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DELLWOOD DRIVE & NOVOTNY ROAD UTILITY AND ROADWAY IMPROVEMENTS

CITY PROJECT NO. 4063

FEASIBILITY REPORT

Revised April 2015

Council Approval Date: May 5, 2015

Prepared for
City of Baxter

WSN No. 0102B0274.000

**DELLWOOD DRIVE & NOVOTNY ROAD
UTILITY AND ROADWAY IMPROVEMENTS**

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I hereby certify that this 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.



Aric Welch
Professional Engineer

41983
License Number

May 5, 2015
Date

DELLWOOD DRIVE & NOVOTNY ROAD UTILITY AND ROADWAY IMPROVEMENTS FEASIBILITY STUDY

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STATEMENT OF PURPOSE

The purpose of this report is to prepare a feasibility study relative to extending municipal sanitary sewer collection, municipal water distribution, roadway, and storm sewer improvements to Dellwood Drive and Novotny Road.

The City of Baxter originally scheduled this project for 2006 as part of their Capital Improvements Plan (CIP). Detailed review of the project area was started on April 19, 2005 when the City entered into a preliminary design services contract for the proposed improvements, including soils investigation and wetland delineation services.

In 2007, the project was removed from the CIP list and the area was designated as “Developer Driven”. The City was approached by a private developer in 2007 requesting municipal utility and roadway improvements. The City conducted a public informational meeting on July 9, 2008 and a preliminary assessment hearing on August 4, 2008 to review the proposed improvements with the public. Concerns were noted relative to desired roadway right-of-way width (66’ or 80’) and portions of the benefitted area being located outside the municipal boundaries of the City. The project was then tabled until a later date.

A revised feasibility study, based on the front footage assessment method, was accepted by the Council on January 20, 2015 and an Improvement Hearing was held on March 5, 2015. Immediately following the hearing, the City received correspondence from two property owners questioning the fairness and equity of the proposed per foot assessments. Those comments are summarized below:

1. Proposed per foot assessments on Parcel 1 are too high when considering the parcel is already served with sanitary sewer and water service.
2. Parcel 12 has approximately the same size building envelope as Parcel 11 but proposed per foot assessment is almost three times as much.
3. Total lot area of Parcels 14 and 15 is approximately 1/3 that of Parcel 13 but the proposed per foot assessment is approximately 1/5 more.

As a result of the concerns raised by property owners, the City Council directed City staff and Engineer to review alternative assessment methods as allowed by the “City of Baxter

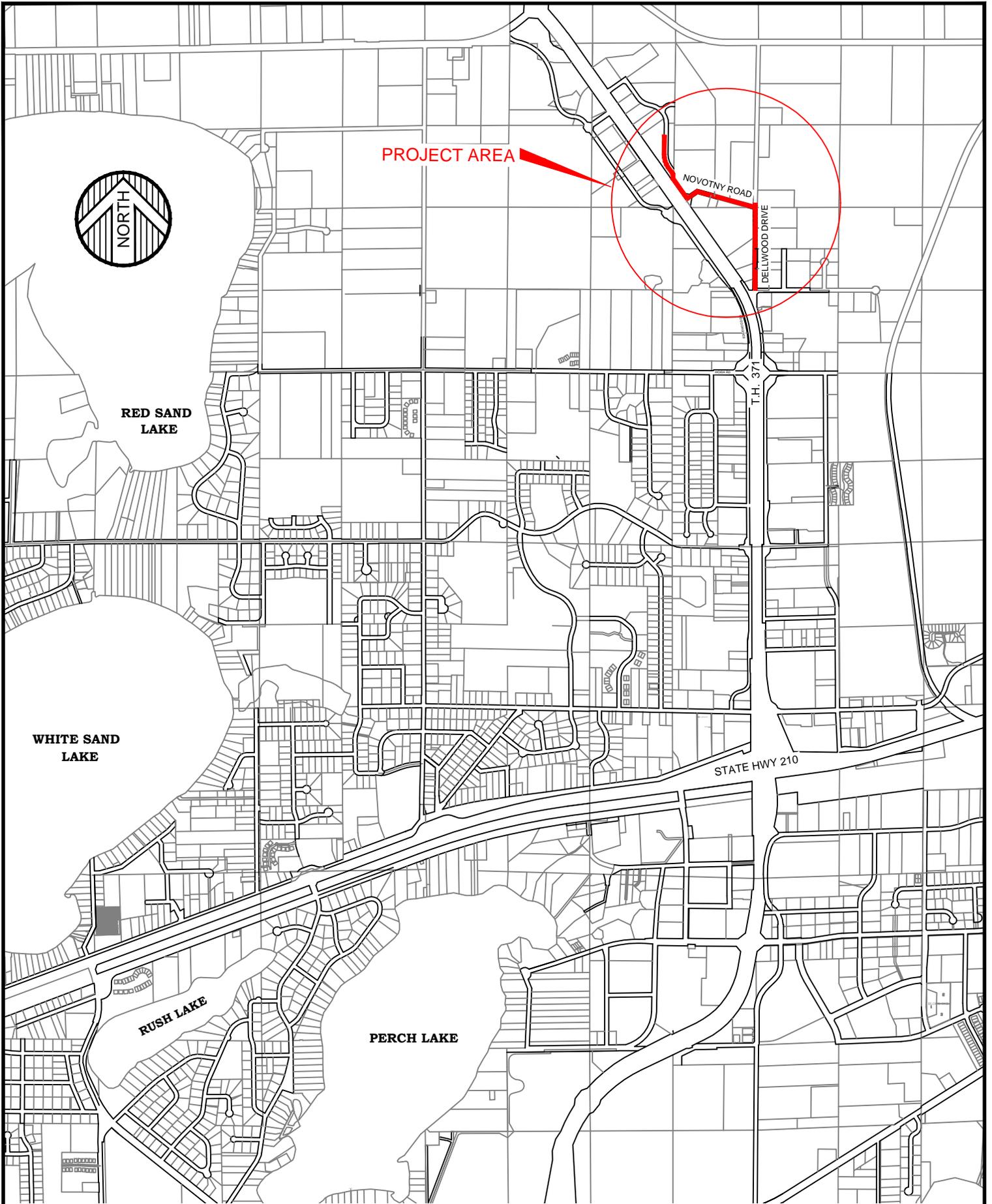
Assessment Policy for Public Initiated Improvements”. The policy defines the following assessment methods: Unit Assessment, Area Assessment, Front Footage Assessment or a combination of any or all methods. The policy also states “The objective is to choose the assessment method that will arrive at a reasonable, fair and equitable assessment that will be uniform upon the same class of property within the assessment area”.

In accordance with the assessment policy, the Council directed the Engineer to review assessments based on total lot area and a combination of total lot area and front footage. The results of that analysis were presented to the Council at a workshop on April 7, 2015 (see attached WSN Memo dated March 27, 2015). The lot area analysis raised concerns with wetlands and deep lots that would not receive full benefit from the shallow sanitary sewer system. As a result, the Council directed the Engineer to further review the area assessment method using a modified lot area to include the first 300’ of property from the right-of-way.

The results of the modified lot area assessment calculations were reviewed by the Council at a workshop on April 21, 2015 (see attached WSN Memo dated April 16, 2015). The assessment method chosen by the Council based on fairness, equity and uniformity was the 40% front foot and 60% modified lot area method.

This report will define the existing conditions in the project area, present feasible improvements, estimate project costs, review project implementation based on the assessment method chosen by the City Council, and make conclusions and recommendations regarding proposed improvements.

The general project area is shown as Exhibit “A”.



PROJECT AREA

NOVOTNY ROAD

DELLWOOD DRIVE

RED SAND LAKE

WHITE SAND LAKE

RUSH LAKE

PERCH LAKE

STATE HWY 210

T.H. 371

EXISTING CONDITIONS

The project area is located along Dellwood Drive between Whispering Woods Lane and Novotny Road, and along Novotny Road between TH 371 and Dellwood Drive. Zoning in the area is currently Regional Commercial (C2) and the draft Comprehensive Plan shows land use in the area remaining as Commercial (C).

Existing Municipal Roadways

Dellwood Drive is currently a 24' wide bituminous surfaced roadway constructed prior to 1978. The roadway is currently on the Municipal State Aid System (MSAS) system as route number 116-070. The City of Baxter "Comprehensive Pavement Management System", shows Dellwood Drive, in the project area, having a PASER rating of 3, indicating the roadway is in poor condition. Recommended improvements indicate the roadway should be updated via full-depth reclamation. South of Whispering Woods Lane, Dellwood Drive is a 36' wide face to face, urban roadway with curb/gutter and storm sewer. This segment of Dellwood Drive is in good condition and was constructed as part of the "MN 371 Frontage Roads and Whispering Woods Lane Utility Improvements" constructed in 2002.

The Novotny Road connection to TH 371 and concrete median at the west end of the project were constructed as part of the "2003 Edgewood Drive North Utility and Roadway Extension" project. The remainder of Novotny Road is currently a 24' wide bituminous surfaced roadway constructed prior to 1978. The roadway is currently on the Municipal State Aid System (MSAS) system as route number 114-010. The City of Baxter "Comprehensive Pavement Management System", shows the west half of Novotny Road having a PASER rating of 3, indicating the roadway is in poor condition. The east half of Novotny Road has a PASER rating of 5, or is in fair condition. Recommended improvements indicate the west half of the roadway should be updated via full-depth reclamation and the east half updated via 2" mill and overlay. The roadway segment on the west end at the connection with TH 371 only needs to be seal coated.

The City is currently in the process of officially documenting the existing 66' wide right-of-way corridors in the project area.

Existing Drainage and Storm Sewer Systems

Roadways in the project area are currently rural roadways and drainage is handled via shallow drainage swales located on either side of the roadway. The general drainage pattern in the area is in a northerly direction to a large wetland complex north of Novotny Road. Storm sewer does exist at the Dellwood Drive / Whispering Woods Lane intersection, where an 18" RCP pipe and apron are stubbed north of the intersection for future northerly extension into the project area. Storm water is conveyed southerly from this intersection through a network of pipes in a southerly and easterly direction, discharging to a large basin and wetland complex located east of the Menard's development.

No storm sewer piping currently exists along Novotny Road and surface drainage is generally directed northerly toward the wetland north of the road, or westerly to the MnDOT ditch. An existing 18" RCP currently crosses Novotny Road in a north and south direction conveying the MnDOT ditch flow.

No problems with the existing storm water system in project area are known.

Existing Sanitary Sewer Collection System

The project area is currently not served with municipal sanitary sewer and existing developments utilize private individual on-site sewage treatment systems (ISTS's) for wastewater disposal. The condition and age of the existing on-site sewer systems is unknown at this time; however, it is likely some of the existing systems do not meet current standards. No problems with the existing sanitary sewer systems in project area are known.

Two existing sanitary sewer mains are currently available to serve the project area. A 10" PVC gravity main currently terminates at a manhole in Novotny Road, east of TH 371. This main conveys sanitary sewage westerly and was constructed as part of the "2003 Edgewood Drive Utility Improvements" when the collection piping was stubbed across the highway and encased in a 24" steel casing pipe. This connection point is approximately 10' below grade. A 10" PVC gravity main is also located north of the Whispering Woods / Dellwood Drive intersection, conveying sanitary sewage in a southerly and westerly direction. This main was extended north of the intersection as part of the "MN 371 Frontage Roads and Whispering Woods Lane Utility Improvements" constructed in 2002. This connection point is approximately 8' below grade.

No problems with the existing sanitary sewer collection system in the project area are known.

Existing Water Distribution System

The project area is currently not served with municipal water service and existing developments currently utilize private wells. The individual wells appear to be providing an adequate water supply and there have been no known reports of contamination.

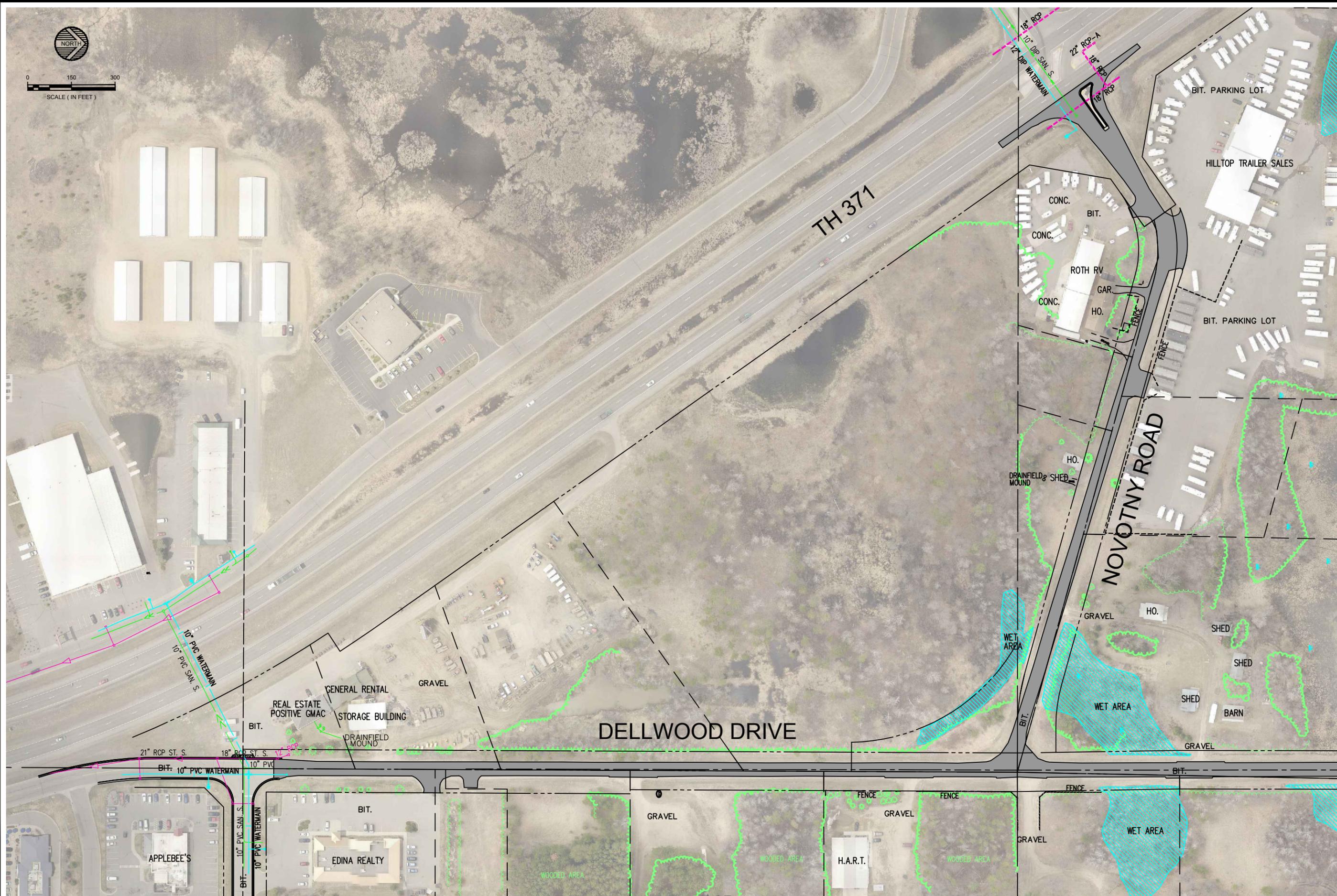
Two existing water distribution mains are currently available to serve the project area. A 12" PVC main currently terminates on the east side of TH 371 at Novotny Road. This main was constructed as part of the "2003 Edgewood Drive Utility Improvements" when the water distribution piping was stubbed across the highway and encased in a 24" steel casing pipe. A hydrant is currently located at the termination point and the connection point is approximately 8' below grade. A 10" PVC main is also located north of the Whispering Woods / Dellwood Drive intersection. This main was extended north of the intersection as part of the "MN 371 Frontage Roads and Whispering Woods Lane Utility Improvements" constructed in 2002. This connection point is approximately 8' below grade.

