



City of Grand Forks

Staff Report

Committee of the Whole – January 26, 2026

City Council – February 2, 2026

APPROVED & ACCEPTED
by City Council

02/02/2026

Maureen Storstad
Maureen Storstad
City Auditor

Agenda Item: Special Assessment District for City Project No. 9050, District No. 797 – Reconstruct 5th Ave S (Demers Ave to Washington St) and Project No. 9101, District 631 – Storm Sewer for 5th Ave S (Demers Ave to Washington St)

Submitted by: Engineering Department, Rachel Bremer, PE (Civil Engineer, Sr)
Edward Liberman, PE (Assistant City Engineer)

Staff Recommended Action: **Approve Engineer's Report, create Special Assessment District, and direct Engineering Department to prepare Plans & Specifications for Project No. 9050, District No. 797 – Reconstruct 5th Ave S (Demers Ave to Washington St) and Project No. 9101, District 631 – Storm Sewer for 5th Ave S (Demers Ave to Washington St)**

Committee Recommended Action: Motion by Berg, second by Fridolfs to move staff recommendation to city council with a recommendation to approve. Motion carried unanimously.

Council Action:

Motion by Berg, second by Fridolfs to approve the staff recommendation.
Motion passed unanimously on consent agenda.

BACKGROUND:

These projects consist of reconstruction of the existing concrete roadway and replacing the existing storm sewer on 5th Ave S from N Washington St to Demers Ave.

The existing concrete roadway was constructed in 1950 and is in poor condition. The concrete pavement is severely cracked and broken with several shattered panels that have been removed and temporarily filled with gravel affecting the quality of ride and drainage. After investigation, it was determined that available rehabilitation techniques would not provide a suitable long-term solution to the issues, and a reconstruction project is proposed.

The proposed reconstruction will replace the existing section with a 37 foot wide concrete urban roadway section with curb and gutter.

The existing storm sewer was installed with the original paving in 1950. Since then, this area has seen significant redevelopment, most notably the installation of the Demers Overpass and Washington Underpass which caused this section of 5th Ave S to be cut off from N Washington and end at Demers Ave. However, the storm sewer remained in place, and the current configuration is no longer the most efficient for the street. The existing 12” storm sewer is undersized, cracked and starting to separate at the joints; the structures are also in poor condition. This project will plan to replace the existing structures, leads, and approximately 330 feet of mainline storm sewer.

Other existing utilities evaluated were sanitary sewer and watermain. These were inspected and determined to have no issues and will remain in place.

ANALYSIS AND FINDINGS OF FACT:

- The work for these projects will consist of constructing 8” concrete pavement on 12” aggregate base, relocating and replacing catch basins and leads, installing new 18” RCP storm sewer, and other miscellaneous work.
- The benefits received from the paving project are for access, both for property and fire protection, dust suppression, pedestrian accommodations, pedestrian safety, and preserving existing development.
- The benefits received from the storm water project are to allow drainage to public and private property to include streets, preserve existing development, allow increased impervious surface areas caused by development, safely convey stormwater from the benefiting area and provides a sanitary method of moving storm water.
- These projects will be bid together with the total construction cost for both projects estimated to be \$728,000, where Project 9050 is estimated at \$660,000, and Project 9101 is estimated at \$68,000.
- A portion of both projects will be funded with a City Share as current City policy is to fund 70% of the cost of reconstruction and storm sewer projects for local streets with the remaining 30% being special assessed to the benefiting properties.
- City Share for Project 9050 is estimated to be \$462,000 and for Project 9101 is estimated to be \$48,000. The City share for both projects is to be funded from the Street and Infrastructure fund 4815, where a total of \$420,000 has been budgeted for this project in 2026. If the low bid is more than the budgeted amount, Engineering will request a budget amendment at the time bids are presented to City Council for award.
- 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 April 3, 2026.
- Construction is anticipated to take place during the 2026 construction season. See attached project timetable for additional milestone dates.

