



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

Agenda Item: Assessment district project #5672.4 Paving 55th Avenue South, District #606.4 for newly annexed property in the future assessment district. The property is in Crary's Eighth Resubdivision.

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

Staff Recommended Action: Include newly annexed property within the special assessment district #606.4 and authorize subsequent assessment for Paving 55th Avenue South to newly annexed property.

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

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

BACKGROUND: In 2006, the Paving for 55th Avenue South was completed and assessed to properties in district #606. This project also benefited a future special assessment district, which we are now proposing to assess as district #606.4. The newly annexed area is in Crary's Eighth Resubdivision.

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 \$17,169.17.
- 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.

TIMETABLE FOR SPECIAL ASSESSMENT PROJECTS

Project Name Paving 55th Ave. South (Cherry – Belmont)
 Project Number 5672.4

District No. 606.4

- Paving
- Street Lighting
- Street Improvement
- Other _____

This timetable prepared by Finance
 Revised by _____

Date 8/6/2019

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.

ENGINEER'S REPORT

District No. 606.4

(Project No. 5672.4)

The following report is submitted to the City Council of Grand Forks regarding the proposed Project No. 5672.4 benefiting

District No. 606.4

1. Purpose and general nature:

Improvement of the municipal system serving the district by:

Paving – Note that this project was completed in 2006 and that Special Assessment District 606.4 consists of newly annexed property within the future Special Assessment District that was identified when District 606 was created.

2. Location:

Lot 1, Block 1, TJ's First Addition, Crary's Second Addition, Crary's Third Resubdivision, Blocks A & B, LeClerc's Addition and platted streets and public rights-of-way contiguous thereto containing 1,258,412.50 Sq. Ft. or 28.89 Acres, more or less.

3. Feasibility and cost:

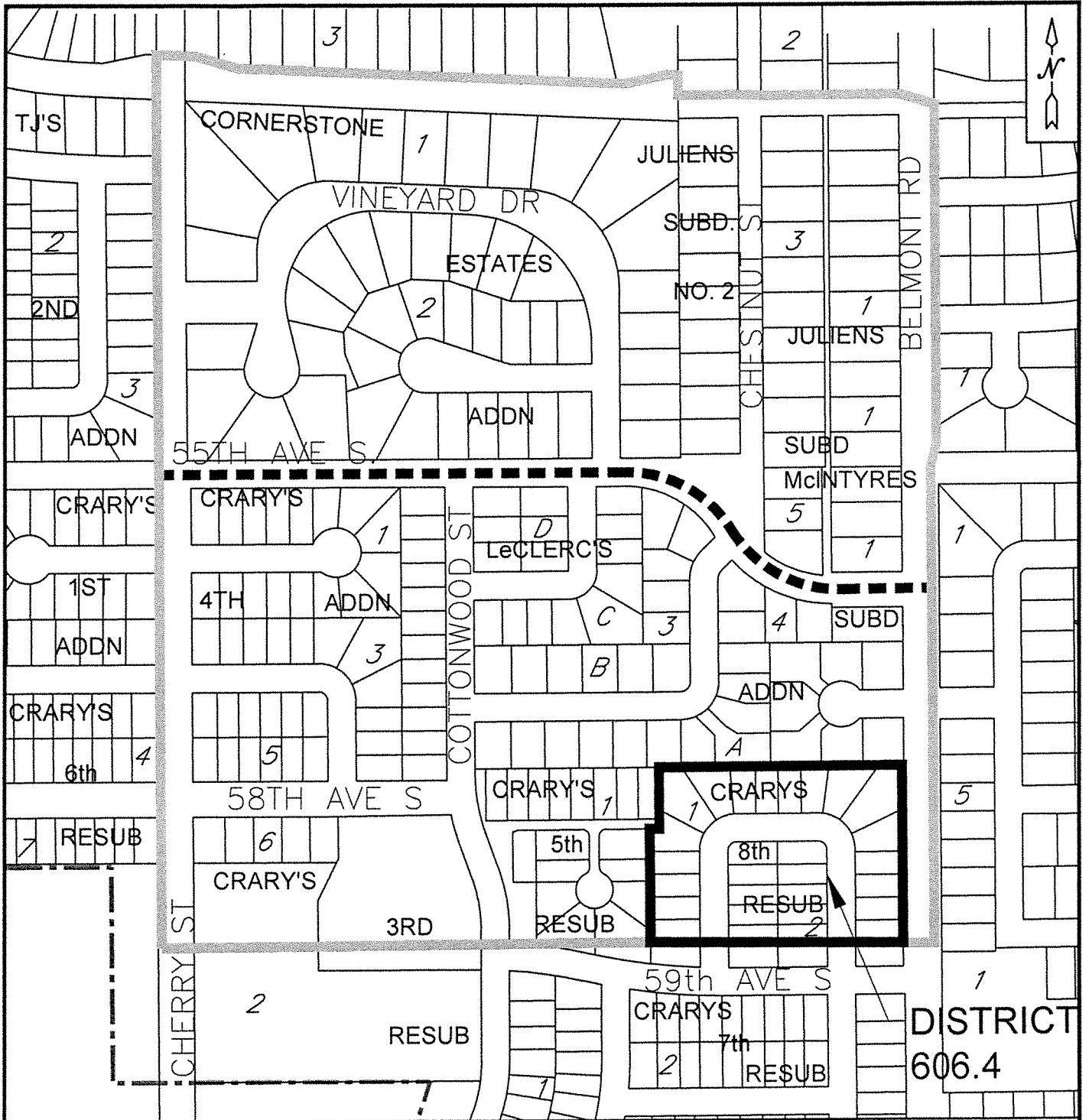
In the opinion of the undersigned, the improvement is feasible and the probable cost thereof is estimated to be approximately \$17,169.17, including construction, engineering, financing, contingencies, and other incidental costs.

