



City of Grand Forks  
Staff Report (UPDATED 1/14/2025)  
Committee of the Whole – January 12, 2026  
City Council – January 20, 2026

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**Agenda Item:** Special Assessment District for City Project No. 9010, District No. 799 – 2026 Mill & Overlay

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**Submitted by:** Engineering Department, Angelica Beto, EIT (Civil Engineer)  
Shane Duchscher, PE (Civil Engineer, Principal)  
Edward Liberman, PE (Assistant City Engineer)

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**Staff Recommended Action:** Approve Engineer's Reports, create Special Assessment Districts, and direct Engineering Department to prepare Plans & Specifications for Project Nos.:

**9010.1, District No. 799.1 – Mill & Overlay for S 4<sup>th</sup> St (Railroad to Gertude Ave), Bruce Ave (S 5<sup>th</sup> St to County Ramp), Division Ave (S 5<sup>th</sup> St to S 3<sup>rd</sup> St), & Gertrude Ave (S 4<sup>th</sup> St to mid-block between S 3<sup>rd</sup> St and S 4<sup>th</sup> St)**

**9010.2, District No. 799.2 – Mill & Overlay for 17<sup>th</sup> Ave S (Cherry St to Belmont Rd)**

**9010.3, District No. 799.3 – Mill & Overlay for S 26<sup>th</sup> St (24<sup>th</sup> Ave S to 26<sup>th</sup> Ave S) & 26<sup>th</sup> Ave S (S Columbia Rd to S 25<sup>th</sup> St)**

**9010.4, District No. 799.4 – Mill & Overlay for 62<sup>nd</sup> Ave S (Columbia Rd to S Washington St)**

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**Committee Recommended Action:**

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**Council Action:**

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## **BACKGROUND:**

The work of this project consists of performing mill and overlay rehabilitation on several sections of deteriorated streets. Project locations were chosen based on rigorous investigation of city streets by Engineering personnel. Multiple areas were assessed and selected based on pavement conditions, classification of streets, and rideability. The selected roadways are in very poor condition, including extensive longitudinal and transverse cracking, alligator cracking, potholes, and general deterioration.

Staff report was updated as district map for project 9010.1 was updated.

S 4<sup>th</sup> St (Railroad to Gertrude Ave), Bruce Ave (S 5<sup>th</sup> St to County Ramp), Division Ave (S 5<sup>th</sup> St to S 3<sup>rd</sup> St), Gertrude Ave (S 4<sup>th</sup> St to mid-block between S 3<sup>rd</sup> St and S 4<sup>th</sup> St) were originally constructed in 1949. This street was most recently overlaid with asphalt in 1999.

17<sup>th</sup> Ave S (Cherry St to Belmont Rd) was originally constructed in 1952. It was milled and overlaid in 1999. It was most recently scrub sealed in 2008 and 2022.

S 26<sup>th</sup> St (24<sup>th</sup> Ave S to 26<sup>th</sup> Ave S) was constructed in 1979. There were no other records of this road being milled and overlaid.

26<sup>th</sup> Ave S (S Columbia Rd to S 25<sup>th</sup> St) was constructed in 1983. There were no other records of this road being milled and overlaid.

It is unknown when 62<sup>nd</sup> Ave S (S Columbia Rd to S Washington St) was constructed. In 2018 62<sup>nd</sup> Ave from Washington St to Belmont Rd was milled and overlaid.

## **ANALYSIS AND FINDINGS OF FACT:**

- The work of this project will consist of milling the existing surface; overlaying the milled surface with hot mix asphalt; miscellaneous concrete repairs; replacing sidewalk ramps to bring them into ADA compliance; as well as various manhole, catch basin, and gate valve repairs.
- The benefits received from the project include access (both for property and fire protection), dust suppression, pedestrian accommodations, pedestrian safety and increased development.
- The total construction cost for this project is estimated to be \$1,868,000.
- A portion of this project is to be funded with a City Share, as current City policy is to fund 70% of the cost of rehabilitation projects for both local and classified streets, with the remaining 30% being special assessed to benefiting properties.
- City Share for the projects is currently estimated to be \$1,308,000 which will be funded from the Street/Infrastructure Fund 4815 where a total of \$1,068,500 has been budgeted in 2026. Should the low bid exceed budgeted funds, Engineering will request a budget amendment or remove project 9010.4 (62<sup>nd</sup> Ave S) at the time bids are presented to City Council for award.
- A timetable of project administrative milestone dates is attached to this Staff Report.
- The resolution of necessity for the paving project can be protested per State law [Ref: ND Century Code Ch. 40-22]; the protest period is scheduled to expire on March 13, 2026.
- Construction is anticipated to take place during the 2026 construction season.

