

AGENDA
CITY OF CROSSLAKE
SPECIAL COUNCIL MEETING
FRIDAY, OCTOBER 25, 2019
2:00 P.M. – CITY HALL

1. Call to Order
2. Bills for Approval (Motion)
3. Letter of Intent to Consider TAP Grant for Parking/Pedestrian Study (Motion)
4. Discuss CSAH 66/CSAH 16 Stormwater Project and Grant Possibilities
5. Review Feasibility Report and Mock Assessments for CSAH 66 Sanitary Sewer Extension (Motion)
6. Approve Resolution Receiving Feasibility Report and Setting Date for Public Hearing (Motion)
7. Adjourn

REMINDER:

**REGULAR COUNCIL MEETING IN NOVEMBER IS ON
TUESDAY, NOVEMBER 12TH.**

BILLS FOR APPROVAL
October 25, 2019

VENDORS	DEPT		AMOUNT
AAA Equipment, clamp oil, fitting	PW		18.85
AW Research, water testing	Sewer		139.50
Baker & Taylor, books	Library		542.52
Brainerd Truck & Trailer, dot inspections	PW		229.50
Braun Intertec, soil borings	Sewer		2,160.00
Corey Ledin, travel reimbursement	Fire		433.77
Crow Wing County Recorder, recording fees	PZ		92.00
Eric Swanson, mileage reimbursement	Police		185.60
Forum Communications, assessment hearing notice	PW		55.25
Forum Communications, meeting notice of 10/25	PZ		55.25
Fyles, portable restrooms	Park		162.00
Grand Forks Fire Equipment, parts	Fire		158.24
Hawkins, chemicals	Sewer		350.17
Holden Electric, add dryer receptacle	Sewer		722.85
Jon Kolstad, reimburse uniform expense	PZ		229.95
Lakes Printing, business cards	PZ		55.80
Mastercard, Ace Hardware, targets	Police		61.13
Mastercard, Best Western, lodging	Police		173.29
Mastercard, Blauer, uniform	Police		359.96
Mastercard, Speedway, fuel	Police		30.50
Mastercard, U of MN, pesticide training	PW		145.00
Menards, plywood	Park		355.63
Menards, plywood, tape	Park		521.66
Midwest Machinery, draft link	Park		302.26
Mikes Tree Company, tree removal	PW		1,675.00
MCSI, copier maintenance	Park		48.13
MPCA, sanitary sewer permit fee	Sewer		310.00
MR Sign, address number signs	PW		119.48
Napa, oil	Park		12.57
Napa, air filter	Park		8.77
Napa, diesel fuel additive	PW		133.14
Premier Auto, oil change	Police		30.97
Rich Irish, reimburse travel expense	Fire		531.84
Simonson Lumber, lumber	Park		215.32
Simonson Lumber, sledge hammer, tools	PW		26.57
Team Lab, fine road patch	PW		1,391.00
TJ Graumann, mileage reimbursement	Park		6.96
WSN, stormwater project	PW		1,129.89
WSN, perkins road	PW		5,959.78
WSN, parking/pedestrian study	PW		1,420.00
WSN, daggett bay road/sewer	PW		11,053.80
WSN, cold storage rating	PW		1,567.50
WW Goetsch, three pumps	Sewer		18,215.00
Xcel Energy, gas utilities	ALL		402.15
Ziegler, snow wolf repairs	PW		2,202.07
TOTAL			54,000.62



Greater Minnesota Transportation Alternatives Solicitation

2019/20 Solicitation Letter of Intent Worksheet

Funding in year 2024

Table of Contents

Table of Contents	2
Overview	3
Worksheet Instructions.....	3
Related Documents.....	3
2019/20 Solicitation Timeline	4
LOI Review Process	4
Letter of Intent Worksheet	5
Applicant Information.....	5
Project Information.....	5

Note: The solicitation for Transportation Alternatives funding for the seven-county Twin Cities metropolitan area (Anoka, Carver, Dakota, Hennepin, Ramsey, Scott and Washington counties) is conducted by the Metropolitan Council and the Transportation Advisory Board. For more information about the metro area solicitation, visit the [Met Council website](#).

