



City of Grand Forks  
Staff Report  
Committee of the Whole – August 12, 2019  
City Council – August 19, 2019

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**Agenda Item:** Assessment district project #7766.1 Storm Sewer-Crary's Sixth Resubdivision, District #540.1 for newly annexed property in the future assessment district. The property is in Crary's Seventh Addition and Unplatted parts in GF Township.

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**Submitted by:** Maureen Storstad, Director of Finance & Administrative Services

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**Staff Recommended Action:** Include newly annexed property within the special assessment district #540.1 and authorize subsequent assessment for Storm Sewer for Crary's Sixth Resubdivision to newly annexed property.

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**August 12, 2019 – Committee Recommended Action:**

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**August 19, 2019 – Council Action:**

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**BACKGROUND:** In 2018, the Storm Sewer for Crary's Sixth Resubdivision was completed and assessed to properties in district #540. This project was deferred until 2021. This project also benefited a future special assessment district, which we are now proposing to assess as district #540.1. The newly annexed area is in Crary's Seventh Addition and Unplatted parts in GF Township.

**ANALYSIS AND FINDINGS OF FACT:**

- The Special Assessment Commissioners found that all properties within the district area and a future assessment area would benefit from the storm sewer project and, therefore, should all be assessed.
- Staff is assessing newly annexed property on a timely basis.
- The dollar amount of this assessment to the newly annexed property is \$14,963.80. This amount includes one year of accrued interest.
- Property on the listing will be fully assessed for this project. This project will be deferred until 2021.

**SUPPORT MATERIALS:**

- Engineer's Report showing timeline and special assessment district map.
- Spreadsheet calculating benefit to new properties.

**ENGINEER'S REPORT**

District No. 540.1 (Project No. 7766.1)

The following report is submitted to the City Council of Grand Forks regarding the proposed Project No. 7766.1 benefiting

District No. 540.1

1. Purpose and general nature:

Improvement of the municipal system serving the district by:

Storm Sewer

2. Location:

Described as follows:  
Crary's Sixth Resubdivision

3. Feasibility and cost:

In the opinion of the undersigned, the improvement is feasible and the probable cost thereof is estimated to be approximately \$14,963.80.

4. A map of the district is attached.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Allen R. Grasser, PE – City Engineer

Future Area Assessments	Dollar Amount	Square Footage
Total Assessed	\$117,354.84	2,079,696
Less District #540.1 Share	\$14,410.42	282,965
Remaining Future Area Share	\$102,944.42	1,796,731

