



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

Agenda Item: Assessment district project #7767.1 Paving-Crary's Sixth Resubdivision, District #711.1 for newly annexed property in the future assessment district. The property is described as Unplatted parts in GF Township.

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

Staff Recommended Action: Include newly annexed property within the special assessment district #711.1 and authorize subsequent assessment for Paving for Crary's Sixth Resubdivision to newly annexed property.

August 12, 2019 – Committee Recommended Action:

August 19, 2019 – Council Action:

BACKGROUND: In 2018, the Paving for Crary's Sixth Resubdivision was completed and assessed to properties in district #711. This project was deferred until 2021. This project also benefited a future special assessment district, which we are now proposing to assess as district #711.1. The newly annexed area is described as 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 paving 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 \$3,657.03. 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. 711.1 (Project No. 7767.1)

The following report is submitted to the City Council of Grand Forks regarding the proposed Project No. 7767.1 benefiting

District No. 711.1

1. Purpose and general nature:

Improvement of the municipal system serving the district by:

Paving

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 \$3,657.03.

4. A map of the district is attached.

Date

Allen R. Grasser, PE – City Engineer

Future Area Assessments	Dollar Amount	Square Footage
Total Assessed	\$7,591.54	36,565
Less District #711.1 Share	\$3,521.79	16,963
Remaining Future Area Share	\$4,069.75	19,602

TIMETABLE FOR SPECIAL ASSESSMENT PROJECTS

Project Name Paving for Crary's Sixth Resub
 Project Number 7767.1

District No. 711.1

- Water
- Paving
- Water & Sewer
- Sidewalk
- Other _____

This timetable prepared by Finance
 Revised by _____

Date 8/7/2019

Action

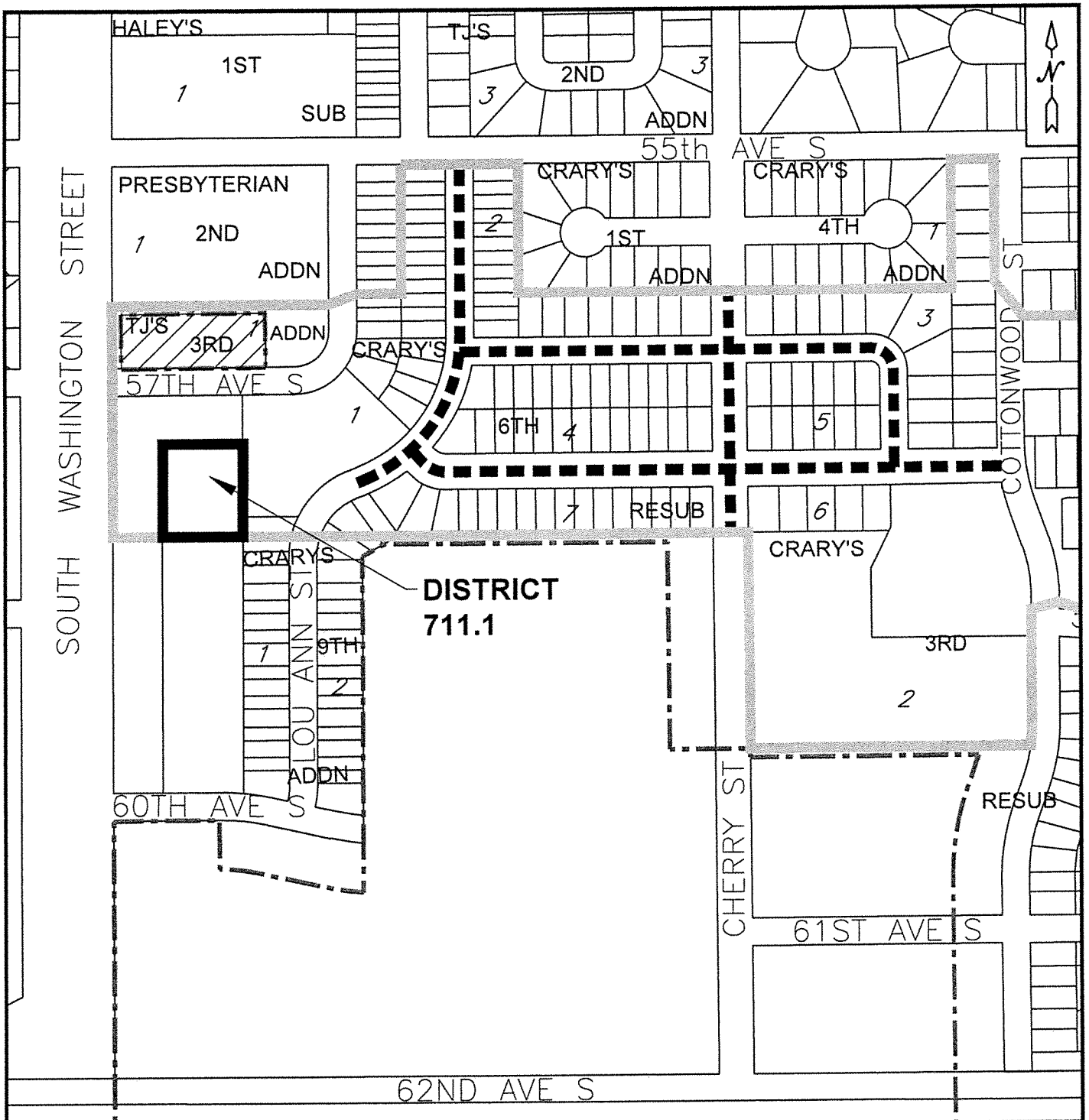
Date of Action

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.



PAVING FOR CRARY'S 6TH

LEGEND

-  PREVIOUS ASSESSMENT DISTRICT
-  ASSESSMENT DISTRICT BOUNDRY
-  PROJECT LIMITS
-  CITY LIMITS

-  REMAINING FUTURE ASSESSMENT DISTRICT

PROJECT # 7767.1
 DISTRICT # 711.1

PROJECT #7767.1 PAVING CRARY'S 6TH RESUBDIVISION

DISTRICT #711.1

DEFERRED UNTIL 2021

Property Number	Name	Legal Address	Addition	Use Code	Square Ft in Database	Cost	Deferred Interest	Project 7767.1 Special Assessment
3117.273.15	CRARY DEVELOPMENT, INC	NO ADDRESS-UNPLATTED	UNPLATTED PARTS-GF TOWNSHIP	A	16,962.50	\$3,521.79	\$135.24	\$3,657.03
					16,962.50	\$3,521.79	\$135.24	\$3,657.03

TOTAL \$3,657.03

FUTURE AREA ASSESSMENTS	DOLLAR AMOUNT	SQUARE FOOTAGE
TOTAL ASSESSED	\$7,591.54	36,565
LESS DISTRICT #540.1 SHARE	\$3,521.79	16,963
REMAINING FUTURE SHARE	\$4,069.75	19,602