

**A G E N D A**  
**CITY COUNCIL MEETING**  
**MONDAY, MARCH 21, 2022**  
**5:30 P.M.**  
**COUNCIL CHAMBERS**

Call to Order.

Pledge of Allegiance.

Roll Call.

(mot) 1. Adoption of Agenda.

(mot) 2. Approving minutes from March 7, 2022

3. Recognitions and Awards.

Austin Packer Dance Team State Champions

Retirements:

Joe Sunderman – January 14, 1985 to February 25, 2022

Don Tomlinson – November 17, 1999 to March 31, 2022

(mot) 4. \*Consent Agenda

Licenses:

Exempt Gambling (bingo): Mower County Veteran's Council on July 3 & 4, 2022

Exempt Gambling (raffle): United Catholic Schools Foundation on June 17, 2022

Mobile Food: La Borinqua, Albert Lea

Mobile Food: Solem Concessions, Inc., 19192 540<sup>th</sup> Avenue

Right of Way: Consolidated Communications Enterprise Services, Inc., Mattoon, IL

Right of Way: Senrick Custom Homes, Rochester

Claims:

a. Pre-list of bills.

b. Investment Report.

Events:

Stepping Out for Autism Walk and 5K on May 1, 2022

**PETITIONS AND REQUESTS:**

(res) 5. Approving an annexation in Austin Township for Tom and Heidi Anderson.

**PUBLIC HEARINGS:**

6. Public hearing on street improvement assessment for 21<sup>st</sup> Avenue NE (8<sup>th</sup> Drive NE to 14<sup>th</sup> Street NE), Project 22-101. The amount to be assessed is \$111,865.15 at 3.75% for 15 years.

a. Presentation of the project and associated assessments.

b. Call for written objections.

c. Motion to adjourn and continue the hearing on those properties for which written objections to the assessment have been filed.

(res) d. Resolution declaring the cost.

(res) e. Resolution adopting the assessment roll.

7. Public hearing on street improvement assessment for on 9<sup>th</sup> Street NW (10<sup>th</sup> Avenue NW to 12<sup>th</sup> Avenue NW) and 10<sup>th</sup> Street NW (8<sup>th</sup> Avenue NW to 13<sup>th</sup> Avenue NW), Project 22-102. The amount to be assessed is \$252,390.65 at 3.75% for 15 years.
  - a. Presentation of the project and associated assessments.
  - b. Call for written objections.
  - c. Motion to adjourn and continue the hearing on those properties for which written objections to the assessment have been filed.
  - (res) d. Resolution declaring the cost.
  - (res) e. Resolution adopting the assessment roll.
8. Public hearing on street improvement assessment for 3<sup>rd</sup> Avenue NE (Oakland Place NE to 19<sup>th</sup> Street NE), Project 22-103. The amount to be assessed is \$226,047.79 at 3.75% for 15 years.
  - a. Presentation of the project and associated assessments.
  - b. Call for written objections.
  - c. Motion to adjourn and continue the hearing on those properties for which written objections to the assessment have been filed.
  - (res) d. Resolution declaring the cost.
  - (res) e. Resolution adopting the assessment roll.
9. Public hearing on street improvement assessment for 3<sup>rd</sup> Street NE (16<sup>th</sup> Avenue NE to 18<sup>th</sup> Avenue NE), Project 22-104. The amount to be assessed is \$145,940.29 at 3.75% for 15 years.
  - a. Presentation of the project and associated assessments.
  - b. Call for written objections.
  - c. Motion to adjourn and continue the hearing on those properties for which written objections to the assessment have been filed.
  - (res) d. Resolution declaring the cost.
  - (res) e. Resolution adopting the assessment roll.
10. Public hearing on street improvement assessment for 5<sup>th</sup> Avenue SW (27<sup>th</sup> Street SW to 19<sup>th</sup> Street SW) and 16<sup>th</sup> Street SW (16<sup>th</sup> Avenue SW to 19<sup>th</sup> Avenue SW), Project 22-106. The amount to be assessed is \$42,421.71 at 3.75% for 15 years.
  - a. Presentation of the project and associated assessments.
  - b. Call for written objections.
  - c. Motion to adjourn and continue the hearing on those properties for which written objections to the assessment have been filed.
  - (res) d. Resolution declaring the cost.
  - (res) e. Resolution adopting the assessment roll.
11. Public hearing on street improvement assessment for 7<sup>th</sup> Avenue SW (23<sup>rd</sup> Street SW to 14<sup>th</sup> Street SW), 11<sup>th</sup> Avenue SW (10<sup>th</sup> Avenue SW to 18<sup>th</sup> Street SW) and 23<sup>rd</sup> Street SW (9<sup>th</sup> Avenue SW to Dead End), Project 22-107. The amount to be assessed is \$98,337.80 at 3.75% for 15 years.
  - a. Presentation of the project and associated assessments.
  - b. Call for written objections.
  - c. Motion to adjourn and continue the hearing on those properties for which written objections to the assessment have been filed.
  - (res) d. Resolution declaring the cost.
  - (res) e. Resolution adopting the assessment roll.



**PETITIONS AND REQUESTS (continued):**

- (res) 12a. Approving modified 2022 insurance rates.
- (res) 12b. Approving a health insurance reimbursement to employees from 2019-2021.
- (res) 13. Approving budget adjustment number 2.
- (mot) 14. Appointing Camden Harp to the Planning Commission, term expiring 12/31/22.
- (mot) 15. Granting the Planning and Zoning Department authorization to remove junk and/or illegally stored vehicles at the following locations:
  - a. 711 6<sup>th</sup> Avenue SE, Nelson Property.
  - b. 204 12<sup>th</sup> Street SE, Beddow Property.
- 16. Discussion of the need for an Interim Park and Recreation Director.

**CITIZENS ADDRESSING THE COUNCIL**

**HONORARY COUNCIL MEMBER COMMENTS**

**REPORTS AND RECOMMENDATIONS:**

City Administrator  
City Council

- (mot) Adjourn to **Monday, April 4, 2022** at 5:30 pm in the Council Chambers.

\*All items listed with an asterisk (\*) are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a council member or citizen so requests in which event the item will be removed from the general order of business and considered in its normal sequence on the agenda.

M I N U T E S  
CITY COUNCIL MEETING  
March 7, 2022  
5:30 PM  
Council Chambers

MEMBERS PRESENT: Mayor King. Council Members Paul Fischer, Rebecca Waller, Jason Baskin, Oballa Oballa, Michael Postma and Council Member-at-Large Jeff Austin

MEMBERS ABSENT: Council Member Joyce Poshusta

STAFF PRESENT: City Administrator Craig Clark, Director of Administrative Services Tom Dankert, Police Chief David McKichan

STAFF APPEARING ELECTRONICALLY: Public Works Director Steven Lang, Fire Chief Jim McCoy, Planning and Zoning Administrator Holly Wallace, Human Resources Director Trish Wiechmann and City Clerk Ann Kasel

APPEARING IN PERSON: Austin Daily Herald,

Mayor King called the meeting to order at 5:30 p.m.

Additions to the agenda:

Consent Agenda

4. Licenses:  
Right of Way Contractor: Morrison Well and Plumbing, Freeborn

Additional Backup

- (res) 9. Approving a purchase agreement with Troy Cunningham.

Moved by Council Member Fischer, seconded by Council Member Waller, approving the agenda as amended. Carried.

Moved by Council Member Oballa, seconded by Council Member Waller, approving Council minutes from February 22, 2022. Carried.

CONSENT AGENDA

Moved by Council Member Fischer, seconded by Council Member Waller, approving the consent agenda as follows:

Licenses:

Exempt Gambling (raffle): Dutchtown Jumpers on June 18, 2022  
Exempt Gambling (raffle): Mower County Pheasants Forever on April 30, 2022  
Right of Way Contractor: Morrison Well and Plumbing, Freeborn

Claims:

- a. Pre-list of bills
- b. Credit Card and Financial Reports.

Carried.

## PUBLIC HEARINGS

City Clerk Ann Kasel held a public hearing for redistricting from the 2020 census. She stated the official census population of Austin was 26,174 people and the City needs to be divided as "equal as practicable" according to state law into three wards. Ms. Kasel reviewed different proposals for the division of the wards that she and the redistricting committee had worked on. The recently annexed Turtle Creek areas are switching from Ward 1 to Ward 2 due to township lines and the County's mapping requirements.

She stated the State has completed their redistricting and now the City needs to adopt an ordinance reestablishing the wards and a resolution defining the precinct lines and polling places.

Council Member-at-Large Austin noted the change on the west side of town where the Turtle Creek area changed from Ward 1 to Ward 2. He stated he would prefer this area stay with Ward 1 but understood the need to work with the County.

There were no public comments.

Moved by Council Member Fischer, seconded by Council Member Oballa, for preparation of the ordinance. Carried.

Moved by Council Member-At-Large Austin, seconded by Council Member Oballa, for adoption and publication of the ordinance. Carried 6-0.

Moved by Council Member Fischer, seconded by Council Member Oballa, adopting a resolution defining precinct lines and polling places. Carried 6-0.

## BID OPENING AND AWARD

The City received the following bids for bituminous materials:

Contractor	Bid	Mileage	Total
Ulland Brothers	\$247,500	\$35,820	\$283,320
Rochester Sand & Gravel	\$297,000	\$50,400	\$347,400

Public Works Director Steven Lang stated the bid would be for the seasonal supply of asphalt supplies plus the cost of hauling the materials to Austin from their plant. Mr. Lang recommended awarding the bid to Ulland Brothers.

Moved by Council Member Fischer, seconded by Council Member Postma, awarding the bid for the seasonal supply of asphalt to Ulland Brothers. Carried 6-0.

The City received the following bids for asphalt emulsion:

Contractor	Bid
Henry G. Meigs	\$100,847.25
Flint Hills Resources	No Bid

Public Works Director Steven Lang stated the bid would be for approximately 42,000 gallons of asphalt emulsion oil to be used with rock chips on asphalt roadways. Mr. Lang recommended awarding the bid to Henry G. Meigs.

Moved by Council Member Fischer, seconded by Council Member Baskin, awarding the bid for asphalt emulsion to Henry G. Meigs. Carried 6-0.

#### PETITIONS AND REQUESTS

Fire Chief Jim McCoy requested the Council approve an agreement with the Austin Fire Association for the City of Austin to provide fire protection and emergency services to Austin and Lansing Townships for three years.

Moved by Council Member Fischer, seconded by Council Member Oballa, adopting a resolution approving a contract with the Austin Fire Association. Carried 6-0.

Assistant City Engineer Mitch Wenum stated the City needs to purchase a piece of property from Troy Cunningham as part of the 21<sup>st</sup> Avenue NE street reconstruction project. The property is located on the east sign of County Road 16 and is valued at \$6,400. Funding for the purchase would come from the State Aid street funds and 2022 contingency funds. Mr. Wenum requested Council approve the purchase agreement.

Moved by Council Member Baskin, seconded by Council Member Fischer, approving a purchase agreement with Troy Cunningham. Carried 6-0.

Public Works Director Steven Lang stated the City recently received three proposals from architectural firms to assist staff with the Austin Public Library remodel. Mr. Lang reviewed the proposed project stating it would be the goal to begin construction within 9 months. He stated the City received three proposals – CRW Architecture, Armon Architecture, Inc. and Stantec Architecture, Inc. He reviewed the bids from each company and noted that with CRW the mechanical and electrical engineering will need to be bid by the contractors. He asked the Council for input as to what their comfort level is whether having a set price with Armon Architecture or maybe saving a little money up front with CRW Architecture.

Mayor King stated he would prefer to go with the set pricing on Armon Architecture.

Council Member-at-Large Austin asked if the City could limit the amount that they spend for mechanical and electrical as part of the project.

Mr. Lang stated normally the City does not provide what the budget is but he thought it was important for this project for the architects to have that information.

Council Member-at-Large Austin recommended going with Armon Architecture.

Moved by Council Member-at-Large Austin, seconded by Council Member Waller, approving a contract for Library design services with Armon Architecture. Carried 6-0.

Public Works Director Steven Lang stated the pedestrian bridge at Todd Park is in need of repairs due to being damaged by high water events. The City has received a Hormel Foundation Grant in the amount of \$100,500 to support the bridge replacement project. He stated he received a proposal from Erickson Engineering in the amount of \$19,500 for design and permitting services for the project. Mr. Lang recommended moving forward with the contract for design services on the project.

Moved by Council Member Postma, seconded by Council Member Oballa, approving a contract with Erickson Engineering for the Todd Park pedestrian bridge. Carried 6-0.

Moved by Council Member Fischer, seconded by Council Member Baskin, granting the Planning and Zoning Department the power to contract for the removal of junk and/or illegally stored vehicles at 201 3<sup>rd</sup> Street SE, Pizano Property. Carried.

## REPORTS

City Administrator Craig Clark stated he will be testifying about the \$7 million cap on PSIG.

Council Member Baskin stated he enjoyed legislative action day.

Council Member Oballa stated the Riverland basketball team is going to nationals.

Council Member Postma stated he also went to legislative action day.

Moved by Council Member Oballa, seconded by Council Member Baskin, adjourning the meeting to March 21, 2022. Carried.

Adjourned: 6:07 p.m.

Approved: March 21, 2022

Mayor: \_\_\_\_\_

City Recorder: \_\_\_\_\_

# Right of Way Permit



**Permit Type:** Street Event  
**Permit Number:** 2022-100

Applicant Information		Organization Information	
<b>Primary Name</b>	Chelsea White	<b>Organization Name</b>	Autism Friendly Austin- Hormel Home
<b>Primary Phone</b>	507-272-2820	<b>Organization Address</b>	208 4th Ave. NW
<b>Primary Cell</b>	507-272-2820	<b>Organization City</b>	Austin
<b>Primary Email</b>	chelsea.white@austin.k12.mn.us	<b>Organization State</b>	MN
<b>Alternate Name</b>	Mary Barinka- Community Autism Resource Specialist	<b>Organization Zipcode</b>	55912
<b>Alternate Phone</b>	507-433-4243		
<b>Alternate Cell</b>			
<b>Alternate Email</b>	autism@hormelhistorichome.org		

## Permit Information

<b>Event Title</b>	Stepping Out for Autism walk and 5k		
<b>Event Description</b>	This is a walk/run to raise money for Autism programing in the Austin community		
<b>Event Start Date</b>	May 1, 2022	<b>Event Start Date</b>	May 1, 2022
<b>Approximate Number of Participants</b>	75		
<b>Event Start Time</b>	13:00	<b>Event End Time</b>	16:00
<b>Portion of Street Width Being Used</b>	We would like police presents when crossing: 4th Ave NW and 1st St. NW 4th Ave NW and Main Street North Crossing Hormel Dr on West side 8th St. NE and crossing the north side of 8th St. NE Barricades: On shoulder of the North side of 8th Ave NE until we reach the trial to Todd Park ** Participants will reach 14th St. NE (half way point) and run back to the Hormel Home. Retracing route from beginning of race		
<b>Traffic Control Barricades Needed for Street/Lane Closure?</b>	Yes	<b>Will Traffic Control Barricades be Provided by Applicant or City?</b>	City

## Engineering Department

<b>Determination</b>	Approved	<b>Date of Approval</b>	March 11, 2022	<b>Approved By</b>	Mitch Wenum
<b>Comments</b>	I spoke with Chelsea, no cones are needed from the City.				

## Police Department

<b>Determination</b>	Approved	<b>Date of Approval</b>	March 16, 2022	<b>Approved By</b>	David McKichan
<b>Comments</b>	We can't help at any crossings as requested from 1300-1600 as we lack the staff to do so				

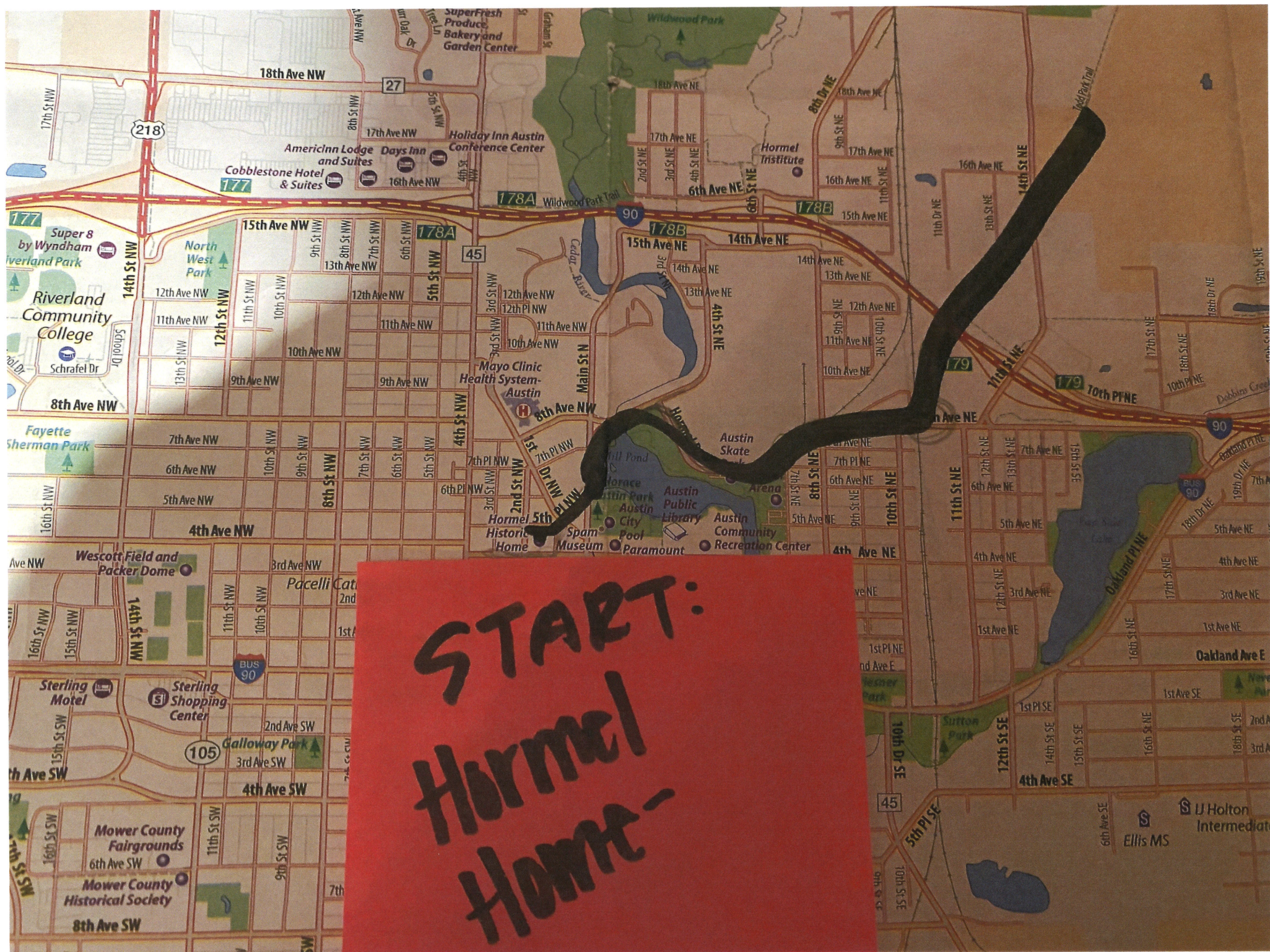
## City Clerk

<b>Determination</b>	Approved	<b>Date of Approval</b>	March 16, 2022	<b>Approved By</b>	Ann Kasel
<b>Comments</b>					

<b>Final Determination</b>	Approved
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*Disclaimer: The City is only reviewing and approving activities and installations intended to occur within the ROW and not in any way approving or providing comment on any activity that may occur on private property, the Permittee or Registrant is solely responsible for any and all entries, activities, or installations upon private property.*







City of Austin  
500 Fourth Avenue N.E.  
Austin, Minnesota 55912-3773



Planning & Zoning Department  
507-437-9950  
Fax 507-437-7101

## Memorandum

**To:** Mayor and City Council and Austin Township Board

**From:** Holly Wallace, Planning & Zoning Administrator

**Date:** March 15, 2022

**Re:** Annexation Request – Tom and Heidi Anderson

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Tom and Heidi Anderson, owners of 2702 4<sup>th</sup> Drive SW, have petitioned for annexation of their property to the City of Austin to access city sewer. Andersons own approximately 1.4 acres, in Austin Township. See attached Map.

The township has also received the petition. The site is currently used as, and is proposed to be used as a residence, and is therefore designated as "R-1" single family residential. The Township will review the proposed resolution March 21, 2022, at their regular meeting following review by City Council immediately prior.

Once annexed into the city, sewer connection fees of approximately \$17,000.00 shall be paid by Andersons for the cost of the sewer project.

JOINT RESOLUTION NO. \_\_\_\_\_

IN THE MATTER OF THE ORDERLY ANNEXATION BETWEEN THE CITY  
OF AUSTIN AND AUSTIN TOWNSHIP  
PURSUANT TO MINNESOTA STATUTES §414.0325

WHEREAS, the City of Austin and Austin Township designate for orderly annexation the following described lands located within Austin Township, County of Mower, Minnesota:

See Attached Exhibit A (map and legal description).