Overview

For the 2019/20 application cycle, MnDOT is conducting a solicitation for Transportation Alternative (TA) projects. The application will follow previous years where applicants meet eligibility requirements to be considered for the program. Important eligibility requirements are noted below.

- The TA funding available through this solicitation is for project construction in fiscal year 2024. TA funding requires a 20 percent local match. Only projects located outside of the seven-county metropolitan area are eligible for TA funding. Maximum funding awards are set by each Area Transportation Partnership.

See the TA Solicitation Guidebook for more information about the program and additional eligibility requirements.

Worksheet Instructions

Please use this worksheet to prepare your responses before completing the letter of intent online. All final LOIs must be submitted through the [solicitation website](#). In completing the LOI, please be specific about the work for which you are seeking support and write in plain language. **This Word document is not the form to be submitted.**

Related Documents

- **TA Solicitation Guidebook** – includes information related to the overall solicitation process and eligibility requirements for TA funding.
- **TA Solicitation Full Application** – the full application form for the TA solicitation. Full application documents are available from each [ATP](#) directly.

2019/20 Solicitation Timeline

- **Tuesday, October 1st, 2019** – Announce TA solicitation. Open letter of intent period.
- **Thursday, October 31st, 2019** – Deadline for applicants to submit letters of intent.
- **Friday, November 15th, 2019** – Deadline for RDO/MPO/district review of letters of intent.
Recommendation to proceed forward with full application given to applicants.
- **Monday, November 18th, 2019** – Official start of full application period.
- **Friday, January 3rd, 2020** – Deadline for applicants to submit full applications.
- **Wednesday, April 15th, 2020** – Deadline for ATPs to select TA projects.

LOI Review Process

Interested applicants are strongly recommended to complete a letter of intent for their project prior to submitting a full application. Upon completion, the LOIs will be distributed to the appropriate regional development organization, metropolitan planning organization or MnDOT district for review. The reviewing party will discuss the project with the applicant and either recommend or not recommend that the applicant proceed to the full application. The goal of this initial review is to ensure project eligibility and determine project readiness prior to submittal of the full application. A recommendation to proceed will be received by the applicant on or before the start of the TA full application period.

Letter of Intent Worksheet

Applicant Information

Name of applicant organization: City of Crosslake

Title of project: Crosslake/Crow Wing County Pedestrian Crossing and Walkway Improvements

Name of contact: Charlene Nelson, City Clerk

Address: City Hall, 37028 County Road 66

City: Crosslake **State:** Minnesota **Zip:** 56442

County: Crow Wing

Phone: 218-692-2688 **Email:** cityclerk@crosslake.net

Project Information

1. **One sentence description of the work for which you are seeking support:** Sidewalks, street/highway crossing demarcation enhancements and pedestrian ramp improvements to achieve compliance with the Americans with Disabilities Act.
2. **Amount of funding requested:** \$450,000
3. **Total project budget. Please briefly explain the total estimated amount of funding needed for the project. Include the amount requested through this application and other sources. If interested in being consider for Transportation Alternatives funding, specifically identify how you will obtain the 20 percent match (100 words maximum):** The total project cost is estimated at \$740,000 with the total estimated amount of construction funding needed for the project at \$560,000. The City and County will provide for the 20 percent construction cost match (approximately \$110,000) through budgeted capital improvement accounts or other reserve accounts, resulting in a total estimated TA fund amount of \$450,000. Engineering, right-of-way and 20 percent construction match costs will be allocated between the City and County in accordance with the cost-share agreement between both parties.
4. **Project request type (capital, planning, both):** Capital
5. **Describe the work you want to do for which you are seeking support. Include a description of the project development activities for this project completed to date (250 words maximum):** The City of Crosslake, Crow Wing County Highway Department, U.S. Army Corps of Engineers and National Loon Center Foundation have completed a preliminary engineering study of the Downtown Commercial District area within Crosslake (the Downtown District) which includes the primary County highway corridors through the City (CSAH 3 and CSAH 66-Paul Bunyan Scenic Byway), the location of the proposed National Loon Center, Crosslake Community School, U.S. Army Corps of Engineers Crosslake Recreation Area and Town Square. This study was commissioned primarily due to concerns for traffic, pedestrian and bicycle mobility, walkway and trail connectivity, parking capacity and alternative

