

SPECIAL ASSESSMENT COMMISSION MEETING

August 21, 2025

08/21/2025

MEMBERS PRESENT John Lundby, Chairman; Members: Tammy Dolan and Abby Ritz

CITY STAFF PRESENT Gabe Schell, City Engineer; Linda Oster, Assistant City Engineer; Eric Lund, Comptroller; Katie Petrou, Senior Accountant

CALL TO ORDER

Chairman Lundby called the meeting to order at 3:00 p.m.

APPROVAL OF MINUTES

Commissioner Dolan motioned to approve the September 12th, 2024, minutes. Commissioner Ritz seconded. All members voted Aye. The motion carried.

PURPOSE OF MEETING

To hold public hearing on objections, if any, to special assessment improvement districts. Prior to this hearing, subject assessment lists have been published once each week for two consecutive weeks and published to the city website.

CONFIRMATION OF ASSESSMENT LISTS

A. SEWER IMPROVEMENT DISTRICT NO. 584

Nature of Improvements: Storm Forcemain Improvements

*Unit #1: S Washington Street – 360' south of Burleigh Ave to London Avenue/Santa Fe Avenue

Assessment: Per square foot Residential: \$0.1068
Per square foot Commercial: \$0.2137

Term: 15 years

Total Assessed
and Financed: \$681,593.50

B. STREET IMPROVEMENT DISTRICT NO. 576

Nature of Improvements: Downtown Pavement Rehabilitation

*Unit #1: 3rd Street – Main Avenue to Rosser Avenue
4th Street – Thayer Avenue to Rosser Avenue
5th Street – Thayer Avenue to Rosser Avenue
Rosser Avenue – 3rd Street to 7th Street
Broadway Avenue – 3rd Street to 4th Street and 6th Street to 7th Street

Assessment: Per square foot Commercial: \$1.1399

Term: 7 years

Total Assessed
and Financed: \$576,316.25

C. STREET IMPROVEMENT DISTRICT NO. 578

Nature of Improvements: Scrub Seal Project with 25% Subsidy

***Unit #1: Huron Drive – Cul-de-sac to 360' east of Selkirk Road
Brunswick Drive – Mustang Drive to 370' east of Overlook Drive
Brunswick Drive – 480' north of Buckskin Avenue to Buckskin Avenue
Brunswick Circle – Brunswick Drive to cul-de-sac
Buckskin Avenue – 170' west of Kingston Drive to 180' east of Brunswick Drive

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Sudbury Avenue – Overlook Drive west to cul-de-sac
Sudbury Avenue – Overlook Drive east to cul-de-sac
Arabian Avenue – Overlook Drive to 330' east
Arabian Place – Arabian Avenue to cul-de-sac
York Lane – Kingston Drive to Overlook Drive
Kingston Drive – Brunswick Drive to Overlook Drive
Mustang Drive – 400' north of Regina Lane to Brunswick Drive
Regina Lane – Mustang Drive to Huron Drive
Selkirk Road – Huron Drive to Overlook Drive
Overlook Drive – Selkirk Road to 100' north of Hackberry Street
Colt Avenue – Selkirk Drive to 150' east
High Meadows Circle – Arabian Avenue to cul-de-sac
High Meadows Place – Arabian Avenue to cul-de-sac
Horizon Place – Arabian Avenue to cul-de-sac

***Unit #2: Koch Drive – 19th Street to East Calgary Avenue
East Calgary Avenue – 19th Street to 225' east of Koch Drive
Pebbleview Circle – East Calgary Avenue to cul-de-sac
Pebbleview Loop – East Calgary Avenue (W) to East Calgary Avenue (E)
Pebbleview Place – Pebbleview Loop to cul-de-sac

***Unit #3: Arizona Drive – Oregon Drive to 300' south of Iowa Lane
Utah Drive – 19th Street to 215' east of Iowa Lane
Oregon Drive – 19th Street to cul-de-sac
Nevada Street – Arizona Drive to Utah Drive
Iowa Lane – Arizona Drive to 250' south of Utah Drive

***Unit #4: 27th Street – Avenue F to Avenue D
27th Street – Avenue D to 29th Street
28th Street – 230' south of Avenue E to 27th Street
29th Street - Avenue C to 27th Street

***Unit #5: Nautilus Drive – Calypso Drive to Downing Street
Mayflower Drive – Calypso Drive to 950' west
Mayflower Circle – Calypso Drive to cul-de-sac
Calypso Drive – England Street to Burleigh Avenue
Voyager Drive – England Street to Britannic Lane
Voyager Place – Britannic Lane to cul-de-sac
Intrepid Circle – Downing Street to cul-de-sac
Nina Lane – Downing Street to 180' east
Santa Maria Lane – Calypso Drive to Voyager Drive
Neptune Circle – Calypso Drive to cul-de-sac
Endeavor Place – Calypso Drive to cul-de-sac
Bounty Circle – Calypso Drive to Cul-de-sac
Downing Street – Burleigh Avenue to Intrepid Circle
Daniel Street – Downing Street to 300' South