SUPPORT MATERIALS:

- Engineer’s Report and Assessment District (4 pages)
- Timetable (2 pages)
- Excerpt from 2026 City Budget (1 page)

ENGINEER'S REPORT

District No. 797

(Project No. 9050)



The following report is submitted to the City Council of Grand Forks regarding the proposed Project No. 9050 benefiting

District No. 797

1. Purpose and general nature:

Improvement of the municipal system serving the district by:

Reconstruction of existing pavement and improving catch basins and leads.

2. Location:

Described as follows:


5th Ave S (Demers Ave to Washington 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 \$241,560*, including construction, engineering, financing, contingencies, and other incidental costs.

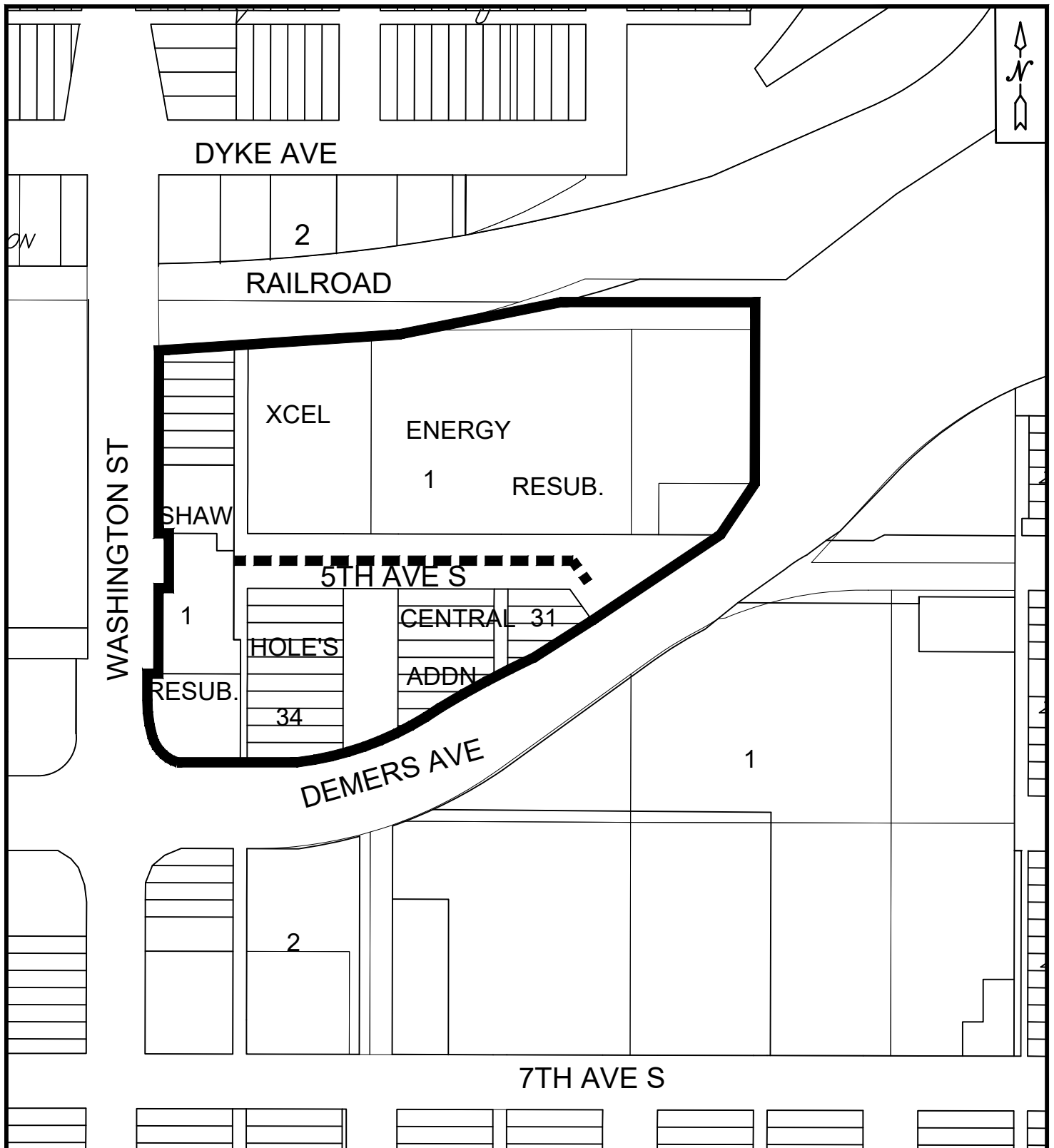
4. A map of the district is attached.

