



## REQUEST FOR ACTION CITY COUNCIL

Agenda Date: 7/16/2024  
Agenda Section: Consent Agenda

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**Department Origination:** Public Works

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**Agenda Item:** Adopt Resolution 2024-068 Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment for the 2024 CSAH 77 Utility Improvements Project, Municipal Project No. 4118

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**Approval Required:** Simple Majority Vote

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### **BACKGROUND**

In accordance with the requirements of Minnesota Statute 429, the City must prepare the proposed assessment roll for the 2024 CSAH 77 Utility Improvements Project, Municipal Project No. 4118. The project includes the construction of sanitary sewer, forcemain and water distribution along the south side of CSAH 77 from Inglewood Drive to Edgewood Drive.

The City Clerk, with the assistance of the City Consulting Engineer, will prepare the assessment roll containing the following information:

- Fee owner name and address
- Taxpayer name and address
- Property identification number, address and legal description
- Assessment calculations and total amount assessed
- Statement of installment payments with interest

A copy of the assessment roll will be mailed to each affected property owner along with the notice for the Assessment Hearing scheduled for 5:45 pm on Wednesday, August 7, 2024.

Please note, the Resolution and RCA does not contain the estimated total project cost and breakdown between assessed costs and City costs. This information will not be known until after bids are opened at 10:30 am on Monday, July 15, 2024. A revised Resolution and RCA will be forthcoming after Monday's bid opening.

### **FINANCIAL IMPLICATIONS**

Costs to prepare the assessment rolls have been estimated and are included in the overall cost of the project. The total estimated cost of the improvements is \$852,499.27. The portion of the cost to be paid by the City is estimated to be \$230,071.56 and the estimated portion of the cost to be assessed to benefitting property owners is \$622,427.71.

### **STAFF RECOMMENDATIONS**

Staff recommends adoption of Resolution 2024-068 Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment for the 2024 CSAH 77 Utility Improvements Project, Municipal Project No. 4118.

### **COUNCIL ACTION REQUESTED**

**MOTION** to Adopt Resolution 2024-068 Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment for the 2024 CSAH 77 Utility Improvements Project, Municipal Project No. 4118.