

MEMORANDUM

TO: Honorable Mayor and City Council of Cannon Falls
Neil Jensen, City Administrator

FROM: Bill Angerman, WHKS & Co.

DATE: November 23, 2021

RE: Feasibility Report for Bluff Drive Improvements
Cannon Falls, MN

The City of Cannon Falls has requested a preliminary Feasibility Report for Bluff Drive improvements. The proposed project location is shown in Figure 1. The scope of the feasibility report includes a summary of the existing conditions, proposed construction, estimated costs and proposed schedule. The City intends to assess a portion of the project costs. This Feasibility Report has been prepared to address the requirements of Minnesota Statute 429.

EXISTING CONDITIONS

The developer of Bluff Drive did not complete the construction of Bluff Drive.

On November 5, 2021, we performed a walk-through of Bluff Drive. We documented the conditions and created a punch list of incomplete items. Bluff Drive currently consists of a bituminous base course surfaced roadway, with concrete curb and gutter. The pavement is 28-foot wide from curb to curb. The bituminous base course and curb has settled at some of the service trench locations. A bituminous leveling course is required at these settled areas, and 120-feet of curb and gutter requires replacement.

Fifteen (15) platted lots abut Bluff Drive. Five (5) of the lots have houses constructed on them. The other ten (10) lots are vacant.

PROPOSED CONSTRUCTION

Replacement of settled curb and gutter, a bituminous leveling course at settled trench locations, sidewalk on the north side of the road, and the final bituminous wearing course paving is required. The project location commences approximately 50-feet east of Cedar Hill Drive and extends to the intersection of Bluff Drive and Sandstone Road. Four (4) manhole adjustments are required. Milling is required at the butt joint on the west end of Bluff Drive near Cedar Hills Drive and in front of two driveways leading to residential homes.

OPINION OF CONSTRUCTION COSTS

The estimated project cost for the Bluff Drive improvement is \$105,000. The cost opinion includes a \$16,000 allowance for engineering and a 15% allowance for construction contingencies. A breakdown of costs is shown in Table 1.

RECOMMENDATIONS AND SCHEDULE

This project is feasible from an engineering standpoint. It is recommended that the City conduct a legal and fiscal review of the proposed project.

Per City Council policy, 100% of the overall total project cost will be assessed to the benefiting properties. City policy states that the Council will select the preferred method of calculating the assessment at the time the project is ordered. Assessments were calculated two ways for each of the fifteen (15) lots; on a per lot basis and by the front foot.

The total preliminary construction cost is \$105,000. The calculated assessment to each of the fifteen (15) lots benefitting from the project is approximately \$7,000 per lot or approximately \$75 per front foot. Two of the lots also abut Sandstone Road, which also requires improvements. The City would need to consider whether these two lots should be assessed for both the Bluff Drive and Sandstone Road improvements, or only for the Bluff Drive improvements.

The City Council should review this report and provide direction on the project schedule and assessments. The following are tasks to be completed:

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|--|------------------|
| • Receive Engineer's Feasibility Report. | December 7, 2021 |
| • Order Public Improvement Hearing. | December 7, 2021 |
| • Hold Public Improvement Hearing. | January 18, 2021 |
| • Order the Improvement | January 18, 2021 |
| • Authorize Preparation of Plans and Specifications. | January 18, 2021 |
| • Approve Plans and Specifications and Authorize Advertisement for Bids. | April 19, 2022 |
| • Receive Bids. | May 17, 2022 |
| • Hold Final Assessment Hearing. | June 21, 2022 |
| • Award Contract. | June 21, 2022 |
| • Begin Construction. | July, 2022 |
| • Complete Construction. | Fall 2022 |

Please contact us with any questions.

Sincerely,

WHKS & CO.

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.



