

2024 CSAH 77 UTILITY IMPROVEMENTS

IMPROVEMENT HEARING

6:00 P.M.
MAY 20, 2024



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PRESENTATION PREVIEW

- Project Background
- Public Improvement Process
- Proposed Improvements
- Estimated Project Costs
- Assessment Procedure
- Schedule
- Property Owner Information
- Questions

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PROJECT BACKGROUND

- The area was first studied for utility improvements with the “North Inglewood Utility Improvements Feasibility Report,” which was approved by the Council on June 7, 2016.
- City staff has been working with a developer on a storage unit project located in the southeast corner of the CSAH 77 and Inglewood Drive Intersection.
- City Council approved Widseth’s proposal to prepare an updated Feasibility Report to provide sanitary sewer and water service to the Project Area located along the south side of CSAH 77 from Inglewood Drive to Edgewood Drive.
- The Feasibility Report was accepted by the Council on April 16, 2024.

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PUBLIC IMPROVEMENT PROCESS

MN Statutes Chapter 429 Process

- Initiation of Proceedings
 - Petition and Waiver Agreements
- Feasibility Report
- Improvement Hearing
- Ordering the Improvement
- Solicitation of Competitive Bids
- Preparation of Assessment Rolls
- Assessment Hearing
- Construction

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PROJECT AREA



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PROPOSED IMPROVEMENTS

Sanitary Sewer

- 10" PVC gravity sanitary sewer extension from Edgewood Drive.
- 6" PVC sanitary sewer services and 8" PVC mainline sewer stubs.
- Forcemain for potential future lift station on Peace Road.

Water Distribution

- 12" PVC watermain extension from Edgewood Drive to Inglewood Drive.
- 1 ½" PE services and 8" PVC watermain stubs.
- Hydrants spaced at 600' intervals for fire protection.

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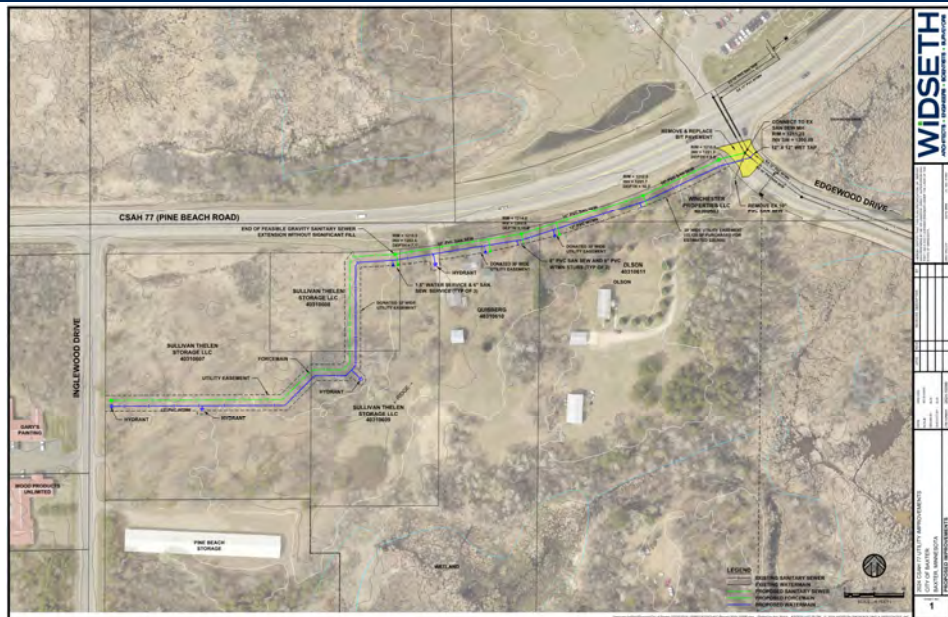
PROPOSED IMPROVEMENTS

- Utilities will be located in the 30' wide easement located outside of the CSAH 77 right-of-way.
- Disturbed areas will be restored with topsoil and seed.

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PROPOSED IMPROVEMENTS



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ESTIMATED PROJECT COST

■ Water Distribution	\$580,630
■ Gravity Sanitary Sewer	\$223,145
■ Sanitary Sewer Forcemain	<u>\$157,385</u>
■ Estimated Total Project Cost	\$961,160

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PROJECT IMPLEMENTATION

- City Costs
 - 15% of Water Distribution Costs
 - 15% of Gravity Sanitary Sewer Costs
 - 100% of Sanitary Sewer Forcemain
- Remaining costs are assessed to the benefitting properties located south of CSAH 77 between Inglewood Drive and Edgewood Drive based on area.