No problems with the existing water distribution system in the project area are known.

Exhibit "B" shows the existing conditions in the project area.



0 150 300
SCALE (IN FEET)



WIDSETH SMITH NOLTING
Engineering | Architecture | Surveying | Environmental



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.
DATE: _____
LIC. NO. 41983

DATE	REVISIONS DESCRIPTION

DATE: APRIL 2015
SCALE: AS SHOWN
DRAWN BY: K.B.W.
CHECKED BY: A.L.W.
JOB NUMBER: 0102B0274.000

DELLWOOD DRIVE & NOVOTNY ROAD IMPROVEMENTS
CITY OF BAXTER
BAXTER, MINNESOTA
SHEET NO. _____
OF _____

EXHIBIT B - EXISTING CONDITIONS

PROPOSED IMPROVEMENTS

Proposed improvements include extension of municipal sanitary sewer collection piping, water distribution piping, storm sewer and roadway improvements with all related restoration.

Proposed Roadways

Proposed roadway improvements to Dellwood Drive consist of reconstructing the roadway from the intersection with Whispering Woods Lane to approximately 200' north of the Novotny Road intersection. The southerly 1000' feet of the roadway is proposed to be a 36' wide, face to face, bituminous surfaced, urban roadway with curb/gutter and storm sewer. North of this point the roadway is proposed to be a 36' wide, bituminous surfaced, rural section with no curb/gutter or storm sewer.

The County is currently working on plans to reconstruction Dellwood Drive from the end of the City project to CSAH 49. The proposed roadway section is 36' wide with 12' drive lanes and 6' paved shoulders. The roadway will be designed to meet a 10-ton design strength per state aid requirements. In reviewing the Average Annual Daily Traffic (AADT) volumes for Dellwood Drive, the County has determined that a bypass lane is warranted at Novotny Road. The City plan will be modified to accommodate the bypass lane which is proposed to be constructed with the County project in 2016.

Proposed roadway improvements to Novotny Road consist of reconstructing the westerly 400' to a 36' wide, face to face, bituminous surfaced, urban roadway with curb/gutter and storm sewer. The remaining easterly 1000' will be constructed to a 36' rural section with no curb/gutter or storm sewer. Minor alignment adjustments are proposed to Novotny Road to match the defined right-of-way corridor and create a perpendicular intersection with Dellwood Drive.

All roadway improvements are proposed to a 10-ton design strength in accordance with State-Aid design requirements. Both roadways will also have pavement markings depicting bike lanes. Urban sections will be striped with 11' drive lanes and 5' bike lanes and the rural sections will be striped with 12' drive lanes and 6' bike lanes.

Intersection lighting is also proposed at the Novotny Road and Dellwood Drive intersection to improve visibility and security.

Proposed Drainage and Storm Sewer

Drainage on the southerly 1000' feet of Dellwood Drive (urban section) is proposed to be collected and convey southerly to the existing storm sewer network at the intersection of Whispering Woods Lane. Three sets of drainage structures are proposed along the route to collect roadway storm water runoff. Storm water runoff from the north segment of Dellwood Drive (rural section) will be conveyed transversely from the centerline of the roadway to the existing grassed areas and swales on either side of the roadway. The west ditch of Dellwood Drive will convey surface runoff southerly to an apron and inlet to the storm sewer system.

Surface water runoff from the west 500' feet of Novotny Road (urban section) is proposed to be collected and convey westerly to concrete spillways discharging into the existing MnDOT TH 371 ditch. No storm sewer piping or drainage structures are proposed. Storm water runoff from the easterly portion of Novotny Road (rural section) will be conveyed transversely from the centerline of the roadway to swales constructed on either side of the roadway. The southerly swale of Novotny Road will convey surface runoff easterly to a low area constructed in the southwest corner of the Novotny Road / Dellwood intersection. Overflow from this area will then flow southerly to an apron and inlet to the Dellwood Drive storm sewer system. The northerly swale of Novotny Road will convey surface runoff in a generally northeasterly direction to a low lying area constructed in the northwest corner of the Novotny Road / Dellwood Drive intersection. Overflow from this area will then flow northerly to a wetland complex.

Proposed Sanitary Sewer Improvements

Ten inch sanitary sewer collection piping is proposed to be connected to the stub north of Whispering Woods Lane, and extended northerly along Dellwood Drive for a distance of approximately 550' to a point where cover limits further extension. Sanitary sewage will be conveyed by gravity southerly through this pipe to the existing system.

Sanitary sewer service for the remainder of the project area will be provided from the existing stub on the east side of TH 371. A 10" PVC main will be connected to the existing stub and extended easterly along the centerline of Novotny Road to the intersection of Dellwood Drive. From there an 8" PVC main will be extended southerly along the centerline of Dellwood Drive, a distance of approximately 630'. Sanitary sewage will be conveyed by gravity northerly and westerly through these mains to the existing system. An 8" PVC gravity main will also be

extended approximately 100' north of the intersection along Dellwood Drive for future service north of the project area.

Manholes will be constructed at a maximum 400' intervals. Service will be provided by extension of 6" PVC gravity service pipes from the main to the property line. Services are proposed at various locations in the project area to accommodate existing and potential future developments. Specific service locations will be determined by the property owner during design and construction procedures. Sewer mains and services on the east end of Novotny Road and in Dellwood Drive would be insulated to provide frost protection.

Based on a previous soil investigation report and visual observation, dewatering will be required to construct the underground utilities. Ground water elevations vary significantly over time, and the extent of dewatering required will depend on ground water elevations at the time of construction.

Please note, the availability of gravity service to all existing developments cannot be determined at this time. Gravity sanitary sewer service is dependent on ground and building elevations and distances from the facilities to the municipal mains.

Proposed Water Distribution Improvements

Water distribution system improvements consist of connecting to the existing stub near Whispering Woods Lane and extending a 10" PVC watermain northerly along Dellwood Drive to a point approximately 100' north of the Novotny Road intersection.

A 12" PVC main will also be connected to the existing stub on the east side of TH 371 and extended easterly along Novotny Road, connecting to the proposed 10" main in the Dellwood Drive intersection.

The proposed water system extensions include hydrants spaced at maximum 600-foot intervals to provide fire protection. Since no detailed development plans are available for the larger parcels along Dellwood Drive, 8" PVC mainline stubs are proposed at hydrant locations to allow future extension of mainline service and provide fire protection. Gate valves will be located on the mains to isolate portions of the system for future repairs and maintenance operations.

Services will be provided by the extension of 1 ½” service pipes from the main to the property line. Services will be provided at various locations in the project area to accommodate existing and potential future lots. Specific service locations will be determined by the property owner during design and construction procedures.

The County’s plan to reconstruct Dellwood Drive will likely put off future municipal utility construction in the Dellwood Drive corridor north of Novotny Road for up to 30-years. Long term water improvement plans in this area include a 12” watermain loop between Audubon Way and Dellwood Drive. Since this connection will likely be delayed as a result of the County roadway project, provisions for a watermain loop along the east side of TH 371 are being included with this report. Prior to design, the City should model the connection to determine the appropriate watermain size. For the purposes of this report an 8” watermain is proposed to be extended north through the Hilltop Trailer Sales and Holiday Inn and Suites property using a combination of open cut and directional drilling construction. A new utility easement will be required across Hilltop Trailer Sales property and a combination of new utility easement and existing utility easement/right-of-way across the Holiday Inn & Suites property. Estimated appraisal and easement costs are not included with this report.

Based on a previous soil investigation report and visual observation, dewatering will be required to construct the underground utilities. Ground water elevations vary significantly over time, and the extent of dewatering required will depend on ground water elevations at the time of construction.

Restoration

Turf restoration is proposed utilizing 4-inches of topsoil and a combination of seed and sod. Seed is proposed in disturbed areas that are currently undeveloped and no maintained yards currently exist. Sod and erosion protection blankets will be incorporated during construction where developments have existing mowed and maintained areas or in locations where steeper grades have the potential to create erosion problems.

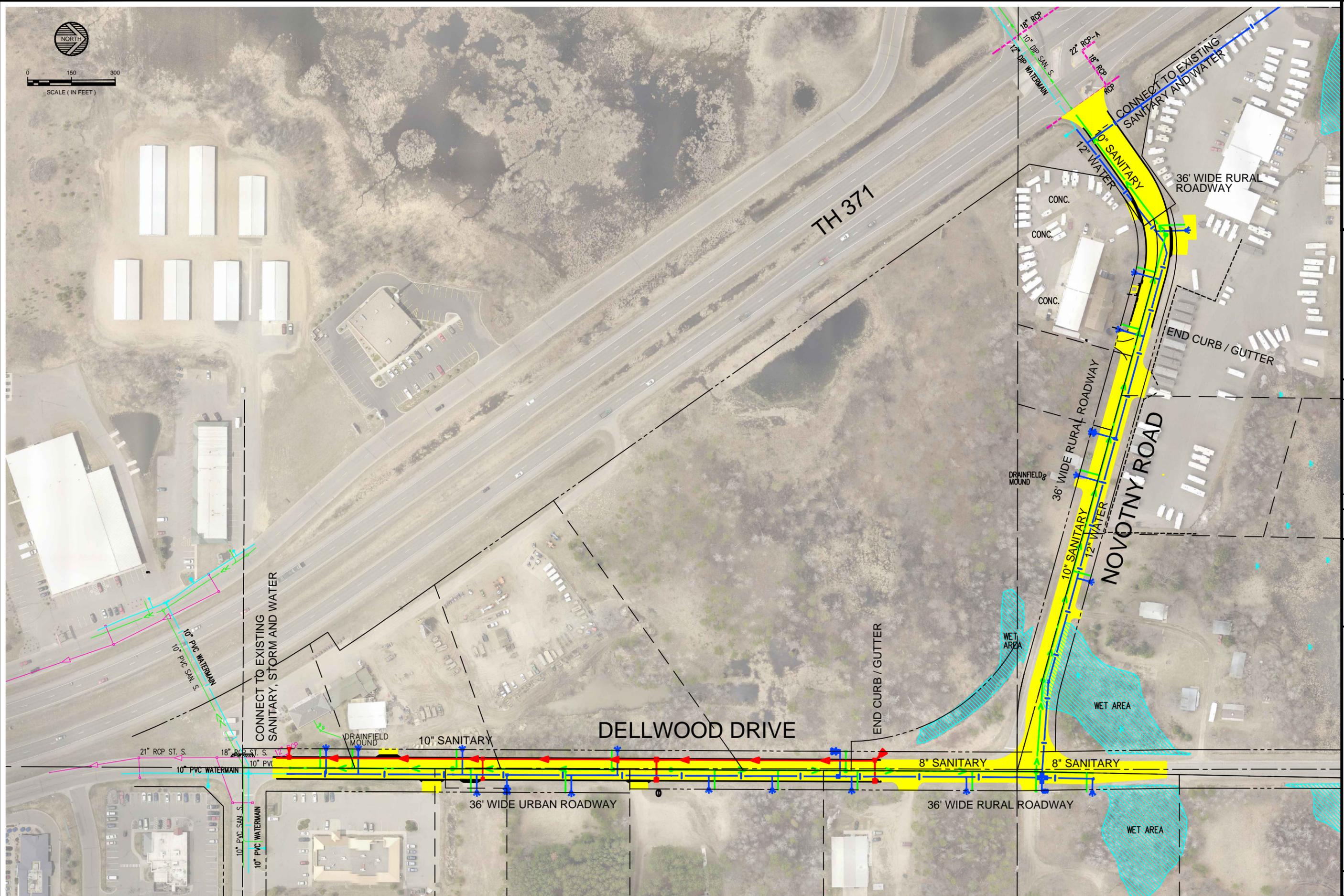
Alternates Considered

The only other option considered as part of this report was the “Do Nothing” approach. This option was eliminated since it does not accomplish any of the utility or transportation goals for the area or provide any benefit to property owners in the project area.

Exhibits “C” and “D” show the proposed improvements and Exhibit “E” shows the proposed typical roadway sections.



