

CITY OF MINNETRISTA



CITY COUNCIL AGENDA ITEM

Subject: **Declare Cost to be Assessed, Ordering Preparation of Proposed Assessments, and Call for the Hearing on the Proposed Assessments for the 2026 Street Improvement Project (City Project No. 01-26)**

Prepared By: Alyson Fauske, PE (MN), City Engineer

Meeting Date: February 18, 2026

Attachment: Letter of Recommendation, Assessment Map, Preliminary Assessment Roll, Resolution

Issue:

The 2026 Street Improvement Project, City Project No. 01-26, is proposed to be funded in part by special assessments to benefitting properties. To levy special assessments, the City must declare the cost to be assessed, order the preparation of proposed assessments, and call for the hearing on the proposed assessments in accordance with Minnesota Statute, Chapter 429.

Overview:

The 2026 Street Improvement Project, City Project No. 01-26, is proposed to be funded by various City Funds, supported, in part, by special assessments. The improvements proposed for construction in 2026 are summarized below:

1. Full Depth Removal and Replacement of:
 - Game Farm Road East from 3900' west of CR 110 to 1500' west of CR 110
 - Game Farm Road North from 4630' south of CR 26 to 5810' south of CR 26
 - Saunders Lake Drive North from 265' west of Maple Lane to 350' west of Cedar Court
 - Basswood Drive between Cherrywood Court and ~85' north of Walnut Drive

2. Mill and Overlay of:
 - The remainder of Game Farm Road
 - North Saunders: the remainder of Saunders Lake Drive North, Willow Court, Maple Lane, Cedar Court
 - South Saunders: Saunders Lake Drive South, the remainder of Basswood Drive, Bluffs Lane North, Walnut Drive, Cherrywood Court
 - Pinnacle Way
 - Lakeside Drive and Lakeside Circle

Mission Statement:

The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

Three bid alternates were also included in the bid:

1. Resurfacing the bituminous trail along Westedge Boulevard and Saunders Lake Drive North.
2. Relocation of the hydrant on the north side of Game Farm Road near CR 110.
3. Underseal on Game Farm Road.

A portion of the project costs for the full depth removal and replacement of Game Farm Road East from 3900’ west of CR 110 to 1500’ west of CR 110 is proposed to be assessed. The proposed assessment amount is \$10,000, which was the assessment cap based on the special benefit analysis for the 2023 reclamation and reconstruction projects. The assessments will be levied for a 20-year period at an interest rate of 5.55%, which is the 2% over the current average coupon rate of debt of similar term and quality, based on current market conditions, as per the City assessment policy.

The next step is to declare the cost to be assessed, order the preparation of the proposed assessments, and call for the hearing on the proposed assessments. This assessment hearing will determine the final assessment amount to the benefitting properties. The assessments are proposed to be levied in 2026 to be certified for 2027.

The City is required to call for the hearing on the assessments and set the date of the hearing. The resolution calls for the hearing date to be March 16, 2026. Notice is required to be placed in the official publication and sent to each benefitting property owner, with the proposed assessment amount. The notice must be sent at least two weeks prior to the hearing date.

The total amount proposed to be assessment is \$140,000. An assessment roll has been prepared to declare these assessment amounts and calling for a hearing on the proposed assessments should be ordered.

Fiscal Impact:

A summary of estimated project costs and as-bid project costs for the Base Bid and Bid Alternates #2 and #3 is provided below:

Table 1 – Pre-Bid Opinion of Probable Cost (OPC) and As-Bid Costs (Base Bid and Bid Alternates #2 and #3)		
Proposed Improvements	Pre Bid OPC	Wm Mueller Bid
Schedule A. Surface and Storm Improvements	\$ 3,393,621.00	\$2,430,750.77
Bid Alternate #2. Hydrant and Valve Relocation	\$ 37,365.24	\$36,877.43
Bid Alternate #3. Underseal of Game Farm Road	\$121,964.34	\$103,850.21
Total	\$3,552,950.58	\$2,571,478.41

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A summary of the project funding is provided below:

Table 2 – Estimated Cost Funding per Recommended Award				
2026 Street Improvement Project				
Proposed Improvements	City	State Aid Funding	Other Funding	Total Estimated Funding
Surface and Storm Improvements	\$1,546,734.40	\$688,794.15	\$140,000.00 (Special Assessments) \$55,222.22 (City of Mound)	\$2,430,750.77
Bid Alternate #1. Trail Improvements	-	-	-	-
Bid Alternate #2. Hydrant and Valve Relocation	\$36,877.43	-	-	\$36,877.43
Bid Alternate #3. Underseal of Game Farm Road	\$75,836.50	\$28,013.71	-	\$103,850.21
Total	\$1,659,448.33	\$716,807.86	\$195,222.22	\$2,571,478.41

Recommended City Council Action:

Staff recommends approving Resolution No. 25-26, declaring the cost to be assessed, ordering preparation of proposed assessment, and calling for the hearing on the proposed assessment for the 2026 Street Improvement Project (City Project No. 01-26)

Mission Statement:

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Preliminary Assessment Roll - Game Farm Road

Project: 2026 Street Improvement Project
 Project Location: City of Minnetrista
 City Project No. : 01-26
 WSB Project No. : 029049-000

Date: 2/10/2026

Total Surface Improvement Cost: \$ 280.00

Assessable Units: 14

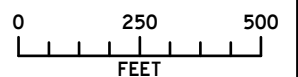
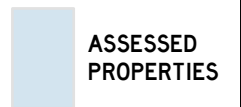
Unit Assessment Rate: \$ 10,000.00

Map ID	Owner Name	Property Owner Address		Property Address		PID No.	Land Use Description	Assessable Units	Assessment Rate	Total Assessment
1	D H Macdonald/E W Macdonald	5925 Game Farm Road	Minnetrista, MN 55364	5925 Game Farm Road	Minnetrista, MN 55364	1111724430005	Residential Lake Shore	1	\$ 10,000.00	\$ 10,000.00
2	R A Moulton & C J Moulton	5985 Game Farm Road	Minnetrista, MN 55364	5985 Game Farm Road	Minnetrista, MN 55364	1111724430022	Residential Lake Shore	1	\$ 10,000.00	\$ 10,000.00
3	Marianne G Lumbar	6087 Game Farm Road	Minnetrista, MN 55365	6087 Game Farm Road	Minnetrista, MN 55365	1111724340013	Residential Lake Shore	1	\$ 10,000.00	\$ 10,000.00
4	Kelly Gehl Dunlap	6089 Game Farm Road	Minnetrista, MN 55366	6089 Game Farm Road	Minnetrista, MN 55366	1411724210002	Residential Lake Shore	1	\$ 10,000.00	\$ 10,000.00
5	Marianne Gardiner Lumbar	6035 Game Farm Road	Minnetrista, MN 55364	6035 Game Farm Road	Minnetrista, MN 55364	1111724340010	Residential - Misc/ B&B / Multipl	0	\$ 10,000.00	\$ -
6	Peter J Ronnerud	6055 Game Farm Road	Minnetrista, MN 55364	6055 Game Farm Road	Minnetrista, MN 55364	1111724340009	Residential	1	\$ 10,000.00	\$ 10,000.00
7	Alex & Ashley Yellick	6075 Game Farm Road	Minnetrista, MN 55364	6075 Game Farm Road	Minnetrista, MN 55364	1111724340012	Residential	1	\$ 10,000.00	\$ 10,000.00
8	D & R Knowles	6085 Game Farm Road	Minnetrista, MN 55364	6085 Game Farm Road	Minnetrista, MN 55364	1111724340011	Residential	1	\$ 10,000.00	\$ 10,000.00
9	Audrey E Vaughn	6170 Game Farm Road	Minnetrista, MN 55364	6170 Game Farm Road	Minnetrista, MN 55364	1111724340002	Residential	1	\$ 10,000.00	\$ 10,000.00
10	Steven Shannon/Cindi Shannon	6080 Game Farm Road	Minnetrista, MN 55364	6080 Game Farm Road	Minnetrista, MN 55364	1111724340004	Residential	1	\$ 10,000.00	\$ 10,000.00
11	Norma Jean Wutke Revoc Tr	6060 Game Farm Road	Minnetrista, MN 55364	6060 Game Farm Road	Minnetrista, MN 55364	1111724340003	Residential	1	\$ 10,000.00	\$ 10,000.00
12	D M Tillman & L M Tillman	6010 Game Farm Road	Minnetrista, MN 55364	6010 Game Farm Road	Minnetrista, MN 55364	1111724340001	Residential	1	\$ 10,000.00	\$ 10,000.00
13	David Carl Lindstrom	5970 Game Farm Road	Minnetrista, MN 55364	5970 Game Farm Road	Minnetrista, MN 55364	1111724430001	Residential	1	\$ 10,000.00	\$ 10,000.00
14	Isd 277	5910 Game Farm Road	Minnetrista, MN 55364	5910 Game Farm Road	Minnetrista, MN 55364	1111724430002	Residential	1	\$ 10,000.00	\$ 10,000.00
15	City of Minnetrista	5890 Game Farm Road	Minnetrista, MN 55364	5890 Game Farm Road	Minnetrista, MN 55364	1111724430024	Industrial	1	\$ 10,000.00	\$ 10,000.00
Total									\$	140,000.00



