



City of Grand Forks  
Staff Report

Committee of the Whole – February 23, 2026  
City Council – March 2, 2026

**APPROVED & ACCEPTED**  
by City Council

03/02/2026

*Maureen Storstad*  
Maureen Storstad  
City Auditor

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**Agenda Item:** Special Assessment District for City Project No. 9056, District No. 367 –S 42<sup>nd</sup> St Watermain (Empire Ct to 300’ South of 18<sup>th</sup> Ave S).

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**Submitted by:** Engineering Department, Anthony Ryan, PE (Civil Engineer, Senior)  
Christian Danielson, PE (Assistant City Engineer)

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**Staff Recommended Action:** **Approve Engineer's Report, create Special Assessment District, and direct Engineering Department to prepare Plans & Specifications for Project No. 9056 District No. 367 – S 42<sup>nd</sup> St Watermain (Empire Ct to 300’ South of 18<sup>th</sup> Ave S).**

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**Committee Recommended Action:** Motion by Berg, second by Osowski to refer staff recommendation to City Council with a recommendation to approve. Motion carried unanimously.

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**Council Action:** Motion by Berg, second by Fridolfs to approve on consent agenda.  
Motion passed unanimously.

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**BACKGROUND:**

This project consists of installing 16” watermain along S 42<sup>nd</sup> St from Empire Ct to 300’ south of 18<sup>th</sup> Ave S, on the west side of the road.

The benefit of the Project is to provide water for consumption and supply of water for fire protection, public health, preserve existing development, and allows for increased development. The Project also provides a long overdue loop in the water distribution system which helps in water circulation.

This Project will be assessed to the benefitting properties with a City share paid for an upsizing cost. Current City policy is for the City to pay for the increase in materials cost to upsize the watermain from 8” pipe and fittings. The watermain along N 42<sup>nd</sup> St is proposed to be installed as a 16” watermain; therefore, the City would pay for the increase from 8” pipe and fittings to 16” pipe and fittings. The City share of upsizing is estimated to be \$42,322. The upsizing cost for the Project will come from Water Fund 5300.

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

- The work of this Project will consist of the installation of watermain along S 42<sup>nd</sup> St from Empire Ct to 300' South of 18<sup>th</sup> Ave S.
- This Project is not protestable as per state law.
- The total construction cost is estimated to be \$244,342.
- The City policy is to fund the upsizing cost of watermain greater than 8". City share is to be funded from the Water Fund 5300 and is estimated to be \$42,322.
- The assessed total for the Project, including administrative markup is \$246,464.
- Approval of Plans and Specifications is currently scheduled for the March 9, 2026 Committee of the Whole and the March 16, 2026 Council.
- This Project is scheduled to be bid on April 2, 2026.
- Approval of the Bids is currently scheduled for April 9, 2026 Committee of the Whole and April 16, 2026 Council.
- Construction is anticipated to take place during the 2026 construction season.
- A project timetable with milestone dates is attached with this staff report.

## **SUPPORT MATERIALS:**

- Engineers Report and Assessment District (2 pages)
- Project Location Map (1 page)
- Project Timetable (1 page)
- Page 429 of the 2026 City Budget indicating funding for the upsizing cost. (1 page)



### ENGINEER'S REPORT

District No. 367

(Project No. 9056)

The following report is submitted to the City Council of Grand Forks regarding the proposed Project No. 9056 benefiting

District No. 367

1. Purpose and general nature:

Improvement of the municipal system serving the district by:

Watermain

2. Location:

Described as follows:

S 42<sup>nd</sup> St (Empire Ct to 300' South of 18<sup>th</sup> Ave S)

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 \$246,464, including construction, engineering, financing, contingencies, and other incidental costs.

