

# 2023 KNOLLWOOD DRIVE IMPROVEMENTS

## ASSESSMENT HEARING

6:00 P.M.  
JANUARY 24, 2023



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## ■ PRESENTATION PREVIEW

- Project History
- Proposed Improvements
- Assessment Procedure and Calculations
- Schedule
- Property Owner Information
- Questions

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## ■ PROJECT SCHEDULE

- Public Informational Meeting 1 October 21, 2021
- Public Informational Meeting 2 December 2, 2021
- Feasibility Report Approved March 15, 2022
- Improvement Hearing June 16, 2022
- Two bids were received December 20, 2022
- Council ordered the assessment hearing January 3, 2023
- **Assessment Hearing** **January 24, 2023**
- Council to Consider Adopt Assessment Rolls February 7, 2023
- Council to Consider Award of Project March 2023
- Construction June – September 2023

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## ■ PROJECT AREA

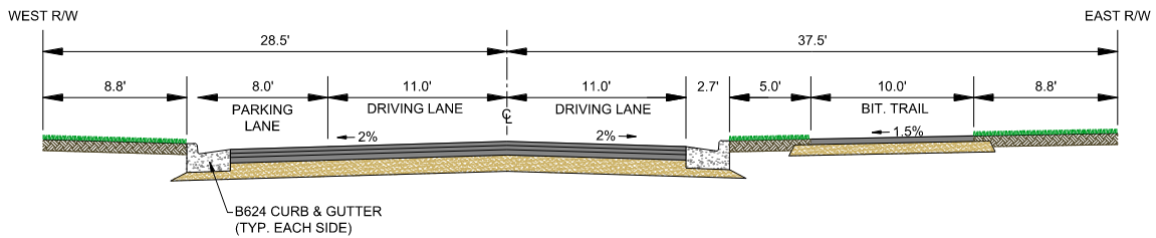


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# PROPOSED IMPROVEMENTS

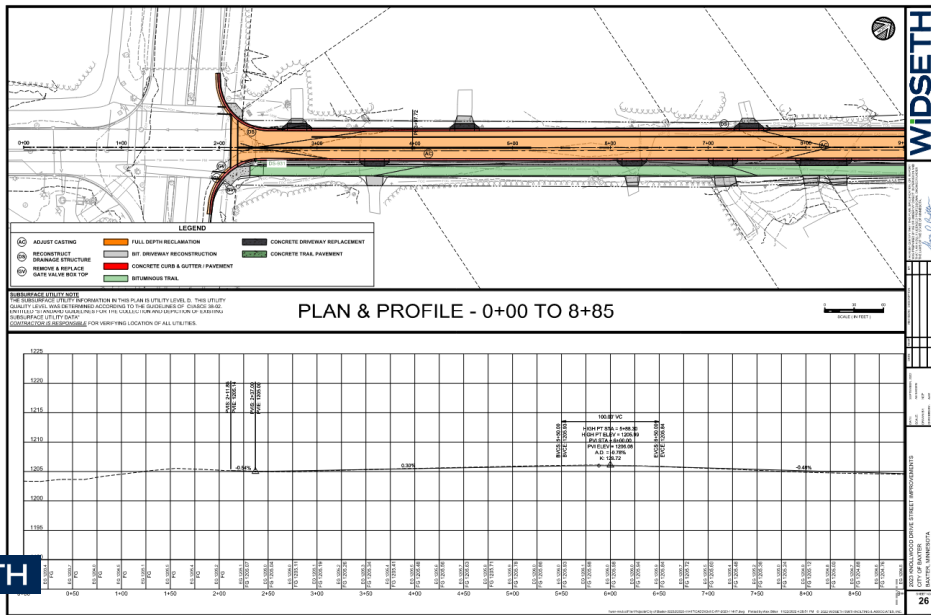
- 32' wide urban roadway (curb & gutter).
  - Two 11' wide drive lanes and 8' parking lane on west side.
- Paved trail separated from the roadway by a 5' grassed boulevard area.
- This roadway and trail section would have the same combined width as the current roadway and trail. Both the west curb line and east side of the trail would remain in the same location.