William Angerman
License No. 26436



2021 STREET IMPROVEMENTS

**FIGURE 1
BLUFF DRIVE
CANNON FALLS, MINNESOTA**



Table 1 – Bluff Drive
 Engineer's Opinion of Probable Construction Costs
 2021 Bluff Drive Improvements
 Cannon Falls, MN
 11/19/2021

<u>No.</u>	<u>Item</u>	<u>Unit</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total</u>
1	Bituminous Pavement	Ton	350	\$ 120	\$ 42,000
2	Concrete Curb and Gutter	LF	120	\$ 50	\$ 6,000
3	Bituminous Milling	LS	1	\$ 1,250	\$ 1,250
4	Manhole Adjustments	Each	4	\$ 750	\$ 3,000
5	Sidewalk	SF	3,560	\$ 7	\$ 24,920
Construction Cost					\$ 77,170
Contingencies (15%)					\$ 11,830
Engineering					\$ 16,000
Estimated Cost					\$ 105,000

EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF THE CITY OF
CANNON FALLS, MINNESOTA

HELD: DECEMBER 7, 2021

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Cannon Falls, Minnesota, was duly called and held at the Council Chambers in said City on the 7th day of December, 2021, at 6:30 o'clock P.M.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION NUMBER 2595

**RESOLUTION RECEIVING PRELIMINARY REPORT
AND CALLING PUBLIC HEARING ON
BLUFF DRIVE IMPROVEMENTS**

WHEREAS, The City Council deems it necessary and expedient that the City of Cannon Falls, Minnesota, construct certain improvements, to-wit: Bluff Drive Improvements in the City as described in and in accordance with the preliminary plans and report prepared by WHKS & Co., consulting engineers; and

WHEREAS, The Council has been advised by the consulting engineers that said Bluff Drive Improvements are necessary, cost-effective, and feasible and should best be made as proposed, and the consulting engineers' report to this effect has heretofore been received by the Council, and filed with the City Clerk; and

WHEREAS, The statute provides that no such improvements shall be made until the Council shall have held a public hearing on such improvements following mailed notice and two publications thereof in the official newspaper stating time and place of the hearing, the general nature of the improvement, the estimated costs thereof, and the area proposed to be assessed, and that a reasonable estimate of the total amount to be assessed, and a description of the methodology used to calculate individual assessments for affected parcels (the "Impact of Assessments") has been made available at the hearing, all in accordance with law; and

WHEREAS, this City Council has heretofore discussed and made determinations about the Impact of Assessments:

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Cannon Falls, Minnesota, as follows:

1. A public hearing will be held at the time and place set forth in the Notice of Hearing attached hereto as Exhibit A to consider said proposed improvements.
2. The nature of the improvements, the estimated cost of each major portion thereof, and the areas proposed to be assessed therefor are described in the form of Notice of Hearing hereto attached.
3. The notice of said public hearing shall be in substantially the form contained in the notice hereto attached.
4. The City Clerk is hereby authorized and directed to cause notice of said hearing to be given two publications in the official newspaper. Said publications shall be one week apart, and at least three days shall elapse between the last publication and the hearing. Not less than ten days before the hearing the Clerk shall mail notice of the hearing to the owner of each parcel of land within the area proposed to be assessed as described in the notice. For the purpose of giving such mailed notice, owners shall be those shown to be such on the records of the County Auditor or, if the tax statements in the County are mailed by the County Treasurer, on the records of the County Treasurer. As to properties not listed on the records of the County Auditor or the County Treasurer, the Clerk shall ascertain such ownership by any practicable means and give mailed notice to such owners.
5. The City Clerk is hereby authorized and directed to cause to be prepared the Impact of Assessments, which may be in the form attached hereto as Exhibit B, consistent with the determinations of this City Council on and prior to the date hereof.

The motion for the adoption of the foregoing resolution was duly seconded by member _____ and upon a vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

ADOPTED by the Council this 7th day of December, 2021.

John O. Althoff, Mayor

ATTEST: _____
Neil L. Jensen, City Administrator

STATE OF MINNESOTA)
COUNTY OF GOODHUE) ss
CITY OF CANNON FALLS)

I, the undersigned, being the duly qualified and acting Clerk of the City of Cannon Falls, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council of said City, duly called and held on the date therein indicated insofar as such minutes relate to the calling of a public hearing on proposed Bluff Drive Improvements of said City.

WITNESS my hand and the seal of said City this 7th day of December, 2021.

City Administrator

(SEAL)