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SCALE (IN FEET)



WIDSETH SMITH NOLTING
Engineering | Architecture | Surveying | Environmental

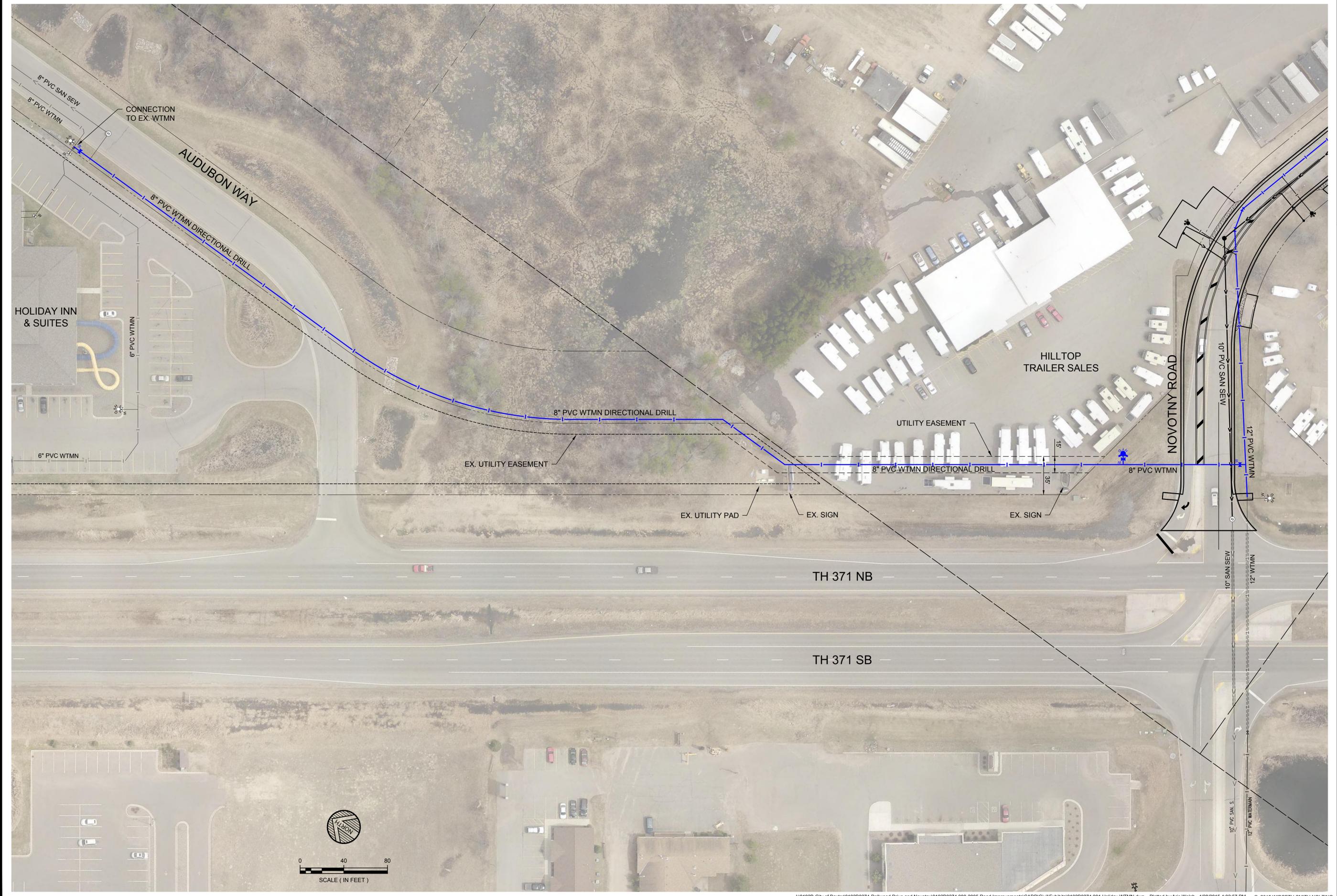


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DATE: APRIL 2015
SCALE: AS SHOWN
DRAWN BY: K.B.W.
CHECKED BY: A.L.W.
JOB NUMBER: 0102B0274.000

DELLWOOD DRIVE & NOVOTNY ROAD IMPROVEMENTS
CITY OF BAXTER
BAXTER, MINNESOTA

C - PROPOSED IMPROVEMENTS
SHEET NO. _____
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DATE: APRIL 2015
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 JOB NUMBER: 0102B0274.000

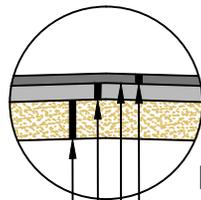
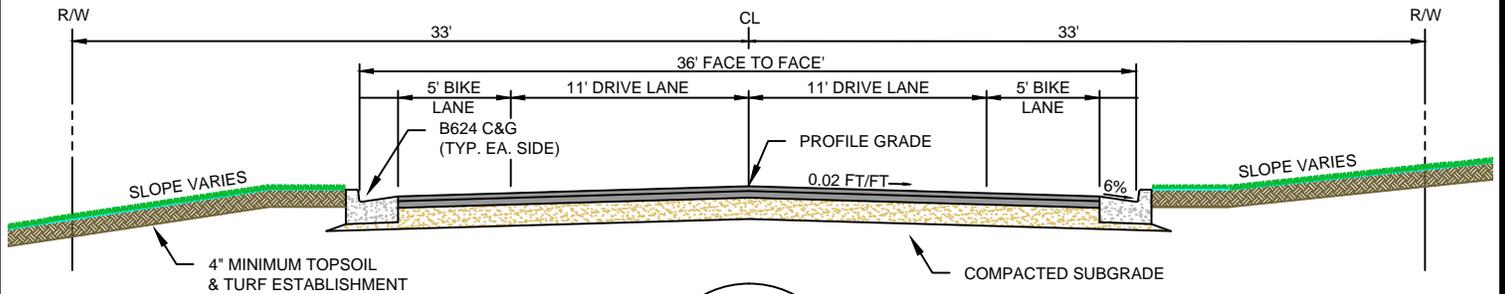
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 CHECKED BY: ALL W.
 JOB NUMBER: 0102B0274.000

DELLWOOD DRIVE & NOVOTNY ROAD IMPROVEMENTS
 CITY OF BAXTER
 BAXTER, MINNESOTA
 EXHIBIT D - WATERMAIN LOOP

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PROPOSED TYPICAL ROADWAY SECTION NOVOTNY ROAD AND DELLWOOD DRIVE

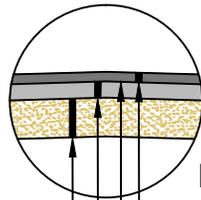
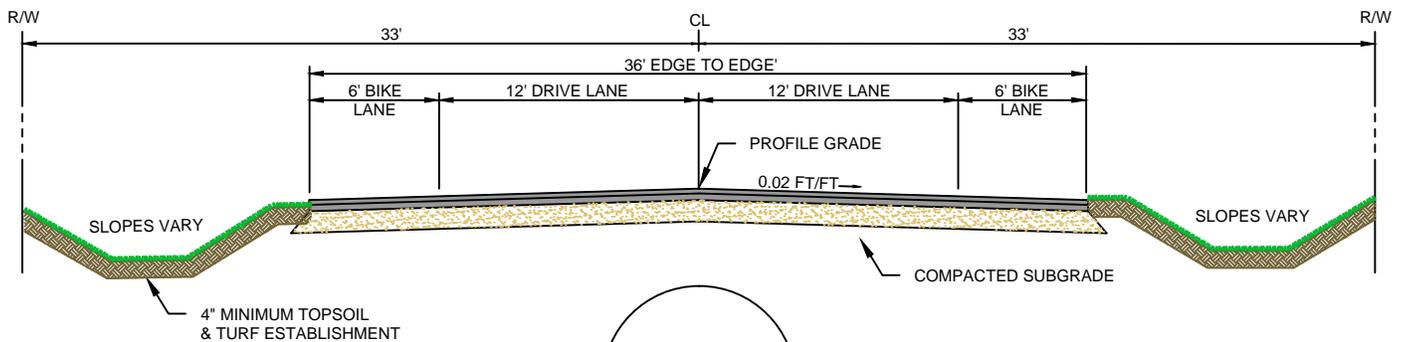
TYPICAL URBAN SECTION



PROPOSED

- 1.5" - SURFACE COURSE MIXTURE
- BITUMINOUS TACK COAT
- 2.0" - BASE COURSE MIXTURE
- 6.0" - AGGREGATE BASE, CLASS 5

TYPICAL RURAL SECTION



PROPOSED

- 1.5" - SURFACE COURSE MIXTURE
- BITUMINOUS TACK COAT
- 2.0" - BASE COURSE MIXTURE
- 6.0" - AGGREGATE BASE, CLASS 5

ESTIMATED PROJECT COSTS

Estimated costs for the improvements to Dellwood Drive and Novotny Road are as follows:

Roadway Improvements:	\$520,050
Storm Sewer / Drainage Improvements:	\$110,145
Sanitary Sewer Collection Improvements:	\$241,390
Water Distribution Improvements:	\$288,245
Water Looping Improvements:	\$87,245
<hr/>	
ESTIMATED TOTAL PROJECT COST:	\$1,247,075

The costs estimated herein are intended to convey a general and approximate picture of the costs that would probably be incurred today in carrying out the proposed work. Costs can vary widely depending upon many factors such as weather, economic conditions, size of project, and the workload of available contractors. Actual costs can only be determined by bidding the project. Detailed breakdowns of the estimates are provided in the Appendix. Costs estimated above include estimated construction costs, 10% contingencies, and soft costs including engineering, administration, financing, and legal fees.

The costs are calculated in 2015 dollars and need to be updated in the future based on the current economic conditions at the time the project is being considered.

PROJECT IMPLEMENTATION

Funding for improvements in the study areas will be obtained from City of Baxter contributions and assessments to benefitted property owners. Assessments were estimated based on the current City of Baxter policy utilizing a combination of the “Front Footage Assessment Method” and “Area Assessment Method”. Based on previous assessment methodology analysis (see attached WSN Memos dated March 27, 2015 and April 16, 2015) The Council has chosen to calculate assessments based on 40% front foot and 60% modified lot area. The modified lot area includes all property within 300’ of the right-of-way. A detailed description of the assessment methods considered by the City of Baxter can be found in the most recent version of the “City of Baxter – Assessment Policy for Public Initiated Improvements”.

Based on the above, the following were determined:

Roadway Improvements

Total Estimated Project Costs:	\$520,050
City Costs (40% for roadways less than 44’ wide):	<u>\$208,020</u>
Remaining Assessable Costs:	\$312,030
Assessable Per Foot Costs (40%):	\$124,810
Total Assessable Front Footage (all property):	4,701
Cost per Assessable Front Foot:	\$26.55
Assessable Area Costs (60%):	\$187,220
Total Assessable Lot Area (SF) (all property):	1,205,366
Cost per Assessable Square Foot:	\$0.16

Storm Sewer / Drainage Improvements

Total Estimated Project Costs:	\$110,145
City Costs (40% for coordinated project):	<u>\$44,060</u>
Remaining Assessable Costs:	\$66,085
Assessable Per Foot Costs (40%):	\$26,435
Total Assessable Front Footage (all property):	2,796
Cost per Assessable Front Foot:	\$9.45
Assessable Area Costs (60%):	\$39,650
Total Assessable Lot Area (SF) (all property):	765,652
Cost per Assessable Square Foot:	\$0.05

Sanitary Sewer Collection Improvements

Total Estimated Project Costs:	\$241,390
City Costs (15% for coordinated project):	<u>\$36,210</u>
Remaining Assessable Costs:	\$205,180
Assessable Per Foot Costs (40%):	\$82,070
Total Assessable Front Footage (all property):	4,701
Cost per Assessable Front Foot:	\$17.46
Assessable Area Costs (60%):	\$123,110
Total Assessable Lot Area (SF) (all property):	1,205,366
Cost per Assessable Square Foot:	\$0.10

Water Distribution Improvements

Total Estimated Project Costs:	\$288,245
City Costs (15% for coordinated project):	<u>\$43,235</u>
Remaining Assessable Costs:	\$245,010
Assessable Per Foot Costs (40%):	\$98,005
Total Assessable Front Footage (all property):	4,701
Cost per Assessable Front Foot:	\$20.85
Assessable Area Costs (60%):	\$147,005
Total Assessable Lot Area (SF) (all property):	1,205,366
Cost per Assessable Square Foot:	\$0.12

Watermain looping project costs in the estimated amount of \$87,245 are proposed be paid by the City.

Other Property Owner Costs – Property owners with existing structures/buildings must be aware of other costs that will be incurred as a result of the project. One of the largest additional costs is the construction of sanitary sewer and water service lines on private property. Estimates for construction of these service lines should be obtained from locally licensed plumbing contractors.

Property owners are also required to pay certain charges and fees associated with connection to municipal services. These fees include a Sewer Availability Charge (SAC), Water Availability

Charge (WAC), WAC tax (commercial only) and Lift Station Fee (residential only). Per City ordinance, these fees are to be collected when sewer and water services are made available to the property.

Current residential rates for SAC, WAC and lift station fee are as follows:

✓ Sewer Availability Charge (SAC):	\$600 (existing homes)	\$3,000 (new homes)
✓ Water Availability Charge (WAC):	\$600 (existing homes)	\$2,800 (new homes)
✓ Lift Station Fee:	\$500 (existing homes)	

Commercial SAC and WAC charges are based on building area and use. Per City Code, if an existing facility has not paid a SAC and WAC fee since 1990, the SAC and WAC fee will be based on the original use of the building at the 1990 SAC and WAC rate. Detailed SAC and WAC calculations and drawings are included in the appendix for existing structures with outstanding SAC and WAC charges.

SAC, WAC, WAC tax and lift station fees are added to the assessments by default. Property owners may elect to have these charges and fees removed from their assessment, however; all charges and fees are due at time of connection to City utilities. Property owners have until December 31st of the year following completion of the project to connect to City services.

Other non-assessable City fees:

✓ City Inspection Fee:	\$40
✓ City Excavation Permit:	\$45
✓ Water Meter:	\$360±

Estimated Cost Summary

Assessments Totals:

BRAK 1 LLC:	\$106,753
Pine Grove Church of Christ:	\$72,255
Heartland Animal Rescue Team:	\$71,727
Reikofski:	\$22,345
Bjornson:	\$69,799
Pearo Land Company:	\$162,642
Wicklund:	\$51,605
Johnson:	\$16,107

MTHE LLC:		\$37,503
Tanner:		\$112,898
Mau:		\$121,954
Positive Realty & Investments, Inc.:		\$24,126

Total Assessed Costs:	(67.5%)	\$869,715
Estimated City Cost:	(32.5%)	\$418,770
Total Estimated Project Costs:		\$1,271,510

Detailed individual assessment calculations (including charges and fees) are shown in the preliminary cost estimate included in the Appendix along with a drawing showing estimated assessment distances.

CONCLUSIONS AND RECOMMENDATIONS

This report has studied the feasibility of providing municipal water distribution piping, sanitary sewer collection piping together with urban and rural roadway improvements and street lighting to the Novotny Road and Dellwood Drive area. The proposed improvements are necessary to provide municipal services and upgrade transportation corridors in an existing commercially developed area of the City. The improved infrastructure will also be beneficial to promote potential future development. All improvements are proposed to be at commercial standards.

Funding for the improvements is likely to be obtained from the benefitted property owner and contributions from the City of Baxter. The current estimated project cost (without City charges and fees) of \$1,247,045 is considerably higher than the estimate presented in 2008 of \$861,000. However, the overall assessments have not increased as drastically due to the fact that the City is now picking up a larger portion of the project cost based on the current assessment policy. In 2008, 100% of the project costs were proposed to be assessed. Based on current policy, the City's estimated contribution is now \$418,770 or 32.5% of the total estimated project cost.

As with all utilities projects, minor inconveniences such as construction noise, dust, detours, traffic disturbance and interruption of mail service can be expected. These situations would be temporary in nature and we would anticipate the project to take approximately two months to complete.

