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MEMORANDUM

TO: MAYOR AND CITY COUNCIL
JOSHUA TETZLAFF, CITY ADMINISTRATOR

CC: MATT RYNDA, PUBLIC WORKS DIRECTOR
BRUCE REIMERS, UTILITIES GENERAL MANAGER

FROM: CHRIS KNUTSON, PE (Lic. MN)

DATE: OCTOBER 11, 2023

RE: 2023 STREET AND UTILITY IMPROVEMENT PROJECT
RESOLUTION ADOPTING ASSESSMENT
SEH No. NEWPR 167774

PROPOSED ASSESSMENTS

The public assessment hearing has been ordered to be held at 6:00 p.m. on Monday, October 16, 2023. No changes were made to the draft assessment roll presented previously.

The assessment roll has been prepared based on the City of New Prague assessment policy and the project specific assessment methodology presented in the Feasibility Study as well as at public hearings.

Notice of the public hearing has been published in the New Prague Times and sent in the mail to the affected property owners, all in accordance with Minnesota Statutes 429.

At this time of this memorandum, SEH has not been made aware of any property owners intending to contest their assessment.

Upon approval of the assessment roll, final assessment statements will be sent to all the affected property owners. Property owners may elect to pay their assessment interest free within the first 30 days. After 30 days, any unpaid assessments will be certified to Scott County.

Attached for City Council information and reference are the following:

1. Copy of the Proposed Assessment Roll to be adopted.
2. Resolution.

STAFF/ENGINEER RECOMMENDATION

Staff and SEH recommend that the City Council conduct the assessment hearing, receive testimony on the assessments, and consider approving the attached resolution Adopting Assessment for the 2023 Street and Utility Improvement Project.

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Short Elliott Hendrickson Inc., 11 Civic Center Plaza, Suite 200, Mankato, MN 56001-7710

507.388.1989 | 877.316.7636 | 888.908.8166 fax | sehinc.com

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