WHEREAS, the City of Austin (the "City") and Austin Township (the "Township") are in agreement as to the orderly annexation of the unincorporated land described; and

WHEREAS, Minnesota Statutes §414.0325 provides a procedure whereby the City and the Township may agree on a process of orderly annexation of a designated area; and

WHEREAS, publication was not required pursuant to Minnesota Statutes §414.0325 Subd. 1b, because the orderly annexation agreement designates for immediate annexation property for which all the property owners have petitioned to be annexed; and

WHEREAS, the City and the Township have agreed to all the terms and conditions for the annexation of the above-described lands within this document and the signatories hereto agree that no consideration by the Office of Administrative Hearings - Municipal Boundary Adjustments is necessary; that the Office may review and comment, but shall within 30 days, order the annexation in accordance with the terms of the resolution.

NOW, THEREFORE, BE IT RESOLVED, jointly by the City Council of the City of Austin and the Township Board of Austin Township as follows:

1. That the following described lands in Austin Township are subject to orderly annexation pursuant to Minnesota Statutes §414.0325, and that the parties hereto designate those areas for orderly annexation, as follows:

See Attached Exhibit A (map and legal description).

2. That the designated area consists of approximately 1.4 acres. This parcel is a residential property. The property owner wishes to access city services due to the location, age, and cost of replacement, of the onsite waste treatment facilities serving the residence. The property owner has also received a compliance letter from Mower County regarding their onsite waste treatment system.

3. That the Township does, upon passage of this resolution and its adoption by the City Council of the City of Austin, and upon acceptance by the Municipal Boundary Adjustment Unit of the Office of Administrative Hearings, confer jurisdiction upon Municipal Boundary Adjustments so as to accomplish said orderly annexation in accordance with the terms of this resolution.

4. That the above-described property is urban or suburban or about to become so, and since the City is capable of providing municipal sanitary sewer services to this area immediately, the annexation would be appropriate for the property.

5. Local Procedure – The parties will follow such procedures as may be required by MN Statute §414.0325 as under the circumstances.

6. The tax capacity rate applicable to the property after annexation shall be increased in substantially equal proportions each year of a six year period until it equals the tax capacity rate of the City of Austin. Minn. Stat. Sec. §414.035 (1-6 years)

7. Municipal Reimbursement to Township. The City shall reimburse the Township for the taxable property of parcels lost to annexation for a period of six (6) years following the last year in which the Township would receive real estate for this property following annexation, and shall be paid according to the schedule as follows:

Year 1:	100% of the Real Estate Tax paid to the Township in the year of annexation			
Year 2:	80%	"	"	"
Year 3:	60%	"	"	"
Year 4:	40%	"	"	"
Year 5:	20%	"	"	"
Year 6:	10%	"	"	"
Year 7 and thereafter	0%	"	"	"

8. The City and the Township agree that upon receipt of this resolution, passed and adopted by each party, the Office of Administrative hearings/Municipal Boundary Adjustments, or its successor, may review and comment, but shall, within thirty (30) days, order the annexation in accordance with the terms of this resolution.

9. Connection to Municipal Sanitary Sewer System

- Connection to sanitary sewer will be completed within 12 months of annexation or as otherwise agreed between the City of Austin and the property owner.

10. The property owner will be charged a municipal sanitary connection fee for the costs associated with the construction of the sanitary sewer project.

11. Annexation shall become effective upon approval by the Municipal Boundary Adjustment Unit of the Office of Administrative Hearings.

12. The real estate described shall be zoned "R-1" Single Family Residential. This zoning designation is consistent with the current use of the property, surrounding area and future development.

Adopted by affirmative vote of all the members of the Austin Township Board of Supervisors  
this \_\_\_\_\_ day of March, 2022.

TOWNSHIP OF AUSTIN

By: \_\_\_\_\_  
Chairperson  
Board of Supervisors

By: \_\_\_\_\_  
Clerk  
Austin Township

Adopted by affirmative vote of the City Council of Austin, this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

YEAS

NAYS

CITY OF AUSTIN

ATTEST:

By: \_\_\_\_\_  
Mayor

By: \_\_\_\_\_  
City Recorder

Approved this \_\_\_\_\_ day of March 2022.

## EXHIBIT A

Beginning at the Northeast corner of the Southwest Quarter of the Northwest Quarter of Section 15, Township 102 North, Range 18 West, Mower County, Minnesota; thence South along the east line of said quarter quarter a distance of 302 feet, thence west parallel with the North line of said quarter quarter 200 feet, thence North 302 feet in a line parallel with the east line of said quarter quarter to the North line of said quarter quarter; thence east along the north line of said quarter quarter 200 feet to the place of beginning.

**Mower County Geospatial Hub**  
Online Mapping  
Private Member  
Mower County, MN

**Summary**  
Access tax parcels integrated with tax and value information, pay taxes, and view statements.  
[View Full Details](#)

**Application**  
Web Mapping Application  
November 19, 2021  
Date Updated  
June 8, 2020  
Published Date  
**Public**  
Anyone can see this content  
**Custom License**  
[View license details](#)

**Mower County Tax Parcel Viewer** ...lookup parcel related information Mower County Website

**Locate Property**  
Search for an address or locate on map  
Parcel ID Name Address  
Tax Parcels

**Property Detail**  
Parcel ID/PIN: 02.012.0300  
Physical Addr: 2702 4TH DR SW, AUSTIN MN 55912  
GIS Acres: 1.39  
Deeded Acres: 1.39  
Property Class: RESIDENTIAL  
Current Owner: ANDERSON THOMAS A  
2702 4TH DR SW  
AUSTIN MN 55912  
Ownership Type: Individual  
Tax Legal: Section 15 Township 102 Range 018  
E200FT N302FT SW1/4 NW1/4 1.39AC  
[Lookup More Property Details](#)

**Financial Detail**

Tax Due	\$ 1,200.00
Penalty Due	\$ 0.00
Fee Due	\$ 0.00
Interest Due	\$ 0.00
Total Balance Due	\$ 1,200.00
Delinquent	\$ 0.00
Current	\$ 1,200.00





# MOWER COUNTY

Public Works / Environmental Services  
1105 8th Avenue NE,  
Austin, Minnesota 55912  
Phone: (507) 437-7718 Fax: (507) 437-7609

Wednesday, December 8, 2021

THOMAS ANDERSON  
2702 4TH DR SW  
AUSTIN MN 55912

RE: Septic Ordinance changes that affect property you own (per Mower County tax system and Recorder's documents- PID# 02.012.0300

Dear THOMAS ANDERSON;

You are receiving this letter because Mower County adopted a new septic ordinance January 12, 2021, which will affect your property and you will need to plan and take action immediately and accordingly.

Inspections must be completed by a licensed septic inspection (list included). Septic inspections can normally only be completed between April-October. Contractors fill up quickly so contact one as soon as possible. Your parcel must be in compliance with the newly adopted ordinance by **July 1, 2022**.

This means:

- Either a Certificate of Compliance needs to be completed or
- Connection to the city sewer needs to be done

For those choosing to have a compliance inspection you will either receive a Certificate of Compliance (COC) which will be in effect for 3 years. If you receive a COC you will need to have another inspection every 3 years and thereafter every 3 years to demonstrate "constant compliance".

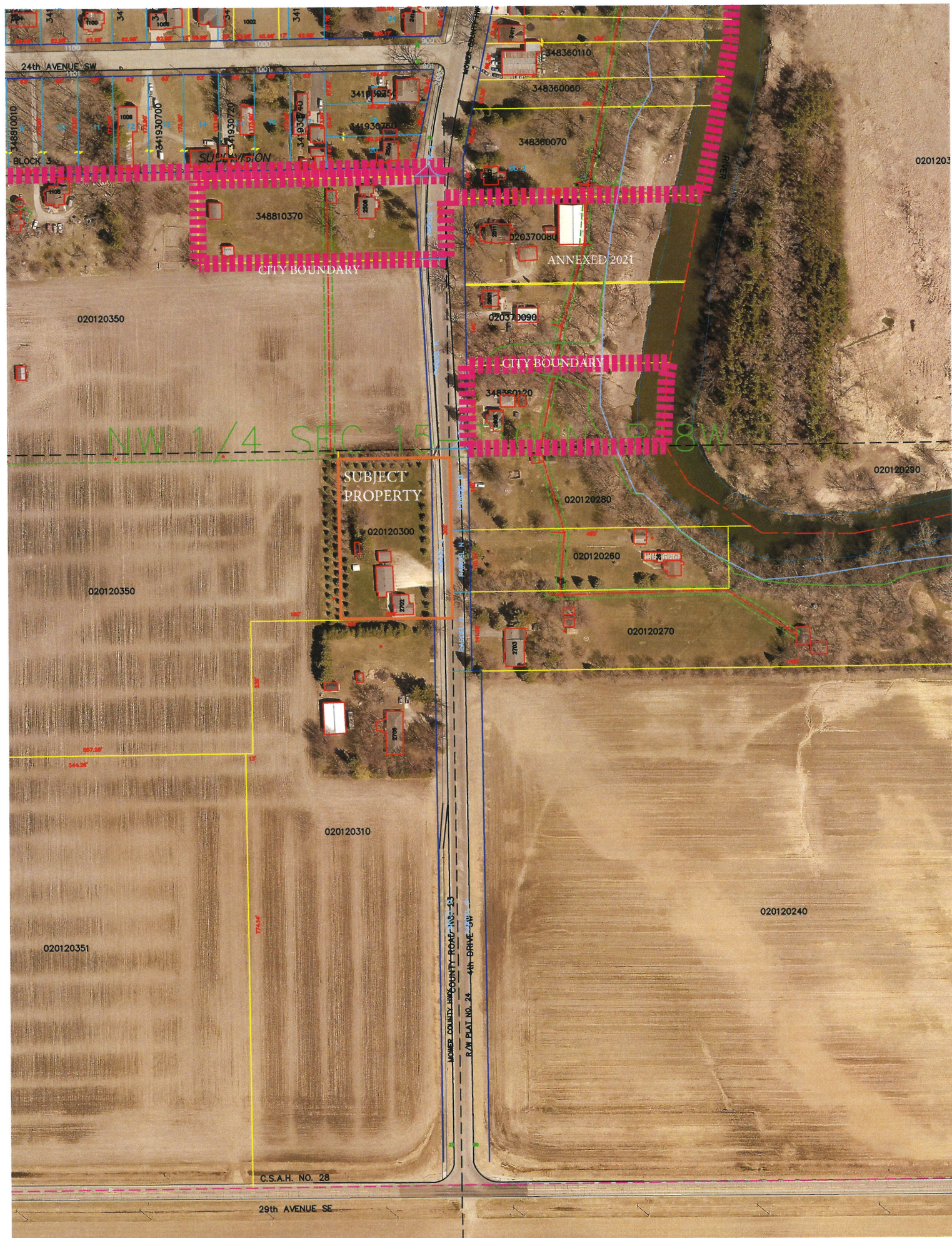
For those receiving a Notice of Non-compliance or knowing your system is failing: connection to the municipal sewer is required immediately.

If you already know that septic system on the property will not pass a compliance inspection (or would just prefer to connect), I advise you to forgo the cost of a compliance inspection and just make arrangements to connect to the already existing municipal sewer. Last year the cost of a compliance inspection ranged from \$500-\$600. Fees for a compliance inspection are established by private septic business owners. We are including a list of contractors that work in this area for your convenience.

Please be advised, if you are in an area of the County which has not already been annexed; the City of Austin, such as 10<sup>th</sup> Drive SE & 4<sup>th</sup> Drive SW – both in Austin) your property 02.012.0300 may require annexation into the City before connection to sewer is possible. This process may take several months to complete so you will want to act immediately in order to meet the **July 1, 2022** deadline. You will want to contact the following individuals from the City of Austin if you are not currently annexed or will be connecting to the municipal sewer:

Holly Wallace, City Planner	507-437-9952	Annexation
Steven Lang, City Engineer or April Grabbau	507-437-9950	Plumbing Permit - \$75.50  Meter: \$300.00







**PROPERTY OWNER PETITION TO MUNICIPALITY  
FOR ANNEXATION**

IN THE MATTER OF THE PETITION OF CERTAIN PERSONS FOR THE  
ANNEXATION OF CERTAIN LAND TO THE CITY OF AUSTIN, MINNESOTA

TO: Council of the City of Austin and Austin Township Board

PETITIONER(S) STATE:

It is hereby requested by:

\_\_\_\_\_ the sole property owner; or

  x   all of the property owners

of the area proposed for annexation to annex certain property described herein lying in the  
Township of Austin to the City of Austin, County of Mower, Minnesota.

The area proposed for annexation is described as follows:  
See attached Exhibit "A"

1. There are   2   property owners in the area proposed for annexation, 2702 4TH DR SW,  
AUSTIN MN 55912 .
2. The area to be annexed is not presently served by public wastewater facilities or public  
wastewater facilities are not otherwise available.
3. Said property is unincorporated and is not included within any other municipality.
4. The area of land proposed for annexation, in acres, is   1.4   acres.
5. The reason for the requested annexation is to facilitate the extension of city services to  
the property. The homeowner's have received a letter of non-compliance from Mower  
County.

PETITIONERS REQUEST: That the property described herein be annexed to and included  
within the City of Austin, Minnesota.

Dated: 2/14/22

Signature: [Signature]

Signature: Ardi Anderson



# 2022 Street Reconstruction

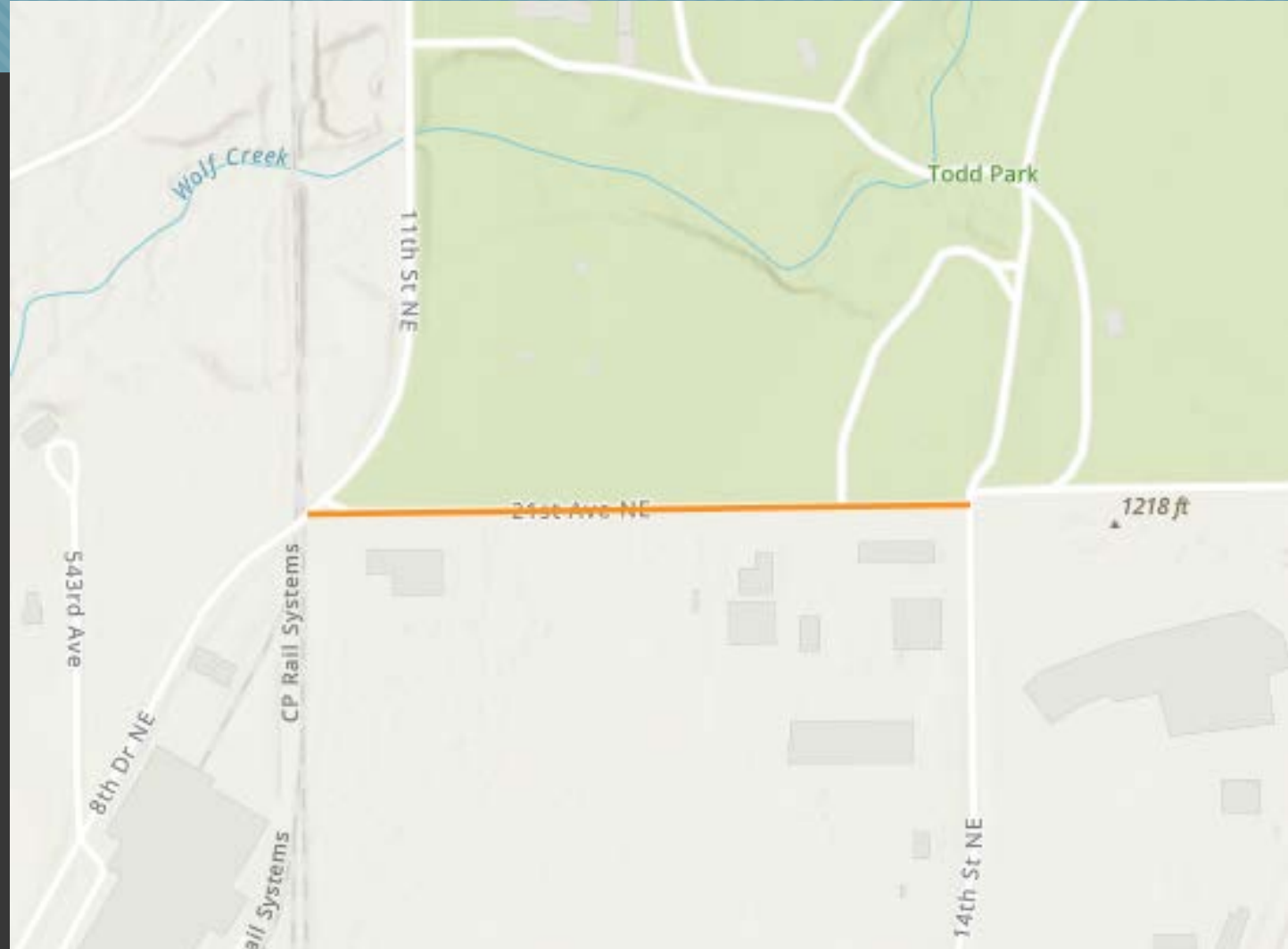
21<sup>st</sup> Avenue NE



# Project Location

## 21<sup>st</sup> Avenue NE

From 11<sup>th</sup> St NE to 14<sup>th</sup> St NE



# Existing Conditions



21<sup>ST</sup> AVENUE NE  
FACING EAST

# Existing Conditions



21<sup>ST</sup> AVENUE NE  
FACING WEST



# Existing Conditions



21<sup>ST</sup> AVENUE NE  
FACING WEST AT 11<sup>TH</sup> ST NE

# Project Scope

## ○ Surface Improvements

- Remove existing concrete pavement
- Remove center median
- Construct 40' wide concrete road with curb & gutter
- Realign intersection with 11<sup>th</sup> St NE to improve visibility and turning movements
- Construct 10' wide bike trail on the north side of 21<sup>st</sup> Ave
- Reconstruct RR crossing on 11<sup>th</sup> St NE and add pedestrian crossing (may need to be delayed to 2023)
- Restore grass boulevards

## ○ Underground Utility Improvements

- Replace storm sewer manholes and catch basins
- Install tile sub-drain and sump pump service lines

## ○ Austin Utilities Improvements

- Water main and service replacement
- Underground electrical crossings







21st Avenue NE Reconstruction  
City of Austin

Figure 1: Proposed Project Layout  
November 2021



# Project Schedule & Impacts

## ○ Schedule

- Begin construction in early July
- Construction is expected to be complete in October, depending on weather

## ○ Impacts

- 21<sup>st</sup> Ave NE will be closed to through traffic during construction
- Temporary access will be constructed for businesses located on 21<sup>st</sup> Ave NE
- Advanced warning signage will be installed at 14<sup>th</sup> St NE & I-90
- Temporary access to Todd Park will be constructed once work begins
- Todd Park entrance at 21<sup>st</sup> Ave NE will be closed during portions of the project
- Todd Park entrance at 11<sup>th</sup> St NE will be open at all times



# Project Benefits

- **Proposed upgrades provide**
  - Improved ride and safety
  - Improved drainage
  - More visually appealing streets
  - Increased lifespan of underground utilities
  - Decreased maintenance costs
  - Trail construction will improve pedestrian and bicycle mobility and safety



# Estimated Project Costs

Street Improvements	\$1,300,000
Storm Sewer Improvements	\$ 100,000
Total	\$1,400,000

- Project is funded by Assessments, Municipal State Aid Street Fund, and Federal Funds
- Total project assessment revenue
  - \$111,865.15

# Assessment Rates

Street Assessment	Rate/LF	Example (Lot w/ 200' of frontage)
Commercial Street	\$80.22	\$16,044.00
Curb & Gutter	\$19.50	\$3,900.00

- No corner lot policy for commercial properties
- Curb & gutter only assessed for the first time it is installed.

# Assessment Payment Options

**Assessment bills will be sent out late August/early September**

1. Pay the amount in full by October 28, 2022, without interest.
2. Pay at least 50% of the amount by October 28, 2022, without interest. The remainder will be added to your taxes, spread out over 15 years, with 3.75% interest.
3. Do not pay anything by October 28, 2022. The entire balance will be added to your property taxes, spread out over 15 years, with 3.75% interest.
4. If an individual is over the age of 65, financially qualifies, and lives on the property, the assessment may be deferred with interest until the property is sold.

# Project Updates

- Project updates and information will be posted in the following locations
- City of Austin Website – Weekly Project Updates
  - [www.ci.austin.mn.us/public-works/city-construction-projects](http://www.ci.austin.mn.us/public-works/city-construction-projects)
- City of Austin, Minnesota Facebook Page
  - [www.facebook.com/cityofaustinmn](http://www.facebook.com/cityofaustinmn)
- Flyers handed out door to door



# Questions?



**RESOLUTION NO.**

**RESOLUTION DECLARING COST TO BE ASSESSED  
AND ORDERING PREPARATION OF PROPOSED ASSESSMENT**

**WHEREAS**, the City Council has approved the project for 21<sup>st</sup> Avenue NE (8<sup>th</sup> Drive NE to 14<sup>th</sup> Street NE), Project 22-101.

**NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF AUSTIN,  
MINNESOTA:**

1. The portion of the cost to be assessed against the benefited property owners is declared to be \$111,865.15.
2. Assessments shall be payable in equal annual principal installments extending over a period of fifteen (15) years, the first of the installments to be payable on or before the first Monday in January, 2023, and shall bear interest at the rate of 3.75% per annum from November 1, 2022.
3. The City Clerk, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and shall file a copy of such proposed assessment in the City Clerk's Office for public inspection.
4. The City Recorder shall upon completion of such proposed assessment, notify the Council thereof.

Passed by the Austin City Council this 21st day of March, 2022.