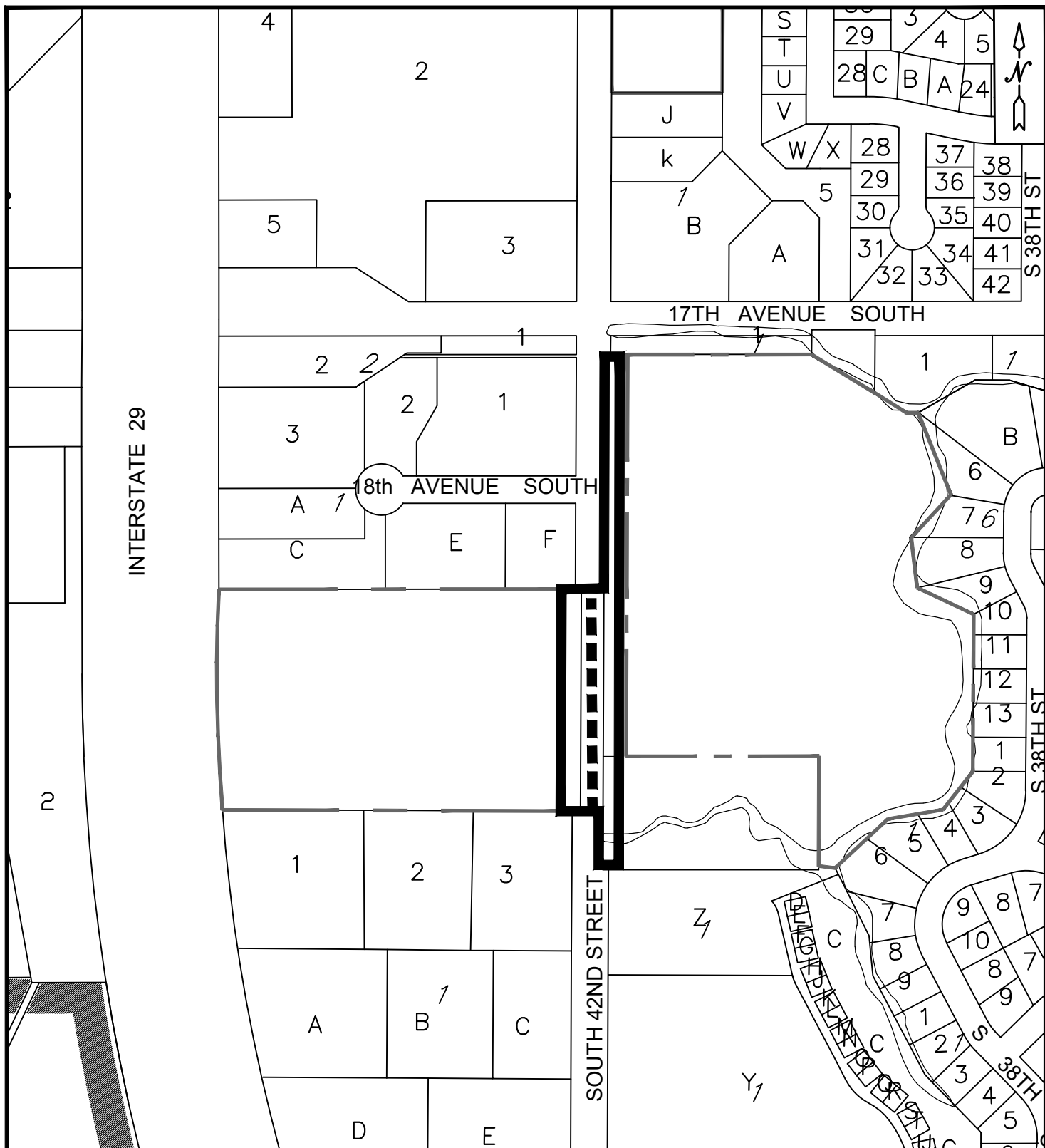
4. A map of the district is attached.

\_\_\_\_\_  
Date 2/19/26

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

Construction Cost	\$244,342
Consultant Cost	
Less City Share	<u>\$42,322</u>
Assessed Construction Cost	\$202,020
Project Related Expenses	
City Engineering (8%)	\$16,162
Advertising, Legal & Miscellaneous (2%)	\$4,040
Administration (8%)	\$16,162
Interm Financing (4%)	<u>\$8,081</u>
Total Assessment Amount	\$246,464