1/22/26
Date


Allen R. Grasser, PE – City Engineer

Construction Cost	\$660,000
Consultant Cost	
Less City Share	\$462,000
<hr/>	
Assessed Construction Cost	\$198,000
Project Related Expenses	
City Engineering (8%)	\$15,840
Advertising, Legal & Miscellaneous (2%)	\$3,960
Administration (8%)	\$15,840
Interm Financing (4%)	\$7,920
<hr/>	
Total Assessment Amount	\$241,560

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



RECONSTRUCT 5TH AVE S (DEMERS AVE TO WASHINGTON ST)

LEGEND

PROJECT # 9050

DISTRICT # 797

- ASSESSMENT DISTRICT BOUNDARY
- PROJECT LIMITS

TIMETABLE FOR SPECIAL ASSESSMENT PROJECTS

Project Name Reconstruct 5th Ave S (Demers Ave to Washington St)

Project Number 9050

District No. 797

- Paving
- Street Lighting
- Other _____

This timetable prepared by RAB

Date 10/23/2025

Revised by _____

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.		1/26/26	2/2/26	We are Here
*Special Assessment Commission to meet to determine preliminary distribution of benefits.	Week of 2/3/26			
*Notices sent to property owners.	Week of 2/3/26			
Public Input Mtg				
**Advertisement for bids prepared.	2/26/26			
Resolution of Necessity published.	3/4/26			
*Advertisement for bids published.	3/4/26			
Approval of plans & specs.		2/23/26	3/2/26	
Discuss Project. (Optional)				
***Bids received, opened & tabulated.	3/19/26			
#Recommend award of contract.		3/23/26		
Expiration of protest period.	4/3/26			
***Certificate as to sufficiency.	4/6/26			
Resolution as to protest and awarding contract.			4/6/26	

c
 *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. 631 (Project No. 9101)

The following report is submitted to the City Council of Grand Forks regarding the proposed Project No. 9101 benefiting

District No. 631

1. Purpose and general nature:

Improvement of the municipal system serving the district by:
Replacing damaged storm sewer and increasing the capacity of storm sewer.

2. Location:

Described as follows:
5th Ave S (Demers Ave to Washington St)