In conclusion, the improvements as proposed are feasible and no major construction obstacles were noted. We do not foresee any major problems with construction of sanitary sewer and watermain with the exception of dewatering and underground utilities (gas, electric, telephone, cable TV, etc.). Dewatering may be a concern depending on the condition of the existing soils and elevation of the groundwater table at the time of construction. Conflicts with underground utilities in developed areas such as this can become a real problem and we strongly recommend utility companies be informed of the project as soon as possible so any potential conflicts can be dealt with during the design phase and prior to construction.

We recommend the City proceed as follows:

1. Review report and provide concerns or comments, as desired.
2. Review estimated assessments for conformance to the new policy.
3. Review the estimated project schedule.
4. Modify the report, if necessary.
5. Determine if the proposed improvements are justified.
6. Conduct a financial review of the project to determine impacts to City finances.
7. Conduct meetings or hearings with affected parties to obtain public input.
8. Complete documentation of the existing right-of-way corridor.
9. Revise long-range capital improvement plans, if necessary.
10. Update estimated costs as necessary.
11. Proceed with other requirements associated with an assessment project, if desired.

APPENDICES

Preliminary Cost Estimate
Estimated Assessment Distances Drawings
WSN Memo March 27, 2015
WSN Memo April 16, 2015
SAC and WAC Calculations
City of Baxter Finance Department Memo
Estimated Project Schedule

ENGINEER'S ESTIMATE
DELLWOOD NOVOTNY IMPROVEMENTS
BAXTER, MN
Tuesday, April 28, 2015

					DELLWOOD DRIVE AND NOVOTNY ROAD								WATERMAIN LOOP		PROJECT TOTAL	
ITEM NO.	SPEC. NO.	ITEM DESCRIPTION	UNIT	UNIT PRICE	WATER		SANITARY SEWER		ROADWAY		STORM SEWER		WATER		PROJECT TOTAL	
					ESTIMATED QUANTITY	TOTAL COST	ESTIMATED QUANTITY	TOTAL COST	ESTIMATED QUANTITY	TOTAL COST	ESTIMATED QUANTITY	TOTAL COST	ESTIMATED QUANTITY	TOTAL COST	ESTIMATED QUANTITY	TOTAL COST
1	2021.501	MOBILIZATION	LUMP SUM	\$25,000.00	0.23	\$5,750.00	0.19	\$4,750.00	0.42	\$10,500.00	0.09	\$2,250.00	0.07	\$1,750.00	1	\$25,000.00
2	2101.501	CLEARING	ACRE	\$2,500.00					0.12	\$300.00					0.12	\$300.00
3	2101.502	CLEARING	TREE	\$200.00					58	\$11,600.00					58	\$11,600.00
4	2101.506	GRUBBING	ACRE	\$2,500.00					0.12	\$300.00					0.12	\$300.00
5	2101.507	GRUBBING	TREE	\$200.00					58	\$11,600.00					58	\$11,600.00
6	2104.501	REMOVE SEWER PIPE (STORM)	LIN FT	\$7.50							22	\$165.00			22	\$165.00
7	2104.501	REMOVE CURB AND GUTTER	LIN FT	\$4.50					76	\$342.00					76	\$342.00
8	2104.505	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ YD	\$2.00					528	\$1,056.00					528	\$1,056.00
9	2104.505	REMOVE BITUMINOUS PAVEMENT	SQ YD	\$1.25					7882	\$9,852.50					7882	\$9,852.50
10	2104.509	REMOVE CONCRETE APRON	EACH	\$150.00					1	\$150.00			1	\$300.00	1	\$150.00
11	2104.509	REMOVE CATCH BASIN	EACH	\$300.00											1	\$300.00
12	2104.509	REMOVE SIGN TYPE C	EACH	\$35.00					6	\$210.00					6	\$210.00
13	2104.513	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	\$4.00					268	\$1,072.00					268	\$1,072.00
14	2104.521	SALVAGE FENCE	LIN FT	\$5.00					257	\$1,285.00					257	\$1,285.00
15	2104.523	SALVAGE SIGN	EACH	\$25.00					10	\$250.00					10	\$250.00
16	2105.501	COMMON EXCAVATION (P)	CU YD	\$7.00					1670	\$11,690.00					1670	\$11,690.00
17	2105.521	GRANULAR BORROW (CV)	CU YD	\$10.00					2420	\$24,200.00					2420	\$24,200.00
18	2105.601	DEWATERING	LUMP SUM	\$62,500.00	0.44	\$27,500.00	0.44	\$27,500.00	26	\$429.00			0.12	\$7,500.00	1	\$62,500.00
19	2118.501	AGGREGATE SURFACING CLASS 5	TON	\$16.50					5	\$325.00					26	\$429.00
20	2123.501	COMMON LABORERS	HOUR	\$65.00	5	\$325.00	5	\$325.00	5	\$325.00	5	\$325.00			20	\$1,300.00
21	2123.503	MOTOR GRADER	HOUR	\$120.00	5	\$600.00	5	\$600.00	5	\$600.00	5	\$600.00			20	\$2,400.00
22	2123.615	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	\$130.00	5	\$650.00	5	\$650.00	5	\$650.00	5	\$650.00			20	\$2,600.00
23	2130.501	WATER	M GALLON	\$30.00	25	\$750.00	25	\$750.00	25	\$750.00	25	\$750.00			100	\$3,000.00
24	2211.501	AGGREGATE BASE CLASS 5	TON	\$15.50					173	\$2,681.50					173	\$2,681.50
25	2211.503	AGGREGATE BASE (CV) CLASS 5 (P)	CU YD	\$24.00					1723	\$41,352.00					1723	\$41,352.00
26	2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (2,C)	TON	\$80.00					70	\$5,600.00					70	\$5,600.00
27	2360.501	TYPE SP 12.5 WEARING COURSE MIXTURE (2,C)	TON	\$66.00					2413	\$159,258.00					2413	\$159,258.00
28	2501.515	12" RC PIPE APRON	EACH	\$380.00							1	\$380.00			1	\$380.00
29	2501.515	15" RC PIPE APRON	EACH	\$400.00							1	\$400.00			1	\$400.00
30	2503.541	12" RC PIPE SEWER DES 3006 CL V	LIN FT	\$26.00							107	\$2,782.00			107	\$2,782.00
31	2503.541	15" RC PIPE SEWER DES 3006 CL V	LIN FT	\$27.00							385	\$10,395.00			385	\$10,395.00
32	2503.541	18" RC PIPE SEWER DES 3006 CL III	LIN FT	\$29.00							654	\$18,966.00			654	\$18,966.00
33	2503.602	CONNECT TO EXISTING SANITARY SEWER	EACH	\$500.00			1	\$500.00							1	\$500.00
34	2503.602	CONNECT TO EXISTING MANHOLES (SAN)	EACH	\$1,000.00			1	\$1,000.00							1	\$1,000.00
35	2503.603	CLEAN AND VIDEO TAPE PIPE SEWER - MAINLINE	LIN FT	\$2.25			2549	\$5,735.25							2549	\$5,735.25
36	2503.603	CLEAN AND VIDEO TAPE PIPE SEWER - SERVICE	LIN FT	\$2.25			698	\$1,570.50							698	\$1,570.50
37	2504.602	CONNECT TO EXISTING WATER MAIN	EACH	\$1,000.00	2	\$2,000.00							1	\$1,000.00	3	\$3,000.00
38	2506.501	CONST DRAINAGE STRUCTURE DESIGN SD-48	LIN FT	\$370.00							27.07	\$10,015.90			27.07	\$10,015.90
39	2506.516	CASTING ASSEMBLY	EACH	\$660.00							7	\$4,620.00			7	\$4,620.00
40	2506.602	CONNECT INTO EXISTING STORM SEWER	EACH	\$1,000.00							1	\$1,000.00			1	\$1,000.00
41	2511.501	RANDOM RIPRAP CLASS III	CU YD	\$66.00							4.4	\$290.40			4.4	\$290.40
42	2511.515	GEOTEXTILE FILTER TYPE IV	SQ YD	\$2.50							9	\$22.50			9	\$22.50
43	2531.501	CONCRETE CURB AND GUTTER DESIGN B624	LIN FT	\$12.00					758	\$9,096.00	2080	\$24,960.00			2838	\$34,056.00
44	2531.507	8" CONCRETE DRIVEWAY PAVEMENT	SQ YD	\$60.00					105	\$6,300.00					105	\$6,300.00
45	2540.602	MAIL BOX SUPPORT	EACH	\$110.00					13	\$1,430.00					13	\$1,430.00
46	2540.602	TEMPORARY POSTAL SERVICE	EACH	\$50.00					13	\$650.00					13	\$650.00
47	2557.603	INSTALL FENCE	LIN FT	\$7.50					257	\$1,927.50					257	\$1,927.50
48	2563.601	TRAFFIC CONTROL	LUMP SUM	\$5,000.00	0.23	\$1,150.00	0.19	\$950.00	0.42	\$2,100.00	0.09	\$450.00	0.07	\$350.00	1	\$5,000.00
49	2564.602	INSTALL SIGN	EACH	\$50.00					10	\$500.00					10	\$500.00
50	2564.602	FURNISH TYPE C SIGN	EACH	\$180.00					9	\$1,620.00					9	\$1,620.00
51	2573.502	SILT FENCE, TYPE MS	LIN FT	\$2.25	267.5	\$601.88	267.5	\$601.88	267.5	\$601.88	267.5	\$601.88	115	\$258.75	1185	\$2,666.25
52	2573.530	STORM DRAIN INLET PROTECTION	EACH	\$110.00							10	\$1,100.00			10	\$1,100.00
53	2573.535	STABILIZED CONSTRUCTION EXIT	EACH	\$400.00	0.75	\$300.00	0.75	\$300.00	0.75	\$300.00	0.75	\$300.00			3	\$1,200.00
54	2573.550	EROSION CONTROL SUPERVISOR	LUMP SUM	\$1,000.00	0.23	\$230.00	0.19	\$190.00	0.42	\$420.00	0.09	\$90.00	0.07	\$70.00	1	\$1,000.00
55	2573.602	CULVERT END CONTROLS	EACH	\$150.00							2	\$300.00			2	\$300.00
56	2574.508	FERTILIZER TYPE 1	POUND	\$2.25					244	\$549.00			30	\$67.50	274	\$616.50
57	2574.525	COMMON TOPSOIL BORROW	CU YD	\$18.00					1105	\$19,890.00			54	\$972.00	1159	\$20,862.00
58	2575.501	SEEDING	ACRE	\$300.00					2.8	\$840.00			0.1	\$30.00	2.9	\$870.00
59	2575.502	SEED MIXTURE 22-111	POUND	\$2.25					79	\$177.75			4	\$9.00	83	\$186.75
60	2575.502	SEED MIXTURE 25-131	POUND	\$4.50					325	\$1,462.50			40	\$180.00	365	\$1,642.50
61	2575.505	SODDING TYPE LAWN	SQ YD	\$4.75					5575	\$26,481.25					5575	\$26,481.25
62	2575.511	MULCH MATERIAL TYPE 3	TON	\$400.00					4	\$1,600.00			0.2	\$80.00	4.2	\$1,680.00
63	2575.519	DISK ANCHORING	ACRE	\$200.00					2	\$400.00			0.1	\$20.00	2.1	\$420.00
64	2575.523	EROSION CONTROL BLANKETS CATEGORY 3	SQ YD	\$1.75					2613	\$4,572.75			100	\$175.00	2713	\$4,747.75
65	2575.562	HYDRAULIC MATRIX TYPE MULCH	POUND	\$1.50					569	\$853.50			210	\$315.00	779	\$1,168.50
66	2582.501	PAVEMENT MESSAGE (RIGHT ARROW) PAINT	EACH	\$200.00					1	\$200.00					1	\$200.00
67	2582.502	4" SOLID LINE WHITE-PAINT	LIN FT	\$0.35					135	\$47.25					135	\$47.25
68	2582.502	4" SOLID LINE YELLOW-PAINT	LIN FT	\$0.35					620	\$217.00					620	\$217.00
69	2582.502	8" SOLID LINE WHITE-PAINT	LIN FT	\$0.70					4306	\$3,014.20					4306	\$3,014.20
70	2582.502	4" BROKEN LINE YELLOW-PAINT	LIN FT	\$0.30					410	\$123.00					410	\$123.00
71	2582.502	4" DOUBLE SOLID LINE YELLOW-PAINT	LIN FT	\$0.70					960	\$672.00					960	\$672.00
72	2800.4D	INSULATION (4" X 88" X 2" THICK)	SQ YD	\$11.00			832	\$9,152.00							832	\$9,152.00
73	2611.4A	6" PVC WATERMAIN PIPE	LIN FT	\$22.00	78	\$1,716.00							10	\$220.00	88	\$1,936.00
74	2611.4A	8" PVC WATERMAIN PIPE	LIN FT	\$26.00	66	\$1,716.00							220	\$5,720.00	286	\$7,436.00
75	2611.4A	8" WATERMAIN PIPE - DIRECTIONAL DRILL	LIN FT	\$35.00									945	\$33,075.00	945	\$33,075.00
76	2611.4A	10" PVC WATERMAIN PIPE	LIN FT	\$33.00	1384	\$45,672.00									1384	\$45,672.00
77	2611.4A	12" PVC WATERMAIN PIPE	LIN FT	\$40.00	1191	\$47,640.00									1191	\$47,640.00
78	2611.4A	1.5" POLYETHYLENE SERVICE PIPE	LIN FT	\$17.50	554	\$9,695.00									554	\$9,695.00
79	2611.4B	6" GATE VALVE & BOX w/ ADAPTOR	EACH	\$1,500.00	4	\$6,000.00							1	\$1,500.00	5	\$7,500.00
80	2611.4B	8" GATE VALVE & BOX w/ ADAPTOR	EACH	\$1,900.00	1	\$1,900.00							2	\$3,800.00	3	\$5,700.00
81	2611.4B	10" GATE VALVE & BOX w/ ADAPTOR	EACH	\$2,500.00	3	\$7,500.00									3	\$7,500.00
82	2611.4B	12" GATE VALVE & BOX w/ ADAPTOR	EACH	\$3,500.00	1	\$3,500.00									1	\$3,500.00
83	2611.4C	VALVE OPERATOR EXTENSION	EACH	\$200.00	9	\$1,800.00									9	\$1,800.00
84	2611.4D	1.5" CORPORATION STOP & SADDLE	EACH	\$525.00	16	\$8,400.00									16	\$8,400.00
		1.5" CURB STOP & BOX	EACH	\$575.00	16	\$9,200.00									16	\$9,200.00

