



Memorandum

To: Mayor Nelson and Members of the City Council

From: Daniel R. Buchholtz, ICMA-CM, Administrator, Clerk/Treasurer

Date: November 25, 2024

Subject: Adoption of 2025 Fee Schedule

Project Overview:

The 2025 Street Improvement Project includes proposed mill and overlay work for the following segments:

- **79th Avenue NE:** Between Able Street and TH-65.
- **Taylor Street NE:** Between 79th Avenue and Osborne Road.

These improvements are part of the City's comprehensive street maintenance program and are consistent with similar projects completed in previous years.

Scope of Work:

- Milling and overlay of 2 inches of bituminous pavement.
- Spot repairs to concrete curb and gutter.
- Minimal repairs to pedestrian curb ramps.
- Adjustment of valve boxes and castings as necessary.
- Restoration of disturbed areas with topsoil and seeding.

No water main, sanitary sewer, or major storm sewer work is included in this project, as these systems are in good condition.

Estimated Costs and Assessments:

The **total estimated project cost** is \$405,400, which includes construction, administrative fees, and contingency.

The **assessment policy** divides costs as follows:

- 100% of costs for commercial, industrial, school, and church properties based on frontage.
 - 45% of costs for residential properties on a per parcel basis.
- The City will cover remaining costs not allocated to assessments.

Proposed Assessment Rates:

- **Single-family residential:** \$2,850 per parcel.
- **Townhomes:** \$1,710 per parcel.
- **Non-residential properties:** \$84.88 per front foot.

These rates align with the City's assessment practices and reflect inflation-adjusted rates from previous projects.

Area to be Assessed:

Properties adjacent to 79th Avenue NE and Taylor Street NE are proposed for assessments. A detailed map and preliminary assessment roll have been prepared and shared with affected property owners.

Feasibility Findings:

The feasibility study concluded that:

1. The proposed improvements are necessary and cost-effective.
2. The project adheres to engineering and construction standards.
3. The City's assessment methodology ensures an equitable distribution of costs.

Next Steps:

1. **Public Hearing:** Gather public input on the proposed project and assessments at the Improvement Hearing being held on December 2, 2024 at 7:00pm.
2. **Council Action:** Following the hearing, the Council may:
 - o Approve the project as proposed.
 - o Adjust the project scope or assessment methodology based on feedback.
 - o Order the preparation of detailed plans and specifications for bidding.

Staff recommends approval of Resolution 2024-70, Ordering Improvement and Preparation of Plans - 2025 Street Improvement Project.

If you have any questions, please do not hesitate to contact me at 763-784-6491.