



STAFF REPORT UTILITIES COMMISSION

Agenda Date: 9/3/2025
Agenda Section: Information Only

Department Origination: Public Works

Agenda Item: 2026 Clearwater Road, North Lynndale Area, & Brentwood Circle Street & Utility Improvements Monthly Update

Approval Required: No Action Required

BACKGROUND

SEH was awarded a contract at the July 1st City Council meeting for design phase engineering services for the project.

8/26/2025 Update

Work Completed:

- SEH completed minor updates to the Feasibility Report related to project financials, assessment amounts, and detailed information about multiple lot assessments within the report. The revised report (including tables and assessments) was presented at the Neighborhood Meeting and at the July 1st Council Meeting.
- SEH prepared resident notification letters and sent them to project residents to alert them of the planned project (Neighborhood) meeting on June 24th.
- The Neighborhood Informational Meeting was held on June 24th.
- City Council accepted the report and called for the Public Hearing at the July 1st Council Meeting.
- An Improvement Hearing/Special Council Meeting was held on July 17th.
- City Council adopted a resolution ordering the improvement and for preparation of plans at the August 19th meeting.

Upcoming Work

- Resident responses and various activities related to project design and follow up from the Neighborhood Meetings and the Improvement Hearing.
- Survey and design phase services for the project. This includes a City kick-off meeting in early September to discuss upcoming work items and the overall project schedule. In addition, meetings will be held with various project representatives and City Staff, including private utility companies, the City Attorney, other City Staff as needed, and other interested parties.

General Project Background for Reference:

The City is considering extending sanitary sewer and water utilities to serve properties along Clearwater Road between Whipple Beach and Memorywood Drive, and in the North Lynndale Area neighborhood between Clearwater Road and Woida Road, as well as extending sanitary sewer only to Brentwood Circle north of Brentwood Drive. The combined project consists of approximately 72 parcels (and 97 equivalent residential units) adjacent to the following road segments: Clearwater Road between Whipple Beach and Memorywood Drive, Lynndale Drive, Lynndale Lane, Lynndale Court, and Brentwood Circle. The sanitary and water mains are planned to be constructed within the public road right of way and the impacted streets would be reconstructed. The existing bituminous surfaced trail along the Clearwater Road segment would be reconstructed with the project. The project scope also

includes construction of one (1) sanitary sewer lift station planned to be located on City property in the northwest quadrant of the intersection of Clearwater Road and Welton Road.

Homes on the Clearwater Road segment and North Lynndale Area neighborhood are currently served by private wells and subsurface sewage treatment systems. Brentwood Circle properties have City water service combined with private subsurface sewage treatment systems. Adding neighborhoods like this to the City's sewer and water system increases users to fund maintenance of the system and treatment expenses. Phasing out individual septic systems will also help to improve water quality in this area.

The City intends to levy special assessments for a portion of the project costs to benefiting property owners following Minnesota Statutes Chapter 429. The statute requires preparation of a feasibility report and subsequent formal public hearings as the project moves forward.

The contract included a task to help facilitate a street width and cul-de-sac City Policy Review with the City Council, as referenced above.

FINANCIAL IMPLICATIONS

STAFF RECOMMENDATIONS

COUNCIL ACTION REQUESTED