DELLWOOD DRIVE AND NOVOTNY ROAD

WATERMAIN LOOP

ITEM NO.	SPEC. NO.	ITEM DESCRIPTION	UNIT	UNIT PRICE	WATER		SANITARY SEWER		ROADWAY		STORM SEWER		WATER		PROJECT TOTAL	
					ESTIMATED QUANTITY	TOTAL COST										
85	2611.4E	HYDRANT	EACH	\$3,700.00												
86	2611.4I	DUCTILE IRON WATERMAIN FITTINGS	POUND	\$4.25												
87	2611.4J	HYDRANT EXTENSION (12")	EACH	\$550.00												
88	2611.4J	HYDRANT EXTENSION (18")	EACH	\$650.00												
89	2621.4A	8" PVC SEWER PIPE (SDR 26)	LIN FT	\$30.00												
90	2621.4A	10" PVC SEWER PIPE (SDR 26)	LIN FT	\$33.00												
91	2621.4B	SANITARY SEWER MANHOLE, MnDOT DESIGN 4007C	EACH	\$2,200.00												
92	2621.4B1	MANHOLE EXCESS DEPTH	LIN FT	\$160.00												
93	2621.4F	6" PVC SERVICE PIPE (SCH 40)	LIN FT	\$21.00												
94	2621.4G	8" X 6" PVC WYE	EACH	\$320.00												
95	2621.4G	10" X 6" PVC WYE	EACH	\$420.00												

ESTIMATED CONSTRUCTION COST:	\$921,111.75	23.21%	\$213,749.63	19.42%	\$178,847.63	41.48%	\$382,098.58	8.87%	\$81,713.68	7.02%	\$64,702.25	100.00%	\$921,111.75
CONTINGENCIES (10%):	\$92,111.18		\$21,374.96		\$17,884.76		\$38,209.86		\$8,171.37		\$6,470.23		\$92,111.18
SUBTOTAL:	\$1,013,222.93		\$235,124.59		\$196,732.39		\$420,308.43		\$89,885.04		\$71,172.48		\$1,013,222.93
ENGINEERING - RIGHT OF WAY:	\$4,225.75		\$980.61		\$820.49		\$1,752.94		\$374.87		\$296.83		\$4,225.75
ENGINEERING - DESIGN & RIGHT-OF-WAY (ESTIMATED):	\$102,000.00		\$23,669.72		\$19,804.83		\$42,311.97		\$9,048.63		\$7,164.85		\$102,000.00
ENGINEERING - CONSTRUCTION / POST CONSTRUCTION (ESTIMATED):	\$96,000.00		\$22,277.39		\$18,639.84		\$39,823.03		\$8,516.35		\$6,743.39		\$96,000.00
SOIL BORINGS - Northern Technologies, Inc.:	\$905.00		\$210.01		\$175.72		\$375.42		\$80.28		\$63.57		\$905.00
LEGAL FEES (ESTIMATED):	\$5,000.00		\$1,160.28		\$970.82		\$2,074.12		\$443.56		\$351.22		\$5,000.00
ADMINISTRATION (2%):	\$20,264.46		\$4,702.49		\$3,934.65		\$8,406.17		\$1,797.70		\$1,423.45		\$20,264.46
MPCA SANITARY SEWER EXTENSION PERMIT:	\$310.00				\$310.00								\$310.00
MNDOH WATERMAIN EXTENSION PLAN REVIEW FEE:	\$150.00		\$120.00				\$5,000.00				\$30.00		\$150.00
CROW WING POWER - STREET LIGHTS (ESTIMATED):	\$5,000.00												\$5,000.00
TOTAL:	\$1,247,078.13		\$288,245.09		\$241,388.73		\$520,052.08		\$110,146.44		\$87,245.79		\$1,247,078.13

ASSESSMENT CALCULATIONS - 40% FRONT FOOT AND 60% MODIFIED LOT AREA

TOTAL COSTS:			\$288,245.09		\$241,388.73		\$520,052.08		\$110,146.44		\$87,245.79		
CITY SHARE - 15% OF WATER COSTS - COORDINATED PROJECT:			\$43,236.76										
CITY SHARE - 100% OF WATERMAIN LOOPING COSTS:											\$87,245.79		
CITY SHARE - 15% OF SANITARY SEWER COSTS - COORDINATED PROJECT:					\$36,208.31								
CITY SHARE - 40% OF ROADWAYS LESS THAN 44' IN WIDTH:							\$208,020.83						
CITY SHARE - 40% OF STORM SEWER COSTS - COORDINATED PROJECT:									\$44,058.58				
REMAINING ASSESABLE COSTS:			\$245,008.33		\$205,180.42		\$312,031.25		\$66,087.86		\$0.00		\$828,307.86
FRONT FOOTAGE ASSESSMENT													
ASSESABLE PROJECT COST (40%):			\$98,003.33		\$82,072.17		\$124,812.50		\$26,435.15				\$331,323.15
ASSESABLE FOOTAGE:			4,701		4,701		4,701		2,796				
COST PER ASSESABLE FOOT:			\$20.85		\$17.46		\$26.55		\$9.45				
MODIFIED AREA ASSESSMENT													
ASSESABLE PROJECT COST (60%):			\$147,005.00		\$123,108.25		\$187,218.75		\$39,652.72				\$496,984.72
ASSESABLE FOOTAGE:			1,205,366		1,205,366		1,205,366		765,652				
COST PER ASSESABLE SQUARE FOOT:			\$0.12		\$0.10		\$0.16		\$0.05				

ESTIMATED INDIVIDUAL ASSESSMENT CALCULATIONS

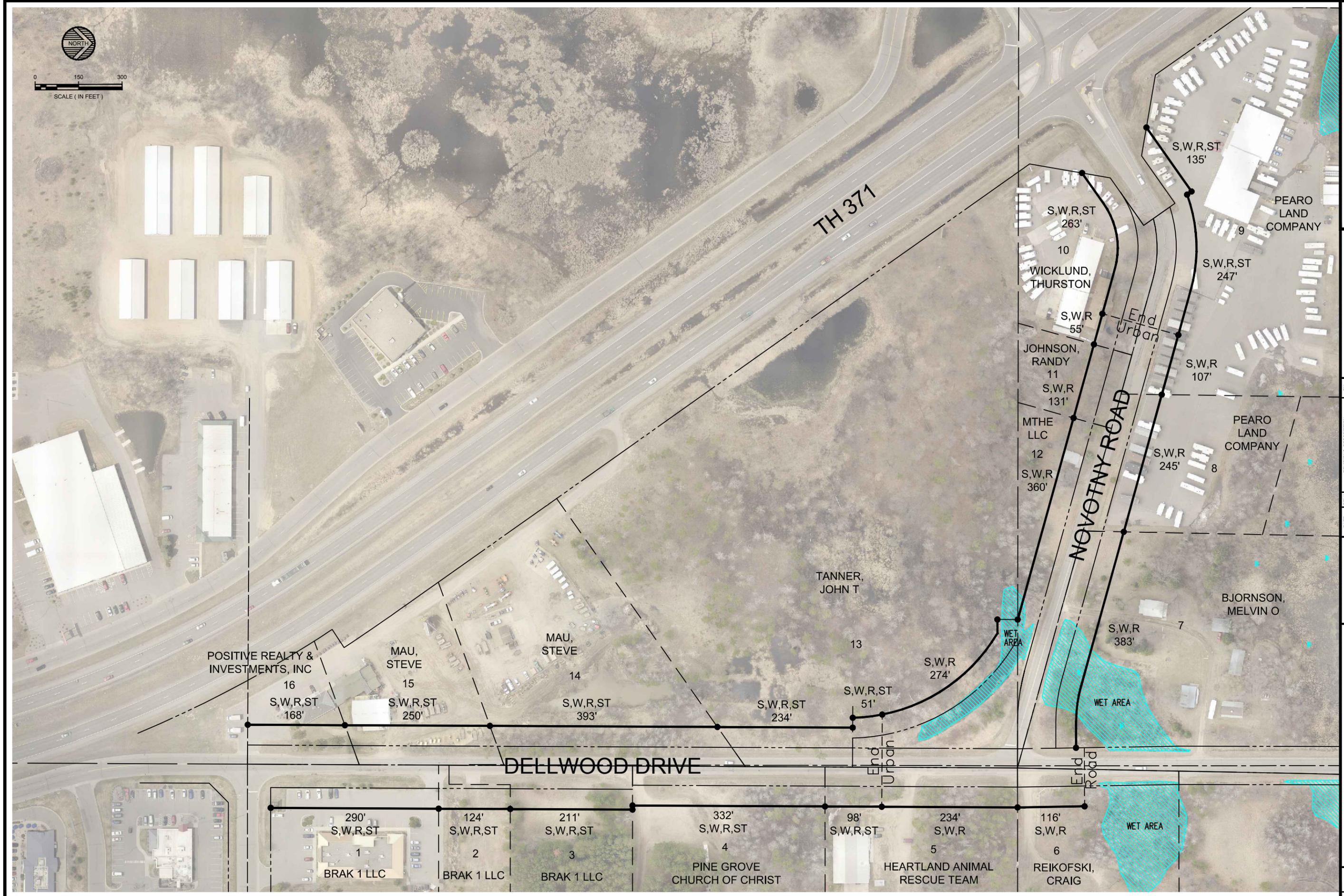
PARCEL REFERENCE NUMBER	OWNER	WATER FRONT FOOTAGE	SANITARY SEWER FRONT FOOTAGE	ROADWAY FRONT FOOTAGE	STORM SEWER FRONT FOOTAGE	WATER LOT AREA	SANITARY SEWER LOT AREA	ROADWAY LOT AREA	STORM SEWER LOT AREA	SAC	WAC	WAC TAX	LIFT STATION FEE	TOTAL ASSESSMENT	TOTALS BY OWNER
1	BRAK 1 LLC	290	290	290	290	53,648	53,648	53,648	53,648					\$44,683.25	
2	BRAK 1 LLC	124	124	124	124	22,856	22,856	22,856	22,856					\$19,070.09	\$106,752.60
3	BRAK 1 LLC	211	211	211	211	63,357	63,357	63,357	63,357					\$42,999.26	
4	PINE GROVE CHURCH OF CHRIST	332	332	332	332	99,531	99,531	99,531	99,531	\$2,250.00	\$2,250.00	\$165.94		\$72,255.12	\$72,255.12
5	HEARTLAND ANIMAL RESCUE TEAM	332	332	332	98	99,204	99,204	99,204	29,333	\$4,875.00	\$4,875.00	\$359.53		\$71,726.74	\$71,726.74
6	CRAIG REIKOFSKI	116	116	116		34,584	34,584	34,584		\$600.00	\$600.00		\$500.00	\$22,344.93	\$22,344.93
7	MELVIN O BJORNSON	383	383	383		114,016	114,016	114,016		\$600.00	\$600.00		\$500.00	\$69,799.04	\$69,799.04
8	PEARO LAND COMPANY	245	245	245		65,627	65,627	65,627						\$40,789.48	
9	PEARO LAND COMPANY	489	489	489	382	182,679	182,679	182,679	159,720	\$4,312.50	\$4,312.50	\$318.05		\$121,851.97	\$162,641.45
10	THURSTON WICKLUND	318	318	318	263	54,294	54,294	54,294	44,537	\$2,475.00	\$2,475.00	\$138.28	\$500.00	\$51,605.47	\$51,605.47
11	RANDY JOHNSON	131	131	131		20,060	20,060	20,060						\$16,107.17	\$16,107.17
12	MTHE LLC	360	360	360		32,826	32,826	32,826		\$600.00	\$600.00		\$500.00	\$37,502.78	\$37,502.78
13	JOHN T TANNER	559	559	559	285	179,904	179,904	179,904	109,890					\$112,898.20	\$112,898.20
14	STEVE MAU	393	393	393	393	105,548	105,548	105,548	105,548	\$562.50	\$562.50	\$41.48		\$75,883.15	\$121,954.00
15	STEVE MAU	250	250	250	250	54,742	54,742	54,742	54,742	\$1,875.00	\$1,875.00	\$138.28		\$46,070.84	
16	POSITIVE REALTY & INVESTMENTS, INC	168	168	168	168	22,490	22,490	22,490	22,490	\$937.50	\$937.50	\$69.14		\$24,126.08	\$24,126.08
		4701	4701	4701	2796	1,205,366	1,205,366	1,205,366	765,652	\$19,087.50	\$19,087.50	\$1,230.70	\$2,000.00	\$869,713.56	\$869,713.56

PROJECT COST SUMMARY

ASSESSED PROJECT COSTS:	64.29%	\$828,307.86
ASSESSED SAC, WAC, WAC TAX AND LIFT STATION FEES:	3.21%	\$41,405.70
TOTAL ASSESSED COSTS:	67.50%	\$869,713.56
CITY COST:	32.50%	\$418,770.27
TOTAL PROJECT COST:		\$1,288,483.83



0 150 300
SCALE (IN FEET)



WIDSETH SMITH NOLTING
Engineering | Architecture | Surveying | Environmental



DATE: APRIL 2015
SCALE: AS SHOWN
DRAWN BY: K.B.W.
CHECKED BY: A.L.W.
JOB NUMBER: 0102B0274.000

DATE	REV#	REVISIONS DESCRIPTION

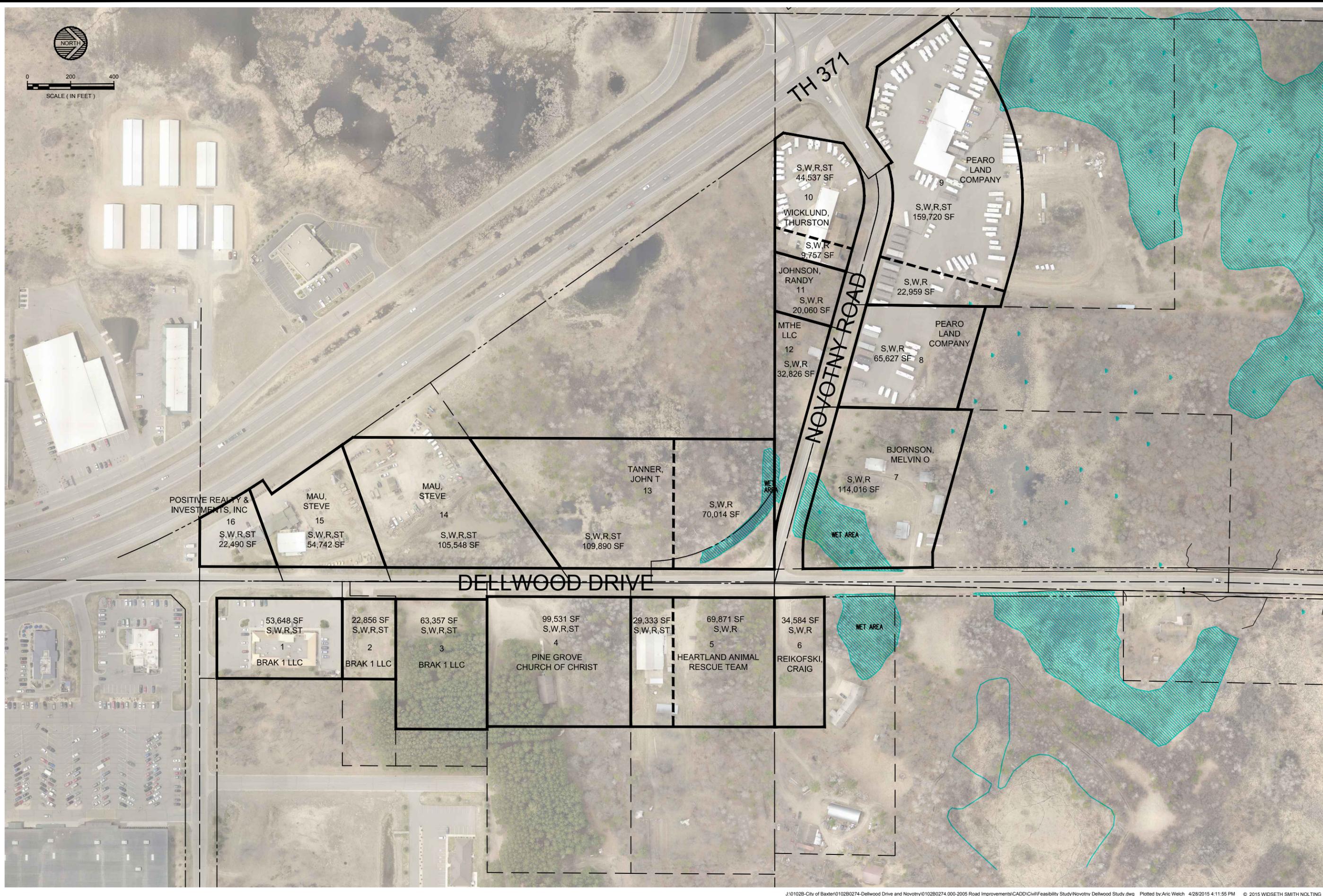
BY: ARIC WELCH
DATE: APRIL 2015
SCALE: AS SHOWN
DRAWN BY: K.B.W.
CHECKED BY: A.L.W.
JOB NUMBER: 0102B0274.000

