

MEMORANDUM

TO: Honorable Mayor and City Council
Neil Jensen, City Administrator

FROM: Bill Angerman, P.E.
Consulting City Engineer

DATE: February 6, 2024

RE: 72nd Avenue Way Improvement Project
City of Cannon Falls

On November 21, 2023, the City Council held an assessment hearing and voted to proceed with preparing plans and specifications for the 72nd Avenue Way improvement project.

The project will consist of installing concrete curb & gutter, storm sewer and bituminous pavement to 72nd Avenue Way south of Trunk Highway 19. The project will be assessed to the adjacent benefitting properties.

We are requesting the City Council act on the resolution approving plans and specifications and ordering advertising for bids. Bids will be received on March 13th and will be presented at the March 19th City Council meeting. At this meeting, the City Council will set the amount to be assessed and schedule the final assessment hearing for April 16th.

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

HELD: February 6, 2023

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 City Hall in said City on the 6th day of February 2024, 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 2736

**RESOLUTION APPROVING PLANS AND
SPECIFICATIONS AND ORDERING
ADVERTISEMENT FOR BIDS**

WHEREAS, the consulting engineers for the City have prepared final plans and specifications for the construction of 72nd Avenue Way Improvements in the City, and such plans and specifications have been presented to this Council for approval;

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

1. Such plans and specifications are hereby approved and ordered placed on file in the office of the City Administrator.
2. The City Administrator shall prepare and cause to be inserted in the official city newspaper an advertisement for bids upon the making of such improvements under such approved plans and specifications.

The advertisement shall be published in said publications at least once not less than three weeks before the date set for opening bids, shall specify the work to be done, shall state that bids will be publicly opened on March 13, 2024 at 2:00 o'clock P.M. online and that no bids will be considered unless accompanied by an electronic copy of a cashier's check, bid bond or certified check payable to the Administrator for 5% of the amount of such bid.

The motion for the adoption of the foregoing resolution was seconded by member _____ and upon 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 by the City Council of the City of Cannon Falls, Minnesota on this 6th day of February, 2024.

Matt Montgomery, 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 Administrator of the City of Cannon Falls, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original minutes on file and of record in my office, and the same is a true and correct transcript of the minutes of a meeting of the City Council held on the date therein indicated, insofar as the same relates to a resolution approving plans and specifications and ordering advertisement for bids for on 72nd Avenue Way Improvements for said City.

WITNESS my hand as such Administrator and the seal of said City this 6th day of February, 2024.

City Administrator

(SEAL)