



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

**APPROVED & ACCEPTED**  
by City Council

08/19/19

*Maureen Storstad*  
Maureen Storstad  
City Auditor

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**Agenda Item:** Assessment district project #5048.10, District #563.8: Paving S 42<sup>nd</sup> St, 17<sup>th</sup> Ave S and 11<sup>th</sup> Ave S for newly annexed property in the future assessment district. This property is in Maier's Fifth Addition.

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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 #563.8 and authorize subsequent assessment for Paving S 42<sup>nd</sup> St, 17<sup>th</sup> Ave S and 11<sup>th</sup> Ave S to newly annexed property.

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**August 12, 2019 – Committee Recommended Action:** Refer to City Council with the recommendation to approve.

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**August 19, 2019 – Council Action:** Approved unanimously on consent agenda.

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**BACKGROUND:** In 2001, Paving S 42<sup>nd</sup> St, 1 7<sup>th</sup> Ave S and 11<sup>th</sup> Ave S was completed and assessed to properties in district #563. This project also benefited a future special assessment district, which we are now proposing to assess as district #563.8. The newly annexed area is in Maier's Fifth Addition.

**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 street paving project and, therefore, should all be assessed equally.
- Staff is assessing newly annexed properties on a timely basis.
- The dollar amount of this assessment to the newly annexed properties is \$10,253.
- Property on the listing will be fully assessed for this project.

**SUPPORT MATERIALS:**

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

**ENGINEER'S REPORT**

District No. 563.8

Project No. 5048.10

The following report is submitted to the City Council of Grand Forks regarding the proposed Project No. 5048.10 benefiting

District No. 563.8

1. Purpose and general nature:

Improvement of the municipal system serving the district by:

Paving – Note that this project was completed in June of 2002 and that Special Assessment District 563 consists of newly annexed property within the Future Special Assessment District that was identified when District 563 was created.

2. Location:

Described as follows:  
S. 42<sup>nd</sup> Street (Univ to 29<sup>th</sup> Ave. South) 17<sup>th</sup> Ave. South (S. 35<sup>th</sup> to 42<sup>nd</sup> Street) and 11<sup>th</sup> Ave. South (S. 40<sup>th</sup> to S. 42<sup>nd</sup> St.)

3. Feasibility and cost:

In the opinion of the undersigned, the improvement is feasible and the probable assessed cost thereof is estimated to be approximately \$10,253, including construction, engineering, financing, contingencies, and other incidental costs.

4. A map of the district is attached.

\_\_\_\_\_  
Date

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

Future Assessment Area Share	\$1,072,704
District 563.8 Share	\$10,253
Future Assessment Area Share	<u>\$1,062,451</u>

Costs Provided by Finance Department

## TIMETABLE FOR SPECIAL ASSESSMENT PROJECTS

Project Name Paving S. 42<sup>nd</sup> Street (Univ to 29<sup>th</sup> Ave. South) 17<sup>th</sup> Ave. South (S. 35<sup>th</sup> to 42<sup>nd</sup> Street) and 11<sup>th</sup> Ave. South (S. 40<sup>th</sup> to S. 42<sup>nd</sup> St.)