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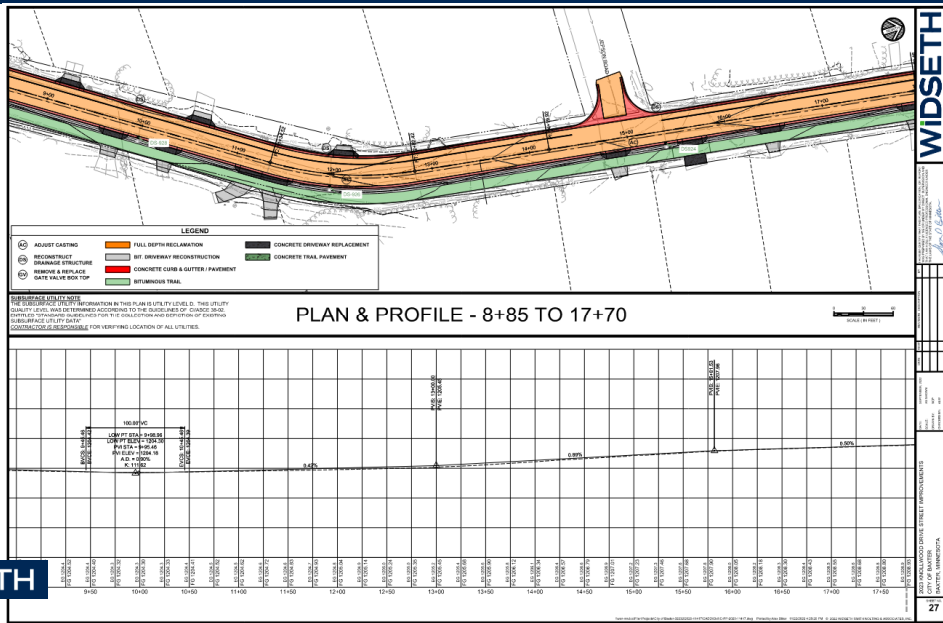
# PROPOSED IMPROVEMENTS



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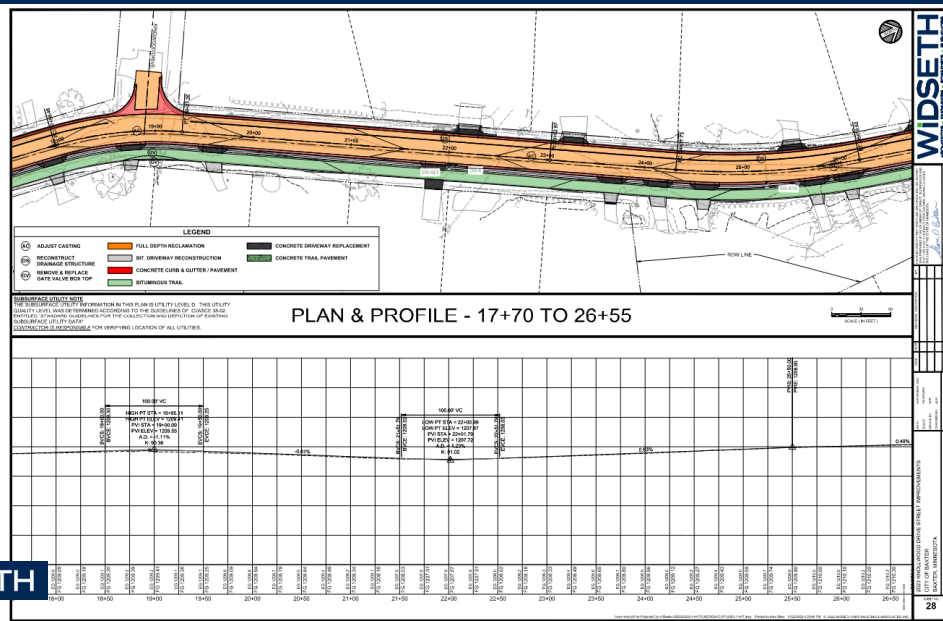
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# PROPOSED IMPROVEMENTS