YEAS

NAYS

ATTEST:

APPROVED:

\_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Mayor



**RESOLUTION NO.**

**WHEREAS**, pursuant to proper notice duly given as required by law, the Council has met and heard and passed on all objections to the proposed assessment for the following local improvement:

21<sup>st</sup> Avenue NE (8<sup>th</sup> Drive NE to 14<sup>th</sup> Street NE), Project 22-101.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AUSTIN, MINNESOTA:**

1. Such proposed assessment, a copy which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement and the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual principal installments extending over fifteen (15) years, the first of the installments to be payable on the first Monday in January 2023 and shall bear interest at the rate of 3.75 percent per annum. The first installment shall be added interest on the entire assessment from November 1, 2022 until December 31, 2023. To each subsequent installment when due shall be added interest one (1) year on all unpaid installments.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, except that no interest shall be charged if the entire assessment is paid by October 31 of the assessing year. The remaining principal balance may be paid at any time to the City Clerk with interest accrued to December 31<sup>st</sup> of the payment year.
4. The City Clerk shall forthwith transmit a certified duplicate of this assessment to the County Auditor to be extended on the property tax list of the County and such assessment shall be collected and paid over the same manner as other municipal taxes.

Passed by the Austin City Council this 21st day of March, 2022.

YEAS

NAYS

ATTEST:

APPROVED:

\_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Mayor



61 Extra Days  
Fund – 4200  
Code

Resolution No.

Street and sidewalk improvements on 21<sup>st</sup> Avenue NE  
Project No. 22-101  
Interest at 3.75% starting November 1, 2022  
15 years

Page 1

<u>Property Owner</u>	<u>Legal Description</u>	<u>Block</u>	<u>Addition</u>	<u>Total</u>
Joseph Properties LLC 34.009.0010	N 152 FT Lot 1	1	Austin Industrial Park NE	\$41,383.80
Robin K South 34.009.0012	N 359 FT E 200 FT Lot 2		Austin Industrial Park NE	\$19,953.97
H & L Brothers Inc 34.009.0017	N 359 FT W 185 FT Lot 2	1	Austin Industrial Park NE	\$18,448.20
1200 Properties LLC 34.009.0120	Lot 2 EXC S 300 FT	2	Austin Industrial Park NE	\$32,079.18

Total Assessment      \$111,865.15  
Prepayments  
Balance to be Assess

# 2022 Street Reconstruction

9<sup>th</sup> Street NW

10<sup>th</sup> Street NW



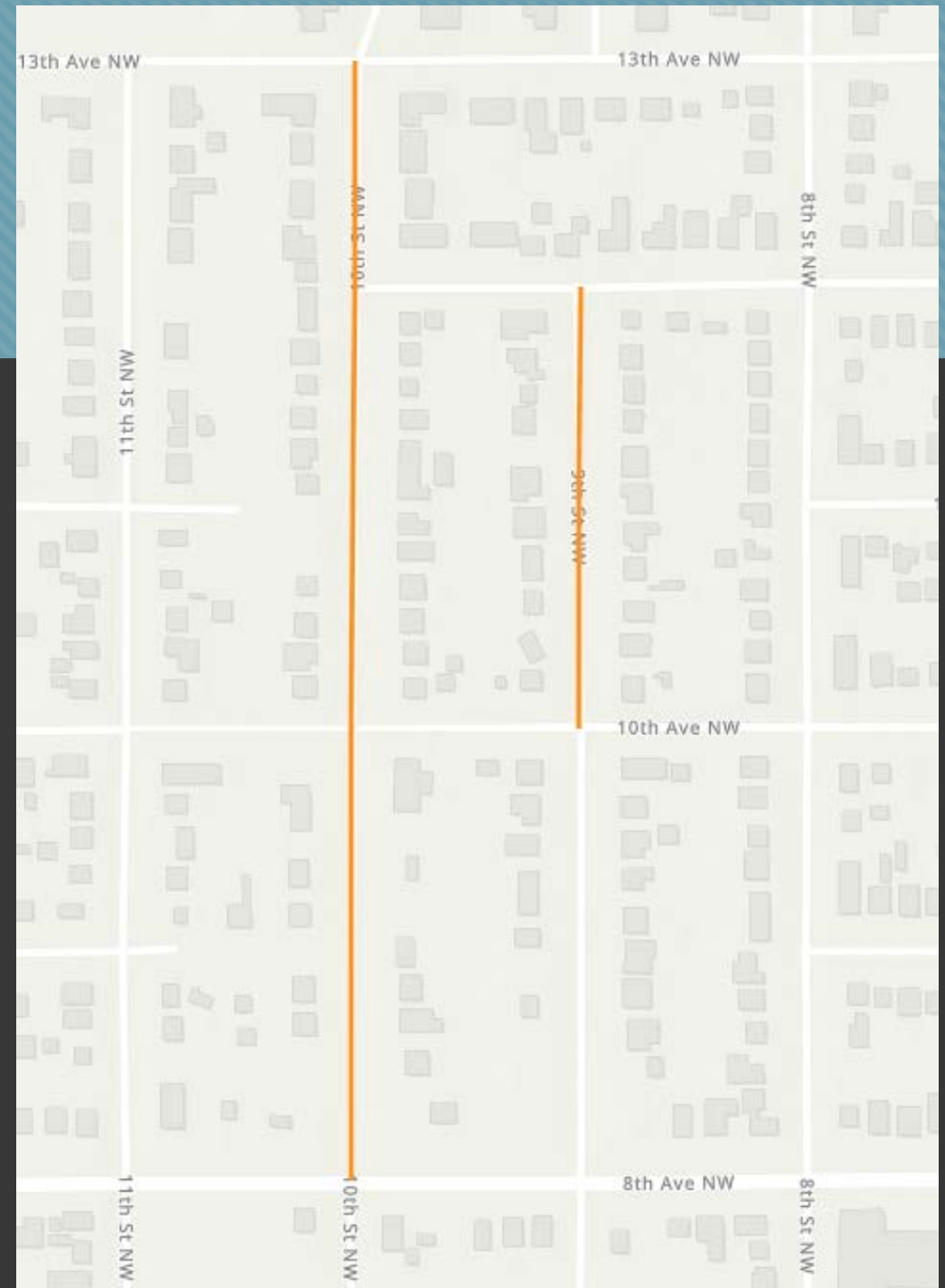
# Project Location

## 9<sup>th</sup> Street NW

From 10<sup>th</sup> Ave NW to 12<sup>th</sup> Ave NW

## 10<sup>th</sup> Street NW

From 8<sup>th</sup> Ave NW to 13<sup>th</sup> Ave NW





# Existing Conditions

A photograph of a residential street. The road is paved with asphalt and shows significant cracking and wear. There are green and orange spray-painted markings on the road surface. The road is flanked by sidewalks and lawns. Trees are visible along the street, and houses are in the background. The sky is overcast.

9<sup>TH</sup> STREET NW  
FACING SOUTH



# Existing Conditions

A photograph of a residential street scene. A black sedan is parked on the right side of the road, which is covered with fallen brown leaves. In the background, there are several houses with light-colored siding and dark shutters. A large tree stands to the left of the car, and another is to the right. A black trash bin is visible on the far right. The sky is overcast. The text "Existing Conditions" is overlaid in large white letters across the upper portion of the image.

9<sup>TH</sup> STREET NW



# Existing Conditions



10<sup>TH</sup> STREET NW  
FACING SOUTH AT 8<sup>TH</sup> AVE



# Existing Conditions



10<sup>TH</sup> STREET NW  
FACING SOUTHEAST AT 10<sup>TH</sup> AVE



# Project Scope

- **Surface Improvements**

- Remove existing curb & gutter and asphalt pavement
- Widen 9<sup>th</sup> St & 10<sup>th</sup> St NW to 34' wide
- Install new curb & gutter and asphalt pavement
- Remove and replace deficient sidewalk panels
- Install ADA compliant pedestrian ramps
- Restore grass boulevards

- **Underground Utility Improvements**

- Replace storm sewer mains, manholes, and catch basins
- Sanitary sewer manhole replacement
- Install tile sub-drain and sump pump service lines

- **Austin Utilities Improvements**

- Water main and service replacement on 9<sup>th</sup> St and 10<sup>th</sup> St NW
- Underground electrical crossings



# Project Schedule & Impacts

## ○ Schedule

- Begin construction on both 9<sup>th</sup> Street NW and 10<sup>th</sup> Street NW in early May
- Construction is expected to be complete on 9<sup>th</sup> Street NW in July and on 10<sup>th</sup> Street NW in early September, depending on weather
- Tree removals would take place prior to pavement removal

## ○ Impacts

- No access to driveways during construction
- Park vehicles on adjacent streets
- Remove any boats, RV's, or other vehicles from your property that you wish to use during construction
- Handicap accessible parking spaces can be created as close as possible to your house for those with a handicap parking permit
- Garbage and recycling pickup will be made on adjacent streets
- Boulevard sprinkler systems are the responsibility of the property owner to mark or remove prior to construction

# Project Benefits

- Proposed upgrades provide
  - Improved ride and safety
  - Improved drainage
  - More visually appealing streets
  - Increased lifespan of underground utilities
  - Decreased maintenance costs
  - Handicap accessible ramps will improve pedestrian access
  - Sidewalk repairs will improve pedestrian safety





# Estimated Project Costs

Street Improvements	\$ 805,000
Sanitary Sewer Improvements	\$ 75,000
Storm Sewer Improvements	\$ 50,000
<b>Total</b>	<b>\$ 930,000</b>

- Project is funded by Assessments, Local Street Fund, Stormwater Utility Fund, and WWTP Fund
- Total project assessment revenue
  - \$252,390.65

# Assessment Rates

Street Assessment	Rate/LF	Example (Lot w/ 75' of frontage)
Residential Street	\$56.18	\$4,213.50

- Corner lots are assessed the average of the two sides of frontage
  - Example: 100' of frontage on 10<sup>th</sup> St & 50' of frontage on 12<sup>th</sup> Ave, the average is 75'

Sidewalk Assessment	Rate/SF	Example (per 5.3' x 5.3' sidewalk panel)
4" Thick Sidewalk	\$6.75	\$189.61
6" Thick Sidewalk (through driveways)	\$9.25	\$259.83

- Sidewalk panels vary in size

# Assessment Payment Options

**Assessment bills will be sent out late August/early September**

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2. Pay at least 50% of the amount by October 28, 2022, without interest. The remainder will be added to your taxes, spread out over 15 years, with 3.75% interest.
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  - [www.ci.austin.mn.us/public-works/city-construction-projects](http://www.ci.austin.mn.us/public-works/city-construction-projects)
- City of Austin, Minnesota Facebook Page
  - [www.facebook.com/cityofaustinmn](http://www.facebook.com/cityofaustinmn)
- Flyers handed out door to door



# Questions?



**RESOLUTION NO.**

**RESOLUTION DECLARING COST TO BE ASSESSED  
AND ORDERING PREPARATION OF PROPOSED ASSESSMENT**

**WHEREAS**, the City Council has approved the project for 9<sup>th</sup> Street NW (10<sup>th</sup> Avenue NW to 12<sup>th</sup> Avenue NW) and 10<sup>th</sup> Street NW (8<sup>th</sup> Avenue NW to 13<sup>th</sup> Avenue NW), Project 22-102.

**NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF AUSTIN, MINNESOTA:**

1. The portion of the cost to be assessed against the benefited property owners is declared to be \$252,390.65.
2. Assessments shall be payable in equal annual principal installments extending over a period of fifteen (15) years, the first of the installments to be payable on or before the first Monday in January, 2023, and shall bear interest at the rate of 3.75% per annum from November 1, 2022.
3. The City Clerk, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and shall file a copy of such proposed assessment in the City Clerk's Office for public inspection.
4. The City Recorder shall upon completion of such proposed assessment, notify the Council thereof.

Passed by the Austin City Council this 21st day of March, 2022.

YEAS

NAYS

ATTEST:

APPROVED:

\_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Mayor



## RESOLUTION NO.

**WHEREAS**, pursuant to proper notice duly given as required by law, the Council has met and heard and passed on all objections to the proposed assessment for the following local improvement:

9<sup>th</sup> Street NW (10<sup>th</sup> Avenue NW to 12<sup>th</sup> Avenue NW) and 10<sup>th</sup> Street NW (8<sup>th</sup> Avenue NW to 13<sup>th</sup> Avenue NW), Project 22-102.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AUSTIN, MINNESOTA:**

1. Such proposed assessment, a copy which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement and the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual principal installments extending over fifteen (15) years, the first of the installments to be payable on the first Monday in January 2023 and shall bear interest at the rate of 3.75 percent per annum. The first installment shall be added interest on the entire assessment from November 1, 2022 until December 31, 2023. To each subsequent installment when due shall be added interest one (1) year on all unpaid installments.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, except that no interest shall be charged if the entire assessment is paid by October 31 of the assessing year. The remaining principal balance may be paid at any time to the City Clerk with interest accrued to December 31<sup>st</sup> of the payment year.
4. The City Clerk shall forthwith transmit a certified duplicate of this assessment to the County Auditor to be extended on the property tax list of the County and such assessment shall be collected and paid over the same manner as other municipal taxes.

Passed by the Austin City Council this 21st day of March, 2022.

YEAS

NAYS

ATTEST:

APPROVED:

\_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Mayor

61 Extra Days  
Fund – 49000  
Code 49000.4204

Street and sidewalk improvements on 9<sup>th</sup> Street NW & 10<sup>th</sup> Street NW  
Project No. 22-102  
Interest at 3.75% starting November 1, 2022  
15 years

Resolution No.

Page 1

<u>Property Owner</u>	<u>Legal Description</u>	<u>Block</u>	<u>Addition</u>	<u>Total</u>
Rodney S & Cynthia A Johnson 34.250.0010	Lot 1	1	Embasssy Addition	\$719.55
Angela M Schuster 34.250.0020	Lot 2	1	Embasssy Addition	\$4,442.51
Marlett P & Jennel Hines Jr 34.250.0030	Lot 3	1	Embasssy Addition	\$4,269.82
Kim Louise Gunderson 34.250.0040	Lot 4	1	Embasssy Addition	\$187.08
Kue Mo 34.250.0110	Lot 5 & N 22 FT OF Vacated ST	2	Embasssy	\$6,609.22
Sandrakay J Williamson 34.250.0120	Lot 6	2	Embasssy	\$4,410.13
Robert R & Nancy Clark 34.250.0130	Lot 7	2	Embasssy	\$4,226.64
Ann M Krueger 34.250.0140	Lot 8	2	Embasssy	\$0.00
Holden & Yolly Jimmy 34.515.0010	Lot 1	1	Oak Grove	\$161.90
Salvador Victoria And Josefina Hernandez Morales 34.515.0011	Lot 2	1	Oak Grove	\$3,042.85
Kim R & Helen A Schroeder 34.515.0020	Lot 3	1	Oak Grove	\$4,754.45
Aaron Broberg 34.515.0030	Lot 4	1	Oak Grove	\$2,967.30
Christopher M & Judy K Fluor 34.515.0040	Lot 5	1	Oak Grove	\$4,301.53

61 Extra Days  
Fund – 49000  
Code 49000.4204

Street and sidewalk improvements on 9<sup>th</sup> Street NW & 10<sup>th</sup> Street NW  
Project No. 22-102  
Interest at 3.75% starting November 1, 2022  
15 years

Resolution No.

Page 2

<u>Property Owner</u>	<u>Legal Description</u>	<u>Block</u>	<u>Addition</u>	<u>Total</u>
Paul S Lommen 34.515.0050	Lot 6	1	Oak Grove	\$2,992.49
Amanda Aasland 34.515.0060	Lot 7	1	Oak Grove	\$3,305.49
Gregg L & Beth Ormseth 34.515.0070	Lot 8	1	Oak Grove	\$3,251.12
Eric H & Kristen M Olson 34.515.0080	Lot 9	1	Oak Grove	\$3,437.24
Dune Acquisitions Llc 34.515.0090	Lot 10	1	Oak Grove	\$2,840.55
Sonia Lopez Bautista 34.515.0100	Lot 11	1	Oak Grove	\$2,880.13
Brooke M Yunker 34.515.0110	Lot 12	1	Oak Grove	\$737.54
Jade A Krueger 34.515.0120	Lot 1	2	Oak Grove	\$0.00
Mary J Stoltzner 34.515.0130	Lot 2	2	Oak Grove	\$3,391.84
Dennis J & Elizabeth A Hagan 34.515.0140	Lot 3	2	Oak Grove	\$3,500.83
Amy & Fernando Marin 34.515.0150	Lot 4	2	Oak Grove	\$2,809.00
Linda K Alford 34.515.0160	Lot 5	2	Oak Grove	\$3,265.91
Scott T & Karen D Longueville 34.515.0170	Lot 6	2	Oak Grove	\$3,003.28



61 Extra Days  
Fund – 49000  
Code 49000.4204

Street and sidewalk improvements on 9<sup>th</sup> Street NW & 10<sup>th</sup> Street NW  
Project No. 22-102  
Interest at 3.75% starting November 1, 2022  
15 years

Resolution No.

Page 3

<u>Property Owner</u>	<u>Legal Description</u>	<u>Block</u>	<u>Addition</u>	<u>Total</u>
Elizabeth A Gunter 34.515.0180	Lot 7	2	Oak Grove	\$3,694.05
John W & Julie A Schramek 34.515.0190	Lot 8	2	Oak Grove	\$2,992.49
Darlene King 34.515.0200	Lot 9	2	Oak Grove	\$3,275.88
Daniel S & Joy Rouse 34.515.0210	Lot 10	2	Oak Grove	\$4,098.03
Stephanie Leverington 34.515.0220	Lot 11	2	Oak Grove	\$4,099.23
Patrick W Flanagan 34.515.0230	Lot 12 & 32 FT Vacated ST	2	Oak Grove	\$7,128.41
Edward J Carlino & Krystal L Evans 34.545.0010	Lot 1	1	Old Oaks 2nd	\$359.78
Aaron M Jones 34.545.0020	Lot 2	1	Old Oaks 2nd	\$3,863.26
Kevin L & Tamara Johnson 34.545.0030	Lot 3	1	Old Oaks 2nd	\$3,564.52
Kristie Ann Edge 34.545.0040	Lot 4	1	Old Oaks 2nd	\$5,692.65
Joystar Properties Llc 34.545.0050	Lot 5	1	Old Oaks 2nd	\$4,560.43
Beauty Paw & Maya Htoo 34.545.0060	Lot 6	1	Old Oaks 2nd	\$5,329.95
Charles A & Twyla F Balstad Jr 34.545.0070	Lots 7 & 8	1	Old Oaks 2nd	\$10,957.59
Thomas P & Patricia Woodhouse	Lot 9	1	Old Oaks 2nd	\$5,527.90

61 Extra Days  
Fund – 49000  
Code 49000.4204

Street and sidewalk improvements on 9<sup>th</sup> Street NW & 10<sup>th</sup> Street NW  
Project No. 22-102  
Interest at 3.75% starting November 1, 2022  
15 years

Resolution No.

Page 4

<u>Property Owner</u>	<u>Legal Description</u>	<u>Block</u>	<u>Addition</u>	<u>Total</u>
34.545.0080				
Pray Reh & Peh Meh 34.545.0090	Lot 10	1	Old Oaks 2nd	\$1,466.02
Kossi Afanou 34.545.0100	Lot 1	2	Old Oaks 2nd	\$895.84
Chad A Kominek 34.545.0110	Lot 2	2	Old Oaks 2nd	\$3,416.38
Darci J Buchan 34.545.0120	Lot 3	2	Old Oaks 2nd	\$3,796.01
Cirila Cruz Hernandez 34.545.0130	Lot 4	2	Old Oaks 2nd	\$4,353.50
Mark S & Julie Placek 34.545.0140	Lot 5	2	Old Oaks 2nd	\$4,766.44
Nancy A & Robert L Schneider 34.545.0150	Lot 6	2	Old Oaks 2nd	\$4,908.62
Jerry A & Marilyn Johnson 34.545.0160	Lot 7	2	Old Oaks 2nd	\$5,627.24
Hannah Lea Cheeseman 34.545.0170	Lot 8	2	Old Oaks 2nd	\$5,268.79
Joseph Johnson & Kaley Bell 34.545.0180	Lot 9	2	Old Oaks 2nd	\$4,764.03
Sead & Izeta Barut 34.545.0190	Lot 10 EXC E 45 FT	2	Old Oaks 2nd	\$4,735.84
Tyrone Willett 34.545.0200	Lot 11 EXC E 45 FT	2	Old Oaks 2nd	\$1,252.02
Nancy Margaret Van Houten 34.745.0010	Lot 1 & W 11.4 FT Lot 2	1	Tollerud	\$4,148.76

61 Extra Days  
Fund – 49000  
Code 49000.4204

Street and sidewalk improvements on 9<sup>th</sup> Street NW & 10<sup>th</sup> Street NW  
Project No. 22-102  
Interest at 3.75% starting November 1, 2022  
15 years

Resolution No.