transportation safety. The study area has experienced increased vehicle and pedestrian traffic and congestion, increased commercial and residential land development, increased annual Federal campground attendance and is expected to experience further increases with construction of the National Loon Center and additional commercial property build-outs of current vacant property within the Downtown Commercial District.

6. **Describe how your project meets a transportation purpose (100 words maximum):** The project will improve connectivity of existing sidewalks and trails by the addition of sidewalks, pedestrian ramps and improved crosswalks enhancing access and mobility from the Crosslake Recreation Area, National Loon Center to public and private parking areas, multi-family housing centers and commercial retail and service providers.
7. **List any adopted plans that your project has been identified in (statewide, regional, Safe Routes to School, Scenic Byways, etc.):** The Paul Bunyan Scenic Byway (CSAH 3/66) is the main County highway through the project area.
8. **Is the proposal an initiative of a local Safe Routes to School program?** ☐ Yes ☒ No
9. **Does the proposal benefit a designated Scenic Byway?** ☒ Yes ☐ No
10. **If yes, which Scenic Byway?** Paul Bunyan Scenic Byway
11. **Describe your organization and/or the sponsoring agency's history with delivering federally funded projects, focusing on infrastructure projects. If not applicable, identify the key steps and strategies that will be used to deliver the project (250 words maximum):** Crow Wing County is sponsoring the project for the City of Crosslake and has prior experience with federally funded projects. The City's consulting engineer, Widseth Smith Nolting and Associates, has project delivery experience with federally funded infrastructure projects for municipalities throughout Minnesota.
12. **Have you contacted representatives from the sponsoring agency, including elected officials and county engineers? If so, please describe what has resulted from this conversation and if you have written support for the project (50 words maximum):** The Crow Wing County Engineer, Tim Bray, and District 2 Commissioner, Bill Brekken, representing the district where this project is located, have agreed the County will sponsor and support the Transportation Alternatives funding application.

CROSSLAKE PARKING/PEDESTRIAN STUDY
PROJECT PHASING - PRELIMINARY COST ESTIMATES

PHASE 1 - TAP YEAR 2024 - PEDESTRIAN WALKWAYS AND ADA RAMPS - CSAH 3 AND 66

Item Description	UNIT	UNIT PRICE	EST. QUANTITIY	TOTAL COST
Mobilization	LUMP SUM	\$25,000.00	1	\$25,000.00
Standard Crosswalk Striping	LIN. FT.	\$2.00	900	\$1,800
Continental Crosswalk Striping	SQ.FT.	\$3.50	400	\$1,400
Bike Lane Pavement Messages	SQ.FT.	\$3.50	0	\$0
New ADA Ramps	EACH	\$5,500.00	35	\$192,500
Reconstruct ADA Ramps	EACH	\$5,500.00	13	\$71,500
Reconstruct Driveway Intersections	EACH	\$4,500.00	11	\$49,500
Crosswalk lighting	EACH	\$7,500.00	0	\$0
6' Wide; 4" Concrete Sidewalk	SQ.FT.	\$9.00	13800	\$124,200
8' Wide; 3" Bituminous Sidewalk	SQ.FT.	\$3.50	0	\$0
9' Wide; 3" Bituminous Sidewalk	SQ.FT.	\$3.50	12420	\$43,470
Centerline Signage	EACH	\$600.00	6	\$3,600
Push Button Crosswalk signage	EACH	\$2,500.00	0	\$0
Subtotal				\$512,970
Contingencies (10%)				\$51,297
Engineering (20%)				\$112,853
Right-of-Way (Estimated)				\$50,000
Legal and Other Soft Costs (1.5%)				\$8,464
Administration (1%)				\$5,643
Estimated Total Project Cost				\$741,000