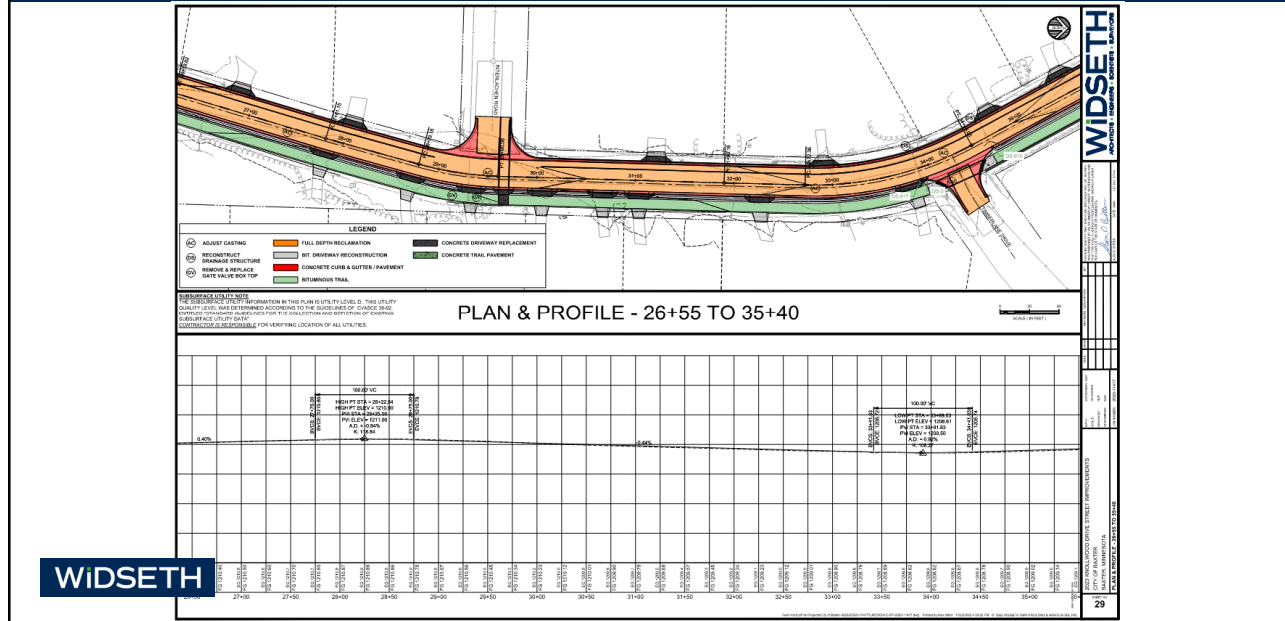
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# PROPOSED IMPROVEMENTS



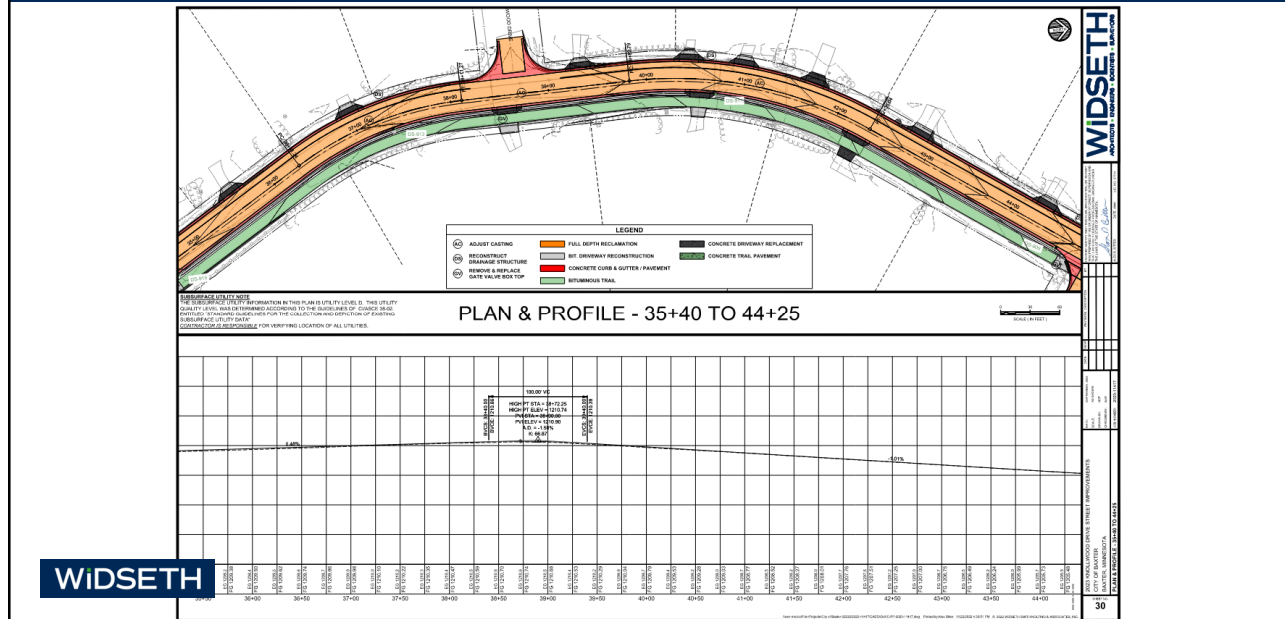
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# PROPOSED IMPROVEMENTS