DELLWOOD DRIVE & NOVOTNY ROAD IMPROVEMENTS
CITY OF BAXTER
BAXTER, MINNESOTA
ESTIMATED ASSESSMENTS - FRONT FOOTAGE METHOD

SHEET NO. OF



0 200 400
SCALE (IN FEET)



POSITIVE REALTY & INVESTMENTS, INC
16
S.W.R.ST
22,490 SF

MAU, STEVE
15
S.W.R.ST
54,742 SF

MAU, STEVE
14
S.W.R.ST
105,548 SF

TANNER, JOHN T
13
S.W.R
109,890 SF

S.W,R
70,014 SF

BJORNSON, MELVIN O
7
S,W,R
114,016 SF

MTHE LLC
12
S,W,R
32,826 SF

JOHNSON, RANDY
11
S,W,R
20,060 SF

WICKLUND, THURSTON
10
S,W,R
9,757 SF

S,W,R,ST
44,537 SF

S,W,R
22,959 SF

S,W,R,ST
159,720 SF

PEARO LAND COMPANY
9

S,W,R
65,627 SF

PEARO LAND COMPANY
8

53,648 SF
S,W,R,ST
1
BRAK 1 LLC

22,856 SF
S,W,R,ST
2
BRAK 1 LLC

63,357 SF
S,W,R,ST
3
BRAK 1 LLC

99,531 SF
S,W,R,ST
4
PINE GROVE CHURCH OF CHRIST

29,333 SF
S,W,R,ST
5
HEARTLAND ANIMAL RESCUE TEAM

69,871 SF
S,W,R
6
REIKOFSKI, CRAIG

34,584 SF
S,W,R



DATE: _____
LIC. NO. 9188
DATE: _____
BY: _____
REVISIONS DESCRIPTION

DATE	REVISION DESCRIPTION

DATE: APRIL 2015
SCALE: AS SHOWN
DRAWN BY: K.B.W.
CHECKED BY: A.L.W.
JOB NUMBER: 0102B0274.000

DELLWOOD DRIVE & NOVOTNY ROAD IMPROVEMENTS
CITY OF BAXTER
BAXTER, MINNESOTA
ESTIMATED ASSESSMENTS - AREA METHOD

SHEET NO. _____

MEMO



Date: March 27, 2015
To: **Baxter City Council**
From: Aric Welch, WSN
Cc: Gordon Heitke, Kelly Steele, Trevor Walter
Project Name: Dellwood Drive & Novotny Road Improvements
Project No.: 0102B0274.000
Subject: **Dellwood Drive and Novotny Road Assessment Methodology**

Brainerd/Baxter
7804 Industrial Park Road
PO Box 2720
Baxter, MN 56425-2720

218.829.5117
218.829.2517

Brainerd@wsn.us.com

WidsethSmithNolting.com

Per direction received at the March 17, 2015 Council workshop, we have completed a preliminary analysis of alternative assessment methods as allowed by the "City of Baxter Assessment Policy for Public Initiated Improvements". The two alternative methods investigated included the area assessment method and a combination of front footage and area.

In completing the area assessment method calculations, several issues were encountered that required a judgement call on how the area of each lot should be calculated. Those issues along with our assumptions are listed below for your review and input:

- Several of the abutting properties include wetland areas. For the preliminary assessment calculations attached, wetland areas have not been excluded from the area calculation. We believe wetland areas should be excluded from the calculation but this raises several issues. Some wetland areas have been delineated and some have not. How should the non-delineated wetland areas be calculated? Property owners may be able to fill portions of the wetland when the property is developed. How should future wetland fill areas be addressed?
- Some lots are being assessed for storm sewer improvements on only a portion of the roadway frontage depending on where the urban (curb & gutter) roadway section ends. For the initial analysis, we have assumed the boundary line used to calculate the benefitting area for each improvement runs perpendicular to the right-of-way at the end of the improvement (see attached Area Assessment Exhibit).
- There are parcels in the project area that are quit deep which results in a large lot area compared to the roadway frontage. These parcels have significantly higher assessments using the area assessment method when compared to the front footage method. The benefit of some of the improvements, especially sanitary sewer, may be questionable over the entire lot area. The sanitary sewer in the project area is relatively shallow and gravity service cannot be provided to the entire lot area for some of these deeper parcels. The calculations shown below include the entire lot area; however, the City may want to consider limiting the lot area calculation to a specified distance from the right-of-way to compensate for deep lots that may not realize the full benefit from the improvements.
- The Bjornson property is a large parcel of property located in the northwest corner of the Dellwood Drive and Novotny Road intersection. The existing parcel extends a significant distance past the end of the improvement area on Dellwood Drive. For the purposes of these preliminary assessment calculations, we have calculated the lot area based on a lot depth equivalent to the adjacent parcel to the west. The assessment would be significantly higher if the entire lot area were used.

A summary showing individual assessments based on the front footage, area and front footage/area combination methods is attached for your review. The front footage assessments (first column) are the numbers presented at the March 5, 2015 Improvement Hearing. The second column shows assessments based on lot area only. The remaining columns show assessments based on a combination of varying percentages of front footage and area. Red text indicates assessments that higher than the front footage assessments presented at the March 5, 2015 Improvement Hearing.

Please review the attached preliminary calculations and exhibits and provide concurrence with our approach or suggestions and direction on how to calculate assessments in a manner consistent with City policy and Council expectations. After we receive your input, we will incorporate and changes and modify the feasibility study accordingly.

ASSESEMENT METHOD SUMMARY

PARCEL REFERENCE NUMBER	OWNER	FRONT FOOT	AREA	30% FRONT FOOT, 70% AREA	40% FRONT FOOT, 60% AREA	50% FRONT FOOT, 50% AREA	60% FRONT FOOT, 40% AREA	70% FRONT FOOT, 30% AREA	80% FRONT FOOT, 20% AREA
1	BRAK 1 LLC	\$53,847.11	\$22,293.84	\$31,759.82	\$34,915.14	\$38,070.47	\$41,225.80	\$44,381.13	\$47,536.45
2	BRAK 1 LLC	\$23,024.28	\$9,497.99	\$13,555.87	\$14,908.50	\$16,261.13	\$17,613.76	\$18,966.39	\$20,319.02
3	BRAK 1 LLC	\$39,178.41	\$33,792.73	\$35,408.44	\$35,947.00	\$36,485.57	\$37,024.14	\$37,562.71	\$38,101.28
4	PINE GROVE CHURCH OF CHRIST	\$66,311.59	\$92,692.68	\$84,778.36	\$82,140.25	\$79,502.14	\$76,864.03	\$74,225.92	\$71,587.81
5	HEARTLAND ANIMAL RESCUE TEAM	\$66,200.28	\$91,018.55	\$83,573.07	\$81,091.25	\$78,609.42	\$76,127.59	\$73,645.77	\$71,163.94
6	CRAIG REIKOFSKI	\$20,485.13	\$26,850.59	\$24,940.95	\$24,304.41	\$23,667.86	\$23,031.32	\$22,394.77	\$21,758.22
7	MELVIN O BJORNSON	\$63,723.32	\$38,924.18	\$46,363.92	\$48,843.84	\$51,323.75	\$53,803.67	\$56,283.58	\$58,763.50
8	PEARO LAND COMPANY	\$39,837.44	\$24,121.09	\$28,835.99	\$30,407.63	\$31,979.26	\$33,550.90	\$35,122.53	\$36,694.17
9	PEARO LAND COMPANY	\$98,733.27	\$193,416.25	\$165,011.35	\$155,543.06	\$146,074.76	\$136,606.46	\$127,138.16	\$117,669.86
10	THURSTON WICKLUND	\$63,328.78	\$27,682.14	\$38,376.13	\$41,940.79	\$45,505.46	\$49,070.12	\$52,634.79	\$56,199.45
11	RANDY JOHNSON	\$21,214.24	\$7,373.02	\$11,525.39	\$12,909.51	\$14,293.63	\$15,677.75	\$17,061.88	\$18,446.00
12	MTHE LLC	\$57,083.75	\$13,765.14	\$26,760.72	\$31,092.58	\$35,424.45	\$39,756.31	\$44,088.17	\$48,420.03
13	JOHN T TANNER	\$99,628.87	\$197,955.12	\$168,457.24	\$158,624.62	\$148,792.00	\$138,959.37	\$129,126.75	\$119,294.12
14	STEVE MAU	\$73,767.23	\$52,128.81	\$58,620.33	\$60,784.18	\$62,948.02	\$65,111.86	\$67,275.71	\$69,439.55
15	STEVE MAU	\$50,308.20	\$26,636.74	\$33,738.18	\$36,105.32	\$38,472.47	\$40,839.61	\$43,206.76	\$45,573.91
16	POSITIVE REALTY & INVESTMENTS, INC	\$32,766.97	\$11,290.03	\$17,733.11	\$19,880.81	\$22,028.50	\$24,176.19	\$26,323.89	\$28,471.58
		\$869,438.89	\$869,438.89	\$869,438.89	\$869,438.89	\$869,438.89	\$869,438.89	\$869,438.89	\$869,438.89

NOTES

1. Red text indicates higher assessments than the front footage assessments presented at the March 5, 2015 Improvement Hearing.



MEMO

Date: April 16, 2015
To: **Baxter City Council**
From: Aric Welch, WSN
Cc: Gordon Heitke, Kelly Steele, Trevor Walter
Project Name: Dellwood Drive & Novotny Road Improvements
Project No.: 0102B0274.000
Subject: **Dellwood Drive and Novotny Road Assessment Methodology**

Brainerd/Baxter
 7804 Industrial Park Road
 PO Box 2720
 Baxter, MN 56425-2720
 218.829.5117
 218.829.2517
 Brainerd@wsn.us.com
 WidsethSmithNolting.com

Per direction received at the April 7, 2015 Council workshop, we have completed an assessment analysis using a modified lot area calculation. The modified lot area method limits the lot area calculation to the first 300' from the right-of-way. An exhibit showing the revised assessment areas is attached for your review.

Also attached for your review is worksheet comparison of the various assessment methods analyzed to date. For review purposes we have chosen to focus on the Front Foot, 100% Lot Area, 80% Front Foot / 20% Lot Area, Modified Lot Area and the 40% Front Foot / 60% Modified Lot Area methods which are highlighted on the comparison worksheet and summarized below.

PARCEL REFERENCE NUMBER	FRONT FOOT	100% LOT AREA	80% FRONT FOOT, 20% AREA	REDUCED LOT AREA	40% FRONT FOOT, 60% AREA
1	\$53,879.26	\$22,293.84	\$47,562.17	\$38,555.83	\$44,685.20
2	\$23,038.03	\$9,497.99	\$20,330.02	\$16,426.19	\$19,070.92
3	\$39,201.80	\$33,792.73	\$38,119.99	\$45,533.51	\$43,000.83
4	\$66,348.40	\$92,692.68	\$71,617.26	\$76,197.04	\$72,257.59
5	\$66,219.21	\$91,018.55	\$71,179.08	\$75,329.05	\$71,685.12
6	\$20,489.13	\$26,850.59	\$21,761.42	\$23,547.17	\$22,323.95
7	\$63,736.52	\$38,924.18	\$58,774.05	\$73,725.41	\$69,729.86
8	\$39,683.93	\$24,121.09	\$36,571.37	\$41,457.44	\$40,748.04
9	\$97,246.39	\$193,416.25	\$116,480.36	\$138,234.39	\$121,839.19
10	\$63,359.83	\$27,682.14	\$56,224.29	\$43,759.83	\$51,599.83
11	\$21,218.76	\$7,373.02	\$18,449.61	\$12,672.17	\$16,090.80
12	\$60,011.09	\$13,765.14	\$50,761.90	\$22,436.62	\$37,466.41
13	\$97,331.52	\$197,955.12	\$117,456.24	\$123,204.70	\$112,855.43
14	\$74,182.16	\$52,128.81	\$69,771.49	\$77,021.89	\$75,886.00
15	\$50,335.91	\$26,636.74	\$45,596.08	\$43,230.35	\$46,072.58
16	\$33,156.95	\$11,290.03	\$28,783.57	\$18,107.29	\$24,127.15
	\$869,438.89	\$869,438.89	\$869,438.89	\$869,438.89	\$869,438.89

Following the Improvement Hearing, the City received correspondence from two property owners questioning the fairness and equity of the proposed per foot assessments. Those comments are summarized below:

1. Proposed per foot assessments on Parcel 1 are too high when considering the parcel is already served with sanitary sewer and water service.
2. Parcel 12 has approximately the same size building envelope as Parcel 11 but proposed per foot assessment is almost three times as much.
3. Total lot area of Parcels 14 and 15 is approximately 1/3 that of Parcel 13 but the proposed per foot assessment is approximately 1/5 more.