3. Feasibility and cost:

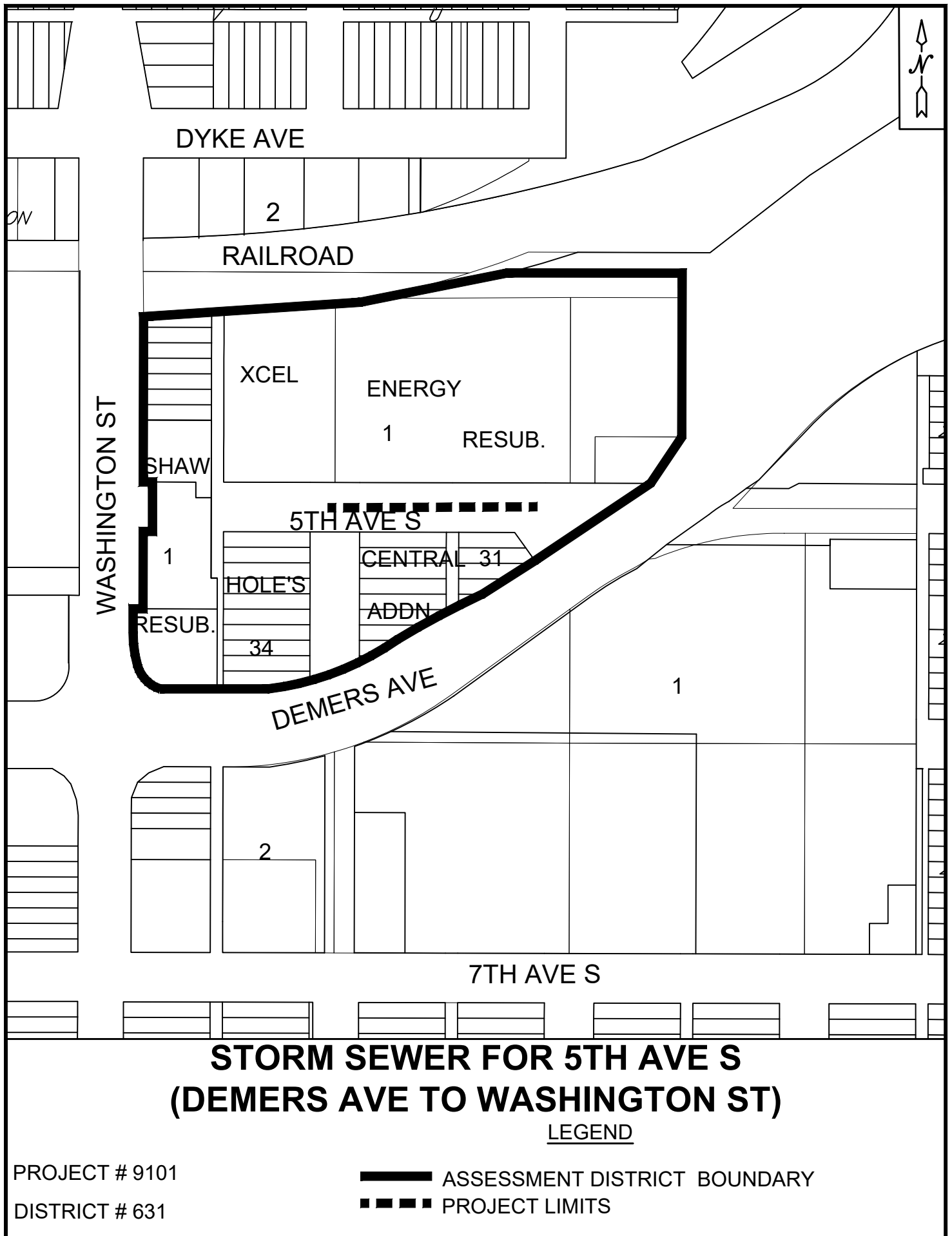
In the opinion of the undersigned, the improvement is feasible and the probable assessed cost thereof is estimated to be approximately \$24,400*, including construction, engineering, financing, contingencies, and other incidental costs.

4. A map of the district is attached.

1/22/26 Date Allen R. Grasser, PE – City Engineer

Construction Cost	\$68,000
Consultant Cost	
Less City Share	\$48,000
<hr/>	
Assessed Construction Cost	\$20,000
Project Related Expenses	
City Engineering (8%)	\$1,600
Advertising, Legal & Miscellaneous (2%)	\$400
Administration (8%)	\$1,600
Interm Financing (4%)	\$800
<hr/>	
Total Assessment Amount	\$24,400

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



TIMETABLE FOR SPECIAL ASSESSMENT PROJECTS

Project Name Storm Sewer for 5th Ave S (Demers Ave to Washington St

Project Number 9101

District No. 631

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

This timetable prepared by RAB

Revised by _____

Date 1/20/2026

Date _____

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.		1/26/26	2/2/26	We are Here
*Special Assessment Commission to meet to determine preliminary distribution of benefits.	Week of 2/3/26			
*Notices sent to property owners.	Week of 2/3/26			
**Advertisement for bids prepared.	2/26/26			
*Advertisement for bids published.	3/4/26			
Approval of plans & specs.		2/23/26	3/2/26	
Discuss Project. (Optional)				
***Bids received, opened & tabulated.	3/16/26			
Recommend award of contract.		3/23/26		
Award Contract.			4/6/26	

*Responsibility of Finance & Administrative Services Office

**Responsibility of Engineering Department.

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



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