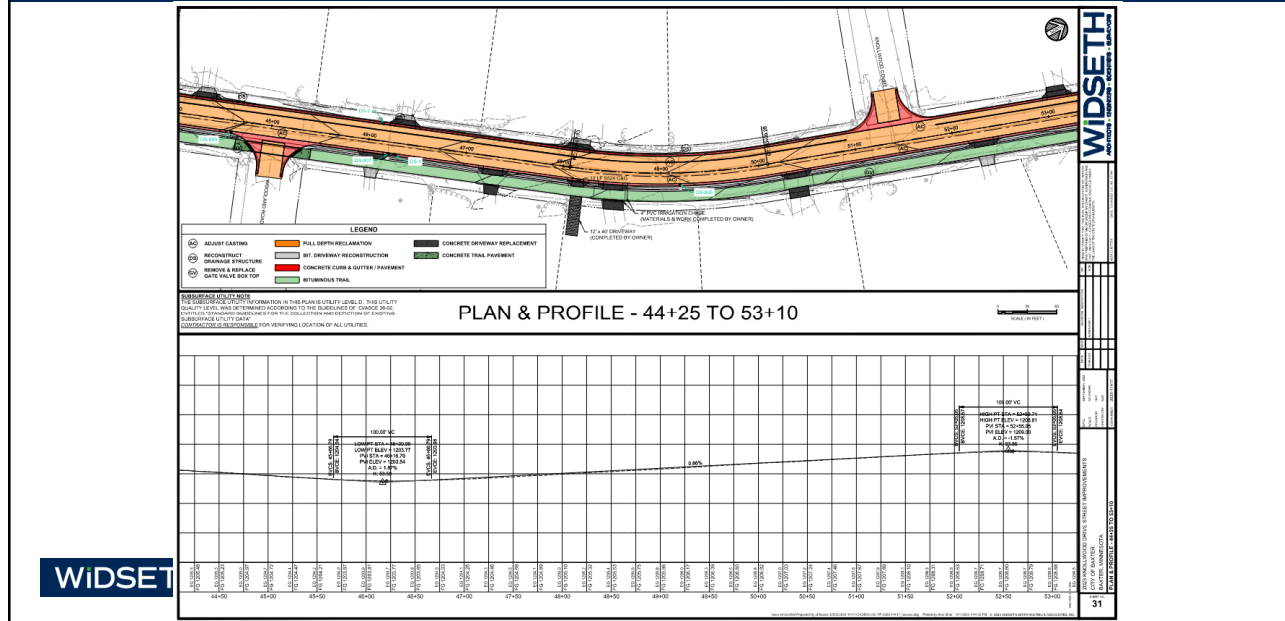
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# PROPOSED IMPROVEMENTS