The 100% Lot Area method appears to alleviate the concerns of comment 1 but does little to equate the assessments in outlined in comments 2 and 3. As discussed at the previous workshop, this method creates additional concerns by overly assessing the larger parcels of property that may not realize the full benefit of the shallow sanitary sewer system.

The 80% Front Foot, 20% Lot Area Method appears to address comments 1 and 2 but does not address comment 3.

The Reduced Lot Area method appears to do the best job of addressing all three concerns by lowering the assessment on Parcel 1 and making the assessments more equitable between Parcels 14/15 and 13 and between Parcels 12 and 13. However, there is a potential downfall to this method. Nine of the sixteen assessments are higher than what was presented at the Improvement Hearing with two of the nine experiencing an increase of 25% and 46%. These increased assessments may result in additional comments and concerns from different property owners requesting additional adjustments.

The 40% Front Foot, 60% Reduced Lot Area method also appears to do a good job of addressing the concerns. Like the Reduced Area Method, it too results in nine assessments higher than presented at the Improvement Hearing; however, increases over the front foot method are not as pronounced.

As discussed at previous workshops, there may not be a method that creates equitable assessments between all affected properties. Please review the assessment method analysis and provide direction on which assessment method the Council feels is most equitable. In order to stay on schedule, the following must be completed at the Tuesday April 21, 2015 Council meeting:

1. An assessment method must be selected.
2. If the selected method differs from the Front Footage method, the Council must approve a revised Feasibility Study with the selected assessment method.
3. If the selected method differs from the Front Footage Method, the Council must pass a resolution ordering a second Improvement Hearing.

ASSESSMENT METHOD SUMMARY

LOT AREA BASED ON TOTAL LOT AREA

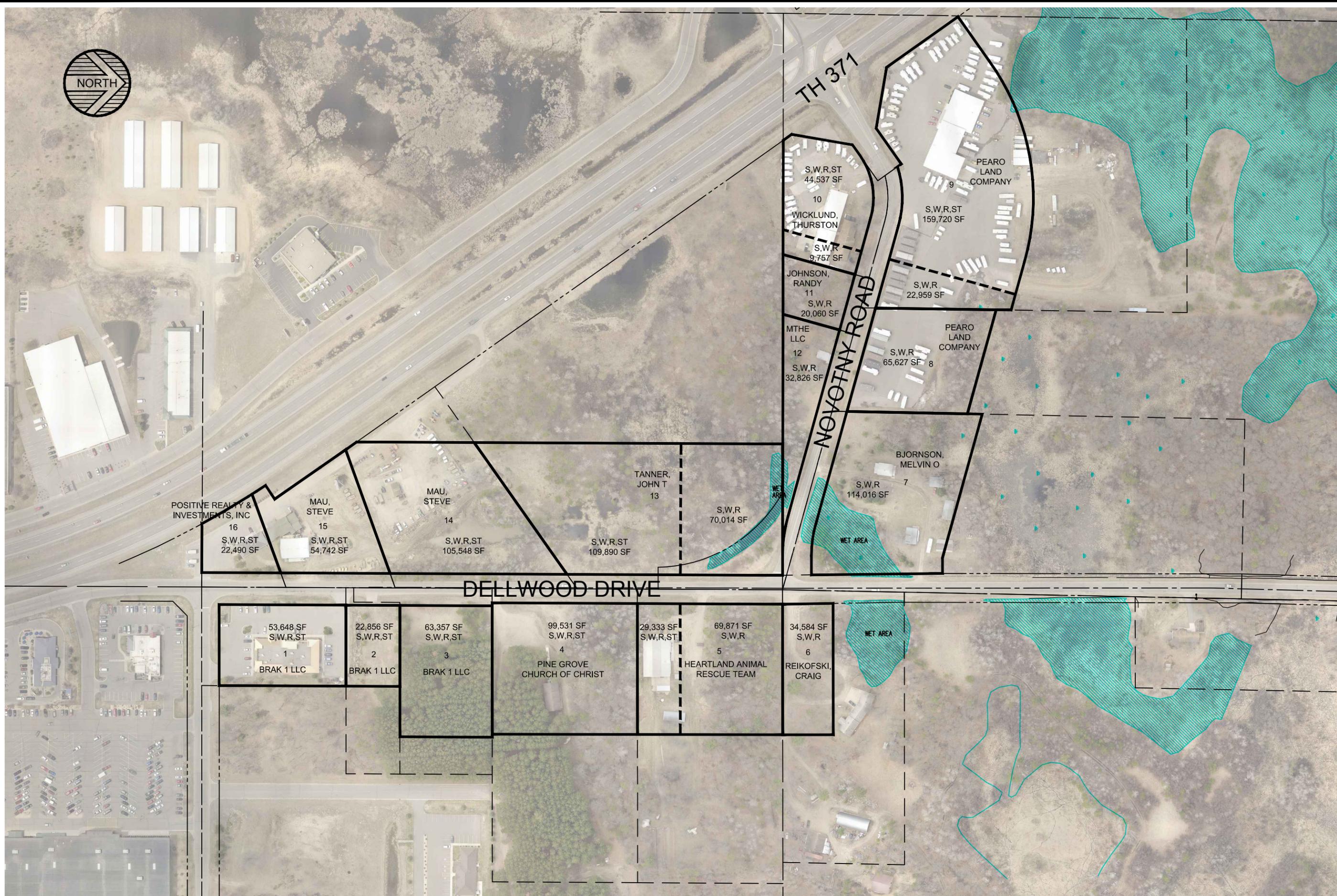
PARCEL REFERENCE NUMBER	OWNER	FRONT FOOT	100% LOT AREA	30% FRONT FOOT, 70% AREA	40% FRONT FOOT, 60% AREA	50% FRONT FOOT, 50% AREA	60% FRONT FOOT, 40% AREA	70% FRONT FOOT, 30% AREA	80% FRONT FOOT, 20% AREA
1	BRAK 1 LLC	\$53,879.26	\$22,293.84	\$31,769.46	\$34,928.00	\$38,086.55	\$41,245.09	\$44,403.63	\$47,562.17
2	BRAK 1 LLC	\$23,038.03	\$9,497.99	\$13,560.00	\$14,914.00	\$16,268.01	\$17,622.01	\$18,976.01	\$20,330.02
3	BRAK 1 LLC	\$39,201.80	\$33,792.73	\$35,415.45	\$35,956.36	\$36,497.27	\$37,038.17	\$37,579.08	\$38,119.99
4	PINE GROVE CHURCH OF CHRIST	\$66,348.40	\$92,692.68	\$84,789.40	\$82,154.97	\$79,520.54	\$76,886.11	\$74,251.68	\$71,617.26
5	HEARTLAND ANIMAL RESCUE TEAM	\$66,219.21	\$91,018.55	\$83,578.75	\$81,098.82	\$78,618.88	\$76,138.95	\$73,659.01	\$71,179.08
6	CRAIG REIKOFSKI	\$20,489.13	\$26,850.59	\$24,942.15	\$24,306.01	\$23,669.86	\$23,033.71	\$22,397.57	\$21,761.42
7	MELVIN O BJORNSON	\$63,736.52	\$38,924.18	\$46,367.88	\$48,849.12	\$51,330.35	\$53,811.58	\$56,292.82	\$58,774.05
8	PEARO LAND COMPANY	\$39,683.93	\$24,121.09	\$28,789.94	\$30,346.23	\$31,902.51	\$33,458.80	\$35,015.08	\$36,571.37
9	PEARO LAND COMPANY	\$97,246.39	\$193,416.25	\$164,565.29	\$154,948.30	\$145,331.32	\$135,714.33	\$126,097.35	\$116,480.36
10	THURSTON WICKLUND	\$63,359.83	\$27,682.14	\$38,385.45	\$41,953.22	\$45,520.98	\$49,088.75	\$52,656.52	\$56,224.29
11	RANDY JOHNSON	\$21,218.76	\$7,373.02	\$11,526.74	\$12,911.31	\$14,295.89	\$15,680.46	\$17,065.04	\$18,449.61
12	MTHE LLC	\$60,011.09	\$13,765.14	\$27,638.92	\$32,263.52	\$36,888.11	\$41,512.71	\$46,137.30	\$50,761.90
13	JOHN T TANNER	\$97,331.52	\$197,955.12	\$167,768.04	\$157,705.68	\$147,643.32	\$137,580.96	\$127,518.60	\$117,456.24
14	STEVE MAU	\$74,182.16	\$52,128.81	\$58,744.81	\$60,950.15	\$63,155.48	\$65,360.82	\$67,566.16	\$69,771.49
15	STEVE MAU	\$50,335.91	\$26,636.74	\$33,746.49	\$36,116.41	\$38,486.33	\$40,856.24	\$43,226.16	\$45,596.08
16	POSITIVE REALTY & INVESTMENTS, INC	\$33,156.95	\$11,290.03	\$17,850.11	\$20,036.80	\$22,223.49	\$24,410.18	\$26,596.87	\$28,783.57
		\$869,438.89	\$869,438.89	\$869,438.89	\$869,438.89	\$869,438.89	\$869,438.89	\$869,438.89	\$869,438.89

LOT AREA BASED ON 300' SETBACK

PARCEL REFERENCE NUMBER	OWNER	FRONT FOOT	REDUCED LOT AREA	30% FRONT FOOT, 70% AREA	40% FRONT FOOT, 60% AREA	50% FRONT FOOT, 50% AREA	60% FRONT FOOT, 40% AREA	70% FRONT FOOT, 30% AREA	80% FRONT FOOT, 20% AREA
1	BRAK 1 LLC	\$53,879.26	\$38,555.83	\$43,152.86	\$44,685.20	\$46,217.54	\$47,749.89	\$49,282.23	\$50,814.57
2	BRAK 1 LLC	\$23,038.03	\$16,426.19	\$18,409.74	\$19,070.92	\$19,732.11	\$20,393.29	\$21,054.48	\$21,715.66
3	BRAK 1 LLC	\$39,201.80	\$45,533.51	\$43,634.00	\$43,000.83	\$42,367.66	\$41,734.49	\$41,101.32	\$40,468.15
4	PINE GROVE CHURCH OF CHRIST	\$66,348.40	\$76,197.04	\$73,242.45	\$72,257.59	\$71,272.72	\$70,287.86	\$69,302.99	\$68,318.13
5	HEARTLAND ANIMAL RESCUE TEAM	\$66,219.21	\$75,329.05	\$72,596.10	\$71,685.12	\$70,774.13	\$69,863.15	\$68,952.16	\$68,041.18
6	CRAIG REIKOFSKI	\$20,489.13	\$23,547.17	\$22,629.76	\$22,323.95	\$22,018.15	\$21,712.34	\$21,406.54	\$21,100.74
7	MELVIN O BJORNSON	\$63,736.52	\$73,725.41	\$70,728.74	\$69,729.86	\$68,730.97	\$67,732.08	\$66,733.19	\$65,734.30
8	PEARO LAND COMPANY	\$39,683.93	\$41,457.44	\$40,925.39	\$40,748.04	\$40,570.69	\$40,393.34	\$40,215.99	\$40,038.64
9	PEARO LAND COMPANY	\$97,246.39	\$138,234.39	\$125,937.99	\$121,839.19	\$117,740.39	\$113,641.59	\$109,542.79	\$105,443.99
10	THURSTON WICKLUND	\$63,359.83	\$43,759.83	\$49,639.83	\$51,599.83	\$53,559.83	\$55,519.83	\$57,479.83	\$59,439.83
11	RANDY JOHNSON	\$21,218.76	\$12,672.17	\$15,236.14	\$16,090.80	\$16,945.46	\$17,800.12	\$18,654.78	\$19,509.44
12	MTHE LLC	\$60,011.09	\$22,436.62	\$33,708.96	\$37,466.41	\$41,223.85	\$44,981.30	\$48,738.75	\$52,496.19
13	JOHN T TANNER	\$97,331.52	\$123,204.70	\$115,442.74	\$112,855.43	\$110,268.11	\$107,680.79	\$105,093.47	\$102,506.16
14	STEVE MAU	\$74,182.16	\$77,021.89	\$76,169.97	\$75,886.00	\$75,602.03	\$75,318.05	\$75,034.08	\$74,750.11
15	STEVE MAU	\$50,335.91	\$43,230.35	\$45,362.02	\$46,072.58	\$46,783.13	\$47,493.69	\$48,204.25	\$48,914.80
16	POSITIVE REALTY & INVESTMENTS, INC	\$33,156.95	\$18,107.29	\$22,622.19	\$24,127.15	\$25,632.12	\$27,137.09	\$28,642.05	\$30,147.02
		\$869,438.89	\$869,438.89	\$869,438.89	\$869,438.89	\$869,438.89	\$869,438.89	\$869,438.89	\$869,438.89

NOTES

1. Red text indicates higher assessments than the front footage assessments presented at the March 5, 2015 Improvement Hearing.



WIDSETH SMITH NOLTING
 Engineering | Architecture | Surveying | Environmental



BY: _____
 DATE: _____
 I.C. NO. _____

REVISIONS DESCRIPTION	DATE	REV#

DATE: DECEMBER, 2014
 SCALE: 1" = 150'
 DRAWN BY: K.B.W.
 CHECKED BY: A.L.W.
 JOB NUMBER: 0102B0274

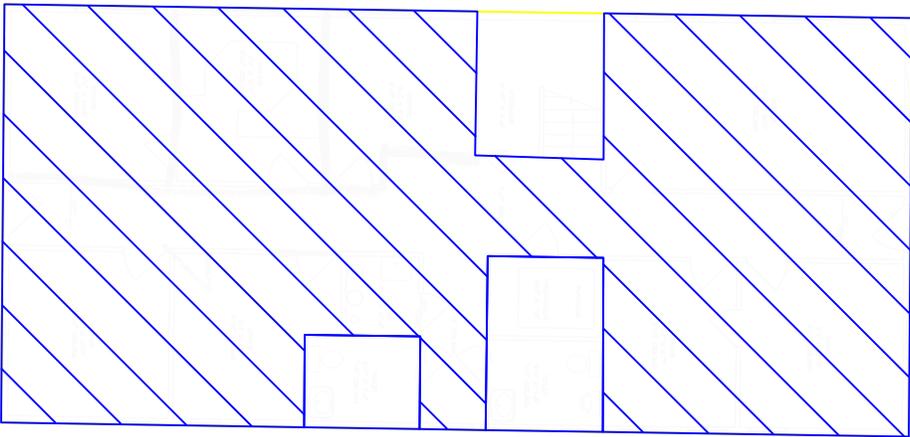
2015 STATE AID IMPROVEMENTS
 CITY OF BAXTER
 BAXTER, MINNESOTA
 ESTIMATED ASSESSMENTS - AREA METHOD

SHEET NO. _____ OF _____

Dellwood Novotny project SAC & WAC
15244 HWY 317
TRACK A

1st Floor = 1565 SF
2nd Floor = 1710 SF

Office space 3275SF / 2400=1.36



SAC 1.25 Units X \$750=937.50
WAC 1.25 Units X \$750=937.50
Tax On water only = 69.14
=\$1944.14

Positive Realty Investments

15244 State Hwy 317

CITY COPY

CITY OF BALTER
MAYNARD PERMIT PLAN REVIEW
REQUESTED BY David
DATE 5/3 PERMIT NO. _____
 APPROVED AS SUBMITTED
 APPROVED WITH CORRECTIONS AS NOTED
 NOT APPROVED, ADDRESS & REASON:
THESE CONDITIONS ARE FOR YOUR INFORMATION. ALL WORK SHALL BE DONE IN FULL COMPLIANCE WITH ALL APPLICABLE BUILDING & ZONING CODE REQUIREMENTS INCLUDING THOSE NOT SPECIFICALLY NOTED IN THIS REVIEW.
KEEP THIS PLAN SET ON-SITE AT ALL TIMES.