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PROJECT IMPLEMENTATION

■ Water Distribution	
■ Estimated Project Cost	\$580,630
■ Estimated City Contribution (15%)	<u>\$87,095</u>
■ Remaining Assessable Project Cost	\$493,535
■ Total Assessable Area (SF)	710,645
■ Estimated Cost per Assessable SF	\$0.6945

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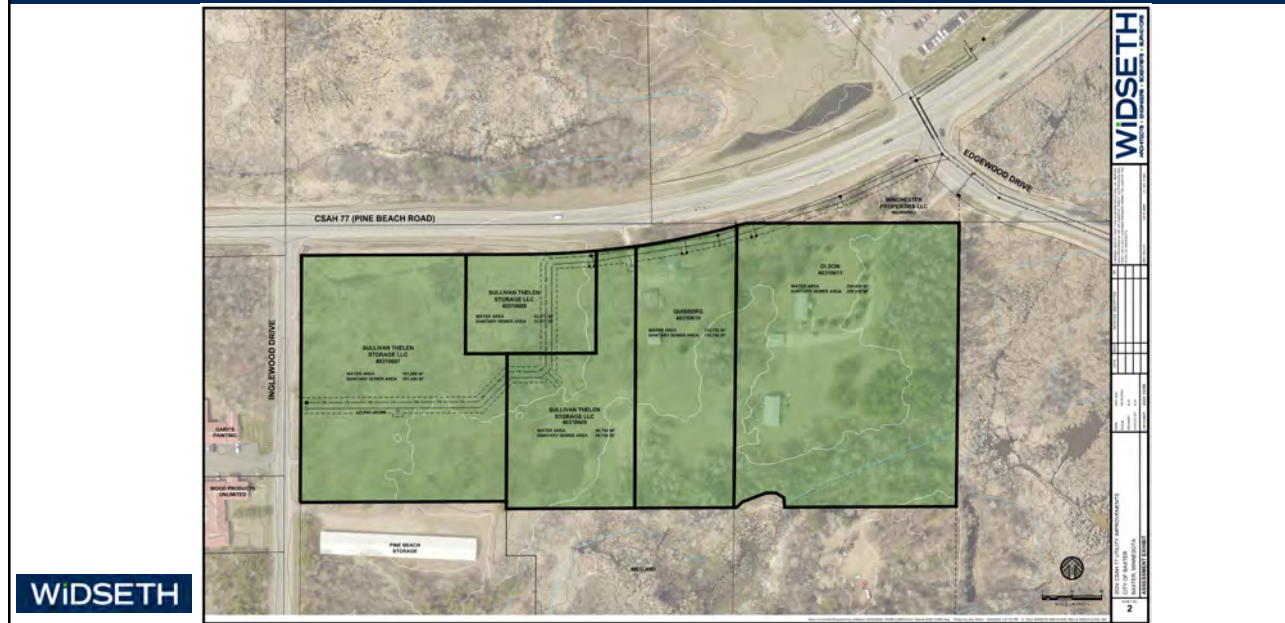
PROJECT IMPLEMENTATION

■ Gravity Sanitary Sewer	
■ Estimated Project Cost	\$223,145
■ Estimated City Contribution (15%)	<u>\$33,470</u>
■ Remaining Assessable Project Cost	\$189,675
■ Total Assessable Area (SF)	710,645
■ Estimated Cost per Assessable SF	\$0.2669

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ASSESSMENT EXHIBIT



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ASSESSMENT TERMS AND PAYMENT

- Assessment terms and payment will be as outlined in the Petition and Waiver Agreements.
 - Pre-payments and partial payments are allowed up to 14 days after the construction bid is awarded.
 - Assessment balances will be certified to the County in 2024 with payments to begin on the following year's county property tax statement.
 - Assessment balance amortization terms:
 - Payable over 12-year period.
 - Interest rate equal to 2% over the True Interest Cost rate of the bond issue.