Page 5

<u>Property Owner</u>	<u>Legal Description</u>	<u>Block</u>	<u>Addition</u>	<u>Total</u>
Richard & Madaline Burzinski 34.745.0030	Lot 3	1	Tollerud	\$3,951.73
Janice L Murphy 34.745.0040	Lot 4	1	Tollerud	\$3,160.23
thomas J & Terrie Leake 34.745.0050	Lot 5 EXC N 3.33 FT	1	Tollerud	\$3,109.30
Kandyce A Kuns 34.745.0060	Lot 6 & N 3.33 FT Lot 5	1	Tollerud	\$4,279.12
Gregory S & Sandra J Bell 34.745.0070	Lots 7, 8 & 9	1	Tollerud	\$8,994.42
Emilee Rangel 34.745.0080	Lot 10 & 11	1	Tollerud	\$2,572.26
William J & Wendy L Fleiner 34.745.0100	Lot 2	2	Tollerud	\$6,008.08
Susan V Hansen 34.745.0110	Lot 3	2	Tollerud	\$2,996.08
Andrew G & Rebekah L Gatzemeyer 34.745.0120	Lot 4	2	Tollerud	\$3,364.38
James D Churchill & Rick J Matter 34.745.0130	Lot 5 & S 1/2 Lot 6	2	Tollerud	\$5,012.48
Robert Hartman II & Sarah Hartman 34.745.0140	Lot 7 & N 1/2 Lot 6	2	Tollerud	\$6,832.94
Michael Hanson And Samantha Hanson 34.745.0150	Lot 8 & S 27.66 FT Lot 9	2	Tollerud	\$6,715.86
Bradley Gorman 34.745.0160	Lot 10 & 11, & N 25.67 FT Lot 9	2	Tollerud	\$5,341.72



61 Extra Days  
Fund – 49000  
Code 49000.4204

Resolution No.

Street and sidewalk improvements on 9<sup>th</sup> Street NW & 10<sup>th</sup> Street NW  
Project No. 22-102  
Interest at 3.75% starting November 1, 2022  
15 years

Page 6

Property Owner

Legal Description

Block

Addition

Total

Total Assessment  
Prepayments  
Balance to be Assess

\$252,390.65

# 2022 Street Reconstruction

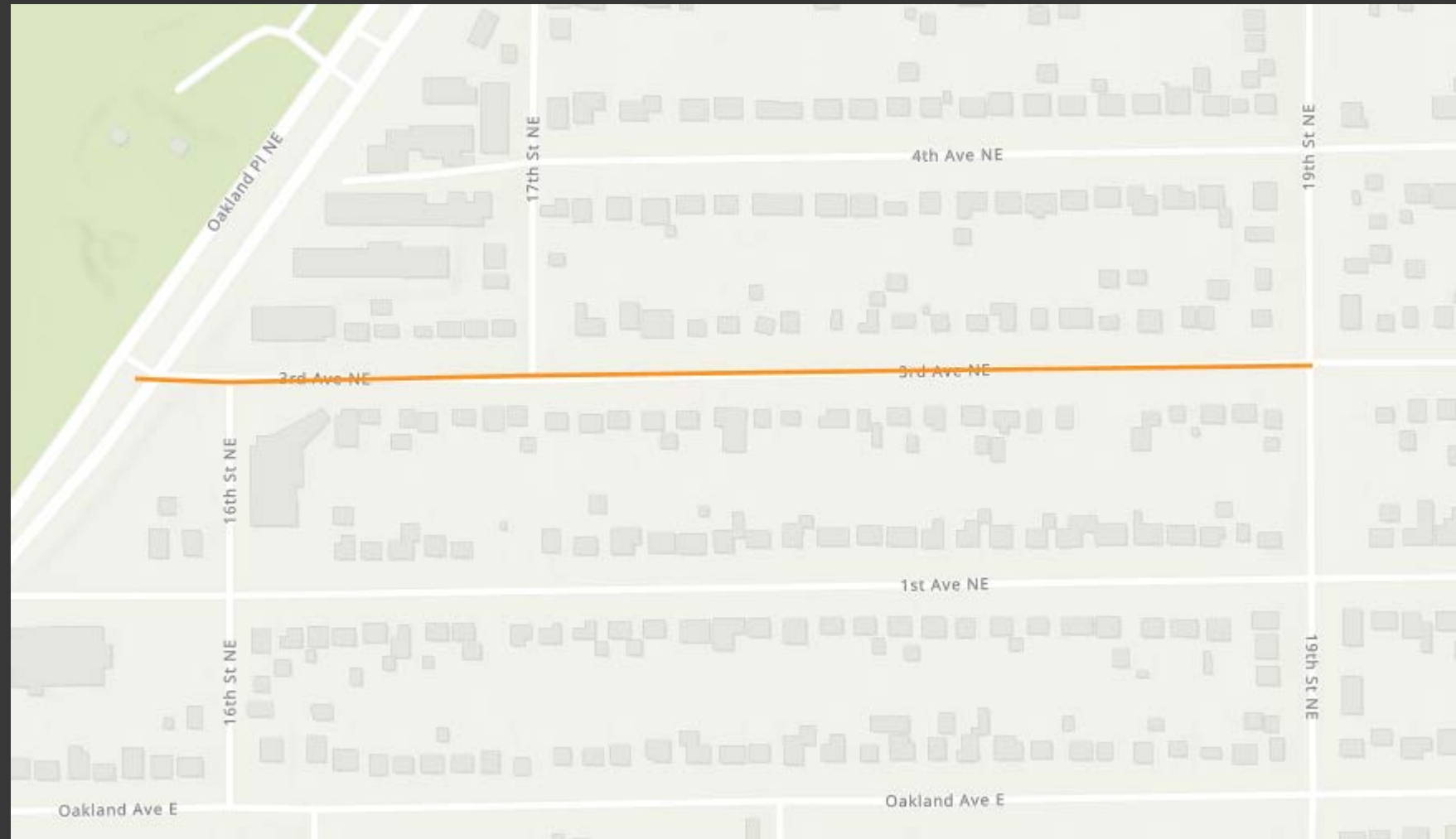
3<sup>rd</sup> Avenue NE



# Project Location

## 3<sup>rd</sup> Avenue NE

From Oakland PI NE to 19<sup>th</sup> St NE





# Existing Conditions

A wide-angle photograph of a residential street. On the left, a tall utility pole stands near a sidewalk and a grassy area with trees. The road is paved and shows some wear. In the background, there are houses and more trees under a grey, overcast sky.

3<sup>RD</sup> AVENUE NE  
FACING EAST AT 16<sup>TH</sup> ST NE



# Existing Conditions



3<sup>RD</sup> AVENUE NE  
FACING EAST AT 17<sup>TH</sup> ST NE



# Existing Conditions



3<sup>RD</sup> AVENUE NE  
FACING EAST



# Existing Conditions

A photograph of a residential street, 3rd Avenue NE, facing west. The asphalt road is heavily cracked and shows signs of wear, including several potholes. The road is flanked by green lawns and houses. On the left, there are houses with brown and tan siding. On the right, there are houses with blue and white siding. Trees with autumn-colored leaves (yellow, orange, and red) are scattered throughout the scene. A concrete curb runs along the right side of the road, with a pile of fallen leaves gathered against it. The sky is overcast.

3<sup>RD</sup> AVENUE NE  
FACING WEST



# Project Scope

- **Surface Improvements**

- Remove existing curb & gutter and asphalt pavement
- Install new curb & gutter and asphalt pavement
- Remove and replace deficient sidewalk panels
- Install ADA compliant pedestrian ramps
- Restore grass boulevards

- **Underground Utility Improvements**

- Replace storm sewer mains, manholes, and catch basins
- Sanitary sewer replacement from 16<sup>th</sup> St to 17<sup>th</sup> St NE
- Install tile sub-drain and sump pump service lines

- **Austin Utilities Improvements**

- Water main and service replacement
- Underground electrical crossings



# Project Schedule & Impacts

## ○ Schedule

- Project will be separated into two phases
- Phase 1 – Oakland Place NE to 1819 3<sup>rd</sup> Ave NE – Starts Early May
- Phase 2 – 1819 3<sup>rd</sup> Ave NE to 19<sup>th</sup> St NE – Starts Early July
- Construction on both phase 1 and 2 is expected to be complete in early October, depending on weather

## ○ Impacts

- No access to driveways during construction
- Park vehicles on adjacent streets
- Remove any boats, RV's, or other vehicles from your property that you wish to use during construction
- Handicap accessible parking spaces can be created as close as possible to your house for those with a handicap parking permit
- Garbage and recycling pickup will be made on adjacent streets
- Boulevard sprinkler systems are the responsibility of the property owner to mark or remove prior to construction

# Project Benefits

- Proposed upgrades provide
  - Improved ride and safety
  - Improved drainage
  - More visually appealing streets
  - Increased lifespan of underground utilities
  - Decreased maintenance costs
  - Handicap accessible ramps will improve pedestrian access
  - Sidewalk repairs will improve pedestrian safety





# Estimated Project Costs

Street Improvements	\$ 700,000
Sanitary Sewer Improvements	\$ 160,000
Storm Sewer Improvements	\$ 150,000
<b>Total</b>	<b>\$1,010,000</b>

- Project is funded by Assessments, Local Street Fund, Stormwater Utility Fund, and WWTP Fund
- Total project assessment revenue
  - \$226,047.79

# Assessment Rates

Street Assessment	Rate/LF	Example (Lot w/ 75' of frontage)
Residential Street	\$56.18	\$4,213.50

- Corner lots are assessed the average of the two sides of frontage
  - Example: 100' of frontage on 3<sup>rd</sup> Ave & 50' of frontage on 17<sup>th</sup> St, average is 75'

Sidewalk Assessment	Rate/SF	Example (per 5.3' x 5.3' sidewalk panel)
4" Thick Sidewalk	\$6.75	\$189.61
6" Thick Sidewalk (through driveways)	\$9.25	\$259.83

- Sidewalk panels vary in size

# Assessment Payment Options

**Assessment bills will be sent out late August/early September**

1. Pay the amount in full by October 28, 2022, without interest.
2. Pay at least 50% of the amount by October 28, 2022, without interest. The remainder will be added to your taxes, spread out over 15 years, with 3.75% interest.
3. Do not pay anything by October 28, 2022. The entire balance will be added to your property taxes, spread out over 15 years, with 3.75% interest.
4. If an individual is over the age of 65, financially qualifies, and lives on the property, the assessment may be deferred with interest until the property is sold.



# Project Updates

- Project updates and information will be posted in the following locations
- City of Austin Website – Weekly Project Updates
  - [www.ci.austin.mn.us/public-works/city-construction-projects](http://www.ci.austin.mn.us/public-works/city-construction-projects)
- City of Austin, Minnesota Facebook Page
  - [www.facebook.com/cityofaustinmn](http://www.facebook.com/cityofaustinmn)
- Flyers handed out door to door



# Questions?



**RESOLUTION NO.**

**RESOLUTION DECLARING COST TO BE ASSESSED  
AND ORDERING PREPARATION OF PROPOSED ASSESSMENT**

**WHEREAS**, the City Council has approved the project for 3<sup>rd</sup> Avenue NE (Oakland Place NE to 19<sup>th</sup> Street NE), Project 22-103.

**NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF AUSTIN, MINNESOTA:**

1. The portion of the cost to be assessed against the benefited property owners is declared to be \$226,047.79.
2. Assessments shall be payable in equal annual principal installments extending over a period of fifteen (15) years, the first of the installments to be payable on or before the first Monday in January, 2023, and shall bear interest at the rate of 3.75% per annum from November 1, 2022.
3. The City Clerk, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and shall file a copy of such proposed assessment in the City Clerk's Office for public inspection.
4. The City Recorder shall upon completion of such proposed assessment, notify the Council thereof.

Passed by the Austin City Council this 21st day of March, 2022.

YEAS

NAYS

ATTEST:

APPROVED:

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City Recorder

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Mayor



**RESOLUTION NO.**

**WHEREAS**, pursuant to proper notice duly given as required by law, the Council has met and heard and passed on all objections to the proposed assessment for the following local improvement:

3<sup>rd</sup> Avenue NE (Oakland Place NE to 19<sup>th</sup> Street NE), Project 22-103.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE  
CITY OF AUSTIN, MINNESOTA:**

1. Such proposed assessment, a copy which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement and the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual principal installments extending over fifteen (15) years, the first of the installments to be payable on the first Monday in January 2023 and shall bear interest at the rate of 3.75 percent per annum. The first installment shall be added interest on the entire assessment from November 1, 2022 until December 31, 2023. To each subsequent installment when due shall be added interest one (1) year on all unpaid installments.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, except that no interest shall be charged if the entire assessment is paid by October 31 of the assessing year. The remaining principal balance may be paid at any time to the City Clerk with interest accrued to December 31<sup>st</sup> of the payment year.
4. The City Clerk shall forthwith transmit a certified duplicate of this assessment to the County Auditor to be extended on the property tax list of the County and such assessment shall be collected and paid over the same manner as other municipal taxes.

Passed by the Austin City Council this 21st day of March, 2022.

YEAS

NAYS

ATTEST:

APPROVED:

\_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Mayor

61 Extra Days  
Fund – 49000  
Code 49000.4204

Street and sidewalk improvements on 3<sup>rd</sup> Avenue NE  
Project No. 22-103  
Interest at 3.75% starting November 1, 2022  
15 years

Resolution No.

Page 1

<u>Property Owner</u>	<u>Legal Description</u>	<u>Block</u>	<u>Addition</u>	<u>Total</u>
Joey L & Rebecca S Gray 34.190.0910	N 150 FT OUT LOT 45		Decker Acres	\$3,837.51
Nancy Y Rugg 34.190.0930	N 150 FT OUT LOT 46		Decker Acres	\$3,387.80
Glen And Patricia Hubers 34.190.0970	N 150 FT OUT LOT 47		Decker Acres	\$4,859.28
Karla June Krebsbach 34.190.0980	N 150 FT OUT LOT 48		Decker Acres	\$3,761.96
Monica A Grimm 34.190.0990	N 150 FT OUT LOT 49		Decker Acres	\$4,718.96
Corey D Rogers 34.190.1000	OUT LOT 50 EXC S 1/2		Decker Acres	\$3,775.95
Clifford D Finholdt 34.190.1030	N 1/2 OUT LOT 51		Decker Acres	\$3,859.10
Mario V Rodriguez 34.190.1040	N 150 FT OUT LOT 52		Decker Acres	\$3,700.80
Luis H Ortiz 34.190.1060	N 150 FT OUT LOT 53		Decker Acres	\$4,203.69
Luis H Ortiz 34.190.1090	N 150 FT OUT LOT 54		Decker Acres	\$3,341.02
Shay Nelson 34.190.1100	OUT LOT 55 EXC S 150 FT		Decker Acres	\$3,427.37
Katelyn Sarkar & Devon Sprenger-Chicos 34.190.1130	N 150 FT OUT LOT 56		Decker Acres	\$3,614.45
Stacie Auger 34.190.1150	OUT LOT 57 EXC S 150 FT		Decker Acres	\$3,524.51

61 Extra Days  
Fund – 49000  
Code 49000.4204

Street and sidewalk improvements on 3<sup>rd</sup> Avenue NE  
Project No. 22-103  
Interest at 3.75% starting November 1, 2022  
15 years

Resolution No.

Page 2

<u>Property Owner</u>	<u>Legal Description</u>	<u>Block</u>	<u>Addition</u> Decker Acres	<u>Total</u> \$3,913.07
Taylor A Evans 34.190.1170	N 150 FT OUT LOT 58			
Karen Kay Nei 34.190.1180	N 1/2 OUT LOT 59 EXC E 10 FT		Decker Acres	\$2,944.72
Adam B & Alisha M Meyer 34.190.1200	N 150 FT E 10 FT OUT LOT 59 & OF W 1/2 OUT LOT 60		Decker Acres	\$2,415.52
Adam B & Alisha M Meyer 34.190.1220	N 150 FT E 1/2 OUT LOT 60		Decker Acres	\$1,850.68
Robert Nihart 34.190.1230	N 150 FT OUT LOT 61		Decker Acres	\$4,861.41
Robert Nihart 34.190.1260	N 150 FT OUT LOT 62		Decker Acres	\$4,013.67
Phillip B Nordstrom Jr 34.190.1280	N 1/2 OUT LOT 63		Decker Acres	\$3,708.00
RPD Properties Llc 34.190.1290	N 150 FT OUT LOT 64		Decker Acres	\$3,341.02
Housing & Redevelopment Authority 34.190.1320	N 1/2 OUT LOT 65 SINGLE FAMILY- 4 BEDROOM		Decker Acres	\$2,945.86
Laura Hunn 34.190.1340	N 1/2 OUT LOT 66		Decker Acres	\$187.08
Carmen E Hernandez Soriano 34.190.2260	S 75 FT OUT LOTS 111 & 112		Decker Acres	\$895.27
Raey M Hastings 34.190.2280	S 1/2 OUT LOT 113		Decker Acres	\$3,596.84
Lynn M Miller 34.190.2290	OUT LOT 114 EXC N 1/2		Decker Acres	\$3,516.75



61 Extra Days  
Fund – 49000  
Code 49000.4204

Street and sidewalk improvements on 3<sup>rd</sup> Avenue NE  
Project No. 22-103  
Interest at 3.75% starting November 1, 2022  
15 years

Resolution No.

Page 3

<u>Property Owner</u>	<u>Legal Description</u>	<u>Block</u>	<u>Addition</u>	<u>Total</u>
Adriana Martinez-Garcia 34.190.2320	S 1/2 OUT LOT 115		Decker Acres	\$3,606.70
James L Erickson 34.190.2330	OUT LOT 116 EXC N 1/2		Decker Acres	\$4,067.21
Nancy K Jessen 34.190.2360	S 1/2 OUT LOT 117		Decker Acres	\$3,883.72
Craig M Hansen 34.190.2370	OUT LOT 118 EXC N 150 FT		Decker Acres	\$3,340.46
Andrew Ulland & Stephanie Ulland 34.190.2390	OUT LOT 119 EXC N 1/2		Decker Acres	\$4,305.86
Cindy M Stewart 34.190.2420	S 150 FT OUT LOT 120		Decker Acres	\$4,650.84
Theresa A Deblieck 34.190.2430	S 1/2 OUT LOT 121		Decker Acres	\$3,451.99
Steven Christianson 34.190.2460	S 150 FT OUT LOT 122		Decker Acres	\$3,739.15
Judy K Kraft 34.190.2470	OUT LOT 123 EXC N 150 FT		Decker Acres	\$4,508.40
Jacqueline A Orth 34.190.2490	OUT LOT 124 EXC N 1/2		Decker Acres	\$3,534.74
Ismael Franco 34.190.2510	OUT LOT 125 EXC N 150 FT		Decker Acres	\$4,078.00
Brian J & Mary Medinnus 34.190.2530	OUT LOT 126 EXC N 1/2		Decker Acres	\$4,104.12
William L George 34.190.2550	OUT LOT 127 EXC N 1/2		Decker Acres	\$3,854.27

61 Extra Days  
Fund – 49000  
Code 49000.4204

Street and sidewalk improvements on 3<sup>rd</sup> Avenue NE  
Project No. 22-103  
Interest at 3.75% starting November 1, 2022  
15 years

Resolution No.

Page 4

<u>Property Owner</u>	<u>Legal Description</u>	<u>Block</u>	<u>Addition</u> Decker Acres	<u>Total</u> \$4,579.15
Samuel J Hierlmaier 34.190.2570	OUT LOT 128 EXC N 183 FT			
Greg Hackensmith 34.190.2590	OUT LOT 129 EXC N 1/2		Decker Acres	\$3,523.95
Scott J Hill 34.190.2610	OUTLOT 130 EXC N 1/2		Decker Acres	\$4,243.50
Jill M Van Hooser & Daniel J Van Hooser 34.190.2630	OUT LOT 131 EXC N 1/2		Decker Acres	\$3,340.46
Keith T & Victoria A Larson 34.190.2650	OUT LOT 132 EXC N 1/2		Decker Acres	\$183.49
Delaney J Bakke 34.410.0400	Lot 11	3	Lewis Park	\$3,382.26
Dennis J & Lisa A Herold 34.410.0410	Lot 12	3	Lewis Park	\$3,201.25
Angela K Miller 34.410.0420	Lot 13	3	Lewis Park	\$3,309.18
Michael J Danielson 34.410.0430	Lot 14	3	Lewis Park	\$3,344.76
Dennis E Bissen Et Ux 34.410.0440	Lot 15	3	Lewis Park	\$3,122.10
Adela Laureano & Jose Laureano Marcano 34.410.0450	Lot 16	3	Lewis Park	\$3,075.86
Aja Jimma Obuey 34.410.0451	Lot 17	3	Lewis Park	\$2,834.28
Holy Cross Ev Lutheran Church 34.410.0452	Lots 18, 19 & 20	3	Lewis Park	\$13,946.24

61 Extra Days  
Fund – 49000  
Code 49000.4204

Street and sidewalk improvements on 3<sup>rd</sup> Avenue NE  
Project No. 22-103  
Interest at 3.75% starting November 1, 2022  
15 years

Resolution No.