4. A map of the district is attached.

Date

Allen R. Grasser, PE – City Engineer

Total Future Assessment & Assessed Costs	\$311,350.00
District 606 Share	\$92,408.00
District 606.1 Share	\$4,727.42
District 606.2 Share	\$11,330.18
District 606.3 Share	\$51,627.28
District 606.4 Share	\$17,169.17



PAVING 55TH AVE SOUTH (CHERRY ST TO BELMONT RD)

LEGEND

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

PROJECT # 5672.4

DISTRICT # 606.4

PROJECT #5672.4 PAVING 55TH AVENUE SOUTH

DISTRICT #606.4

Property Number	Name	Legal Address	Addition	Use Code	Square Ft in Database	Sq Ft Area for Street	Total Cost	Cost 0.052213	Less Amt Previously Assessed	Project 5672.4 Special Assessment
1380.001.00	CRARY DEVELOPMENT, INC	476 CROMWELL DR	CRARY'S EIGHTH RESUBDIVISION	R	9,634.0	2,760.0	12,394.0	\$647.13	\$103.41	\$543.72
1380.002.00	CRARY DEVELOPMENT, INC	468 CROMWELL DR	CRARY'S EIGHTH RESUBDIVISION	R	9,059.0	2,560.0	11,619.0	\$606.66	\$103.41	\$503.25
1380.003.00	CRARY DEVELOPMENT, INC	460 CROMWELL DR	CRARY'S EIGHTH RESUBDIVISION	R	9,059.0	2,560.0	11,619.0	\$606.66	\$103.41	\$503.25
1380.004.00	CRARY DEVELOPMENT, INC	452 CROMWELL DR	CRARY'S EIGHTH RESUBDIVISION	R	9,059.0	2,560.0	11,619.0	\$606.66	\$103.41	\$503.25
1380.005.00	CRARY DEVELOPMENT, INC	444 CROMWELL DR	CRARY'S EIGHTH RESUBDIVISION	R	8,992.0	2,560.0	11,552.0	\$603.16	\$103.41	\$499.75
1380.006.00	CRARY DEVELOPMENT, INC	438 CROMWELL DR	CRARY'S EIGHTH RESUBDIVISION	R	11,936.0	2,120.0	14,056.0	\$733.91	\$103.41	\$630.50
1380.007.00	CRARY DEVELOPMENT, INC	430 CROMWELL DR	CRARY'S EIGHTH RESUBDIVISION	R	17,933.0	2,120.0	20,053.0	\$1,047.03	\$103.41	\$943.62
1380.008.00	CRARY DEVELOPMENT, INC	420 CROMWELL DR	CRARY'S EIGHTH RESUBDIVISION	R	13,457.0	2,120.0	15,577.0	\$813.32	\$103.41	\$709.91
1380.009.00	CRARY DEVELOPMENT, INC	408 CROMWELL DR	CRARY'S EIGHTH RESUBDIVISION	R	9,081.0	2,520.0	11,601.0	\$605.72	\$103.41	\$502.31
1380.010.00	CRARY DEVELOPMENT, INC	398 CROMWELL DR	CRARY'S EIGHTH RESUBDIVISION	R	8,606.0	2,560.0	11,166.0	\$583.01	\$103.41	\$479.60
1380.011.00	CRARY DEVELOPMENT, INC	390 CROMWELL DR	CRARY'S EIGHTH RESUBDIVISION	R	8,606.0	2,560.0	11,166.0	\$583.01	\$103.41	\$479.60
1380.012.00	CRARY DEVELOPMENT, INC	380 CROMWELL DR	CRARY'S EIGHTH RESUBDIVISION	R	9,357.0	2,440.0	11,797.0	\$615.96	\$103.41	\$512.55
1380.013.00	CRARY DEVELOPMENT, INC	368 CROMWELL DR	CRARY'S EIGHTH RESUBDIVISION	R	14,177.0	2,120.0	16,297.0	\$850.92	\$103.41	\$747.51
1380.014.00	CRARY DEVELOPMENT, INC	352 CROMWELL DR	CRARY'S EIGHTH RESUBDIVISION	R	19,937.0	2,120.0	22,057.0	\$1,151.66	\$103.41	\$1,048.25