## TIMETABLE FOR SPECIAL ASSESSMENT PROJECTS

Project Name Storm Sewer for Cray's Sixth Resub  
 Project Number 7766.1

District No. 540.1

- Water
- Sewer
- Water & Sewer
- Sidewalk
- Other \_\_\_\_\_

This timetable prepared by Finance  
 Revised by \_\_\_\_\_

Date 8/7/2019

Action

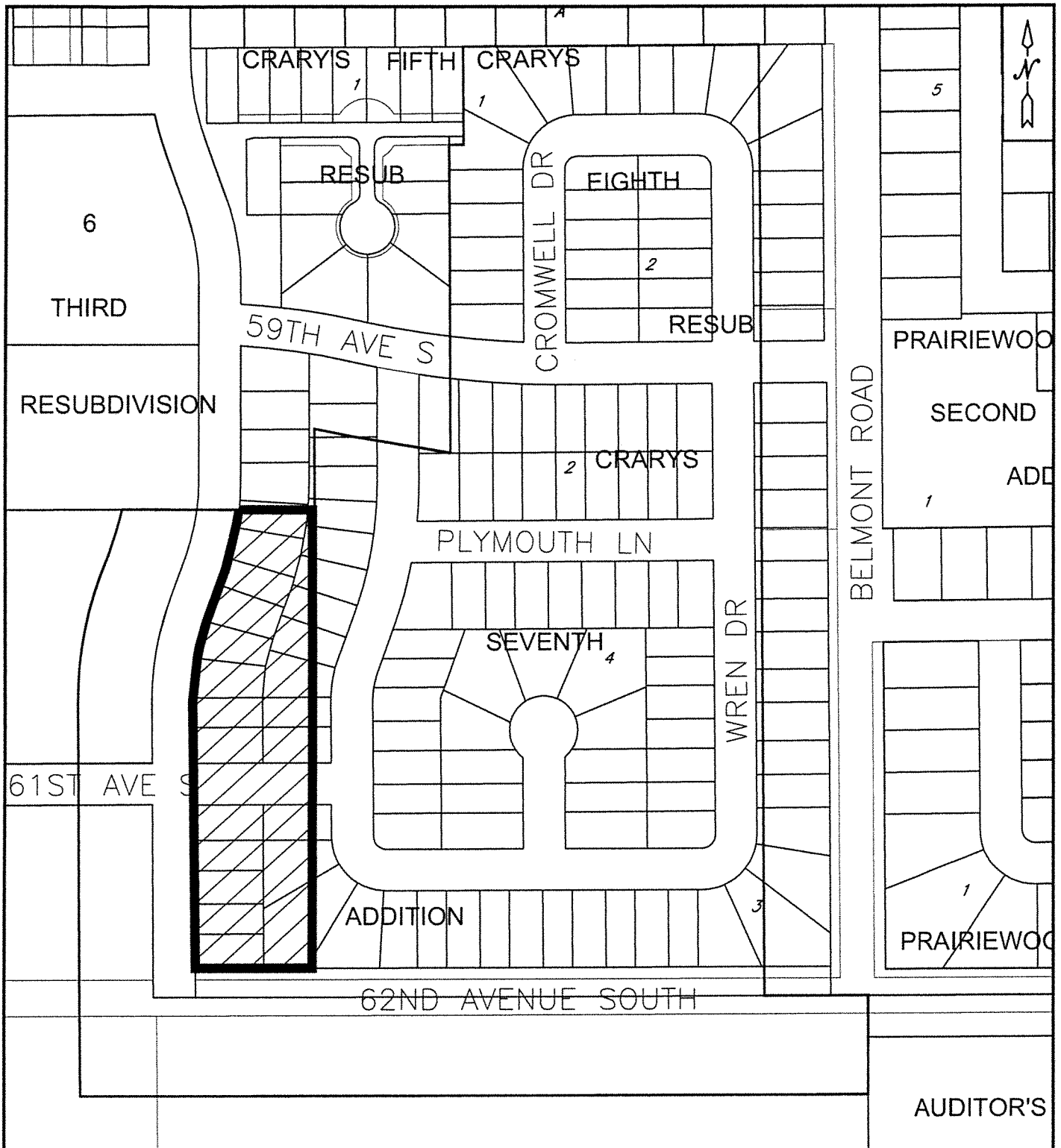
Date of Action

Action	Date of Action			Approved
	Other	Committee	Council	
Approval of Engineers Report including estimate. Resolution creating assessment district. Direct engineering to prepare plans & specifications, and advertise for construction bids.		8/12/19	8/19/19	
*Notices sent to property owners.	Week of 8/12/19			
*Special Assessment Commission to meet to determine preliminary distribution of benefits.	Week of 8/12/19			
Approval of plans & specs/set bid date				
**Advertisement for bids prepared.				
*Advertisement for bids published.				
Discuss Project. (Optional)				
***Bids received, opened & tabulated.				
Recommend award of contract.				
Award Contract.				

\*Responsibility of Finance & Administrative Services Office

\*\*Responsibility of Engineering Department.




\*\*\*Responsibility of Finance & Administrative Service Office & Engineering Department.



