



## MAYOR AND COUNCIL COMMUNICATION

DATE: 11/06/2013

**REGULAR**

ITEM #: 13A

**AGENDA ITEM:** Keats MSA Street and Trunk Watermain Improvements – Assessment Hearing on Street Improvements and Adopting the Final Assessment Roll

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

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

**REVIEWED BY:** Adam Bell, City Clerk  
Cathy Bendel, Finance Director  
Chad Isakson, Engineering Project Manager

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### SUGGESTED ORDER OF BUSINESS:

- Introduction of Item ..... City Engineer
- Report/Presentation..... City Engineer
- 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 conduct the Final Assessment Hearing for street improvements completed as a part of the Keats MSA Street and Trunk Watermain Improvements. Pursuant to Minnesota Statutes, Section 429 the Council must conduct a final assessment hearing to declare the amounts to be assessed to the benefitting properties. The Council will also present and hear upon any objections to the proposed assessment whether presented verbally or in writing. The recommended motion for this action is as follows:

***“Move to approve Resolution No. 2013-91, Adopting the Final Assessment Roll for the street improvements for the Keats MSA Street and Trunk Watermain Improvements.”***

### STAFF REPORT:

On October 1, 2013, the City Council approved a Resolution declaring the costs to be assessed, ordering the preparation of the proposed assessment, and calling for the hearing on proposed assessment for the street improvements for the Keats MSA Street and Trunk Watermain Improvements. The Project is substantially complete and the special assessments for this project

were established as fixed amounts for a Collector Roadway. Therefore the unit assessments remain unchanged with the final project costs.

Pursuant to Minnesota Statutes, Section 429 the Council must declare the final amount to be assessed against the benefitting properties and the hearing on the proposed assessment for these improvements must be conducted. Staff has attached a proposed Final Assessment Roll. The final unit assessment amount for each benefitting property is \$3,400.

Mailed notice has been provided to each assessed property and notice of the public hearing has been published in the local paper in accordance with Minnesota Statutes, Section 429. The Final Assessment Roll must be certified to the County Auditor by November 30, 2013.

**RECOMMENDATION:**

Staff is recommending that the City Council adopt Resolution No. 2013-91, thereby Adopting the Final Assessment Roll for the street improvements for the Keats MSA Street and Trunk Watermain Improvements. The recommended motion for this action is as follows:

***“Move to approve Resolution No. 2013-91, Adopting the Final Assessment Roll for the street improvements for the Keats MSA Street and Trunk Watermain Improvements.”***

**ATTACHMENT(S):**

1. Resolution No. 2013-91, Adopting the Final Assessment Roll on Street Improvements
2. Final Assessment Roll
3. Notice of Hearing on Street Improvements