Page 5

<u>Property Owner</u>	<u>Legal Description</u>	<u>Block</u>	<u>Addition</u>	<u>Total</u>
Holy Cross Ev Lutheran Church 34.410.0475	All that part of Lots 13, 14 & 15 East of Lake	4	Lewis Park	\$1,837.09
Ronald D Jensen 34.410.0480	Lots 6 & 7 E Hwy & S 99.8 FT W 48 Lot 8	5	Lewis Park	\$8,663.46
Rodney G Kinny Trust 34.410.0485	S 99.8 FT E 2 FT Lot 8 & S 99.8 FT W 42 FT Lot 9	5	Lewis Park	\$3,211.46
Rebecca Ann Rector 34.410.0490	S 99.8 FT E 50 FT W 80 FT Lots 16 & 17	5	Lewis Park	\$3,183.17
Jacque L Mickey & Gerald A Wacholz 34.410.0500	S 99.8 FT E 8 FT Lot 9, S 99.8 FT W 30 FT Lot 16 & 17 & vac alley btwn 9, 16 & 17	5	Lewis Park	\$3,985.19
Merna Staupé 34.410.0510	E 60 FT Lots 16 & 17	5	Lewis Park	\$3,734.17
Robyne Tiedeman 34.410.0520	50 X 100 FT E OF Lots 16 & 17 BK 271-578	5	Lewis Park	\$2,996.08
Scott O Njos 34.410.0530	W 35 FT Lots 1, 2 & E 16 FT OF Street	6	Lewis Park	\$3,224.96
Ryan Dale Rugg 34.410.0540	E 55 FT Lots 1 & 2, EXC E 5 FT Street	6	Lewis Park	\$370.57
Maria Reynoso 34.410.0580	W 50 FT E 105 FT Lots 1 & 2	6	Lewis Park	\$3,427.41

Total Assessment  
Prepayments  
Balance to be Assess

\$226,047.79

# 2022 Street Reconstruction

3<sup>rd</sup> Street NE

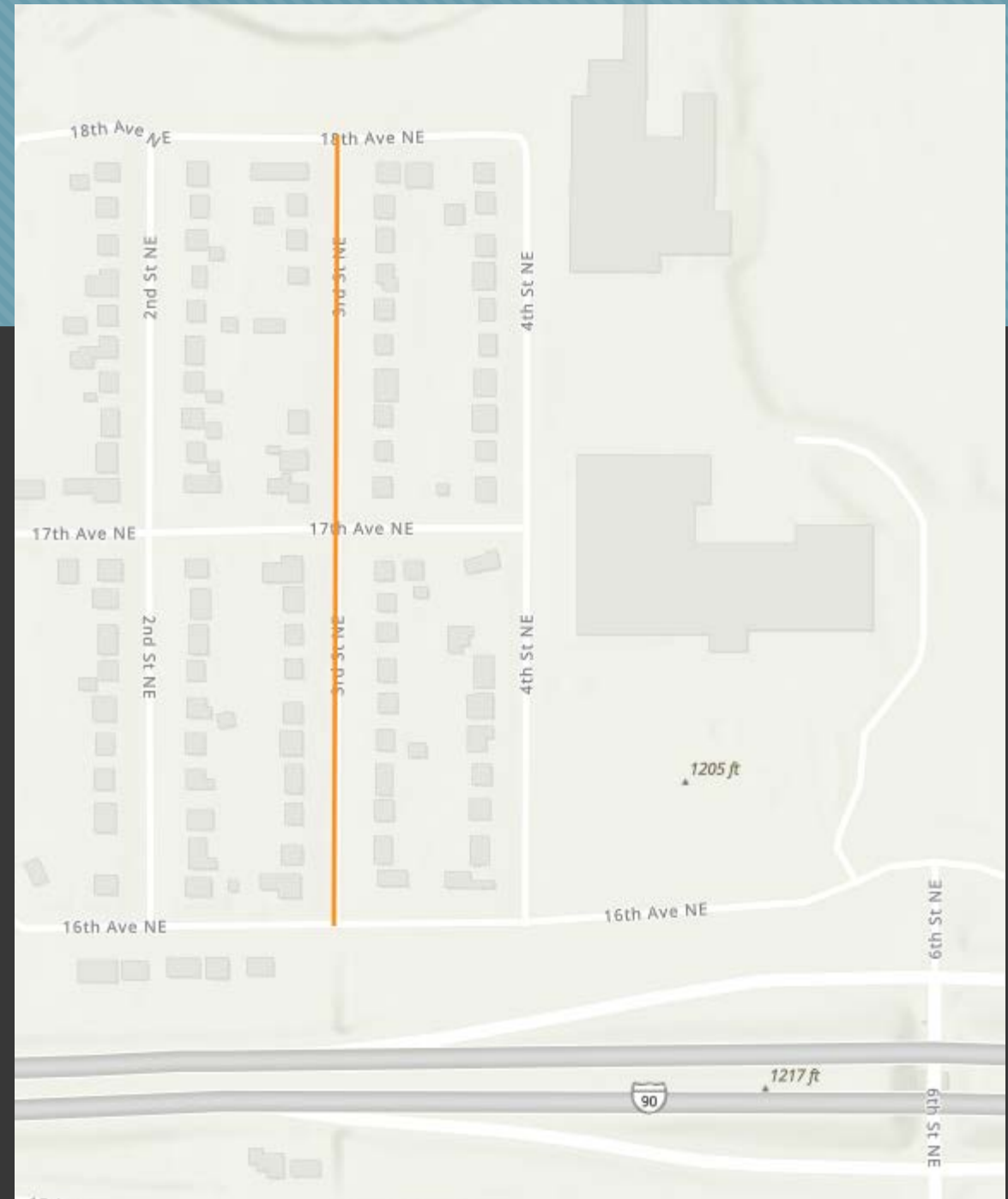




# Project Location

## 3<sup>rd</sup> Street NE

From 16<sup>th</sup> Ave NE to 18<sup>th</sup> Ave NE



# Existing Conditions

A photograph of a residential street with cracked asphalt and houses in the background. The street is paved with dark asphalt that shows significant cracking and some potholes. There are some fallen leaves scattered on the surface. In the background, there are several houses, including a yellow one and a green one. A brown dumpster is visible near the yellow house. The sky is overcast.

3<sup>RD</sup> STREET NE  
FACING NW



# Existing Conditions

An aerial photograph of a residential street. The asphalt road is heavily cracked and shows signs of wear. A red 'X' is painted on the road surface in the lower-left quadrant. To the left of the road is a white house with a brown roof. To the right is a grassy area with a red fire hydrant. In the background, other houses and trees are visible under an overcast sky.

3<sup>RD</sup> STREET NE  
FACING SOUTH AT 17<sup>TH</sup> AVE



# Project Scope

- **Surface Improvements**

- Remove existing curb & gutter and asphalt pavement
- Install new curb & gutter and asphalt pavement
- Remove and replace deficient sidewalk panels
- Install ADA compliant pedestrian ramps
- Restore grass boulevards

- **Underground Utility Improvements**

- Install tile sub-drain and sump pump service lines

- **Austin Utilities Improvements**

- No Planned work





# Project Schedule & Impacts

## ○ Schedule

- Begin construction on 3<sup>rd</sup> Street NE in early May
- Construction is expected to be complete in late June, depending on weather

## ○ Impacts

- No access to driveways during construction
- Park vehicles on adjacent streets
- Remove any boats, RV's, or other vehicles from your property that you wish to use during construction
- Handicap accessible parking spaces can be created as close as possible to your house for those with a handicap parking permit
- Garbage and recycling pickup will be made on adjacent streets
- Boulevard sprinkler systems are the responsibility of the property owner to mark or remove prior to construction

# Project Benefits

- Proposed upgrades provide
  - Improved ride and safety
  - Improved drainage
  - More visually appealing streets
  - Decreased maintenance costs
  - Handicap accessible ramps will improve pedestrian access
  - Sidewalk repairs will improve pedestrian safety



# Estimated Project Costs

Street Improvements	\$ 475,000
Storm Sewer Improvements	\$ 25,000
Total	\$ 500,000

- Project is funded by Assessments, Local Street Fund, Stormwater Utility Fund, and WWTP Fund
- Total project assessment revenue
  - \$145,940.29

# Assessment Rates

Street Assessment	Rate/LF	Example (Lot w/ 75' of frontage)
Residential Street	\$56.18	\$4,213.50

- Corner lots are assessed the average of the two sides of frontage
  - Example: 100' of frontage on 3<sup>rd</sup> St & 50' of frontage on 17<sup>th</sup> Ave, average is 75'

Sidewalk Assessment	Rate/SF	Example (per 5.3' x 5.3' sidewalk panel)
4" Thick Sidewalk	\$6.75	\$189.61
6" Thick Sidewalk (through driveways)	\$9.25	\$259.83

- Sidewalk panels vary in size



# Assessment Payment Options

**Assessment bills will be sent out late August/early September**

1. Pay the amount in full by October 28, 2022, without interest.
2. Pay at least 50% of the amount by October 28, 2022, without interest. The remainder will be added to your taxes, spread out over 15 years, with 3.75% interest.
3. Do not pay anything by October 28, 2022. The entire balance will be added to your property taxes, spread out over 15 years, with 3.75% interest.
4. If an individual is over the age of 65, financially qualifies, and lives on the property, the assessment may be deferred with interest until the property is sold.

# Project Updates

- Project updates and information will be posted in the following locations
- City of Austin Website – Weekly Project Updates
  - [www.ci.austin.mn.us/public-works/city-construction-projects](http://www.ci.austin.mn.us/public-works/city-construction-projects)
- City of Austin, Minnesota Facebook Page
  - [www.facebook.com/cityofaustinmn](http://www.facebook.com/cityofaustinmn)
- Flyers handed out door to door



# Questions?



**RESOLUTION NO.**

**RESOLUTION DECLARING COST TO BE ASSESSED  
AND ORDERING PREPARATION OF PROPOSED ASSESSMENT**

**WHEREAS**, the City Council has approved the project for 3<sup>rd</sup> Street NE (16<sup>th</sup> Avenue NE to 18<sup>th</sup> Avenue NE), Project 22-104.

**NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF AUSTIN,  
MINNESOTA:**

1. The portion of the cost to be assessed against the benefited property owners is declared to be \$145,940.29.
2. Assessments shall be payable in equal annual principal installments extending over a period of fifteen (15) years, the first of the installments to be payable on or before the first Monday in January, 2023, and shall bear interest at the rate of 3.75% per annum from November 1, 2022.
3. The City Clerk, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and shall file a copy of such proposed assessment in the City Clerk's Office for public inspection.
4. The City Recorder shall upon completion of such proposed assessment, notify the Council thereof.

Passed by the Austin City Council this 21st day of March, 2022.

YEAS

NAYS

ATTEST:

APPROVED:

\_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Mayor



## **RESOLUTION NO.**

**WHEREAS**, pursuant to proper notice duly given as required by law, the Council has met and heard and passed on all objections to the proposed assessment for the following local improvement:

3<sup>rd</sup> Street NE (16<sup>th</sup> Avenue NE to 18<sup>th</sup> Avenue NE), Project 22-104.

### **NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AUSTIN, MINNESOTA:**

1. Such proposed assessment, a copy which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement and the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual principal installments extending over fifteen (15) years, the first of the installments to be payable on the first Monday in January 2023 and shall bear interest at the rate of 3.75 percent per annum. The first installment shall be added interest on the entire assessment from November 1, 2022 until December 31, 2023. To each subsequent installment when due shall be added interest one (1) year on all unpaid installments.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, except that no interest shall be charged if the entire assessment is paid by October 31 of the assessing year. The remaining principal balance may be paid at any time to the City Clerk with interest accrued to December 31<sup>st</sup> of the payment year.
4. The City Clerk shall forthwith transmit a certified duplicate of this assessment to the County Auditor to be extended on the property tax list of the County and such assessment shall be collected and paid over the same manner as other municipal taxes.

Passed by the Austin City Council this 21st day of March, 2022.

YEAS

NAYS

ATTEST:

APPROVED:

---

City Recorder

---

Mayor

61 Extra Days  
Fund – 49000  
Code 49000.4204

Street and sidewalk improvements on 3<sup>rd</sup> Street NE  
Project No. 22-104  
Interest at 3.75% starting November 1, 2022  
15 years

Resolution No.

Page 1

<u>Property Owner</u>	<u>Legal Description</u>	<u>Block</u>	<u>Addition</u>	<u>Total</u>
Zachary T Sauer 34.630.0110	Lot 11	1	Schleusner & Hartson	\$777.11
Karen Mechaelsen 34.630.0120	Lot 12	1	Schleusner & Hartson	\$3,940.17
Angela Naatz 34.630.0130	Lot 13	1	Schleusner & Hartson	\$4,787.50
Gary D Opsahl 34.630.0140	Lot 14	1	Schleusner & Hartson	\$3,842.36
Darrin P Cassidy 34.630.0150	Lot 15	1	Schleusner & Hartson	\$4,975.12
Michael J Stephoni 34.630.0160	Lot 16	1	Schleusner & Hartson	\$4,128.05
Daryl Morse 34.630.0170	Lot 17	1	Schleusner & Hartson	\$5,215.10
William B Frohreich Et Ux 34.630.0180	Lot 18	1	Schleusner & Hartson	\$3,468.33
Lisa M Tapp 34.630.0190	Lot 19	1	Schleusner & Hartson	\$4,180.68
Bonnie K Krowiorz 34.630.0200	Lot 20	1	Schleusner & Hartson	\$3,284.84
Norman Baumgartner Et Ux 34.630.0210	Lot 1	2	Schleusner & Hartson	\$3,671.49
Sarah Helgeson 34.630.0220	Lot 2	2	Schleusner & Hartson	\$4,049.25
Property Buyers R Us Llc 34.630.0230	Lot 3	2	Schleusner & Hartson	\$3,471.93

61 Extra Days  
Fund – 49000  
Code 49000.4204

Street and sidewalk improvements on 3<sup>rd</sup> Street NE  
Project No. 22-104  
Interest at 3.75% starting November 1, 2022  
15 years

Resolution No.

Page 2

<u>Property Owner</u>	<u>Legal Description</u>	<u>Block</u>	<u>Addition</u>	<u>Total</u>
Mitchel Dean Peterson 34.630.0240	Lot 4	2	Schleusner & Hartson	\$4,375.90
Edythe M Dittmer 34.630.0250	Lot 5	2	Schleusner & Hartson	\$3,587.06
Marian J Clennon 34.630.0260	Lot 6	2	Schleusner & Hartson	\$4,490.09
Nicholas Attleson 34.630.0270	Lot 7	2	Schleusner & Hartson	\$5,555.16
Dan E & Judy D Gunderson 34.630.0280	Lot 8	2	Schleusner & Hartson	\$3,572.66
Joseph T & Audrey A Murphy 34.630.0290	Lot 9	2	Schleusner & Hartson	\$3,835.30
Maurice & Starlette Johnson 34.630.0300	Lot 10	2	Schleusner & Hartson	\$1,604.60
Taylor Jensen & Charles Kevin Williamson 34.630.0790	Lot 1	5	Schleusner & Hartson	\$503.69
Annette H Workman 34.630.0800	Lot 2	5	Schleusner & Hartson	\$4,082.58
David Hunter 34.630.0810	Lot 3	5	Schleusner & Hartson	\$4,168.00
Jerome Wing & Lorrie R Lang-Wing 34.630.0820	Lot 4	5	Schleusner & Hartson	\$3,810.22
Hau Lamh Cin 34.630.0830	Lot 5	5	Schleusner & Hartson	\$4,628.51
Brian J Tollefson 34.630.0840	Lot 6	5	Schleusner & Hartson	\$3,994.11

61 Extra Days  
Fund – 49000  
Code 49000.4204

Street and sidewalk improvements on 3<sup>rd</sup> Street NE  
Project No. 22-104  
Interest at 3.75% starting November 1, 2022  
15 years

Resolution No.

Page 3

<u>Property Owner</u>	<u>Legal Description</u>	<u>Block</u>	<u>Addition</u>	<u>Total</u>
Diane M Cecil 34.630.0850	Lot 7	5	Schleusner & Hartson	\$3,284.28
Emilio Garcia Gutierrez 34.630.0860	Lot 8	5	Schleusner & Hartson	\$4,295.78
Alan J & Nancy A Stark 34.630.0870	Lot 9	5	Schleusner & Hartson	\$3,467.77
Margarita Rodriguez De Cisneros 34.630.0880	Lot 10	5	Schleusner & Hartson	\$741.14
Mark A & Susan M Nagle 34.630.1090	Lot 11	6	Schleusner & Hartson	\$348.98
Darlene D Miley 34.630.1100	Lot 12	6	Schleusner & Hartson	\$3,594.10
Bruce R Bates 34.630.1110	Lot 13	6	Schleusner & Hartson	\$4,466.62
Clinton J Ripley 34.630.1120	Lot 14	6	Schleusner & Hartson	\$4,835.59
Delmar Ross 34.630.1130	Lot 15	6	Schleusner & Hartson	\$4,308.85
Matthew J Miller 34.630.1140	Lot 16	6	Schleusner & Hartson	\$4,729.52
Luis Flores 34.630.1150	Lot 17	6	Schleusner & Hartson	\$4,727.52
Ricky L & Debra A Crump 34.630.1160	Lot 18	6	Schleusner & Hartson	\$4,697.41
Trevor and April Andree 34.630.1170	Lot 19	6	Schleusner & Hartson	\$4,442.90
David Heimer	Lot 20	6	Schleusner & Hartson	\$0.00



61 Extra Days  
Fund – 49000  
Code 49000.4204

Resolution No.

Street and sidewalk improvements on 3<sup>rd</sup> Street NE  
Project No. 22-104  
Interest at 3.75% starting November 1, 2022  
15 years

Page 4

Property Owner  
34.630.1180

Legal Description

Block

Addition

Total

Total Assessment      \$145,940.29  
Prepayments  
Balance to be Assess

# 2022 Street Reconstruction

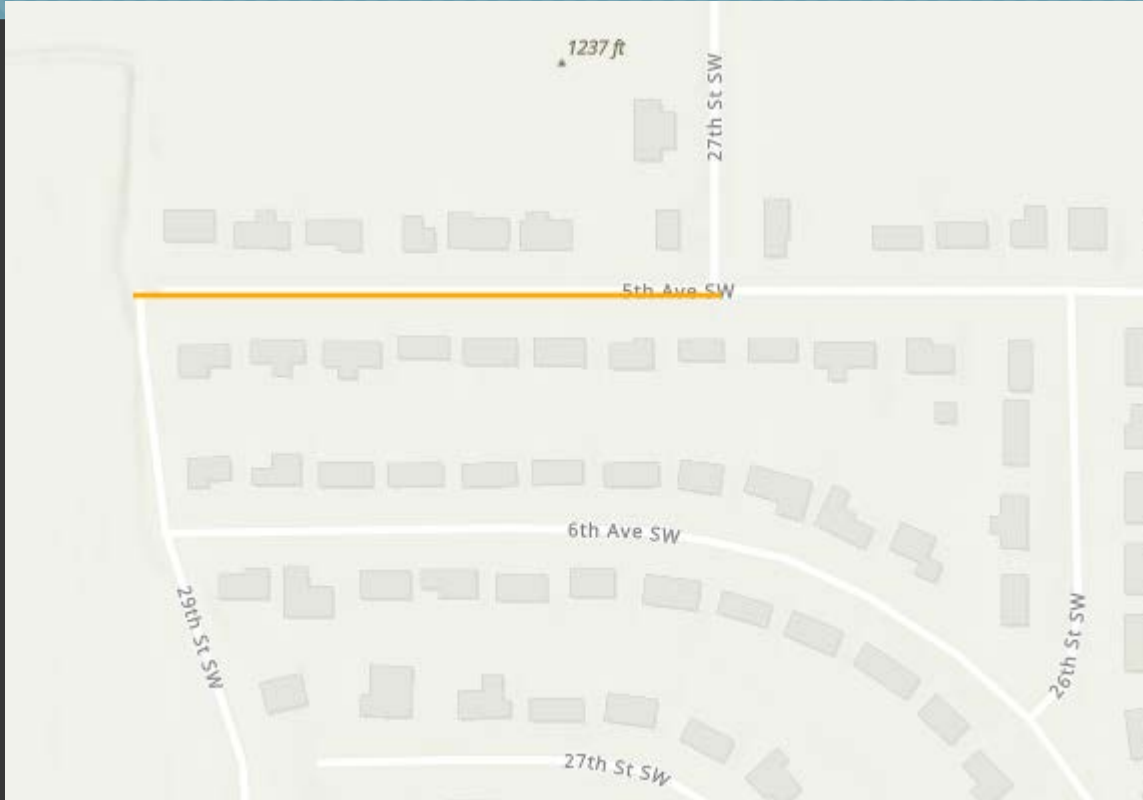
16<sup>th</sup> Street SW

5<sup>th</sup> Avenue SW

Mill & Overlay

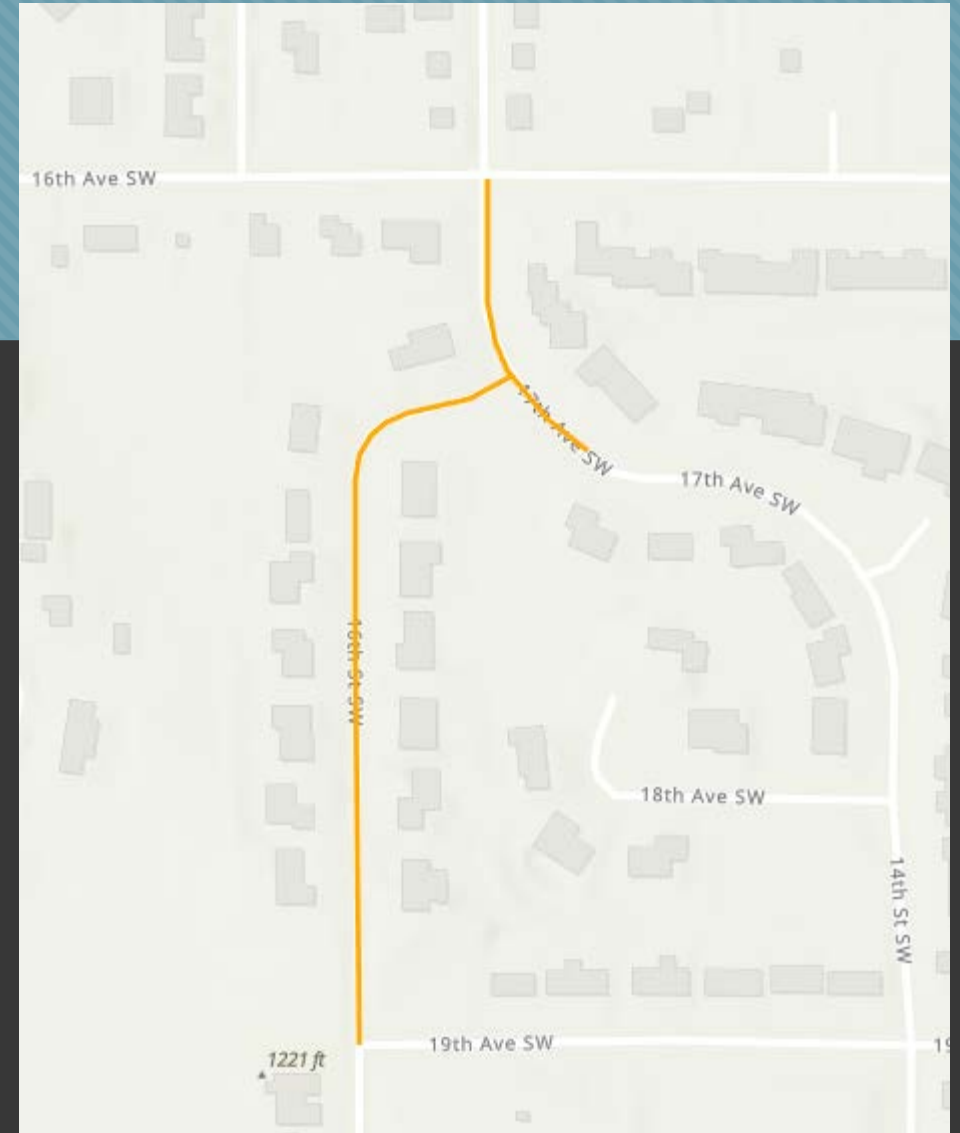


# Project Location



## 5<sup>th</sup> Avenue SW

From 27<sup>th</sup> St SW to Dead End



## 16<sup>th</sup> Street SW

From 16<sup>th</sup> Ave SW to 19<sup>th</sup> Ave SW

# Existing Conditions

A photograph of a residential street. On the left side of the road, a white pickup truck is parked. The road is paved and shows some wear, including cracks and patches. In the background, there are houses and trees. The sky is overcast.