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



## WATERMAIN S 42ND ST (EMPIRE CT TO 300' S OF 18TH AVE S)

### LEGEND

PROJECT # 9056

DISTRICT # 367

- ASSESSMENT DISTRICT BOUNDARY
- PROJECT LIMITS
- CITY LIMITS

# PROJECT LOCATION MAP GRAND FORKS, NORTH DAKOTA

S 42ND ST WATERMAIN  
(EMPIRE CT TO 300' S OF 18TH AVE S)

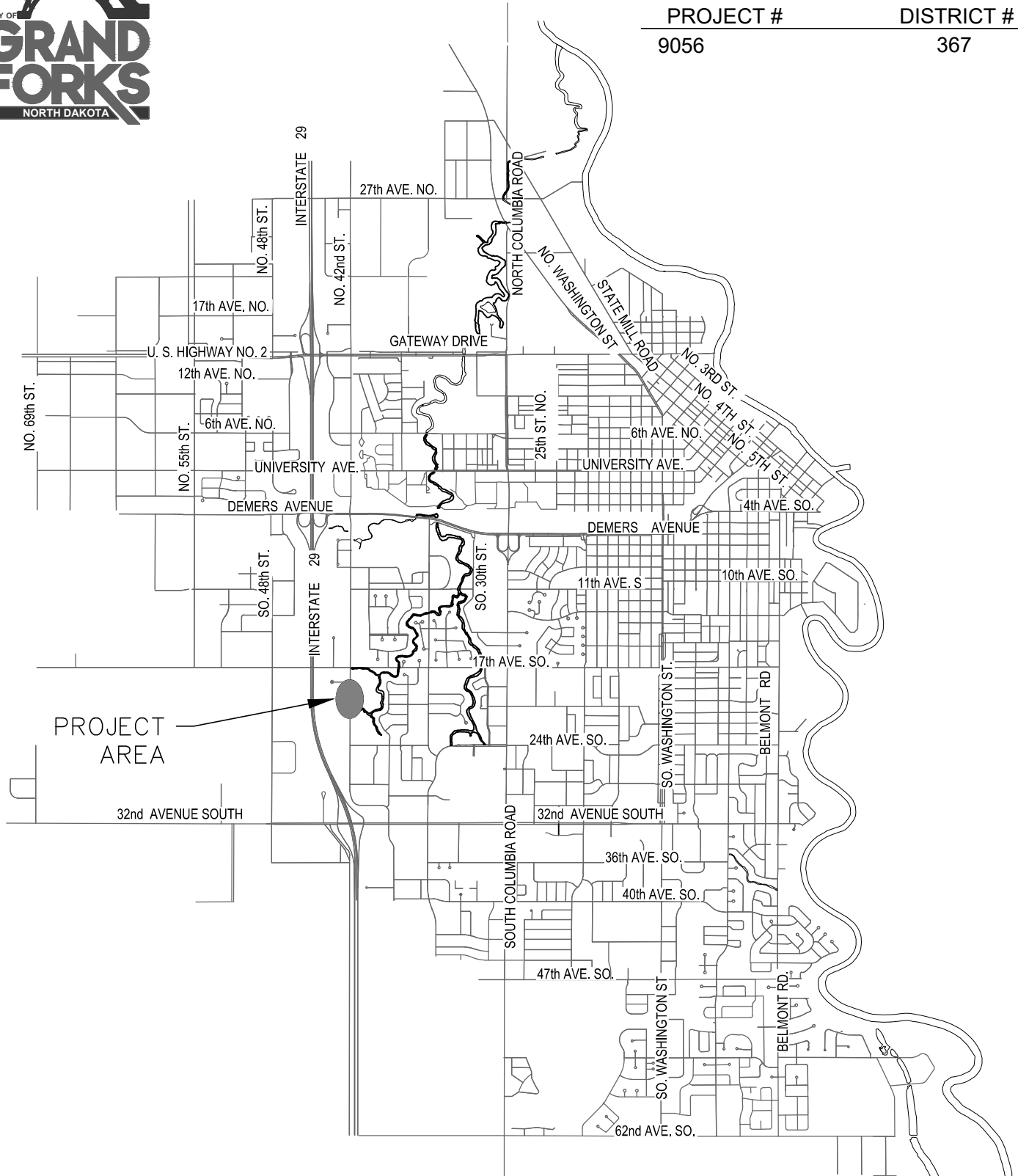


PROJECT #

9056

DISTRICT #

367



## TIMETABLE FOR SPECIAL ASSESSMENT PROJECTS

Project Name  
S 42<sup>nd</sup> St Watermain (Empire Ct to 300' S of 18<sup>th</sup> Ave S)  
 Project Number 9056