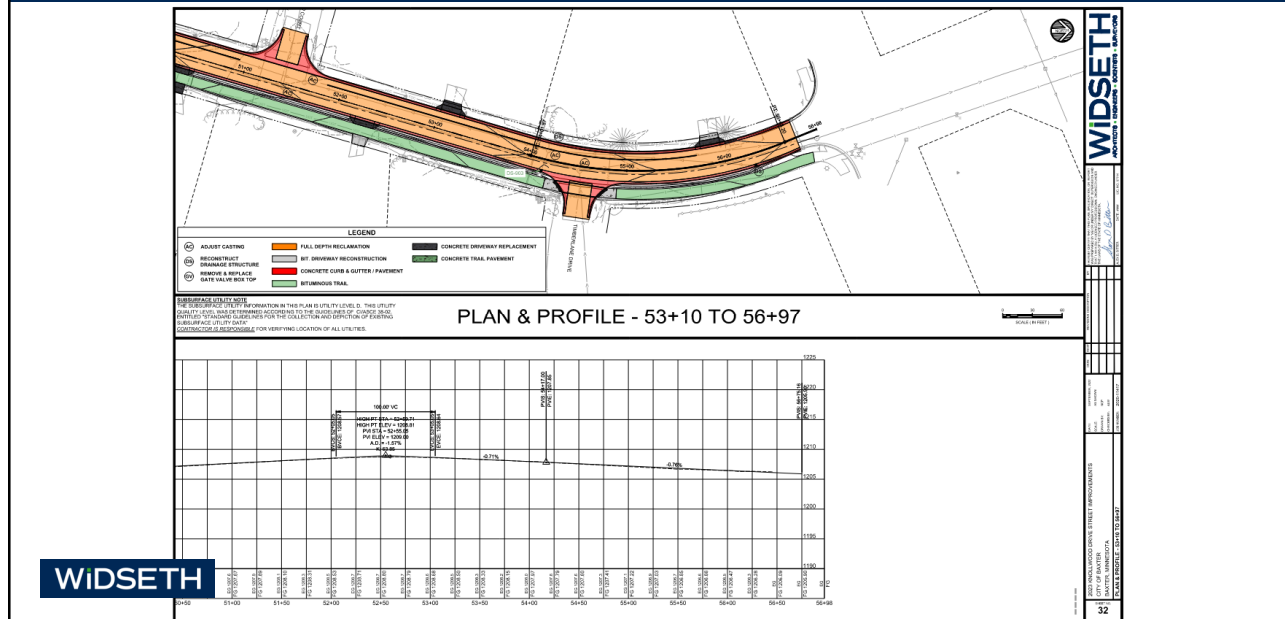
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# PROPOSED IMPROVEMENTS



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# PROPOSED IMPROVEMENTS



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## ■ TRAIL COMPLIANCE



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## ■ PROPOSED IMPROVEMENTS

- Other Improvements
  - Adjust grades to address drainage issues.
  - Replace curb & gutter and valley gutters.
  - Replace driveways to the right-of-way/easement line.
  - Reconstruct drainage structure (new rings and castings).
  - Reconstruct sanitary sewer manholes (new rings and castings).
  - Replace upper sections of water valve boxes.
  - Repair hydrants.
  - Explore and replace plastic watermain tees as required.
  - Install new signage and pavement markings.

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## ■ PROJECT IMPLEMENTATION

- Benefitting residential properties assessed 100% of FDR project costs up to 26' in rural roadway width.
- Assumed City Costs:
  - Roadway width in excess of 26'.
  - Excess bituminous depth for 10-ton design (Anything over 3.5").
  - Curb & gutter.
  - Trail improvements.
  - Storm sewer improvements.
  - Sanitary sewer improvements.
  - Water improvements including plastic tee replacements and hydrant repairs.
  - LED street lighting improvements.
  - City picks up assessment costs for corner/side lot frontage (11 ERUs).
- Remaining project costs assessed on an ERU or per lot basis.

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## ■ PROJECT IMPLEMENTATION

	<u>Improvement Hearing</u>	<u>Assessment Hearing</u>
<b>Estimated Total Project Cost:</b>	<b>\$2,451,098</b>	<b>\$2,212,841</b>
<b>Estimated Assessable Roadway Project Cost:</b>	<b>\$620,520</b>	<b>\$600,673</b>
• Total Estimated Number of Assessable Unit/Lots	60	60
• <b>Estimated Assessed Cost per Unit/Lot:</b>	<b>\$10,342</b>	<b>\$10,011</b>
<b>Estimated City Costs</b>		
• Excess Roadway Width:	\$916,890	\$778,055
• Roadway Assessment:	\$113,762	\$110,123
• Trail:	\$560,730	\$330,967
• Storm Sewer:	\$104,574	\$262,677
• Sanitary Sewer	\$39,549	\$43,293
• Water	\$95,073	\$87,053
• <b>Estimated City Costs:</b>	<b>\$1,830,578</b>	<b>\$1,612,168</b>
• <b>Total Assessed Cost (60 ERUs):</b>	<b>\$620,520 (25%)</b>	<b>\$600,673 (27%)</b>
• <b>Total City Cost with 11 ERUs:</b>	<b>\$1,830,578 (75%)</b>	<b>\$1,612,168 (73%)</b>

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## ■ ASSESSMENT EXHIBIT



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## ■ ASSESSMENT PAYMENT

- Pre-payments and partial payments are allowed up to 30 days following Council Resolution Adopting Assessments.
- Assessment balances will be certified to the County in 2023 with payments to begin on the following year's county tax statement.
- Assessment balance will be amortized over a 12-year assessment term for full depth reclamation and reconstruction projects.
- Interest rate will be determined once the bonds are sold.
  - Currently estimated at 8%.
- Future payoff requirements after certification:
  - Interest will accrue through the end of the calendar year.
  - After 2023, payments in full must be made by November 15 to either the City of Baxter or the Crow Wing County Auditor to avoid paying the following year's interest.