**SUPPORT MATERIALS:**

- Engineers Reports w/ Assessment District Maps (8 Pgs)
- Timetable (1 Pg)
- Excerpt from 2026 City Budget Book (1 Pg)

## TIMETABLE FOR SPECIAL ASSESSMENT PROJECTS

Project Name 2026 Mill & Overlay

Project Number 9010-.01-.04

District No. 799

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

This timetable prepared by AB

Revised by \_\_\_\_\_

Date 1/9/25

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.		1/12/26	1/20/26	We are Here
*Special Assessment Commission to meet to determine preliminary distribution of benefits.	Week of 1/20/26			
*Notices sent to property owners.	Week of 1/26/26			
Public Input Mtg	Week of 1/26/26			
**Advertisement for bids prepared.	2/12/26			
Resolution of Necessity published.	2/11/26			
*Advertisement for bids published.	2/18/26			
Approval of plans & specs.		2/9/26	2/17/26	
Discuss Project. (Optional)				
***Bids received, opened & tabulated.	3/5/26			
#Recommend award of contract.		3/9/26		
Expiration of protest period.	3/13/26			
***Certificate as to sufficiency.	3/16/26			
Resolution as to protest and awarding contract.			3/16/26	

\*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. 799.1 (Project No. 9010.1)

The following report is submitted to the City Council of Grand Forks regarding the proposed Project No. 9010 benefiting

District No. 799.11. Purpose and general nature:

Improvement of the municipal system serving the district by:

Mill &amp; Overlay

2. Location:

Described as follows:

- S 4<sup>th</sup> St (Rail Road to Gertrude)
- Bruce Ave (S 5<sup>th</sup> to Parking Garage)
- Division Ave (S 4<sup>th</sup> St to S 3<sup>rd</sup> St)
- Gertrude Ave (S 4<sup>th</sup> St to Alley)

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 \$221,561, including construction, engineering, financing, contingencies, and other incidental costs.