PHASE 2 - TAP YEAR 2025 - CROSSING ENHANCEMENTS; TRAILS AND PIONEER DR SIDEWALKS/RAMPS

Item Description	UNIT	UNIT PRICE	EST. QUANTITIY	TOTAL COST
Mobilization	LUMP SUM	\$30,000.00	1	\$30,000.00
Standard Crosswalk Striping	LIN. FT.	\$2.00	100	\$200
Continental Crosswalk Striping	SQ.FT.	\$3.50	48	\$168
Bike Lane Pavement Messages	SQ.FT.	\$3.50	320	\$1,120
New ADA Ramps	EACH	\$5,500.00	17	\$93,500
Reconstruct ADA Ramps	EACH	\$5,500.00	26	\$143,000
Reconstruct Driveway Intersections	EACH	\$4,500.00	3	\$13,500
Crosswalk lighting	EACH	\$7,500.00	10	\$75,000
6' Wide; 4" Concrete Sidewalk	SQ.FT.	\$9.00	15450	\$139,050
8' Wide; 3" Bituminous Sidewalk	SQ.FT.	\$3.50	8400	\$29,400
9' Wide; 3" Bituminous Sidewalk	SQ.FT.	\$3.50	0	\$0
Centerline Signage	EACH	\$600.00	0	\$0
Push Button Crosswalk signage	EACH	\$2,500.00	12	\$30,000
Subtotal				\$554,938
Contingencies (10%)				\$55,494
Engineering (20%)				\$122,086
Right-of-Way (Estimated)				\$60,000
Legal and Other Soft Costs (1.5%)				\$9,156
Administration (1%)				\$6,104
Estimated Total Project Cost				\$810,000



**BOLTON
& MENK**

Real People. Real Solutions.

September 30, 2019

Project No. B11.116904

Feasibility Report

CSAH 66 Sanitary Sewer Extension

City of Crosslake, MN

Submitted by:

Bolton & Menk, Inc.
7656 Design Road
Suite 200
Baxter, MN 56425
P: 218-825-0684
F: 218-825-0685

Feasibility Report

CSAH 66 Sanitary Sewer Extension

for

City of Crosslake, Minnesota

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



By:

Phillip M. Martin, P.E.

License No. 25378

Date: September 30, 2019

TABLE OF CONTENTS

I.	PROJECT INTRODUCTION.....	3
II.	BACKGROUND.....	3
III.	EXISTING CONDITIONS.....	4
	A. STREET	4
	B. WATER SUPPLY	4
	C. SANITARY SEWER.....	4
	D. STORMWATER.....	5
	E. SOIL/GROUNDWATER.....	5
	F. PRIVATE UTILITY(S).....	6
	G. RIGHT-OF-WAY.....	6
IV.	PROPOSED IMPROVEMENT	6
V.	ESTIMATED PROJECT COSTS	8
VI.	PROJECT FINANCING.....	9
VII.	RECOMMENDATION	11