16<sup>TH</sup> STREET SW  
FACING SOUTH



# Existing Conditions

A photograph of a residential street, likely in a suburban neighborhood. The foreground shows a wide, cracked asphalt road with several large, irregular potholes and deep cracks. To the right of the road is a concrete curb and a grassy area. In the background, there are several houses with light-colored siding and dark roofs. A black car is parked on the street, and a white car is parked in a driveway. A small boat is visible on a trailer in the yard of one of the houses. The sky is blue with some light clouds. The overall scene suggests a need for road maintenance.

5<sup>TH</sup> AVENUE SW  
FACING EAST



# Project Scope

- **16<sup>th</sup> St SW**
  - Mill off 1.5" of the existing asphalt pavement
  - Pave 1.5" of new asphalt pavement
- **5<sup>th</sup> Ave SW**
  - Mill off 1.5" of the existing asphalt pavement from 27<sup>th</sup> St SW to 2906/2907 5<sup>th</sup> Ave
  - Mill off 4" of the existing asphalt pavement from 2906/2907 5<sup>th</sup> Ave to the dead end
  - Replace the concrete valley gutter across the 27<sup>th</sup> St & 5<sup>th</sup> Ave SW intersection
  - Pave 2.5" of new asphalt pavement on the west end
  - Pave 1.5" of new asphalt pavement along the entire length of 5<sup>th</sup> Ave SW
- **Underground Utility Improvements**
  - No underground utility work planned



# Project Schedule & Impacts

## ○ Schedule

- Project will take place in mid-June
- Construction is expected to be completed over a 2-3 week period

## ○ Impacts

- You will have access to your driveways during the project, except:
  - During milling operations
  - During paving operations

# Project Benefits

- **Proposed upgrades provide**
  - Improved ride and safety
  - Improved drainage
  - More visually appealing streets
  - Decreased maintenance costs





# Estimated Project Costs

- Total Estimated Project Cost \$125,000
- Project is funded by Assessments and the Local Street Fund
- Total project assessment revenue
  - \$42,421.71

# Assessment Rates

Street Assessment	Rate per Inch/LF	Example (1.5" Mill & Overlay on Lot w/ 75' of frontage)
Residential Mill & Overlay	\$6.35	\$714.38

- Corner lots are assessed the average of the two sides of frontage
  - Example: 100' of frontage on 5<sup>th</sup> Ave & 50' of frontage on 27<sup>th</sup> St, the average is 75'

# Assessment Payment Options

**Assessment bills will be sent out late August/early September**

1. Pay the amount in full by October 28, 2022, without interest.
2. Pay at least 50% of the amount by October 28, 2022, without interest. The remainder will be added to your taxes, spread out over 15 years, with 3.75% interest.
3. Do not pay anything by October 28, 2022. The entire balance will be added to your property taxes, spread out over 15 years, with 3.75% interest.
4. If an individual is over the age of 65, financially qualifies, and lives on the property, the assessment may be deferred with interest until the property is sold.

# Project Updates

- Project updates and information will be posted in the following locations
- City of Austin Website – Weekly Project Updates
  - [www.ci.austin.mn.us/public-works/city-construction-projects](http://www.ci.austin.mn.us/public-works/city-construction-projects)
- City of Austin, Minnesota Facebook Page
  - [www.facebook.com/cityofaustinmn](http://www.facebook.com/cityofaustinmn)
- Flyers handed out door to door





# Questions?



**RESOLUTION NO.**

**RESOLUTION DECLARING COST TO BE ASSESSED  
AND ORDERING PREPARATION OF PROPOSED ASSESSMENT**

**WHEREAS**, the City Council has approved the project for 5<sup>th</sup> Avenue SW (27<sup>th</sup> Street SW to 19<sup>th</sup> Street SW) and 16<sup>th</sup> Street SW (16<sup>th</sup> Avenue SW to 19<sup>th</sup> Avenue SW), Project 22-106.

**NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF AUSTIN, MINNESOTA:**

1. The portion of the cost to be assessed against the benefited property owners is declared to be \$42,421.71.
2. Assessments shall be payable in equal annual principal installments extending over a period of fifteen (15) years, the first of the installments to be payable on or before the first Monday in January, 2023, and shall bear interest at the rate of 3.75% per annum from November 1, 2022.
3. The City Clerk, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and shall file a copy of such proposed assessment in the City Clerk's Office for public inspection.
4. The City Recorder shall upon completion of such proposed assessment, notify the Council thereof.

Passed by the Austin City Council this 21st day of March, 2022.

YEAS

NAYS

ATTEST:

APPROVED:

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City Recorder

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Mayor

## RESOLUTION NO.

**WHEREAS**, pursuant to proper notice duly given as required by law, the Council has met and heard and passed on all objections to the proposed assessment for the following local improvement:

5<sup>th</sup> Avenue SW (27<sup>th</sup> Street SW to 19<sup>th</sup> Street SW) and 16<sup>th</sup> Street SW (16<sup>th</sup> Avenue SW to 19<sup>th</sup> Avenue SW), Project 22-106.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AUSTIN, MINNESOTA:**

1. Such proposed assessment, a copy which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement and the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual principal installments extending over fifteen (15) years, the first of the installments to be payable on the first Monday in January 2023 and shall bear interest at the rate of 3.75 percent per annum. The first installment shall be added interest on the entire assessment from November 1, 2022 until December 31, 2023. To each subsequent installment when due shall be added interest one (1) year on all unpaid installments.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, except that no interest shall be charged if the entire assessment is paid by October 31 of the assessing year. The remaining principal balance may be paid at any time to the City Clerk with interest accrued to December 31<sup>st</sup> of the payment year.
4. The City Clerk shall forthwith transmit a certified duplicate of this assessment to the County Auditor to be extended on the property tax list of the County and such assessment shall be collected and paid over the same manner as other municipal taxes.

Passed by the Austin City Council this 21st day of March, 2022.

YEAS

NAYS

ATTEST:

APPROVED:

\_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Mayor

61 Extra Days  
Fund – 49000  
Code 49000.4204

Street improvements on 5<sup>th</sup> Avenue SW & 16<sup>th</sup> Street SW  
Project No. 22-106  
Interest at 3.75% starting November 1, 2022  
15 years

Resolution No.

Page 1

<u>Property Owner</u>	<u>Legal Description</u>	<u>Block</u>	<u>Addition</u>	<u>Total</u>
Wade A & Sandra R Detwiler 34.490.0620	Lot 16	5	Nob Hill 2nd	\$3,120.14
Ronald G & Lois E Peters 34.490.0630	Lot 17	5	Nob Hill 2nd	\$1,544.67
Scott A & Erin E L Felten 34.490.0640	Lot 18	5	Nob Hill 2nd	\$952.02
Julia A Everson 34.490.0650	Lot 19	5	Nob Hill 2nd	\$952.02
June A Gennrich 34.490.0660	Lot 20	5	Nob Hill 2nd	\$952.02
Clayton L & Ellen Petersen 34.490.0670	Lot 21	5	Nob Hill 2nd	\$952.02
Bradley K & Ramona Bachmeier 34.490.0680	Lot 22	5	Nob Hill 2nd	\$952.02
Javine Soe Mo & Catherine Mo 34.490.0690	Lot 23	5	Nob Hill 2nd	\$952.02
Isaac W & Cathryn R Ehley 34.490.0780	Lot 6 Exc E 40.7 ft St, & E 20 ft Lot 7	6	Nob Hill 2nd	\$754.95
Joseph B Kroc & Sarah A Kroc 34.490.0800	Lot 8 & W 30 ft Lot 7	6	Nob Hill 2nd	\$1,237.87
Isaac W & Cathryn R Ehley 34.490.0805	E 50 ft W 80 ft Lot 7	6	Nob Hill 2nd	\$475.87
Sherry K. Bibus 34.490.0810	Lot 9	6	Nob Hill 2nd	\$952.12
Rene H Phan 34.490.0820	Lot 10	6	Nob Hill 2nd	\$952.12



61 Extra Days  
Fund – 49000  
Code 49000.4204

Street improvements on 5<sup>th</sup> Avenue SW & 16<sup>th</sup> Street SW  
Project No. 22-106  
Interest at 3.75% starting November 1, 2022  
15 years

Resolution No.

Page 2

<u>Property Owner</u>	<u>Legal Description</u>	<u>Block</u>	<u>Addition</u>	<u>Total</u>
Cecil V & Connie Hansen Jr 34.490.0830	Lot 11	6	Nob Hill 2nd	\$952.12
Rita Darveaux 34.490.0840	Lot 12	6	Nob Hill 2nd	\$1,913.76
Steven G & Kimberly Miller 34.490.0850	Lot 13	6	Nob Hill 2nd	\$2,538.98
Charlie A Ruppel 34.661.0006	Lot 3	1	South Pointe	\$1,135.28
Paul S & Joanne G Worlein 34.661.0008	Lot 4	1	South Pointe	\$1,138.05
Paul S & Joanne G Worlein 34.661.0010	Lot 5	1	South Pointe	\$660.37
Steven J & Kelley J Lang 34.661.0012	Lot 6	1	South Pointe	\$747.71
Jeffrey T & Charisse L Sellers 34.661.0014	Lot 7	1	South Pointe	\$1,063.56
Cory M Stich 34.661.0016	Lot 8	1	South Pointe	\$990.60
Jess & Betsy Dunlap 34.661.0018	Lot 9	1	South Pointe	\$990.60
Garrett G & Kelly L Erstad 34.661.0020	Lot 10	1	South Pointe	\$990.60
Jennifer A Everson 34.661.0022	Lot 11	1	South Pointe	\$990.60
Robert W & Rebecca L Dibble 34.661.0024	Lot 12	1	South Pointe	\$1,059.18
Curtis W & Jennifer J Schmit	Lot 1 and approx N 166.97 ft W			

61 Extra Days  
Fund – 49000  
Code 49000.4204

Street improvements on 5<sup>th</sup> Avenue SW & 16<sup>th</sup> Street SW  
Project No. 22-106  
Interest at 3.75% starting November 1, 2022  
15 years

Resolution No.

Page 3

<u>Property Owner</u>	<u>Legal Description</u>	<u>Block</u>	<u>Addition</u>	<u>Total</u>
34.661.0050	47.50 FT Lot 22 (Tract B on survey)	2	South Pointe	\$1,410.08
William F & Angela M Ingram	Lot 2 & S 86.62 ft W 47.50 ft Lot 22 (Tract A on survey)	2	South Pointe	\$990.60
34.661.0052				
Scott & Lindsey Schafer	Lot 3	2	South Pointe	\$990.60
34.661.0054				
Jason James Bartlett	Lot 4	2	South Pointe	\$1,136.62
34.661.0056				
James D Perrin & Joan M Perrin	Lot 5	2	South Pointe	\$1,083.56
34.661.0058				
Paula Degear	Lot 6	2	South Pointe	\$1,066.80
34.661.0060				
Dennis L & Betty M Olson	Lot 21 & approx E 1/2 Lot 22 (Tract C on survey)	2	South Pointe	\$912.50
34.661.0090				
Sharon Peroutka	Lot 24 exc westerly 70 ef & exc easterly 20 ft DOC # 484837 (aka tract 5 JH&S survey)	3	South Pointe	\$672.37
34.661.0148				
Jean Tauchnitz	Approx Westerly 70 ft Lot 24 & Tri PC on E Side of Lot 25 DOC # 485084 (tract 4 of 2000 JH&S survey)	3	South Pointe	\$2,251.33
34.661.0149				
Marcine K Jukes	Approx S 1/2 lot 25 exc tri pc on S (aka tract 3B per JH&S suvey)	3	South Pointe	\$1,062.61
34.661.0150				
Gary L & Cheryl R Maurek	Approx W 1/2 Lot 26, & N 1/2 Lot 25, (aka 3A 2000 survey)	3	South Pointe	\$923.35
34.661.0153				

61 Extra Days  
Fund – 49000  
Code 49000.4204

Resolution No.

Street improvements on 5<sup>th</sup> Avenue SW & 16<sup>th</sup> Street SW  
Project No. 22-106  
Interest at 3.75% starting November 1, 2022  
15 years

Page 4

<u>Property Owner</u>	<u>Legal Description</u>	<u>Block</u>	<u>Addition</u>	<u>Total</u>
City Of Austin 34.670.0001	Lot 1	1	Southgate 2nd	\$0.00
Lickteig Farms Llc 34.879.0020	W 266.5 ft E 1775.5 ft N 200 ft S 1571.4 ft SE 1/4		S9 T102 R18	\$0.00

Total Assessment      \$42,421.71  
Prepayments  
Balance to be Assess

# 2022 Street Reconstruction

7<sup>th</sup> Avenue SW

11<sup>th</sup> Avenue SW

23<sup>rd</sup> Street SW

Full Depth  
Reclamation (FDR)





# Project Location

## 7<sup>th</sup> Avenue SW

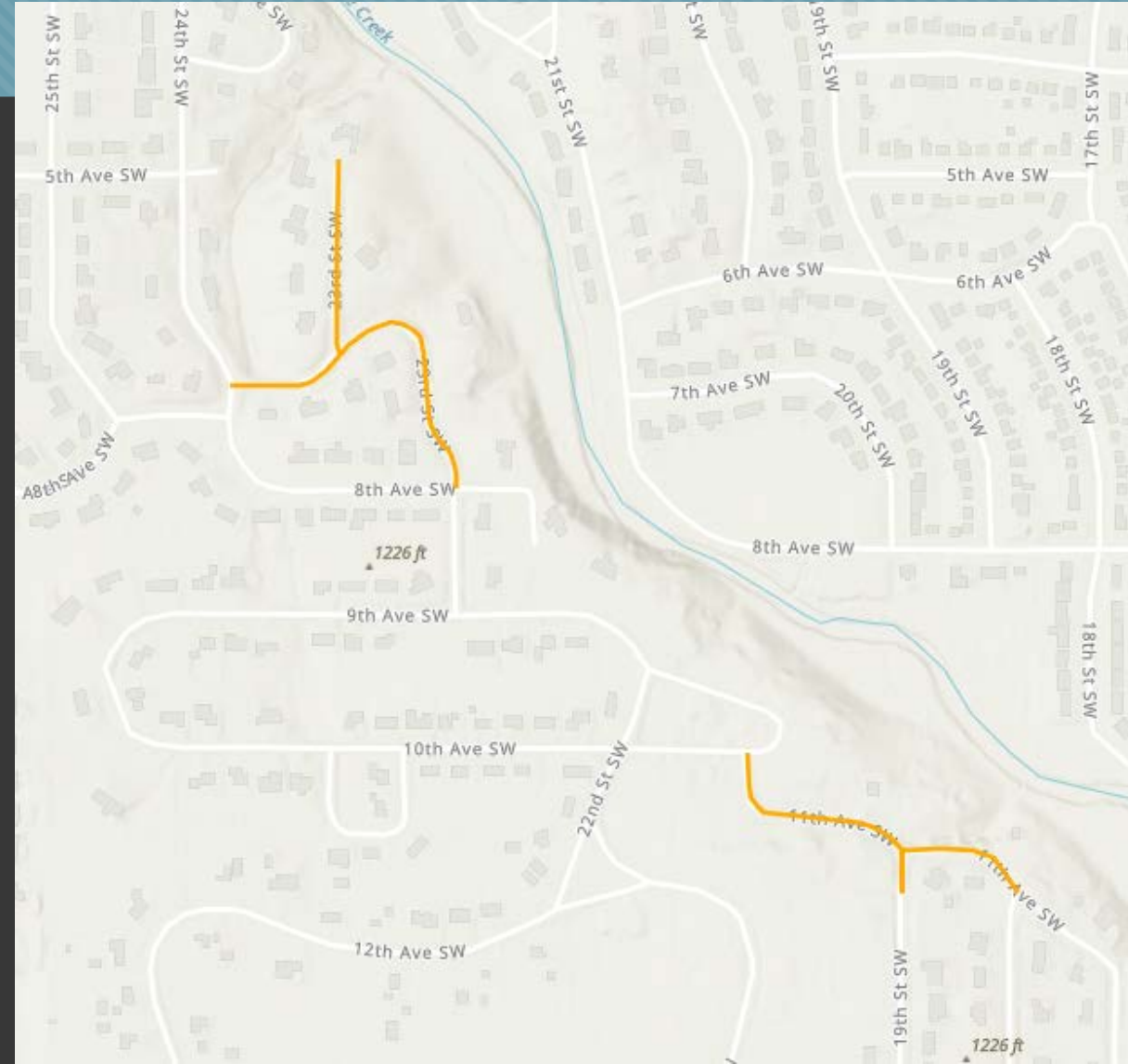
From 23<sup>rd</sup> St SW to 24<sup>th</sup> St SW

## 11<sup>th</sup> Avenue SW

From 10<sup>th</sup> Ave SW to 18<sup>th</sup> St SW

## 23<sup>rd</sup> Street SW

From 8<sup>th</sup> Ave SW north to Dead End



# Existing Conditions



7<sup>TH</sup> AVENUE SW  
FACING WEST



# Existing Conditions

A photograph of a residential street, identified as 11th Avenue SW, facing west. The road is paved with asphalt and shows significant signs of wear, including a large, dark, irregular pothole in the center-right lane and extensive cracking across the entire surface. A yellow dashed line runs along the right side of the road. The road is flanked by green grass and trees with some autumn-colored leaves. A utility pole is visible on the left side of the road.

11<sup>TH</sup> AVENUE SW  
FACING WEST



# Existing Conditions

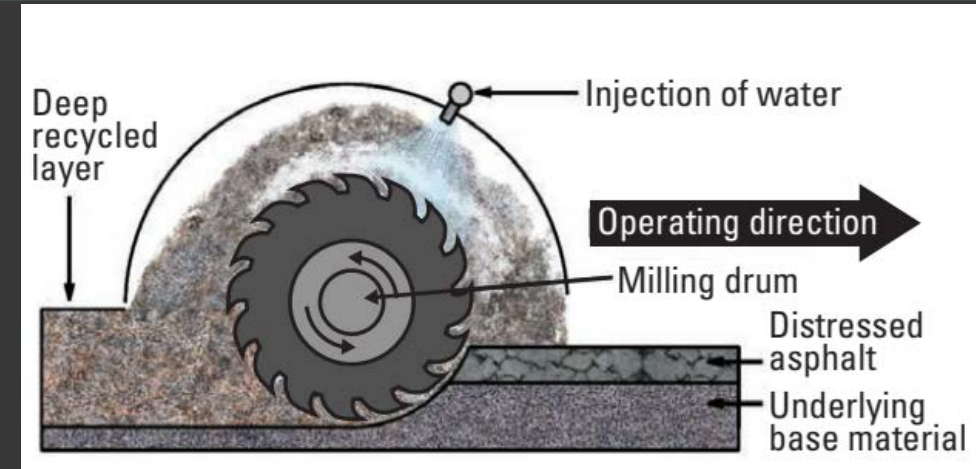


23<sup>RD</sup> STREET SW  
FACING NORTH



# Project Scope

- Reclaim the full depth of the existing asphalt pavement and subbase
- Grade and compact the reclaimed material
- Reopen the street to local traffic
- Pave 4" of new asphalt pavement on top of reclaimed material
- No underground utility work planned



# Project Schedule & Impacts

## ○ Schedule

- Project is planned to take place in late-June
- Construction is expected to be completed over a 2-3 week period, weather permitting

## ○ Impacts

- You will have access to your driveways during the project, except:
  - During reclamation operations
  - During paving operations

# Project Benefits

- **Proposed upgrades provide**
  - Improved ride and safety
  - Improved drainage
  - More visually appealing streets
  - Decreased maintenance costs
  - Cost effective repair
  - Environmentally friendly construction



# Estimated Project Costs

- Total Estimated Project Cost \$250,000
- Project is funded by Assessments and the Local Street Fund
- Total project assessment revenue
  - \$98,337.80



# Assessment Rates

Street Assessment	Rate per Inch/LF	Example (4" FDR on Lot w/ 75' of frontage)
Residential Mill & Overlay	\$6.35	\$1,905.00

- Corner lots are assessed the average of the two sides of frontage
  - Example: 100' of frontage on 23<sup>rd</sup> St & 50' of frontage on 7<sup>th</sup> Ave, the average is 75'

# Assessment Payment Options

**Assessment bills will be sent out late August/early September**

1. Pay the amount in full by October 28, 2022, without interest.
2. Pay at least 50% of the amount by October 28, 2022, without interest. The remainder will be added to your taxes, spread out over 15 years, with 3.75% interest.
3. Do not pay anything by October 28, 2022. The entire balance will be added to your property taxes, spread out over 15 years, with 3.75% interest.
4. If an individual is over the age of 65, financially qualifies, and lives on the property, the assessment may be deferred with interest until the property is sold.