Project Number 5048.10

District No. 563.8

- Paving
- Street Lighting
- Street Improvement
- Other \_\_\_\_\_

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

Date 8/12/19  
Date \_\_\_\_\_

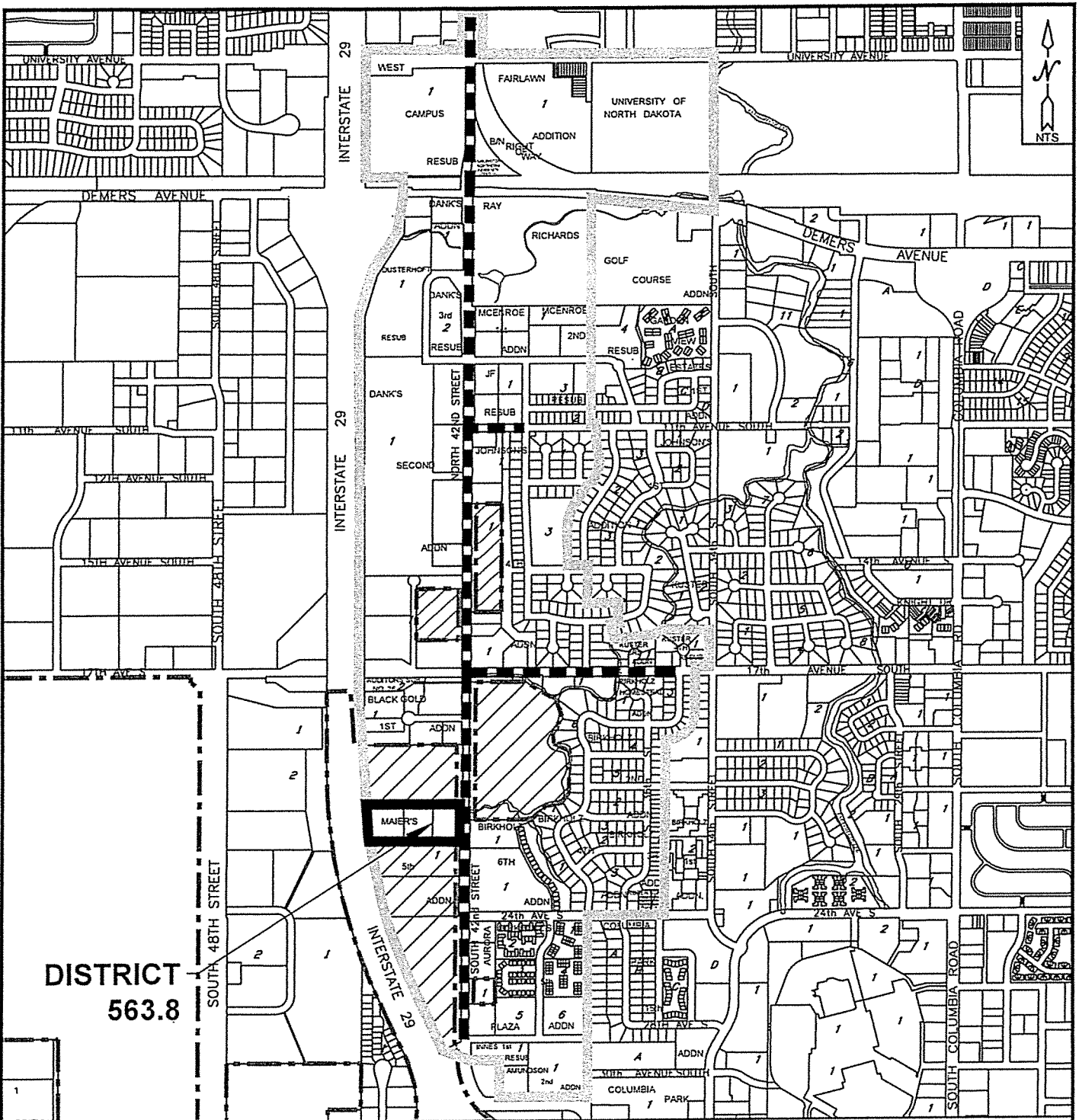
Action	Date of Action			Approved
	Other	Committee	Council	
Approval of Engineers Report including estimate. Resolution creating assessment district. Direct engineering to prepare plans & specifications, and advertise for construction bids.		8/12/19	8/19/19	
*Notices sent to property owners.	Week of 8/12/19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

\*Responsibility of Finance & Administrative Services Office

\*\*Responsibility of Engineering Department.

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

#If bids are more than 25% higher than engineers estimate, Finance & Administrative Services Office will notify property owners and protest period will be extended 2 weeks.



DISTRICT  
563.8

# PAVING S 42ND ST, 17TH AVE S AND 11TH AVE S

## LEGEND

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

PROJECT # 5048.1

DISTRICT # 563.8

**PAVING S 42ND STREET  
PROJECT 5048.10**

Property Number	Name	Legal Address	SQ FT IN FULL BENEFIT AREA	0.32 A SQ FT	SQ FT IN QUARTER BENEFIT AREA	0.08 SQ FT	TOTAL ASSESSMENT	LESS ASSESSMENT FROM REPLATS	ADJUSTED ASSESSMENT	LESS DEPRECIATION 35%
2341.001.00	EMPIRE DEVELOPMENT, LLP	2001 EMPIRE CT LOT 1, BLOCK 1 MAIER'S FIFTH ADDITION			158,564	\$12,685	\$12,685	\$0	\$12,685	\$4,440
2341.002.00	EMPIRE TOWNHOMES II, LLC	2020 BENTLEY DR LOT 2, BLOCK 1 MAIER'S FIFTH ADDITION			126,000	\$10,080	\$10,080	\$0	\$10,080	\$3,528
2341.003.00	EMPIRE TOWNHOMES I, LLC	2022 FLEETWOOD DR LOT 3, BLOCK 1 MAIER'S FIFTH ADDITION	13,931	\$4,458	120,368	\$9,629	\$14,087	\$7,559	\$6,528	\$2,285
2341.004.00	EMPIRE DEVELOPMENT, LLP	UNPLATTED STRIP MAIER'S FIFTH ADDITION	13,960	\$4,467	0	\$0	\$4,467	\$4,467	\$0	\$0
2341.005.00	EMPIRE DEVELOPMENT, LLP	UNPLATTED STRIP MAIER'S FIFTH ADDITION	15,864	\$5,076	0	\$0	\$5,076	\$5,076	\$0	\$0
3117.181.05	EMPIRE DEVELOPMENT, LLP	UNPLATTED PARTS NE1/4 SE1/4 18-151-50	7,270	\$2,326	0	\$0	\$2,326	\$2,326	\$0	\$0
<b>TOTAL</b>									<b>\$0</b>	<b>\$10,253</b>