APPENDIX

A: Engineer's Estimate of Costs

B: Nagell Appraisal Incorporated letter report dated April 1, 2019

C: Mock Assessment Roll

I. PROJECT INTRODUCTION

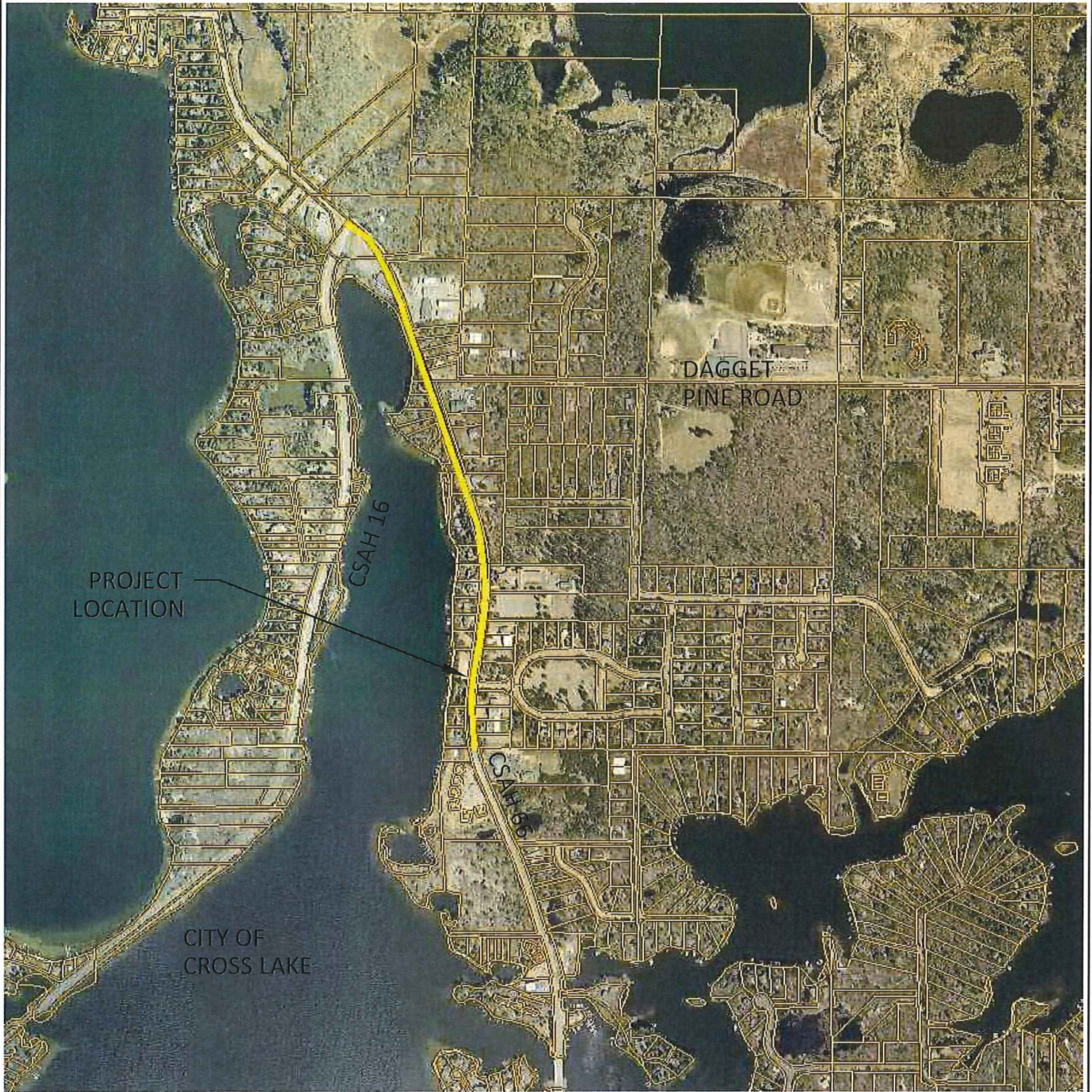
This Report has been prepared for proposed sanitary sewer extension in the City of Crosslake. The proposed improvements include extending sanitary sewer collection infrastructure from the existing termini of the municipal sanitary sewer collection system to a location approximately 4,000 feet in a northerly direction to the intersection of Crow Wing County CSAH 66 and CSAH 16. Figure I.1 identifies the project location.

The project will require improvements related to the construction of sanitary sewer system infrastructure, including surface improvements and potentially improvements to Crow Wing County's existing storm sewer system along CSAH 66 and CSAH 16.