# Project Updates

- Project updates and information will be posted in the following locations
- City of Austin Website – Weekly Project Updates
  - [www.ci.austin.mn.us/public-works/city-construction-projects](http://www.ci.austin.mn.us/public-works/city-construction-projects)
- City of Austin, Minnesota Facebook Page
  - [www.facebook.com/cityofaustinmn](http://www.facebook.com/cityofaustinmn)
- Flyers handed out door to door



# Questions?





**RESOLUTION NO.**

**RESOLUTION DECLARING COST TO BE ASSESSED  
AND ORDERING PREPARATION OF PROPOSED ASSESSMENT**

**WHEREAS**, the City Council has approved the project for 7<sup>th</sup> Avenue SW (23<sup>rd</sup> Street SW to 24<sup>th</sup> Street SW), 11<sup>th</sup> Avenue SW (10<sup>th</sup> Avenue SW to 18<sup>th</sup> Street SW) and 23<sup>rd</sup> Street SW (9<sup>th</sup> Avenue SW to Dead End), Project 22-107.

**NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF AUSTIN, MINNESOTA:**

1. The portion of the cost to be assessed against the benefited property owners is declared to be \$98,337.80.
2. Assessments shall be payable in equal annual principal installments extending over a period of fifteen (15) years, the first of the installments to be payable on or before the first Monday in January, 2023, and shall bear interest at the rate of 3.75% per annum from November 1, 2022.
3. The City Clerk, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and shall file a copy of such proposed assessment in the City Clerk's Office for public inspection.
4. The City Recorder shall upon completion of such proposed assessment, notify the Council thereof.

Passed by the Austin City Council this 21st day of March, 2022.

YEAS

NAYS

ATTEST:

APPROVED:

\_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Mayor

## RESOLUTION NO.

**WHEREAS**, pursuant to proper notice duly given as required by law, the Council has met and heard and passed on all objections to the proposed assessment for the following local improvement:

7<sup>th</sup> Avenue SW (23<sup>rd</sup> Street SW to 24<sup>th</sup> Street SW), 11<sup>th</sup> Avenue SW (10<sup>th</sup> Avenue SW to 18<sup>th</sup> Street SW) and 23<sup>rd</sup> Street SW (9<sup>th</sup> Avenue SW to Dead End), Project 22-107.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AUSTIN, MINNESOTA:**

1. Such proposed assessment, a copy which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement and the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual principal installments extending over fifteen (15) years, the first of the installments to be payable on the first Monday in January 2023 and shall bear interest at the rate of 3.75 percent per annum. The first installment shall be added interest on the entire assessment from November 1, 2022 until December 31, 2023. To each subsequent installment when due shall be added interest one (1) year on all unpaid installments.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, except that no interest shall be charged if the entire assessment is paid by October 31 of the assessing year. The remaining principal balance may be paid at any time to the City Clerk with interest accrued to December 31<sup>st</sup> of the payment year.
4. The City Clerk shall forthwith transmit a certified duplicate of this assessment to the County Auditor to be extended on the property tax list of the County and such assessment shall be collected and paid over the same manner as other municipal taxes.

Passed by the Austin City Council this 21st day of March, 2022.

YEAS

NAYS

ATTEST:

APPROVED:

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City Recorder

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Mayor

61 Extra Days  
Fund – 49000  
Code 49000.4204

Resolution No.

Street improvements on 7<sup>th</sup> Avenue SW, 11<sup>th</sup> Avenue SW & 23<sup>rd</sup> Street SW  
Project No. 22107  
Interest at 3.75% starting November 1, 2022  
15 years

Page 1

<u>Property Owner</u>	<u>Legal Description</u>	<u>Block</u>	<u>Addition</u>	<u>Total</u>
Thomas F & Jeanine J Dunlap 34.011.0250	E 249.4 ft Lot 1 Exc W 25 ft N 147 ft & Exc N 137 ft E 224.4 ft	3	Austin Homesteads	\$0.00
Roger W Boughton Et Ux 34.011.0285	E 124 ft N 137 ft Lot 1 .39 ac	3	Austin Homesteads	\$2,655.82
Daqing Yang 34.011.0294	E 160 FT N 201 FT LOT 2	3	Austin Homesteads	\$3,273.96
Mark T Schaefer Etux 34.011.0296	W 257 FT E 417 FT N 189 FT LOT 2 NORTH OF 11th AVE SW BK 367-305	3	Austin Homesteads	\$3,984.96
Joan C Hanson 34.148.0020	Lots 1 & 2	1	Champlin	\$5,551.22
City Of Austin 34.175.0171	LOT 10 EXC N 162 FT & ADJ S 180 FT LOT 11; & LOT 11 N OF EXT 5TH AVE SW Crestwood Hills 2nd Addn		Crestwood Hills (1st 2nd & 3rd)	\$0.00
Fred W & Dianne Wellmann 34.175.0180	OL 12 Crestwood Hills 2nd Addn		Crestwood Hills (1st 2nd & 3rd)	\$4,860.04
Timothy & Alexandra Whitson 34.175.0190	OL 13 Crestwood Hills 2nd Addn		Crestwood Hills (1st 2nd & 3rd)	\$4,064.00
Steven J & Kimber L Venenga 34.175.0200	OL 14 Crestwood Hills 2nd Addn		Crestwood Hills (1st 2nd & 3rd)	\$4,064.00
Phyllis J Schmitt 34.175.0210	OL 15 Crestwood Hills 2nd Addn		Crestwood Hills (1st 2nd & 3rd)	\$3,628.14
Richard L And Barbara J Mitchell 34.175.0220	OL 16 Crestwood Hills 2nd Addn		Crestwood Hills (1st 2nd & 3rd)	\$1,520.44
City Of Austin	LOTS 17, & 18, & OL A ADJ ON EAST LAND Crestwood Hills 2nd Addn		Crestwood Hills (1st 2nd & 3rd)	\$0.00

61 Extra Days  
Fund – 49000  
Code 49000.4204

Resolution No.

Street improvements on 7<sup>th</sup> Avenue SW, 11<sup>th</sup> Avenue SW & 23<sup>rd</sup> Street SW  
Project No. 22107  
Interest at 3.75% starting November 1, 2022  
15 years

Page 2

<u>Property Owner</u>	<u>Legal Description</u>	<u>Block</u>	<u>Addition</u>	<u>Total</u>
34.175.0230				
Mary L Crandall 34.175.0250	OL 19 Crestwood Hills 2nd Addn		Crestwood Hills (1st 2nd & 3rd)	\$4,962.65
Mary L Crandall 34.175.0260	OL 20 & 1.1 AC OL A ADJ ON E Crestwood Hills 2nd Addn		Crestwood Hills (1st 2nd & 3rd)	\$2,506.47
A. Jean Baudler Revocable Trust Uta 34.175.0270	OL 21 & .87 AC OL A ADJ ON E Crestwood Hills 2nd Addn		Crestwood Hills (1st 2nd & 3rd)	\$2,748.53
Mary L Jondal 34.175.0280	OL 22 Crestwood Hills 2nd Addn		Crestwood Hills (1st 2nd & 3rd)	\$4,400.80
Mary L Jondal 34.175.0290	OL 23 Crestwood Hills 3rd Addn		Crestwood Hills (1st 2nd & 3rd)	\$4,401.06
Gregory J Bird 34.175.0300	OL 24 Crestwood Hills 3rd Addn		Crestwood Hills (1st 2nd & 3rd)	\$1,889.00
Blaine M & Nancy Arneson 34.175.0330	OL 27 Crestwood Hills 3rd Addn		Crestwood Hills (1st 2nd & 3rd)	\$0.00
Richard R & Jean F Johnson Jr 34.175.0340	OL 28 Crestwood Hills 3rd Addn		Crestwood Hills (1st 2nd & 3rd)	\$4,292.35
Daniel J & Susan C Mcraith 34.175.0350	OL 29 Crestwood Hills 3rd Addn		Crestwood Hills (1st 2nd & 3rd)	\$4,071.37
Steven D & Shari A Mason 34.175.0360	OL 30 Crestwood Hills 3rd Addn		Crestwood Hills (1st 2nd & 3rd)	\$3,919.73
Mark T & Amalie Niethammer 34.175.0370	OL 31 Crestwood Hills 3rd Addn		Crestwood Hills (1st 2nd & 3rd)	\$3,386.84
Julie A Paulson & Christian A Paulson 34.175.0380	OL 32 Crestwood Hills 3rd Addn		Crestwood Hills (1st 2nd & 3rd)	\$3,483.36



61 Extra Days  
Fund – 49000  
Code 49000.4204

Street improvements on 7<sup>th</sup> Avenue SW, 11<sup>th</sup> Avenue SW & 23<sup>rd</sup> Street SW  
Project No. 22107  
Interest at 3.75% starting November 1, 2022  
15 years

Resolution No.

Page 3

<u>Property Owner</u>	<u>Legal Description</u>	<u>Block</u>	<u>Addition</u>	<u>Total</u>
Boe Kanyapue & Mary Kanyamaw 34.175.0390	OL 33 Crestwood Hills 3rd Addn		Crestwood Hills (1st 2nd & 3rd)	\$3,012.44
John C & Dereen K Ernst 34.175.0440	OL 38 Crestwood Hills 3rd Addn		Crestwood Hills (1st 2nd & 3rd)	\$0.00
Jeffrey & Eva Mcdonald 34.493.0010	Lots 1 & 2	1	Norduane 1st	\$4,306.62
Alba Jacqueline & Juan Rodas 34.523.0140	Lot 12	2	Oak Ridge Addition	\$0.00
Dustin R Haedt 34.523.0150	W 34 ft lot 13 & lot 14	2	Oak Ridge Addition	\$0.00
John & Christina Ziebarth 34.662.0040	LOTS 4 & 5 & LAND ADJ N TO CREEK		Southern Heights 1st	\$3,831.34
Eugene & Valerie Kruger 34.662.0060	REPLAT OF BLK 2		Southern Heights 1st	\$2,402.08
Janet L Baldus Revocable Trust 34.662.0070	LOT 2 & LAND ADJ ON NORTH TO RIVER REPLAT OF BLK 2		Southern Heights 1st	\$2,402.08
Chelsea Anderson Arroyo 34.662.0080	LOT 3 & LAND ADJ ON N REPLATOF BLK 2		Southern Heights 1st	\$2,402.08
Jason Michael Lundberg & Jennifer Ann Klapperick 34.662.0090	Lot 1	3	Southern Heights 1st	\$2,126.81
James E Miller 34.662.0250	Lot 17	3	Southern Heights 1st	\$1,146.45
James E Miller 34.662.0260	Lot 18	3	Southern Heights 1st	\$3,043.17

61 Extra Days  
Fund – 49000  
Code 49000.4204

Resolution No.

Street improvements on 7<sup>th</sup> Avenue SW, 11<sup>th</sup> Avenue SW & 23<sup>rd</sup> Street SW  
Project No. 22107  
Interest at 3.75% starting November 1, 2022  
15 years

Page 4

Property Owner

Legal Description

Block

Addition

Total

Total Assessment  
Prepayments  
Balance to be Assess

\$98,337.80

City of Austin  
500 Fourth Avenue N.E.  
Austin, Minnesota 55912-3773



Phone: 507-437-9940

www.ci.austin.mn.us

TO: Mayor and City Council

FROM: <sup>TD</sup> Tom Dankert, Director of Administrative Services

DATE: February 28, 2022

RE: Health Insurance contributions  
U:\Word\2022\Miscellaneous\Health Insurance contributions 2019-2021.doc

The City of Austin switched to P.E.I.P for our health insurance program back at the start of 2019. With this change, the City of Austin was no longer self-insured, but instead paid premiums to P.E.I.P. to then take the risk on claims costs for our insured employees/retirees.

The PREMIUMS paid are set by union contract, and have been at the following caps for years (see attached #1):

- Single = \$425 per month
- Family = \$1,100 per month

Anything above these amounts is paid for by the employees.

Additionally, there is a provision that states the City shall CONTRIBUTE \$1,500 (family) or \$750 (single) annually to the H.R.A. or H.S.A. depending on what plan the employee chose. These should NOT be considered as premiums, and have not been considered as premiums ever.

However, the City of Austin, since going to the fully insured plan through P.E.I.P. have in essence had the PREMIUMS increased to pay for the CONTRIBUTIONS the City should have been paying for. Staff realized this last week and after further research we have agreed with the conclusion that the employee has been paying those CONTRIBUTIONS since 2019.

With that being said, we believe the right thing to do is to reimburse those employees in 2022 for the error in 2019-2021. We have recorded this cost in the 2021 financial statements that are currently under audit, as per approved discussion with the auditors. We have also met with a W2 and payroll tax expert at CliftonLarsonAllen, LLP (our auditors) and they have agreed with our interpretations.

Our proposed resolution is, if Council approves, to rebate back those funds we should have contributed directly to the employee in 2022. This will be for current employees that are still on the payroll. Additionally, we will calculate the 2022 employee premiums and adjust them such that at year end they have paid the correct amount, without paying for the City of Austin CONTRIBUTIONS. The total estimated cost is just under \$300,000 for the three-year period, and we should have paid them in those years, so it is technically not a new cost.

This decision has no effect on employees that opted out in 2019-2021. If, however, you did pay the extra amount for insurance for a part of those years, we will work with LOGIS to get those individuals reimbursed for their extra payments made.

A big thanks goes out to Accounting Technician Kim Hansen, Senior Accountant Melissa Wilson, and Human Resources Director Tricia Wiechmann on raising the issue and working through the issue such that we can then come to Council for their review and hopeful approval.

If you have any questions, please do not hesitate to give me a call.



**2022 Health Insurance Plan Options & Employee Premium Contribution  
For Regular FT Employees**

City of Austin contributes \$1,100.00 toward family coverage and \$425.00 toward single coverage per month. Amounts listed are the costs to the employee for their plan selection.

**PEIP Advantage Health Plan (HSA & HRA Compatible)**

(City contribution to HSA or HRA, as selected by employee; \$750/yr. single, \$1,500/yr. family)

Single \$313.24/mo.

Family \$828.84/mo.

**HSA** annual contribution limits for 2022 are \$3,650 single and \$7,300 family, with an additional maximum catch-up provision of \$1,000 (age 55 or older). The City's contribution counts toward the maximum contribution limits for 2022.

**PEIP Value Health Plan**

Single \$443.30/mo.

Family \$1,218.00/mo.

\* In 2022, all monthly premium deductions are figured using the monthly contribution rate x 12 months ÷ 24 pay-periods to determine the semi-monthly payroll deduction amount.

Example:  $\$828.84 \times 12 \text{ months} = \$9,946.08 \div 24 = \$414.42/\text{pay period}.$

No contribution will be deducted on the 3<sup>rd</sup> pay period in July and December

(If necessary, any rounding issues are adjusted on the last payroll the deduction is taken)

RESOLUTION NO.

RESOLUTION AUTHORIZING HEALTH INSURANCE REIMBURSEMENT TO  
CITY EMPLOYEES FOR YEARS 2019 – 2021  
AND JANUARY – MARCH, 2022

WHEREAS, the City of Austin offers a health insurance program to its active, non-retiree, employees and their families; and

WHEREAS, the City participates in a fully insured health insurance program through the Minnesota's Public Employees Insurance Program (PEIP); and

WHEREAS, PEIP establishes the monthly premium rates for the health insurance options selected by the City of Austin, which may vary from year to year; and

WHEREAS, the cost of the monthly premium to the Employee is the difference between the City's monthly premium contribution, as established by resolution or applicable labor agreement, and the amount of the premium established by PEIP.

WHEREAS, the premium amounts for years 2019, 2020, 2021 and January – March, 2022, incorrectly included the monthly amount of the annual HRA/HSA City of Austin contribution; resulting in an over payment of monthly premiums by the Employee.

WHEREAS, the City of Austin desires to correct the over payment, in the form of a reimbursement to the Employee.

WHEREAS, the amount of the reimbursement may vary between Employees, based on their annual health insurance elections for each of the identified years.

WHEREAS, there is no reimbursement to Employees who are or have been covered under the PEIP Value plan; or Employees who have opted-out of the City of Austin's health insurance coverage.

NOW, THEREFORE, BE IT RESOLVED THAT the City of Austin will reimburse Employees the amount of their health insurance premium over-payment, as identified per each Employee.

Approved by the Austin City Council this 21<sup>st</sup> day of March 2022

YEAS

NAYS

ATTEST:

APPROVED:

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City Recorder

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Mayor

RESOLUTION NO.

RESOLUTION AMENDING 2022 HEALTH INSURANCE PREMIUM RATES  
EFFECTIVE APRIL 1, 2022

WHEREAS, the City of Austin offers a health insurance program to its active, non-retiree, employees and their families; and

WHEREAS, the City participates in a fully insured health insurance program through the Minnesota's Public Employees Insurance Program (PEIP); and

WHEREAS, PEIP establishes the monthly premium rates for the health insurance options selected by the City of Austin, which may vary from year to year; and

WHEREAS, the cost of the monthly premium to the Employee is the difference between the City's monthly premium contribution, as established by resolution or applicable labor agreement, and the amount of the premium established by PEIP.

WHEREAS, the City of Austin provides an annual contribution towards the Employees HRA or HSA account, as selected by the employee, which is separate from the City's monthly premium contribution.

WHEREAS, the monthly health insurance premiums as listed below represent the full premium amounts, exclusive of the City's monthly premium contribution and the HRA/HSA annual contribution by the City of Austin.

NOW, THEREFORE, BE IT RESOLVED THAT the monthly premiums effective April 1, 2022, for the 2022 PEIP HRA/HSA compatible health insurance plan, shall be as follows:

Single Active – \$675.74  
Family Active – \$1,803.84

Approved by the Austin City Council this 21<sup>st</sup> day of March 2022

YEAS

NAYS

ATTEST:

APPROVED:

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City Recorder

---

Mayor

City of Austin  
500 Fourth Avenue N.E.  
Austin, Minnesota 55912-3773



Thomas Dankert  
Director of  
Administrative Services  
507-437-9959  
Fax 507-433-1693  
tdankert@ci.austin.mn.us

TO: Mayor King and Council Members  
FROM: Tom Dankert *TD*  
DATE: March 14, 2022  
RE: **Budget Adjustment #2 – 2022 Budget Adjustment**  
U:\Word\2022\Miscellaneous\2022 Budget Adjustment #2.doc

Department heads have gotten back to me on specific budgetary items that they would like to carry-over from the 2021 budget into 2022 to expend. The requests are as follows:

**General Fund (11000):**

Parks and Recreation:

- Additional pool sound system allocation, **\$15,000.**
- Pavilions, **\$44,000.**
- Bandshell, **\$31,000.**
- Master Plan/Playground equipment, **\$88,000**

Administration:

- Discover Austin Tourism Initiative **\$120,000.**

City Clerk:

- Election equipment **\$20,100.**

Library:

- Restroom renovations, **\$40,000.**

	<u>Debit</u>	<u>Credit</u>
49011.6540 Equipment	\$ 358,100	
41110.5490 Use of Fund Balance		\$ 358,100
Total General Fund	\$ 358,100	\$ 358,100

**CIP Revolving Fund (49000):**

Public Works/Administration Projects:

- Todd Park bridge, **\$117,310.**
- Turtle Creek Canoe Access, **\$10,000.**
- Targeted Area Redevelopment, **\$500,000.**
- Christmas decorations, **\$40,000.**
- LED Street lights/City Hall energy efficiencies/P&R security window, **\$200,000.**



	<u>Debit</u>	<u>Credit</u>
48215.6530 Equipment	\$ 867,310	
49000.5135 Private Contributions		\$ 107,500
49000.5430 Use of Fund Balance		\$ 759,810
Total CIP Revolving Fund	\$ 857,310	\$ 857,310

**Central Garage Fund (71000):**

Central Garage – Streets:

- Replace 2003 Plow truck #69, **\$185,000.**
- Replace 2001 Tandem truck #78, **\$155,000.**
- Replace 2005 pickup truck #92, **\$32,000.**
- Replace Pickup Truck for WWTP #96, **\$28,000.**

	<u>Debit</u>	<u>Credit</u>
43317.6540 Equipment	\$ 400,000	
43317.5490 Use of Fund Balance		\$ 400,000
Total Central Garage Fund	\$ 400,000	\$ 400,000

Additionally, we need to fund the City contribution (\$750 single, \$1,500 family) for 2022 for issue that recently arose at the March 7 work session. We would propose to transfer \$100,000 from the General Fund (11000) to the Risk Management Fund to account for this:

	<u>Debit</u>	<u>Credit</u>
49911.7775 Transfer Out	\$ 100,000	
41110.5490 Use of Fund Balance		\$ 100,000
49017.6132 Health Ins. Claims	\$ 100,000	
49007.5401 Transfer In		\$ 100,000
Total	\$ 200,000	\$ 200,000

By passing a Resolution, council will have then officially amended the budget for the 2022 year that would allow for the above purchases/transfers.