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PROJECT COST SUMMARY

Assessed Project Cost

■ Water Distribution	\$507,450
■ Gravity Sanitary Sewer	\$195,020
■ Total Assessable Project Cost	\$702,470 (71.6%)

City Cost Summary

■ Water Distribution	\$87,095
■ Gravity Sanitary Sewer	\$33,470
■ Sanitary Sewer Forcemain	<u>\$157,385</u>
■ Total Estimated City Costs	\$277,950 (28.4%)

Total Estimated Project Cost \$980,420

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PROJECT SCHEDULE

MAJOR TASKS AND MILESTONES	DATES	REMARKS	NOTES
Resolution Ordering Preparation of Feasibility Report	Tuesday, January 16, 2024	City Council Meeting	
Recommendation to Approve Feasibility Report	Wednesday, April 3, 2024	Utilities Commission Meeting	
Review Feasibility Study at Council Workshop			
Resolution Receiving Feasibility Report			
Resolution Calling Improvement Hearing	Tuesday, April 16, 2024	City Council Meeting and Workshop	
Approve Engineering Agreement for Design and Construction			
Design and Permitting		5 weeks	
Revised Resolution Calling Improvement Hearing	Tuesday, May 7, 2024	City Council Meeting	
Mailed Notice for Improvement Hearing	Wednesday, May 8, 2024	One notice at least 10 days prior to hearing	
First Published Notice for Improvement Hearing	Wednesday, May 8, 2024	Twice in local newspaper, one week apart, last notice must be at least three days prior to hearing	3
Second Published Notice for Improvement Hearing	Wednesday, May 15, 2024		
Improvement Hearing	Monday, May 20, 2024	6:00 p.m. at Baxter City Hall	
Resolution Ordering Improvement	Tuesday, June 4, 2024	City Council Meeting	
Review Plans and Specifications at Council Workshop	Wednesday, June 6, 2024	Utilities Commission Meeting	
Resolution Approving Plans and Specifications and Ordering Advertisement for Bids	Tuesday, June 18, 2024	City Council Meeting	
Bidding Publication	Thursday, June 20, 2024	Publication must be made at least three weeks before last day to submit bids, at least once in official newspaper and once in trade paper or First Class city newspaper.	3
Bid Opening	Thursday, July 11, 2024	By default bid remains subject to acceptance for 60 days after the Bid opening	
Resolution Ordering Assessment Hearing	Tuesday, July 16, 2024	City Council Meeting	
Mailed Notice for Assessment Hearing	Thursday, July 18, 2024	One notice at least two weeks prior to hearing	
Published Notice for Assessment Hearing	Saturday, July 20, 2024	Once in local newspaper at least two weeks prior to hearing	
Assessment Hearing	Monday, August 5, 2024	6:00 p.m. at Baxter City Hall	
Resolution Adopting Assessment Rolls			
Notice of Award	Tuesday, August 6, 2024	City Council Meeting. Contractor has 15 days to deliver signed agreement, bonds, and insurance certificates.	
Bid review with Utilities Commission	Wednesday, August 7, 2024	Utilities Commission Meeting	
Pre-Construction Meeting	Thursday, August 22, 2024		
Begin Construction	Monday, August 26, 2024		
Construction Complete	Friday, September 27, 2024		

NOTES

- City Council Meetings held on 1st and 3rd Tuesdays @ 7:00 p.m.
- Utilities Commission Meetings held on 1st Wednesday following the 1st Council Meeting @ 5:30 p.m.
- Brainerd Dispatch is currently only running legal notices on Wednesdays and Sundays. Deadline for Wednesday publication is noon on Monday and deadline for Saturday publication is noon on Thursday.
- The project schedule assumes all Council actions are taken at a regular scheduled meetings. The schedule could be accelerated with special meetings.
- All dates are subject to change, this is a living document. Dates may change based on coordination with other 2023 projects.

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■ PROJECT CONTACT INFORMATION

- **Engineer Contact Information**
 - Aric Welch, Project Engineer
 - Office: 218-316-3645
 - Mobile: 218-820-7516
 - Email: aric.welch@widseth.com
 - All project-related questions should be directed to the Engineer
- **City Contact Information**
 - Trevor Walter, Public Works Director/City Engineer
 - Office: 218-454-5110
 - Mobile: 218-838-5281
 - Email: twalter@baxtermn.gov
 - All financial and assessment related questions should be directed to the City
 - Project Web Site
 - <https://widseth.com/baxter-improvement-4118/>

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■ QUESTIONS?

THANK YOU FOR ATTENDING

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