1380.015.00	CRARY DEVELOPMENT, INC	344 CROMWELL DR	CRARY'S EIGHTH RESUBDIVISION	R	12,044.0	2,160.0	14,204.0	\$741.63	\$103.41	\$638.22
1380.016.00	CRARY DEVELOPMENT, INC	336 CROMWELL DR	CRARY'S EIGHTH RESUBDIVISION	R	8,667.0	2,560.0	11,227.0	\$586.20	\$103.41	\$482.79
1380.017.00	CRARY DEVELOPMENT, INC	328 CROMWELL DR	CRARY'S EIGHTH RESUBDIVISION	R	8,667.0	2,560.0	11,227.0	\$586.20	\$103.41	\$482.79
1380.018.00	CRARY DEVELOPMENT, INC	320 CROMWELL DR	CRARY'S EIGHTH RESUBDIVISION	R	8,667.0	2,560.0	11,227.0	\$586.20	\$103.41	\$482.79
1380.019.00	CRARY DEVELOPMENT, INC	312 CROMWELL DR	CRARY'S EIGHTH RESUBDIVISION	R	8,667.0	2,560.0	11,227.0	\$586.20	\$103.41	\$482.79
1380.020.00	CRARY DEVELOPMENT, INC	304 CROMWELL DR	CRARY'S EIGHTH RESUBDIVISION	R	9,159.0	2,720.0	11,879.0	\$620.24	\$103.41	\$516.83
1380.021.00	CRARY DEVELOPMENT, INC	477 CROMWELL DR	CRARY'S EIGHTH RESUBDIVISION	R	9,100.0	2,600.0	11,700.0	\$610.89	\$103.41	\$507.48
1380.022.00	CRARY DEVELOPMENT, INC	471 CROMWELL DR	CRARY'S EIGHTH RESUBDIVISION	R	7,980.0	2,880.0	10,260.0	\$535.71	\$103.41	\$432.30
1380.023.00	CRARY DEVELOPMENT, INC	465 CROMWELL DR	CRARY'S EIGHTH RESUBDIVISION	R	7,980.0	2,880.0	10,260.0	\$535.71	\$103.41	\$432.30
1380.024.00	CRARY DEVELOPMENT, INC	457 CROMWELL DR	CRARY'S EIGHTH RESUBDIVISION	R	7,980.0	2,880.0	10,260.0	\$535.71	\$103.41	\$432.30
1380.025.00	CRARY DEVELOPMENT, INC	449 CROMWELL DR	CRARY'S EIGHTH RESUBDIVISION	R	7,980.0	2,880.0	10,260.0	\$535.71	\$103.41	\$432.30
1380.026.00	CRARY DEVELOPMENT, INC	441 CROMWELL DR	CRARY'S EIGHTH RESUBDIVISION	R	8,981.0	2,600.0	11,581.0	\$604.68	\$103.41	\$501.27
1380.027.00	CRARY DEVELOPMENT, INC	341 CROMWELL DR	CRARY'S EIGHTH RESUBDIVISION	R	8,982.0	2,600.0	11,582.0	\$604.73	\$103.41	\$501.32
1380.028.00	CRARY DEVELOPMENT, INC	333 CROMWELL DR	CRARY'S EIGHTH RESUBDIVISION	R	7,980.0	2,880.0	10,260.0	\$535.71	\$103.41	\$432.30
1380.029.00	CRARY DEVELOPMENT, INC	325 CROMWELL DR	CRARY'S EIGHTH RESUBDIVISION	R	7,980.0	2,880.0	10,260.0	\$535.71	\$103.41	\$432.30
1380.030.00	CRARY DEVELOPMENT, INC	317 CROMWELL DR	CRARY'S EIGHTH RESUBDIVISION	R	7,980.0	2,880.0	10,260.0	\$535.71	\$103.41	\$432.30
1380.031.00	CRARY DEVELOPMENT, INC	309 CROMWELL DR	CRARY'S EIGHTH RESUBDIVISION	R	7,980.0	2,880.0	10,260.0	\$535.71	\$103.41	\$432.30
1380.032.00	CRARY DEVELOPMENT, INC	301 CROMWELL DR	CRARY'S EIGHTH RESUBDIVISION	R	9,100.0	2,600.0	11,700.0	\$610.89	\$103.41	\$507.48
					314,767.00	77,440.0	392,207.0	\$20,478.35	\$3,309.18	\$17,169.17

TOTAL \$17,169.17

FUTURE AREA ASSESSMENTS	DOLLAR AMOUNT	SQUARE FOOTAGE
TOTAL ASSESSED	\$20,478.35	392,207
LESS DISTRICT #606.4 SHARE	\$20,478.35	392,207
REMAINING FUTURE SHARE	\$0.00	0