## 4. A map of the district is attached.

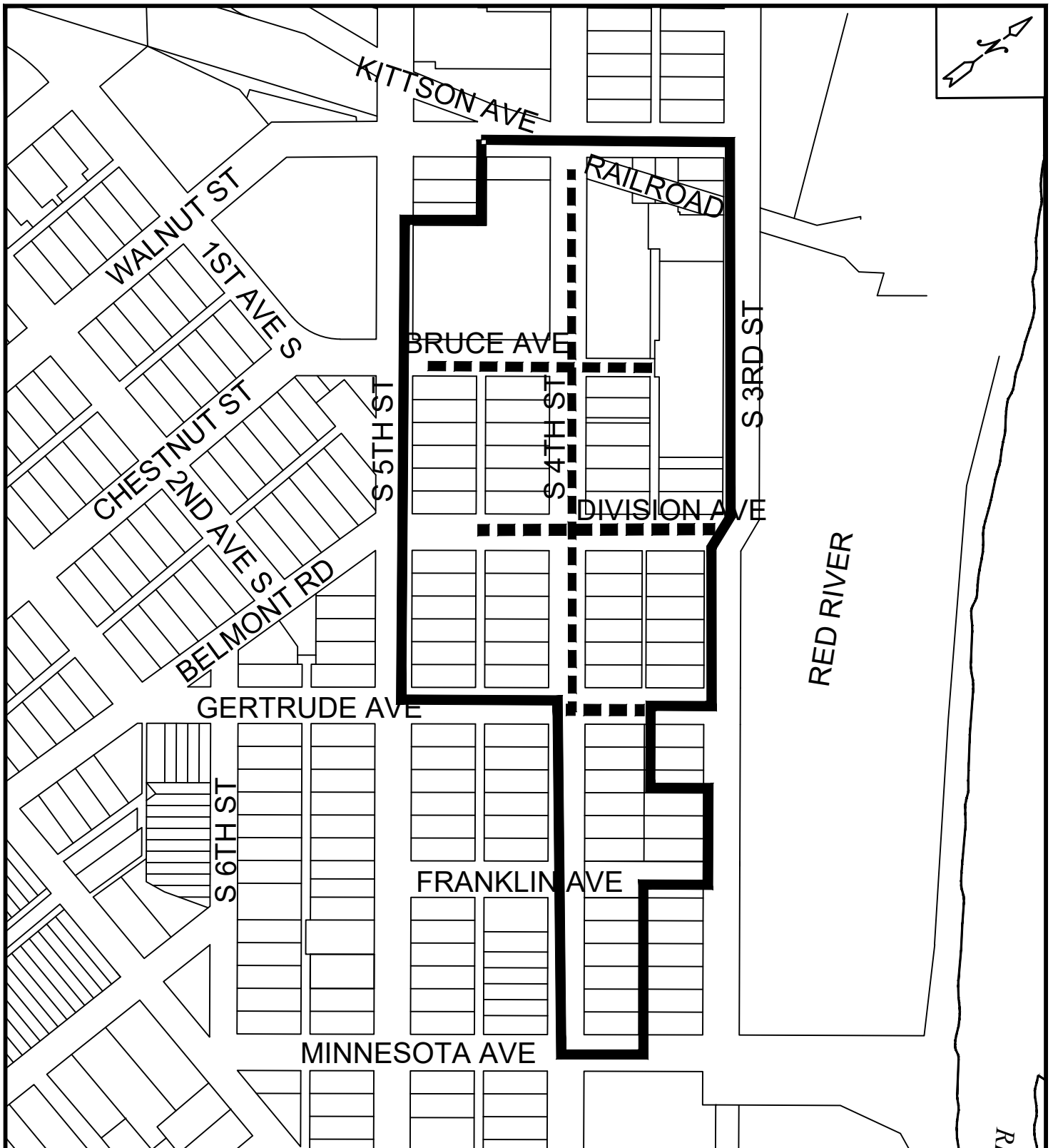
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 Date

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 Allen R. Grasser, PE – City Engineer

Construction Cost	\$605,355
Consultant Cost	
Less City Share (70%)	\$423,748
<hr/> Assessed Construction Cost	<hr/> \$181,607
Project Related Expenses	
City Engineering (8%)	\$14,529
Advertising, Legal & Miscellaneous (2%)	\$3,632
Administration (8%)	\$14,529
Interm Financing (4%)	\$7,264
<hr/> Total Assessment Amount	<hr/> \$221,561



**2026 MILL & OVERLAY**

**S 4TH ST (RR TO GERTRUDE) BRUCE (S 5TH ST TO PARKING GARAGE)  
 DIVISION (S 4TH ST TO S 3RD ST) GERTRUDE AVE (S 4TH ST TO ALLEY)**

LEGEND

PROJECT # 9010.1

— ASSESSMENT DISTRICT BOUNDARY

DISTRICT # 799.1

■ ■ ■ PROJECT LIMITS

**ENGINEER'S REPORT**

District No. 799.2 (Project No. 9010.2)

The following report is submitted to the City Council of Grand Forks regarding the proposed Project No. 9010 benefiting

District No. 799.2

5. Purpose and general nature:

Improvement of the municipal system serving the district by:

Mill & Overlay

6. Location:

Described as follows:

17<sup>th</sup> Ave S (Cherry St to Belmont Rd)