***Unit #6: East Main Avenue – Bismarck Expressway to 870' west of NE 66th Street

Assessment: Per lot Residential Units 1-5: \$1,510.55
Per square foot Commercial Units 1-5: \$0.0691
Per lot Residential Unit 6: \$1,782.63
Per square foot Commercial Unit 6: \$0.0236

Term: 3 years

Total Assessed

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and Financed: \$1,401,918.07

D. STREET IMPROVEMENT DISTRICT NO. 579

Nature of Improvements: Concrete Pavement Repair Project

***Unit #1: Century Avenue – Tyler Parkway to 4th Street
Tyler Parkway – Pinto Place to 360' south of Burnt Boat Drive
Burnt Boat Drive – North Grandview Lane to Clydesdale Drive
Clydesdale Drive - 245' north of Burnt Boat Drive to Burnt Boat Drive

Assessment: Per lot Residential: \$3,669.32
Per square foot Commercial: \$0.5361

Term: 10 years

Total Assessed
and Financed: \$2,750,590.58

E. STREET IMPROVEMENT DISTRICT NO. 580

Nature of Improvements: Construct New Pavement

***Unit #1: Burleigh Avenue – Washington Street to Boston Drive

Assessment: Per lot Residential: \$629.13
Per square foot Commercial: \$0.1215

Term: 15 years

Total Assessed
and Financed: \$479,668.39

F. CONTINUOUS DISTRICTS

Nature of Improvements: Storm Sewer Fees assessed to property that was outside of the city limits at the time of construction. The districts are for the parcel's share of the cost in established special assessment districts that the parcel would have been assessed had the parcel been annexed at the time the district was created.

*Storm Sewer Improvement District No. 100 (362 parcels) \$55,513.13

Term: 15 years

Assessment Basis

*Based on square feet: Residential @ 1.0 factor
Commercial @ 2.0 factor

***Based on Per Lot: Residential @ 1.0 factor
Commercial @ 2.0 factor

QUESTIONS AND COMMENTS

Cheryl Patch in District SI579 from the public submitted a statement to the Board, read it aloud, and spoke about her concerns. Statement is attached to the minutes. Gabe answered all questions with as much detail as possible. He explained the old methodology for how boundaries were created to what the city uses today. He also spoke on how the city calculates the median lot size for the residential parcels and the tiers that were made to adjust those parcels that are significantly smaller or larger to the median. Cheryl spoke that she has experience working with cost allocation in her own career and

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disagrees with how the city determines the median. Commissioner Dolan asked if this project was calculated like other arterial road projects, Gabe talked about how a few other arterial roads were assessed to show the similarity in the projects. Cheryl asked about the process of going to the City Commission meeting so city staff explained the date and time this meeting would occur. Chairman Lundby made a comment that he thought it was a fair assessment and did not want to change anything with this district. Commissioner Dolan and Ritz agreed.

Rodney Patch in District SI578 Unit 1 from the public asked how often maintenance projects would occur on his street. Gabe spoke about the paver software the Engineering department uses to determine which roads need maintenance and when. Rodney also asked about how he goes about paying for the assessment, Gabe explained how it will end up on his property tax statement.

Jim Hager in District SI578 Unit 3 from the public mentioned the scrub seal that was done on his road last year is worse this year and wants the Engineering staff to go look at it again. Jim mentioned the City roads and streets department used his road to practice using equipment with blades that tore up all the work that was done the year prior. Gabe will look into the area and will also talk with Public Works to coordinate which roads they should use in the future.

Dennis Berg in District SI578 Unit 6 from the public questioned why he was one of the few assessed for E Main Ave when he considers this road to be a highway. Dennis mentions the thousands of vehicles that use this road that were not assessed to be unfair. Gabe spoke that this is a city road that does eventually turn into a highway and what work was done was in the city limits. Gabe also mentioned that sales tax was involved in this project as well as some larger parcels in this boundary that made the remaining cost allocation seem fair given the type of project.

Chairman Lundby asked Gabe to review the districts that had not already been addressed. No comments from commissioners on the remaining districts.

Chairman Lundby entertained a motion for the adoption of benefit determination philosophy that will be put on the September 10th meeting agenda. Commissioner Ritz motioned and Commissioner Dolan seconded. All members voted Aye. The motion carried.

APPROVAL OF ASSESSMENT LIST

Commissioner Dolan motioned to approve the balance of the special assessment districts on the agenda as presented. Commissioner Ritz seconded. All members voted Aye. The motion carried.

ADJOURNMENT

Chairman Lundby asked if there were any further questions from commissioners, with no further questions, the meeting was adjourned by Chairman Lundby at 4:25 p.m.