# STORM SEWER FOR CRARY SEVENTH SUBDIVISION

## LEGEND

PROJECT # 7766.1  
 DISTRICT # 540.1

 ASSESSMENT DISTRICT BOUNDARY  
 PROJECT LIMITS  
 CITY LIMITS

 FUTURE ASSESSMENT DISTRICT

# PROJECT #7766.1 STORM SEWER CRARY'S 6TH RESUB

DISTRICT #540.1

DEFERRED UNTIL 2021

Property Number	Name	Legal Address	Addition	Use Code	Square Ft in Database	Addr'l Sq Ft for Street	Total Square Footage	Cost	Deferred Interest 0.0384	Project 7766.1 Special Assessment
1379.005.00	CRARY DEVELOPMENT, INC	5979 COTTONWOOD ST	CRARY'S SEVENTH ADDITION	R	7,790.0	730.0	8,520.0	\$409.59	\$15.73	\$425.32
1379.006.00	CRARY DEVELOPMENT, INC	5995 COTTONWOOD ST	CRARY'S SEVENTH ADDITION	R	8,893.0	730.0	9,623.0	\$462.62	\$17.76	\$480.38
1379.007.00	CRARY DEVELOPMENT, INC	6011 COTTONWOOD ST	CRARY'S SEVENTH ADDITION	R	7,579.0	730.0	8,309.0	\$399.45	\$15.34	\$414.79
1379.008.00	CRARY DEVELOPMENT, INC	6027 COTTONWOOD ST	CRARY'S SEVENTH ADDITION	R	9,103.0	730.0	9,833.0	\$472.71	\$18.15	\$490.86
1379.009.00	CRARY DEVELOPMENT, INC	6043 COTTONWOOD ST	CRARY'S SEVENTH ADDITION	R	8,338.0	730.0	9,068.0	\$435.94	\$16.74	\$452.68
1379.010.00	CRARY DEVELOPMENT, INC	6059 COTTONWOOD ST	CRARY'S SEVENTH ADDITION	R	9,011.0	730.0	9,741.0	\$468.29	\$17.98	\$486.27
1379.011.00	CRARY DEVELOPMENT, INC	6077 COTTONWOOD ST	CRARY'S SEVENTH ADDITION	R	7,280.0	730.0	8,010.0	\$385.07	\$14.79	\$399.86
1379.012.00	CRARY DEVELOPMENT, INC	6095 COTTONWOOD ST	CRARY'S SEVENTH ADDITION	R	8,840.0	730.0	9,570.0	\$460.07	\$17.67	\$477.74
1379.013.00	CRARY DEVELOPMENT, INC	453 WREN DR	CRARY'S SEVENTH ADDITION	R	5,520.0	730.0	6,250.0	\$300.46	\$11.54	\$312.00
1379.014.00	CRARY DEVELOPMENT, INC	457 WREN DR	CRARY'S SEVENTH ADDITION	R	5,318.0	730.0	6,048.0	\$290.75	\$11.16	\$301.91
1379.015.00	CRARY DEVELOPMENT, INC	461 WREN DR	CRARY'S SEVENTH ADDITION	R	7,333.0	730.0	8,063.0	\$387.62	\$14.88	\$402.50
1379.016.00	CRARY DEVELOPMENT, INC	465 WREN DR	CRARY'S SEVENTH ADDITION	R	5,095.0	730.0	5,825.0	\$280.03	\$10.75	\$290.78
1379.017.00	CRARY DEVELOPMENT, INC	469 WREN DR	CRARY'S SEVENTH ADDITION	R	3,239.0	730.0	3,969.0	\$190.81	\$7.33	\$198.14
1379.018.00	CRARY DEVELOPMENT, INC	473 WREN DR	CRARY'S SEVENTH ADDITION	R	1,900.0	730.0	2,630.0	\$126.43	\$4.85	\$131.28
1379.019.00	CRARY DEVELOPMENT, INC	477 WREN DR	CRARY'S SEVENTH ADDITION	R	1,035.0	730.0	1,765.0	\$84.85	\$3.26	\$88.11
1379.020.00	CRARY DEVELOPMENT, INC	419 WREN DR	CRARY'S SEVENTH ADDITION	R	13,006.0	730.0	13,736.0	\$660.34	\$25.36	\$685.70
1379.071.00	CRARY DEVELOPMENT, INC	425 WREN DR	CRARY'S SEVENTH ADDITION	R	9,702.0	730.0	10,432.0	\$501.51	\$19.26	\$520.77
1379.072.00	CRARY DEVELOPMENT, INC	431 WREN DR	CRARY'S SEVENTH ADDITION	R	6,359.0	730.0	7,089.0	\$340.80	\$13.09	\$353.89
1379.073.00	CRARY DEVELOPMENT, INC	6103 COTTONWOOD ST	CRARY'S SEVENTH ADDITION	R	8,840.0	730.0	9,570.0	\$460.07	\$17.67	\$477.74
1379.074.00	CRARY DEVELOPMENT, INC	6121 COTTONWOOD ST	CRARY'S SEVENTH ADDITION	R	7,540.0	730.0	8,270.0	\$397.57	\$15.27	\$412.84
1379.075.00	CRARY DEVELOPMENT, INC	6139 COTTONWOOD ST	CRARY'S SEVENTH ADDITION	R	8,320.0	730.0	9,050.0	\$435.07	\$16.71	\$451.78
1379.076.00	CRARY DEVELOPMENT, INC	6157 COTTONWOOD ST	CRARY'S SEVENTH ADDITION	R	7,540.0	730.0	8,270.0	\$397.57	\$15.27	\$412.84
1379.077.00	CRARY DEVELOPMENT, INC	6175 COTTONWOOD ST	CRARY'S SEVENTH ADDITION	R	8,510.0	730.0	9,240.0	\$444.20	\$17.06	\$461.26
3117.273.11	CRARY DEVELOPMENT, INC	NO ADDRESS-UNPLATTED	UNPLATTED PARTS-GF TOWNSHIP	A	47,034.0	-	47,034.0	\$2,261.11	\$86.83	\$2,347.94
3117.273.12	CRARY DEVELOPMENT, INC	NO ADDRESS-UNPLATTED	UNPLATTED PARTS-GF TOWNSHIP	A	69,840.0	-	69,840.0	\$3,357.49	\$128.93	\$3,486.42
					282,965.00	16,790.0	299,755.0	\$14,410.42	\$553.38	\$14,963.80

**TOTAL \$14,963.80**

FUTURE AREA ASSESSMENTS	DOLLAR AMOUNT	SQUARE FOOTAGE
TOTAL ASSESSED	\$117,354.84	2,079,696
LESS DISTRICT #540.1 SHARE	\$14,410.42	282,965
REMAINING FUTURE SHARE	\$102,944.42	1,796,731