This report can be used to assist in meeting special assessment requirements prescribed in Minnesota Statute 429 and City Ordinance No. 358 – An Ordinance Amending Chapter 42 of the City Code, Article IV Special Assessment Procedures for Public Improvements and Maintenance Costs for the City of Crosslake, County of Crow Wing, Minnesota. Compensation for this report was based on the time and labor required to utilize past City project knowledge and experience to prepare the report and not based on a percentage of the estimated cost of the improvements considered.

II. BACKGROUND

The City of Crosslake retained Bolton & Menk, Inc. in 2018 to prepare a Preliminary Engineer's Report (PER) to better understand the cost associated with providing public sanitary sewer utility improvements along CSAH 66 in response to system connection inquiries from parcels beyond the extent of the current system. The PER was developed based on review of available existing City information, field review of existing conditions, correspondence with City/County staff, and Crow Wing County Lidar data. In 2019, the City directed Bolton & Menk to proceed with a preliminary engineering



services and prepare this feasibility report in accordance with Minnesota Statute 429 and City Ordinance No. 358. The improvement being considered by the City is to install approximately 4,000 lineal feet of gravity 10-inch sanitary sewer from City Hall to approximately 400 feet north of the intersection of CSAH 16/66 and reconstruction of CSAH 66. The proposed improvements are non-petitioned.

III. EXISTING CONDITIONS

A. STREET

CSAH 66 is a 5-mile paved Crow Wing County highway running northerly from the intersection of CSAH 3 in Crosslake to CSAH 1 in Manhattan Beach. This county road is a mixture of urban and rural section with a width of 44 feet and includes parallel parking on each side of the road with a paved trail behind the west curb between CSAH 3 and CSAH 16.

B. WATER SUPPLY (PRIVATE)

The City does not supply and distribute potable water in a municipal drinking water system. Rather, individual properties supply water through private well installations. Some well locations are near CSAH 66.

C. SANITARY SEWER

Existing sanitary sewer beneath CSAH 66 ends at a location approximately 700 feet north of Daggett Bay Road SW (Refer to Figure III.1). According to Wastewater Collection System – Contract 2 Plans dated November 27, 2002 and provided by City staff, the existing system ends with a 10-inch polyvinyl chloride (PVC) pipe extended 13 feet beyond sanitary sewer manhole 59 with a pipe invert 1231.74 feet and a surface elevation of about 1251.00 feet. Wastewater collected in this pipe segment flows in a southerly direction to Lift Station “C” located directly across from Daggett Bay Road SW on the west side of CSAH 66

(Refer to Figure III.2). Lift Station "C" currently serves a small area of the collection system and has limited flow. The City is currently working to extend sanitary sewer to the new City Hall lot located on Daggett Bay Road. It is anticipated that the extension would result in potential hookup of 7 parcels.

From Lift Station "C", wastewater is pumped with a 5-Horsepower (Hp) pump into the collection system and collected into Lift Station "D". Lift Station "D" pumps wastewater into the system with a 5-Hp pump. The wastewater is collected into Lift Station "B" located near Reed's Market. From Lift Station "B", wastewater is pumped with a 7.5-Hp pump into the collection system and collected at Lift Station "F". Lift Station "F" pumps all wastewater collected in the City with a 7.5-Hp pump into the Wastewater Treatment Plant.

D. STORMWATER

There is an existing storm sewer system along CSAH 66 that discharges to adjacent ditches, low areas, or directly to adjacent water bodies. Based on stormwater maps provided by Crow Wing County, there are 27 storm structures and 6 stormwater discharge locations within the proposed improvement segment (Refer to Figures III.3 and III.4).