7. Feasibility and cost:

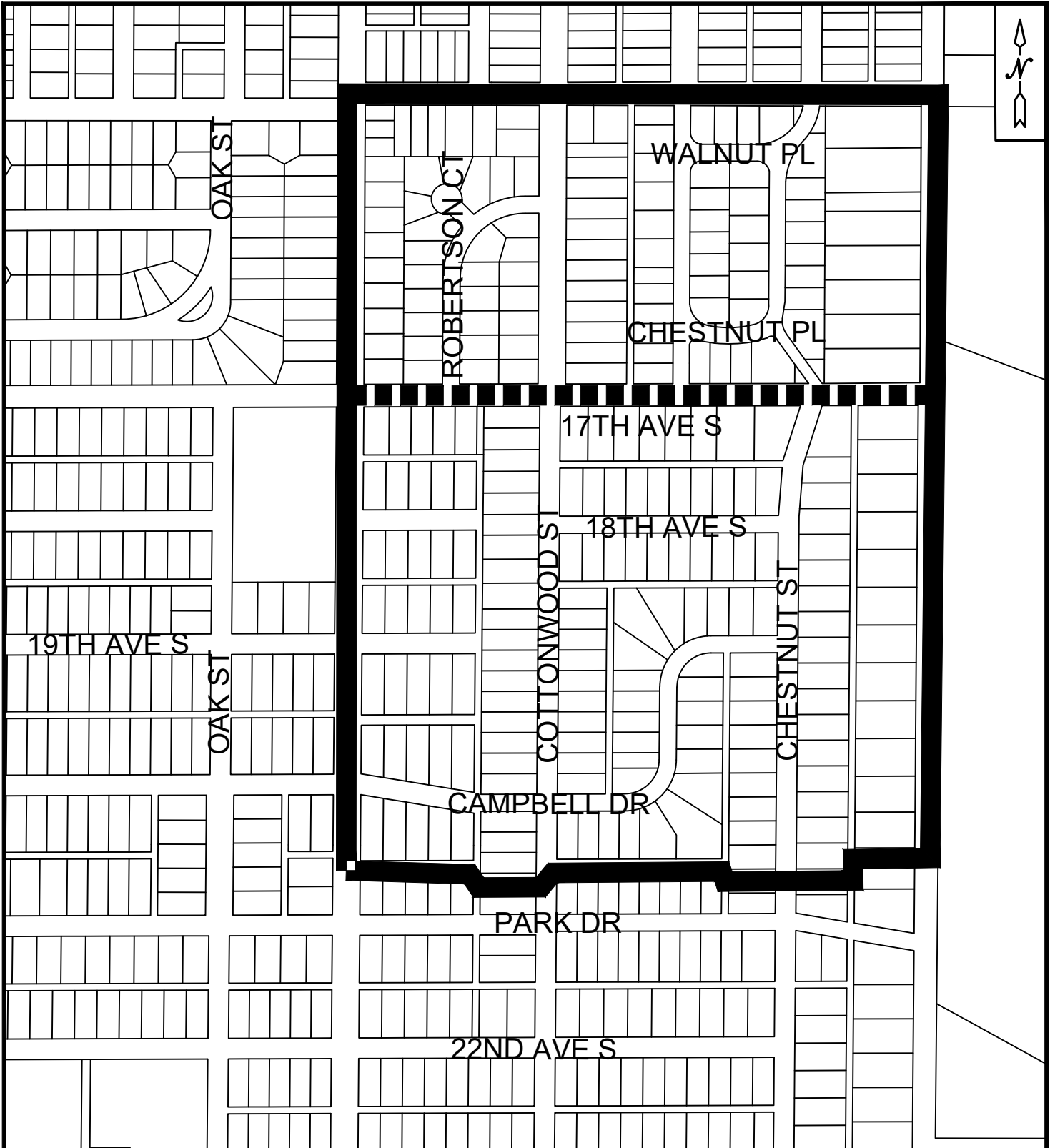
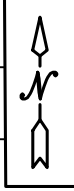
In the opinion of the undersigned, the improvement is feasible and the probable assessed cost thereof is estimated to be approximately \$116,565, including construction, engineering, financing, contingencies, and other incidental costs.

8. A map of the district is attached.

\_\_\_\_\_  
Date

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

Construction Cost	\$318,483
Consultant Cost	
Less City Share (70%)	\$222,938
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Assessed Construction Cost	\$95,545
Project Related Expenses	
City Engineering (8%)	\$7,644
Advertising, Legal & Miscellaneous (2%)	\$1,911
Administration (8%)	\$7,644
Interm Financing (4%)	\$3,822
<hr/>	
Total Assessment Amount	\$116,565



**2026 MILL & OVERLAY  
17TH AVE S (CHERRY TO BELMONT)**

LEGEND

PROJECT # 9010.2

**————** ASSESSMENT DISTRICT BOUNDARY

DISTRICT # 799.2

**- - - -** PROJECT LIMITS

**ENGINEER'S REPORT**

District No. 799.3 (Project No. 9010.3)

The following report is submitted to the City Council of Grand Forks regarding the proposed Project No. 9010 benefiting