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## ■ ASSESSMENT DEFERMENTS

- Assessment Deferments for Residential Homestead Parcels
  - Hardship (senior citizen, disability or military active-duty)
  - Individuals meeting age, disability and military active-duty requirements based upon qualifying income may be eligible to request deferment of their special assessment.
  - Deferment criteria, application and documentation requirements and procedures are available on the City’s website and specified in the City of Baxter assessment policy for public initiated improvements & special assessments of the City of Baxter code.
  - The annual deadline to apply is August 31st of each year with the deadline for the first payment in 2024 being August 31, 2023.

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## ■ PROJECT COST SUMMARY

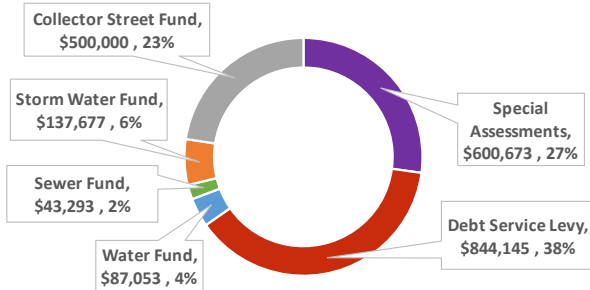
■ Estimated Total Project Cost:	\$2,212,841	
■ Estimated Assessments Project Costs		
■ <b>Benefitting Property Assessments:</b>	<b>\$600,673</b>	27%
Estimated City Assessments:	\$110,123	
■ City Cost Summary		
■ Roadway:	\$778,055	
■ Road Assessments:	\$110,123	
■ Trail:	\$330,976	
■ Storm Sewer:	\$262,677	
■ Sanitary Sewer:	\$43,293	
■ Water:	\$87,053	
■ <b>Total City Estimated Cost:</b>	<b>\$1,612,168</b>	<b>73%</b>

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# PROJECT FINANCING

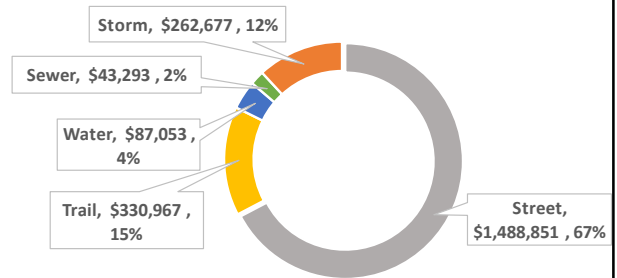
2023 Knollwood Estimated Funding Sources



Prepared by Department of Finance based upon figures from Widseth 12.21.22



2023 Knollwood Estimated Funding Uses



Prepared by Department of Finance based upon figures from Widseth 12.21.22

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# PROJECT SCHEDULE

- **Assessment Hearing** January 24, 2023
- **Council to Consider Adopt Assessment Rolls** February 7, 2023
- **Council to Consider Award of Project** March 2023
- **Construction** June – September 2023



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## ■ PROPERTY OWNER INFORMATION

- If the project moves forward, property owners should be prepared for the following.
  - Delays, dust, detours, and noise should be expected.
  - Knollwood Drive will be detoured and open to local traffic only.
  - There may be some disruption to utility services.
  - All entrances and driveways are scheduled to be replaced to the right-of-way line.
  - Driveway replacement will create a construction joint in the bituminous pavement that will require yearly sealing by property owner.

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## ■ PROPERTY OWNER INFORMATION

- There is likely to be times when your property may not be accessible by vehicle.
- Mailbox supports will be replaced with swing-away style supports.
- Property owners are responsible for relocating private items (sprinkler systems, signage, landscaping, etc.) located in the right-of-way.
- The City will not be responsible for damage to private items located in the right-of-way.

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## ■ PROJECT CONTACT INFORMATION

- **Contracted Project Engineer Contact Information**
    - Alex Bitter, Project Engineer
      - Office: 218-316-3627
      - Mobile: 218-434-0236
      - Email: alex.bitter@widseth.com
      - All project-related questions should be directed to the Contracted Project 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/knollwood/>

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## ■ QUESTIONS?

*THANK YOU FOR ATTENDING*

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