POSITIVE REALTY

BALTER, MN

Copyright Support, 2002

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 Architect under the laws of the State of Minnesota.
Signed: _____
Date: _____ License No. _____

A111

TRACK B
15248 STATE HIGHWAY 371
Dellwood Novotny project SAC & WAC

Retail space	1574SF	/3000	=0.52
Office space	456SF	/2400	=0.19
Warehouse space	2587SF	/7000	=0.37
Fast service bays	bays 3 bay/2		=1.50
			<u>2.58</u>

SAC 2.50 Units	X	\$750	=1875.00
WAC 2.50 Units	X	\$750	=1875.00
Tax On water only			<u>= 138.28</u>
			<u>=3888.28</u>



TRACK C

Dellwood Novotny project SAC & WAC

Office space 468SF /2400 =0.20
Fast service bays bays 1 bay/2 =0.50
0.70

SAC 0.75 Units X \$750 =562.50
WAC 0.75 Units X \$750 =562.50
Tax On water only = 41.48
=\$1,166.48



TRACK E
15494 DELLWOOD DRIVE
Dellwood Novotny project SAC & WAC

1st FLOOR SANCTUARY 1680 SF / 7 = 240 SEATS / 275 SEATS = 0.87 UNITS
BASEMENT BANQUET 1680SF / 825 = 2.04 UNITS

TOTAL UNIT = 2.91 UNITS

SAC 3.00 Units X \$750 = 2250.00
WAC 3.00 Units X \$750 = 2250.00
Tax On water only = 165.94
= \$4665.94



TRACK F

Dellwood Novotny project SAC & WAC
15494 Dellwood Road

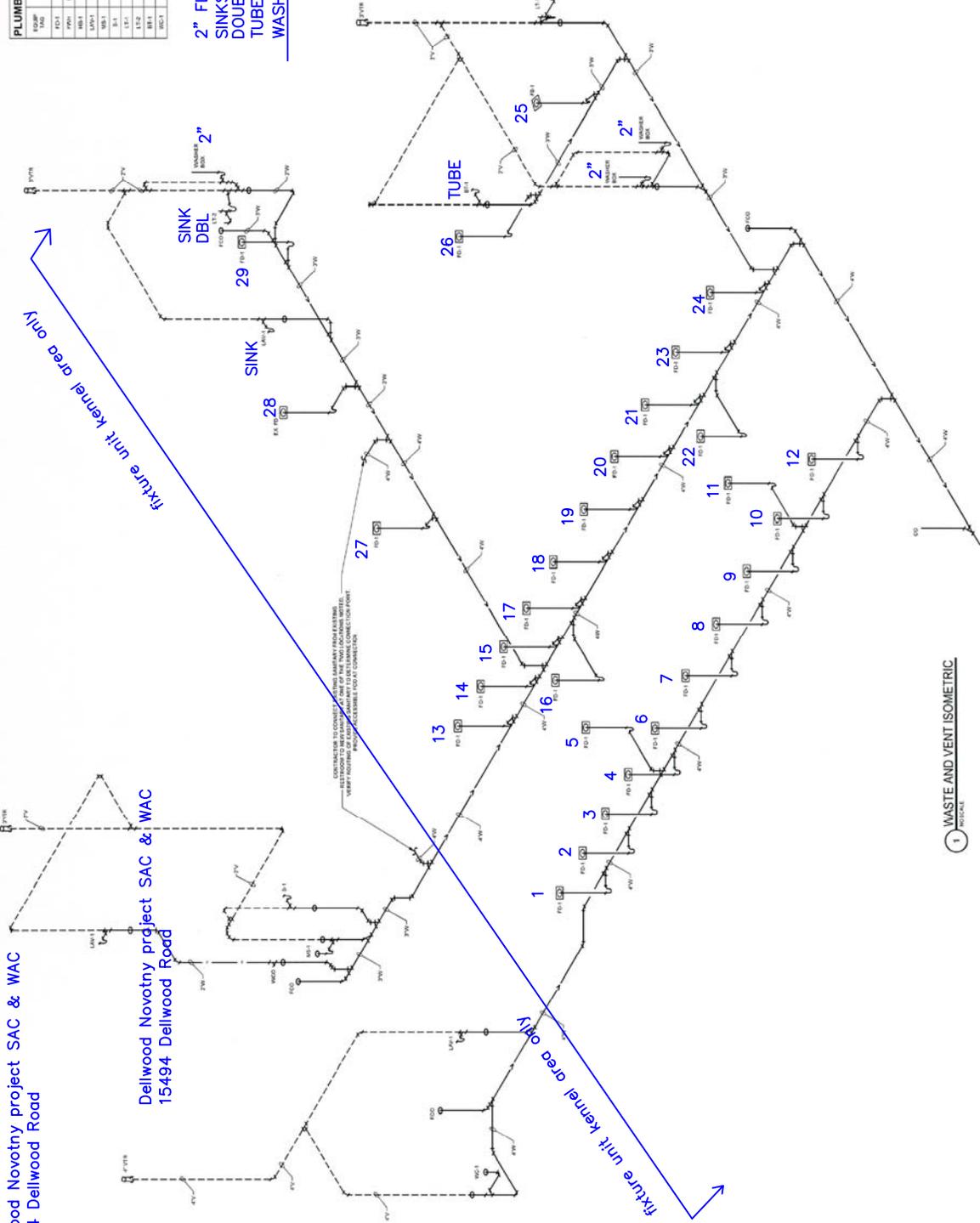
Dellwood Novotny project SAC & WAC
15494 Dellwood Road

Fixture unit kennel area only

PLUMBING FIXTURE SCHEDULE

EQ#	FIXTURE TYPE	WASTE	VENT	CR	HS
FC-1	FLOOR DRAIN	2"	-	-	-
FR-1	FRIGIDIFLOOR WALL FLOORSTAND	-	-	3/4"	-
MR-1	MOUSE TRAP	-	-	3/4"	-
LA-1	LAUNDRY	2"	1 1/2"	1 1/2"	1 1/2"
MS-1	MOP SINK	2"	1 1/2"	1 1/2"	1 1/2"
SI-1	SINK	2"	1 1/2"	1 1/2"	1 1/2"
ST-1	STOVE	2"	1 1/2"	1 1/2"	1 1/2"
TR-1	TUB	2"	1 1/2"	1 1/2"	1 1/2"
WC-1	WATER CLOSET	4"	2"	2"	2"

2" FLOOR DRAINS 29X2=58
SINKS 2X2=4
DOUBLE SINKS 1X2=2
TUBE 1X17=17
WASHER BOX 3X2=6
FUTURE UNITS =87
87 / 17 = 5.12 UNITS



1 WASTE AND VENT ISOMETRIC
NOT TO SCALE



TRACK G

Dellwood Novotny project SAC & WAC

HOUSE

SAC 1 Units	X	\$600	=600.00
WAC 1 Units	X	\$600	=600.00
Tax On water only			= 44.25
			= \$1244.25

An aerial photograph of a rural property. A dirt road curves through the center. Several buildings with metal roofs are scattered around. A red pickup truck is parked near one building. A large white cylindrical tank is visible on the right side. The surrounding area is dry with sparse vegetation.

TRACK H
7444 NOVOTNY ROAD
Dellwood Novotny project SAC & WAC

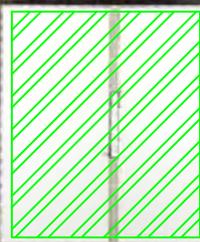
HOUSE

SAC 1 Units	X	\$600	=600.00
WAC 1 Units	X	\$600	=600.00
Tax On water only			= 44.25
			= \$1244.25

TRACK 1
7405 NOVOTNY ROAD
Dellwood Novotny project SAC & WAC

HOUSE

SAC 1 Units	X	\$600	=600.00
WAC 1 Units	X	\$600	=600.00
Tax On water only			= 44.25
			= \$1244.25



TRACK J
 7324 NOVOTNY ROAD
 Dellwood Novotny project SAC & WAC

Retail space	4080SF	/3000	=1.36
Office space	2780SF	/2400	=1.16
Warehouse space	1080SF	/7000	=0.15
Fast service bays	bays 6 bay/2		=3.00
			<u>5.67</u>

SAC 5.75 Units	X	\$750	=4312.50
WAC 5.75 Units	X	\$750	=4312.50
Tax On water only			= 318.05
			<u>=8943.05</u>



service bay

service bay

service bay

service bay

service bay

service bay

CITY OF BAXTER FINANCE DEPARTMENT MEMO

This is a place holder for the City of Baxter Finance Department memo regarding assessment procedures for properties currently located outside of the City limits. The City Memo will be inserted into the Feasibility Study when it is available. If you have specific questions regarding this issue, please contact the project engineer at:

Aric Welch, PE
Project Engineer
Widseth Smith Nolting & Associates, Inc.
Tel: 218-316-3645
Cell: 218-820-7516
Aric.Welch@wsn.us.com

PROJECT SCHEDULE
DELLWOOD DRIVE, NOVOTNY ROAD, INGLEWOOD DRIVE AND INDEPENDENCE ROAD IMPROVEMENTS
BAXTER, MN
4/24/2015

TASK DESCRIPTION	DATES	NOTES
Dellwood/Novotny Draft Feasibility Report	Thursday, January 15, 2015	
Dellwood/Novotny Right-of-Way	Ongoing	
Review of Draft Dellwood/Novotny Feasibility Report	Tuesday, January 20, 2015	Council Workshop
Resolution Receiving Dellwood/Novotny Report and Calling Improvement Hearing	Tuesday, January 20, 2015	Second Council Meeting in January
First Published Notice for Dellwood/Novotny Improvement Hearing	Friday, February 13, 2015	Twice in local newspaper, one week apart, last notice must be at least three days prior to hearing.
Mailed Notice for Dellwood/Novotny Improvement Hearing	Friday, February 13, 2015	One notice at least 10 days prior to hearing
Second Published Notice for Dellwood/Novotny Improvement Hearing	Friday, February 20, 2015	
Dellwood/Novotny Improvement Hearing	Thursday, March 05, 2015	Special Council Meeting in March
Inglewood Draft Feasibility Study and Design	Wednesday, March 11, 2015	
Review of Draft Inglewood Feasibility Study Present Preliminary Financial Staff Recommendations	Tuesday, March 17, 2015	Council Workshop
Approve Financial Plan Resolution Receiving Inglewood Report and Calling Improvement Hearing	Tuesday, March 17, 2015	Second Council Meeting in March
First Published Notice for Inglewood Improvement Hearing	Friday, March 20, 2015	Twice in local newspaper, one week apart, last notice must be at least three days prior to hearing.
Mailed Notice for Inglewood Improvement Hearing	Friday, March 20, 2015	One notice at least 10 days prior to hearing
Second Published Notice for Inglewood Improvement Hearing	Friday, March 27, 2015	
Review Dellwood/Novotny Assessment Methodology	Tuesday, April 07, 2015	First Council meeting in April
Inglewood Improvement Hearing	Thursday, April 09, 2015	Special Council Meeting in April
Review Dellwood/Novotny Assessment Methodology	Tuesday, April 21, 2015	Second Council meeting in April
Resolution Receiving Dellwood/Novotny Report and Calling Improvement Hearing Resolution Ordering Inglewood Drive Improvement and Preparation of Plans	Tuesday, May 05, 2015	First Council meeting in May
First Published Notice for Dellwood/Novotny Improvement Hearing	Friday, May 08, 2015	Twice in local newspaper, one week apart, last notice must be at least three days prior to hearing.
Mailed Notice for Dellwood/Novotny Improvement Hearing	Friday, May 08, 2015	One notice at least 10 days prior to hearing
Second Published Notice for Dellwood/Novotny Improvement Hearing	Friday, May 15, 2015	
Dellwood/Novotny Improvement Hearing	Thursday, May 21, 2015	Special Council Meeting in May, 7:00 pm
Resolution Ordering Dellwood/Novotny Improvement and Preparation of Plans Resolution Approving Plans and Advertisement for Bids (Dellwood/Novotny, Inglewood Drive and Independence Road)	Tuesday, June 02, 2015	First Council Meeting in June
Review of Plans and Specifications	Wednesday, June 03, 2015	June Utilities Meeting
Bidding Publication	Friday, June 05, 2015	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.
Bid Opening	Friday, June 26, 2015	By default bid remains subject to acceptance for 60 days after the Bid opening.
Resolution Declaring Costs to be Assessed (Dellwood/Novotny, Inglewood Drive and Independence Road) Resolution for Hearing on Proposed Improvements (Dellwood/Novotny, Inglewood Drive and Independence Road)	Tuesday, July 07, 2015	First Council meeting in July.
Bid review with Utilities Commission	Wednesday, July 08, 2015	July Utilities Meeting
Published Notice for Dellwood/Novotny, Inglewood Drive and Independence Road Assessment Hearing	Thursday, July 09, 2015	Once in local newspaper at least two weeks prior to hearing.
Mailed Notice for Dellwood/Novotny, Inglewood Drive and Independence Road Assessment Hearing	Thursday, July 09, 2015	One notice at least two weeks prior to hearing
Assessment Hearing - Dellwood/Novotny, Inglewood Drive and Independence Road Resolution Adopting Assessment (Dellwood/Novotny, Inglewood Drive and Independence Road) Notice of Award	Thursday, July 23, 2015	Special Council Meeting in July (Hearings held back-to-back) Contractor has 15 days to deliver signed agreement, bonds and insurance certificates.
End of Assessment Appeal Period	Saturday, August 22, 2015	Appeals to district court must be made within 30 days after adoption of the assessment roll.
Begin Construction	Monday, August 10, 2015	
Construction Complete	Friday, October 30, 2015	