Please do not hesitate to give me a call if you have any questions.

## RESOLUTION NO.

### BUDGET ADJUSTMENT #2

#### RESOLUTION AMENDING THE 2021 OPERATING BUDGET OF FUND 11 - GENERAL FUND, FUND 49-CIP REVOLVING FUND, FUND 71- CENTRAL GARAGE FUND AND FUND 75 – RISK MANAGEMENT FUND

**WHEREAS**, the City Council of the City of Austin adopted Resolution No. 16432 on December 20, 2021 approving the 2022 operating budgets for the various city operations; and

**WHEREAS**, the following budgeted items from 2021 are requested to be carried over to 2022:

#### **General Fund (11000):**

##### Parks and Recreation:

- Additional pool sound system allocation, **\$15,000.**
- Pavilions, **\$44,000.**
- Bandshell, **\$31,000.**
- Master Plan/Playground equipment, **\$88,000**

##### Administration:

- Discover Austin Tourism Initiative **\$120,000.**

##### City Clerk:

- Election equipment **\$20,100.**

##### Library:

- Restroom renovations, **\$40,000.**

	<u>Debit</u>	<u>Credit</u>
49011.6540 Equipment	\$ 358,100	
41110.5490 Use of Fund Balance		\$ 358,100
Total General Fund	\$ 358,100	\$ 358,100

#### **CIP Revolving Fund (49000):**

##### Public Works/Administration Projects:

- Todd Park bridge, **\$117,310.**
- Turtle Creek Canoe Access, **\$10,000.**
- Targeted Area Redevelopment, **\$500,000.**
- Christmas decorations, **\$40,000.**
- LED Street lights/City Hall energy efficiencies/P&R security window, **\$200,000.**

	<u>Debit</u>	<u>Credit</u>
48215.6530 Equipment	\$ 867,310	
49000.5135 Private Contributions		\$ 107,500
49000.5430 Use of Fund Balance		\$ 759,810
Total CIP Revolving Fund	\$ 857,310	\$ 857,310

**Central Garage Fund (71000):**

Central Garage – Streets:

- Replace 2003 Plow truck #69, **\$185,000.**
- Replace 2001 Tandem truck #78, **\$155,000.**
- Replace 2005 pickup truck #92, **\$32,000.**
- Replace Pickup truck for WWTP #96, **\$28,000**

	<u>Debit</u>	<u>Credit</u>
43317.6540 Equipment	\$ 400,000	
43317.5490 Use of Fund Balance		\$ 400,000
Total Central Garage Fund	\$ 400,000	\$ 400,000

**Risk Management Fund: (75000):**

Additionally, we need to fund the City contribution (\$750 single, \$1,500 family) for 2022 for issue that recently arose at the March 7 work session. We would propose to transfer \$100,000 from the General Fund (11000) to the Risk Management Fund to account for this:

	<u>Debit</u>	<u>Credit</u>
49911.7775 Transfer Out	\$ 100,000	
41110.5490 Use of Fund Balance		\$ 100,000
49017.6132 Health Ins. Claims	\$ 100,000	
49007.5401 Transfer In		\$ 100,000
Total	\$ 200,000	\$ 200,000

And;

**WHEREAS**, generally accepted accounting principles and reporting practices call for the amendment of the adopted budget to properly reflect these authorizations.

**NOW THEREFORE, BE IT RESOLVED** that the City Recorder shall record these authorized budget amendments upon the City's 2022 financial records.

Passed by a vote of yeas and nays this 21st day of March, 2022.

YEAS

NAYS

ATTEST:

APPROVED:

\_\_\_\_\_  
City Recorder

\_\_\_\_\_  
Mayor

City of Austin  
Zoning Department



500 Fourth Avenue N.E.  
Austin, Minnesota 55912-3773  
Phone: 507-437-9950  
Fax: 507-437-7101  
[www.ci.austin.mn.us](http://www.ci.austin.mn.us)

## Memorandum

**To:** Mayor and City Council

**Cc:** Alton Nelson  
104 11<sup>th</sup> St NE, Austin, MN 55912

**From:** Holly Wallace, Planning & Zoning Administrator

**Re:** Accumulation of Refuse and Junk  
At 711 6<sup>th</sup> Ave SE, Nelson Property

**Date:** March 18, 2022

---

May I ask the City Council to approve granting the Planning & Zoning Department the power to contract for the removal of refuse and junk at 711 6<sup>th</sup> Ave SE. The property owner has been notified of this violation to the City Code Sections 10.14 Subd.1(B), 10.14 Subd.4-6 but has failed to resolve this issue. (See Attached)

Therefore, I am requesting the Mayor and City Council to approve empowering the Planning & Zoning Department to act on the removal of this junk. Such action is permitted by the City Code Section 10.14.

Thank You



City of Austin  
Zoning Department



500 Fourth Avenue N.E.  
Austin, Minnesota 55912-3773  
Phone: 507-437-9950  
Fax: 507-437-7101  
[www.ci.austin.mn.us](http://www.ci.austin.mn.us)

March 4<sup>th</sup>, 2022

Alton Nelson  
104 11<sup>th</sup> St NE  
Austin, MN 55912

RE: Zoning Violations at 711 6<sup>th</sup> Ave SE Austin, MN 55912

Dear Alton:

The City of Austin Planning and Zoning Department has observed a violation of City Code on your property. An investigation of this complaint was conducted on March 2<sup>nd</sup>, 2022 at this site and the following issues need to be resolved:

**Remove all junk from property**

The violation of Austin City Code Sections 10.14 Subd.1(B) 4 and 10.14 Subd.4-6 were found.. These City Code sections read as follows:

**City Code Section 10.14, Subd. 1(B):**

**JUNK.** All scrap metal, rags, batteries, paper, trash, rubber tires, debris, waste, wood, and/or construction materials not used in connection with a building or which is carried as inventory in an on-going construction business at a lawful place of business, dismantled vehicles, machinery and appliances or parts thereof and parts of vehicles, glass, tinware, plastic, aluminum and/or steel cans, old or discarded household goods, household furnishings or furniture, hardware or appliances. Neatly stacked firewood located so as to comply with the setback requirements as set forth in Chapter 11 and in accordance with side yard or rear yard setback requirements shall not be considered junk.

**City Code Section 10.14, Subd. 4. Notice and abatement.**

**B. Public nuisances affecting health**

5. Accumulations of manure, refuse, junk or other debris;

**D. Public nuisances affecting peace and safety.**

16. Accumulations in the open of discarded or disused machinery, household appliances, automobile bodies or other material in a manner conducive to the harboring of rats, mice, snakes or vermin, or the rank growth of vegetation among the items so accumulated, or in a manner creating fire, health or safety hazards from accumulation;

**City Code Section 10.14, Subd. 4(E-G)**

**NOTICE AND ABATEMENT.**

E. Whenever a public officer or other person charged with enforcement determines that a public nuisance is being maintained or exists on premises in the City, the City enforcement officer shall notify in writing the owner or occupant of the premises of such fact and order that such nuisance be terminated and abated.

F. The notice shall be served in person or by certified or registered mail. If the premises are not occupied and the owner is unknown, the notice may be served by posting it on the

premises. The notice shall specify the steps to be taken to abate the nuisance and the time, not exceeding ten (10) days, within which the nuisance is to be abated.

G. If an emergency exists that presents an immediate danger to citizens affecting their safety, the officer shall require immediate abatement of such nuisance. If the notice is not complied with within the time specified, the enforcing officer shall report that fact forthwith to the Council and may take such other appropriate action as may be necessary. The Council may, after notice to the owner or occupant, provide for the abating of the nuisance by the City.

**City Code Section 10.14, Subd. 5:**

**RECOVERY OF COST.** The owner of the premises on which a nuisance has been abated by the City shall be personally liable for the cost to the City of the abatement, including administrative costs. As soon as the work has been completed and the cost determined, the City Recorder shall prepare a bill for the cost and mail it to the owner. There upon, the amount shall be immediately due and payable at the Office of the City Recorder. Ownership shall be presumed to be the owner as shown on the records of the County Treasurer unless the City Recorder has reason to know that such information is not accurate, in which event, notice shall be given to such other person as the City Recorder has reason to believe is, in fact, the true owner of said premises.

**City Code Section 10.14, Subd. 6:**

**ASSESSMENT.** If the cost of abating said nuisance is not paid in full to the City Recorder before September 1, next, then on or before September 1, next, following the abatement of the nuisance, the City Recorder shall list the total unpaid charges along with other such charges, as well as other charges for current services to be assessed under Minnesota Statutes 429.101 against each separate lot or parcel to which charges are attributable. The Council may then spread the charges against such property under that statute and other pertinent statutes for certification to the County Auditor and collection along with current taxes the following year or in annual installments, not exceeding ten (10), as the Council may determine in each case.

Please resolve the City Code violations within **10 days** of the date of this letter, or the matter will be referred to the Austin City Council for corrective action. Council generally meets the first and third Mondays of every month. You will be fined a minimum of \$100, the amount varies depending on the type of violations.

Your cooperation with this matter will be greatly appreciated, and if you have any questions, please call me at my office at (507)437-9950.

Sincerely,



Brent Johnson  
Zoning Inspector





March 16, 2022  
9:04 AM

711 6<sup>th</sup> Ave SE



City of Austin  
Zoning Department



500 Fourth Avenue N.E.  
Austin, Minnesota 55912-3773  
Phone: 507-437-9950  
Fax: 507-437-7101  
[www.ci.austin.mn.us](http://www.ci.austin.mn.us)

## Memorandum

**To:** Mayor and City Council

**Cc:** Charles Beddow Jr  
204 12<sup>th</sup> St SE, Austin, MN 55912

**From:** Holly Wallace, Planning & Zoning Administrator

**Re:** Accumulation of Refuse and Junk  
At 204 12<sup>th</sup> St SE, Beddow Property

**Date:** March 18, 2022

---

May I ask the City Council to approve granting the Planning & Zoning Department the power to contract for the removal of refuse and junk at 204 12<sup>th</sup> St SE. The property owner has been notified of this violation to the City Code Sections 10.14 Subd.1(B), 10.14 Subd.4-6 but has failed to resolve this issue. (See Attached)

Therefore, I am requesting the Mayor and City Council to approve empowering the Planning & Zoning Department to act on the removal of this junk. Such action is permitted by the City Code Section 10.14.

Thank You



**City of Austin  
Zoning Department**



**500 Fourth Avenue N.E.  
Austin, Minnesota 55912-3773  
Phone: 507-437-9950  
Fax: 507-437-7101  
[www.ci.austin.mn.us](http://www.ci.austin.mn.us)**

February 23<sup>rd</sup>, 2022

Charles Beddow Jr  
204 12<sup>th</sup> St SE  
Austin, MN 55912

RE: Zoning Violations at 204 12<sup>th</sup> St SE, Austin, MN 55912

Dear Charles:

The City of Austin Planning and Zoning Department has observed a violation of City Code on your property. An investigation of this complaint was conducted on February 23<sup>rd</sup>, 2022 at this site and the following issues need to be resolved:

1. **Remove all junk/garbage from property**
2. **Each container shall be watertight and contain all refuse which may accumulate between collections or other disposal**
3. **Garbage shall be collected or otherwise lawfully disposed of, at least once each week during the year**

The violation of Austin City Code Sections 10.01 Subd 2,3 & 4, 10.14 Subd.1(B) 4 and 10.14 Subd.4-6 were found. These City Code sections read as follows:

**City Code Section 10.01 Subd. 2. *Disposal required.*** Every person shall, in a sanitary manner, store and dispose of refuse that may accumulate upon property owned or occupied by him or her in accordance with the terms of this section. Garbage shall be collected or otherwise lawfully disposed of, at least once each week during the year.

**City Code Section 10.01 Subd 3. Deposit of garbage or refuse. It is unlawful:**

D. For any person to deposit anywhere within the city any refuse in a manner that it may be carried or deposited by the elements upon any public place or any other premises within the city;

**City Code Section 10.01 Subd 4. Containers**

- A. *General requirement.* Every householder, occupant or owner of any residence and any restaurant, industrial establishment or commercial establishment shall provide on the premises one or more containers to receive and contain all refuse which may accumulate between collections or other disposal. All normal accumulations of refuse shall be deposited in such containers, except that leaves, trimmings from shrubs, grass clippings, shavings, excelsior and other rubbish of similar volume and weight may be stored in closed containers not meeting the requirements of Subpar.
- B. Tree limbs under four inches in diameter in five-foot lengths and tied in bundles not to exceed 60 pounds, bundles of newspapers, cardboard or magazines tied securely not to exceed 60 pounds. Furniture, rugs and carpeting will be accepted by a licensed hauler if notified 24 hours in advance of regular pickup time. The following articles will not be accepted as refuse and must be deposited at a designated

demolition site: stone, sod, earth, concrete, building materials unless placed in covered garbage cans, automobile parts, except tune-up parts, inflammable liquids, tree trunk sections over four inches in diameter. Tires and white goods need not be accepted as refuse by licensed garbage haulers, but shall be disposed of at the depository as designated by the County Board.

B. *Container requirements.* Each container shall be watertight, shall be impervious to insects and rodents and shall not exceed 32 gallons in capacity, garbage containers when full shall not exceed 60 pounds in weight, when waste is collected by licensed haulers by mechanical lifting devices, the use of the container shall not exceed 90 gallons or limited, as defined by the hauler. Containers shall be maintained in good and sanitary condition. Any container not conforming to the requirements of this section or having ragged or sharp edges or any other defect likely to hamper or injure the person collecting the contents shall be promptly replaced after notice by the city. Notwithstanding the foregoing, grass clippings and leaves may be temporarily stored in bags provided by licensed garbage haulers for pick up by licensed garbage haulers or in plastic bags provided by the owner for ultimate disposal at a site designated by the Council.

C. *Placement.*

1. Garbage containers shall be placed in a driveway or open area outside of the garage or where public alley - garbage shall be placed adjacent to the alley, easily accessible for pickup to be made. Other refuse - properly bagged or bundled such as leaves, clippings or brush shall be placed by the curb of the street or by the alley for collection. Containers must be placed properly for pickup prior to 5:30 a.m. on the day of collection to insure service.

2. At the request of the garbage hauler, garbage containers may be placed on boulevard, curbside or other convenience place in front yard for collection, but the containers shall not be permitted to remain on curbside or in front yard for more than 24 consecutive hours.

**City Code Section 10.14, Subd. 1(B):**

**JUNK.** All scrap metal, rags, batteries, paper, trash, rubber tires, debris, waste, wood, and/or construction materials not used in connection with a building or which is carried as inventory in an on-going construction business at a lawful place of business, dismantled vehicles, machinery and appliances or parts thereof and parts of vehicles, glass, tinware, plastic, aluminum and/or steel cans, old or discarded household goods, household furnishings or furniture, hardware or appliances. Neatly stacked firewood located so as to comply with the setback requirements as set forth in Chapter 11 and in accordance with side yard or rear yard setback requirements shall not be considered junk.

**City Code Section 10.14, Subd. 4. *Notice and abatement.***

**B. *Public nuisances affecting health***

5. Accumulations of manure, refuse, junk or other debris;

**D. *Public nuisances affecting peace and safety.***

16. Accumulations in the open of discarded or disused machinery, household appliances, automobile bodies or other material in a manner conducive to the harboring of rats, mice, snakes or vermin, or the rank growth of vegetation among the items so accumulated, or in a manner creating fire, health or safety hazards from accumulation;

**City Code Section 10.14, Subd. 4(E-G)**

**NOTICE AND ABATEMENT.**

E. Whenever a public officer or other person charged with enforcement determines that a public nuisance is being maintained or exists on premises in the City, the City enforcement officer shall notify in writing the owner or occupant of the premises of such fact and order that such nuisance be terminated and abated.

F. The notice shall be served in person or by certified or registered mail. If the premises are not occupied and the owner is unknown, the notice may be served by posting it on the premises. The notice shall specify the steps to be taken to abate the nuisance and the time, not exceeding ten (10) days, within which the nuisance is to be abated.

G. If an emergency exists that presents an immediate danger to citizens affecting their safety, the officer shall require immediate abatement of such nuisance. If the notice is not complied with within the time specified, the enforcing officer shall report that fact forthwith to the Council and may take such other appropriate action as may be necessary. The Council may, after notice to the owner or occupant, provide for the abating of the nuisance by the City.

**City Code Section 10.14, Subd. 5:**

**RECOVERY OF COST.** The owner of the premises on which a nuisance has been abated by the City shall be personally liable for the cost to the City of the abatement, including administrative costs. As soon as the work has been completed and the cost determined, the City Recorder shall prepare a bill for the cost and mail it to the owner. There upon, the amount shall be immediately due and payable at the Office of the City Recorder. Ownership shall be presumed to be the owner as shown on the records of the County Treasurer unless the City Recorder has reason to know that such information is not accurate, in which event, notice shall be given to such other person as the City Recorder has reason to believe is, in fact, the true owner of said premises.

**City Code Section 10.14, Subd. 6:**

**ASSESSMENT.** If the cost of abating said nuisance is not paid in full to the City Recorder before September 1, next, then on or before September 1, next, following the abatement of the nuisance, the City Recorder shall list the total unpaid charges along with other such charges, as well as other charges for current services to be assessed under Minnesota Statutes 429.101 against each separate lot or parcel to which charges are attributable. The Council may then spread the charges against such property under that statute and other pertinent statutes for certification to the County Auditor and collection along with current taxes the following year or in annual installments, not exceeding ten (10), as the Council may determine in each case.

Please resolve the City Code violations within 10 days of the date of this letter, or the matter will be referred to the Austin City Council for corrective action. Council generally meets the first and third Mondays of every month. You will be fined a minimum of \$100, the amount varies depending on the type of violations.

Your cooperation with this matter will be greatly appreciated, and if you have any questions, please call me at my office at (507)437-9950.

Sincerely,



Brent Johnson  
Zoning Inspector

Charles Beddow  
208 1<sup>st</sup> St SE Apt 6  
Austin, MN 55912





March 16, 2022

9:01 AM

204

12th St SE





March 16, 2022  
9:01 AM

204



**City of Austin**  
**500 4<sup>th</sup> Avenue NE**  
**Austin, MN 55912**  
**507-437-9940**  
**[www.ci.austin.mn.us](http://www.ci.austin.mn.us)**



**Tricia Wiechmann**  
**Human Resources Director**  
**507-437-9942**  
**[twiechma@ci.austin.mn.us](mailto:twiechma@ci.austin.mn.us)**

MEMORANDUM

TO: Mayor & Council

FROM: Tricia Wiechmann  
Human Resources Director

RE: Update – Park & Recreation Director replacement

DATE: March 16, 2022

The Park and Recreation Board met recently to discuss the hiring of a new Parks, Recreation & Forestry Director. As an extension of this discussion, I thought this would be a good opportunity to update you on where we are at with the process.

The hiring process is active and we are accepting applications through March 28, 2022; as of the date of this memo, we have received five applications. I included in the position announcement, our intent to conduct first round interviews the week of April 4, 2022. We would then hold second round, in-person interviews (if their first was via Zoom), community tour, etc., the following week, April 11, 2022; or early the next week, April 18, taking into consideration the Easter holiday.

We are hopeful that an offer of employment can be made no later than April 22, 2022, with the possibility of an earlier date. Depending on the candidate, their current employment situation and place of residency; we would anticipate our new director starting mid-May, this is a typical timeline for most city positions.

Prior to and in preparation for Mr. Nelson's departure, he put together a detailed, 7- or 8-page document for use by current staff outlining the status of on-going items; as well as specific details of things for the new Director. In addition to other planning and discussions, Craig Clark and I met with the Mr. Nelson, office staff and department supervisors on February 24, 2022 to go through this document and to ask any additional questions of Mr. Nelson before leaving.

The majority of the immediate type items were addressed and some specific assignments of duties were delegated to department personnel, mostly in the area of hiring for summer/seasonal employees. Craig Clark indicated that he would be the point person for things that came up either out of the norm or items that needed administrative type decisions made, acting as the Interim Park & Recreation Director. Otherwise, the day-to-day operations would continue to be

handled with the office staff and the recreation and parks maintenance supervisors. The Nature Center would continue their operations under the leadership of the Nature Center Director. This practice is historically consistent with other openings; though each instance is evaluated by administration and human resources on a case-by-case basis.

The biggest on-going project that the parks department had going is the Parks Master Plan. This has been placed in a holding pattern for now; and it will continue under the direction and leadership of the new Director.

Please feel free to contact me if you have any questions on this. Thank you.