District No. 799.3

9. Purpose and general nature:

Improvement of the municipal system serving the district by:

Mill & Overlay

10. Location:

Described as follows:

- S 26<sup>th</sup> St (24<sup>th</sup> Ave S to 28<sup>th</sup> Ave S)
- 26<sup>th</sup> Ave S (Columbia Rd to S 25<sup>th</sup> St)

11. Feasibility and cost:

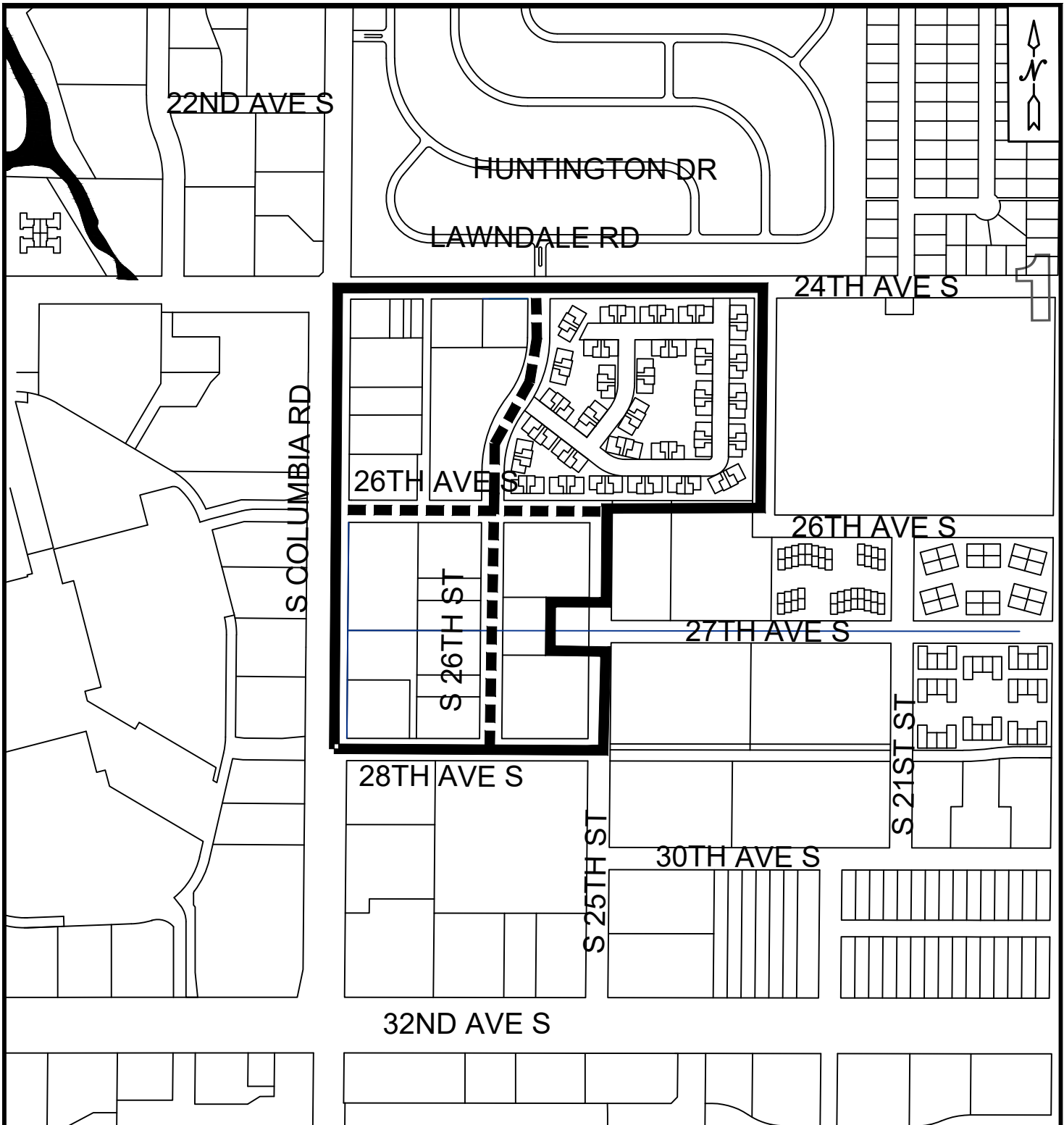
In the opinion of the undersigned, the improvement is feasible and the probable assessed cost thereof is estimated to be approximately \$153,015, including construction, engineering, financing, contingencies, and other incidental costs.