District No. 367

- Water
- Sewer
- Water & Sewer
- Sidewalk
- Other \_\_\_\_\_

This timetable prepared by ajr  
 Revised by \_\_\_\_\_

Date 2/5/26  
 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.		2-23-26	3-2-26	We are Here
*Notices sent to property owners.	Week of 3-2			
*Special Assessment Commission to meet to determine preliminary distribution of benefits.	Week of 3-2			
Approval of plans & specs/set bid date.		3/9/26	3/16/26	
**Advertisement for bids prepared.	3/12/26			
*Advertisement for bids published.		3/18/26 & 3/25/26		
Discuss Project. (Optional)				
***Bids received, opened & tabulated.	4/2/26			
Recommend award of contract.		4/9/26	4/16/26	
Award Contract.				

\*Responsibility of Finance & Administrative Services Office

\*\*Responsibility of Engineering Department.

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



# Waterworks - Transmission & Distribution

G/L Account	Account Description	2023 Amended Budget	2023 Actual Amount	2024 Amended Budget	2024 Actual Amount	2025 Adopted Budget	2026 Adopted Budget	
5300.100.5340 460.0050	Education & Training	5,000.00	3,552.88	5,050.00	4,638.15	6,500.00	6,500.00	
5300.100.5340 460.0060	Travel	12,500.00	12,589.46	2,820.00	2,739.46	6,000.00	6,000.00	
5300.100.5340 460.0080	Freight	500.00	203.49	1,500.00	189.02	1,500.00	1,500.00	
5300.100.5340 460.0090	Dues	8,100.00	8,072.62	7,950.00	8,309.43	8,500.00	9,000.00	
5300.100.5340 460.0170	Attorney Fees	.00	.00	.00	7,624.37	.00	.00	
5300.100.5340 460.0240	Real Estate Tax	1,000.00	.00	1,000.00	.00	1,000.00	.00	
5300.100.5340 470.0027	Community Outreach	910.00	910.00	9,050.00	9,029.44	.00	.00	
5300.100.5340 470.0040	Contingency	.00	.00	5,150.00	1,000.00	15,000.00	5,000.00	
5300.100.5340 470.0153	City Share of RRVWS project	240,000.00	160,344.72	110,100.00	140,983.30	.00	.00	
<i>Other Operating Expenses Totals</i>		\$275,960.00	\$193,198.49	\$151,300.00	\$183,037.96	\$46,000.00	\$36,500.00	
<i>Operating Transfers Out</i>								
5300.100.5340 900.0010	Operating Transfers Out	150,000.00	2,200,421.15	.00	.00	.00	150,000.00	
	<i>Level</i>		<i>Transaction</i>			<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Council Adopted		Watermain Upsizing			1.0000	150,000.00	150,000.00
							Council Adopted Totals	\$150,000.00
<i>Operating Transfers Out Totals</i>		\$150,000.00	\$2,200,421.15	\$0.00	\$0.00	\$0.00	\$150,000.00	
<i>Capital Outlay</i>								
5300.100.5340 650.0010	Work In Progress	841,917.00	926,882.23	3,493,236.00	3,284,631.65	4,830,000.00	1,038,090.00	
	<i>Level</i>		<i>Transaction</i>			<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Council Adopted		LSL Replacement			1.0000	248,090.00	248,090.00
	Council Adopted		Menards Water Tower Coating Repair			1.0000	100,000.00	100,000.00
	Council Adopted		Water Main Repairs & Service Leak Repairs			1.0000	40,000.00	40,000.00
	Council Adopted		Water Main Replacement			1.0000	650,000.00	650,000.00
							Council Adopted Totals	\$1,038,090.00
5300.100.5340 700.0030	Communication & Elec	.00	.00	5,000.00	758.01	5,000.00	5,000.00	
5300.100.5340 700.0040	Furniture & Fixtures	.00	.00	1,200.00	.00	1,200.00	1,200.00	