2026 STREET IMPROVEMENT PROJECT

ASSESSMENTS



RESOLUTION NO. 25-26

**RESOLUTION APPROVING DECLARING COST TO BE ASSESSED,
ORDERING PREPARATION OF PROPOSED ASSESSMENT, AND CALLING
FOR THE HEARING ON THE PROPOSED ASSESSMENTS FOR THE 2026
STREET IMPROVEMENT PROJECT, CITY PROJECT NO. 01-26**

WHEREAS, a contract has been let and estimated costs have been calculated for Improvement No. 01-26, the improvement of Game Farm Road, Saunders Lake Drive North, Willow Court, Maple Lane, Cedar Court, Saunders Lake Drive South, Basswood Drive, Bluffs Lane North, Walnut Drive, Cherrywood Court, Pinnacle Way, Lakeside Drive, and Lakeside Circle, including minor storm sewer improvements and the estimated cost for such improvements is \$1,929,167,28, and a 5% construction contingency plus 20% indirect expenses to be incurred in the making of such improvement amount to \$2,430,750.77. Additional work in the project includes relocation of a hydrant and an underseal of Game Farm Road, and the total cost of all improvements in the project will be \$2,571,478.41.

**NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE
CITY OF MINNETRISTA:**

1. The portion of the cost of such improvement to be paid by the City of Minnetrista, the City of Mound, and State Aid funds is hereby declared to be \$2,430,750.77 and the portion of the cost to be assessed against benefited property owners is declared to be \$140,000.00.
2. Assessments shall be payable in equal annual installments extending over a period of 20 years, the first of the installments to be payable on or before the first Monday in January, 2027, and shall bear interest at the rate of 5.55 percent which is 2.0 percent greater than the average coupon rate of debt of similar term and quality, based on current market conditions, per annum from the date of the adoption of the assessment resolution.
3. The City Clerk, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the improvement area affected, without regard to cash valuation, as provided by law, and she shall file a copy of such proposed assessment in her office for public inspection.
4. The Clerk shall upon the completion of such proposed assessment, notify the Council thereof.

**BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF
MINNETRISTA:**

1. A hearing shall be held at 7:00 p.m. on March 16, 2026 in the City Hall located at 7701 County Road 110W to pass upon such proposed assessment. All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and she shall state in the notice the total cost of the improvement. She shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.
3. The owner of any property so assessed may, at any time prior to the certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest paid to the date of payment, to the City of Minnetrista, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. An owner may at any time thereafter, pay to the City of Minnetrista the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

This resolution was adopted by the City Council of the City of Minnetrista on the 18th day of February 2026, by a vote of _____ Ayes and _____ Nays.

Mayor Lisa Whalen

ATTEST:

Ann Meyerhoff
City Clerk