12. A map of the district is attached.

\_\_\_\_\_  
Date

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

Construction Cost	\$418,072
Consultant Cost	
Less City Share (70%)	\$292,650
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Assessed Construction Cost	\$125,422
Project Related Expenses	
City Engineering (8%)	\$10,034
Advertising, Legal & Miscellaneous (2%)	\$2,508
Administration (8%)	\$10,034
Interm Financing (4%)	\$5,017
<hr/>	
Total Assessment Amount	\$153,015



**2026 MILL & OVERLAY**  
**S 26TH ST (24TH AVE S TO 28TH AVE S) 26TH AVE S (S COLUMBIA RD TO S 25TH ST)**

LEGEND

PROJECT # 9010.3  
 DISTRICT # 799.3

- ASSESSMENT DISTRICT BOUNDARY
- PROJECT LIMITS

**ENGINEER'S REPORT**District No. 799.4 (Project No. 9010.4)

The following report is submitted to the City Council of Grand Forks regarding the proposed Project No. 9010 benefiting

District No. 799.413. Purpose and general nature:

Improvement of the municipal system serving the district by:

Mill &amp; Overlay

14. Location:

Described as follows:

- 62<sup>nd</sup> Ave (Columbia Rd to S Washington)15. Feasibility and cost:

In the opinion of the undersigned, the improvement is feasible and the probable assessed cost thereof is estimated to be approximately \$192,695\*, including construction, engineering, financing, contingencies, and other incidental costs.

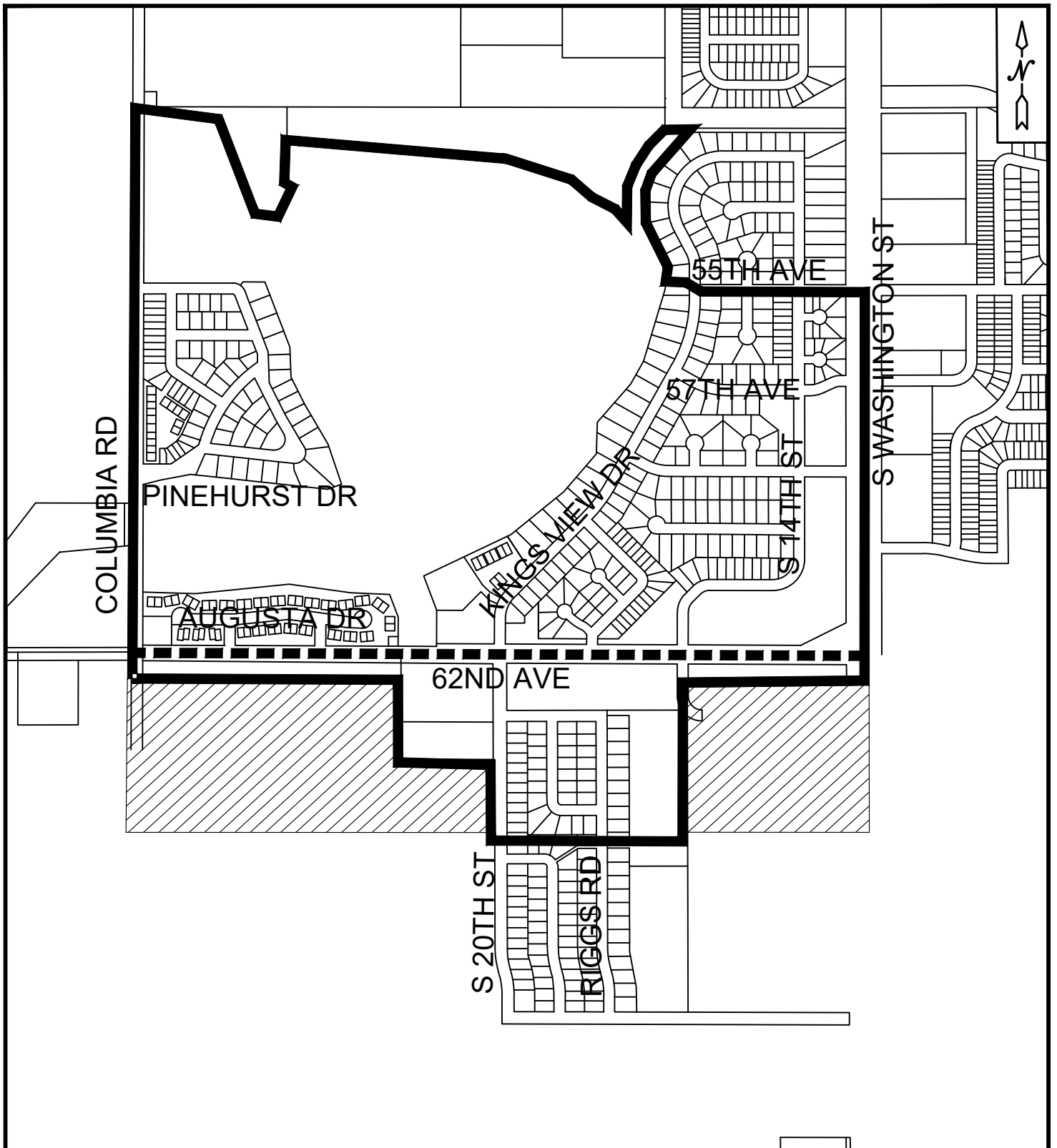
## 16. A map of the district is attached.

