



MEMORANDUM

TO: Mayor and City Council
Joshua Tetzlaff, City Administrator

FROM: Chris Knutson, PE, Project Manager/City Engineer

CC: Matt Rynda, Public Works Director
Bruce Reimers, Utilities General Manager

DATE: October 2, 2023

RE: 2024 Street and Utility Improvements Project
Resolution Receiving Report and Calling Hearing

SEH No. NEWPR 173957 14.00

Addition of Sunset Avenue N

The resolution ordering preparation of the Feasibility Report on the 2024 project was passed on July based on streets confirmed at that time to be included. After meeting with city staff, it was determined that a water main improvement would be required on Sunset Avenue N between 2nd Street NE and 3rd Street NE. To allow assessments of water services and pavement restoration, it will require council to pass a resolution adding this block of Sunset Avenue N to the project. The affected parcels were included in previous notifications. A resolution is included that would add them to the project.

Receiving Report and Calling for Public Hearing:

The Feasibility Report for the 2024 Street and Utility Improvements Project is complete and has been prepared in accordance with Minnesota Statute 429. The Feasibility Report outlines the scope of the project, the probable costs, the funding options, and the potential assessment amounts to the benefiting properties. Cost estimates and preliminary layouts for future project have also been included in this report. Copies of the Feasibility Report are included with the packet. Note that alternatives for 10th Avenue SE are included within this report that may be discussed now or later and does not need to be finalized prior to accepting the report.

The next step in the public improvement process is for the City Council to consider accepting the report and calling for the public hearing. The Public Hearing is proposed to be held at **6:00 p.m. on Monday, October 16, 2023**. Notices of the public hearing will be published in the New Prague Times, as well as be sent in the mail to the affected property owners, all in accordance with Minnesota Statutes 429.

A neighborhood meeting was held on September 13, 2023, with residents representing 27 different properties in attendance.

Staff/Engineer Recommendation

Staff and SEH recommend that the City Council approve the attached Resolution Receiving Report and Calling Hearing on Improvement for the 2023 Street and Utility Improvements Project. The Public Hearing is proposed to be held at **6:00 p.m. on Monday, October 16, 2023**.

Engineers | Architects | Planners | Scientists

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