 Resolution Declaring Cost to be Assessed, Ordering Preparation of Proposed Assessment, and Calling for Hearing on Proposed Assessment
2. Notice of Hearing on Proposed Assessment
3. Final Assessment Roll – Street Improvements
4. Final Assessment Roll – Watermain Improvements