Date

Allen R. Grasser, PE – City Engineer

Construction Cost	\$526,490
Consultant Cost	
Less City Share (70%)	\$368,543
Assessed Construction Cost	\$157,947
Project Related Expenses	
City Engineering (8%)	\$12,636
Advertising, Legal & Miscellaneous (2%)	\$3,159
Administration (8%)	\$12,636
Interm Financing (4%)	\$6,318
Total Assessment Amount	\$192,695

\* Includes Assessment District, Future Assessment District &/or Tapping Area Share



**2026 MILL & OVERLAY  
62ND AVE (COLUMBIA RD TO S WASHINGTON)**

LEGEND

PROJECT # 9010.4

DISTRICT # 799.4

 ASSESSMENT DISTRICT BOUNDARY

 PROJECT LIMITS

 FUTURE ASSESSMENT DISTRICT



# Street/Infrastructure Fund

G/L Account	Account Description	2023 Amended Budget	2023 Actual Amount	2024 Amended Budget	2024 Actual Amount	2025 Adopted Budget	2026 Adopted Budget	
Fund 4815 - Street/Infrastructure Fund								
	Council Adopted					1.0000	350,000.00	350,000.00
4815.100.650.0010	Council Adopted					1.0000	1,500,000.00	1,500,000.00
	Council Adopted					1.0000	1,331,000.00	1,331,000.00
	Council Adopted					1.0000	1,100,000.00	1,100,000.00
	Council Adopted					1.0000	1,800,000.00	1,800,000.00
	Council Adopted					1.0000	100,000.00	100,000.00
	Council Adopted					1.0000	100,000.00	100,000.00
	Council Adopted					1.0000	250,000.00	250,000.00
	Council Adopted					1.0000	210,000.00	210,000.00
	Council Adopted					1.0000	87,500.00	87,500.00
	Council Adopted					1.0000	50,000.00	50,000.00
	Council Adopted					1.0000	90,000.00	90,000.00
	Council Adopted					1.0000	4,500,000.00	4,500,000.00
	Council Adopted					1.0000	60,000.00	60,000.00
→	Council Adopted					1.0000	525,000.00	525,000.00
→	Council Adopted					1.0000	542,500.00	542,500.00
	Council Adopted					1.0000	10,000.00	10,000.00
	Council Adopted					1.0000	230,000.00	230,000.00
	Council Adopted					1.0000	50,000.00	50,000.00
	Council Adopted					1.0000	100,000.00	100,000.00
	Council Adopted					1.0000	154,000.00	154,000.00
	Council Adopted					1.0000	966,000.00	966,000.00
	Council Adopted					1.0000	420,000.00	420,000.00
	Council Adopted					1.0000	168,000.00	168,000.00
	Council Adopted					1.0000	819,000.00	819,000.00
	Council Adopted					1.0000	833,600.00	833,600.00
	Council Adopted					1.0000	80,000.00	80,000.00
	Council Adopted					1.0000	300,000.00	300,000.00