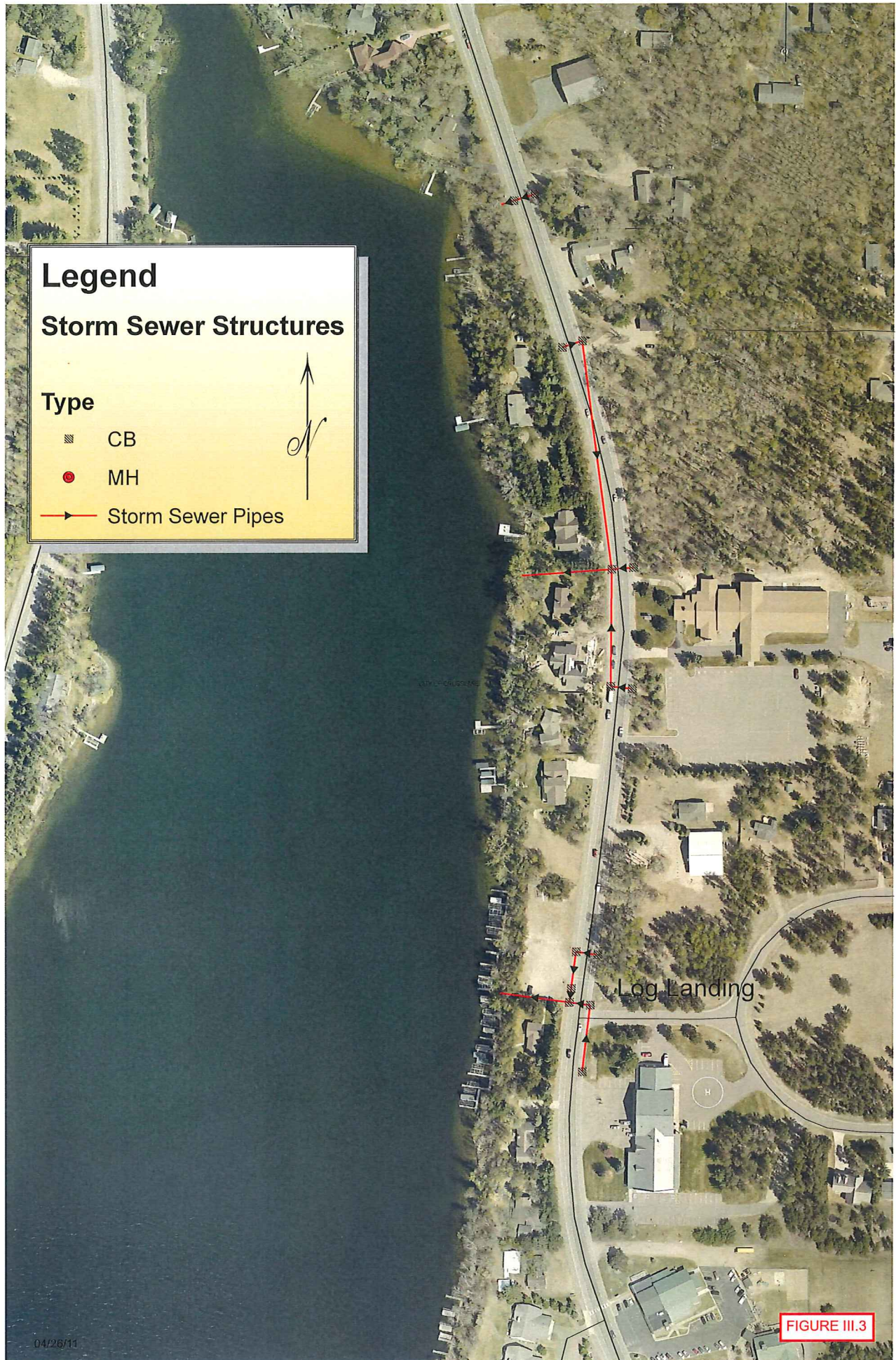
E. SOILS/GROUNDWATER

During preparation of the PER, an approximate groundwater elevation of 1230' was estimated based on existing well information and input by City staff. Furthermore, it was understood from City staff experience that the groundwater table was typically similar to the reservoir water elevation and fluctuated with reservoir elevation changes.

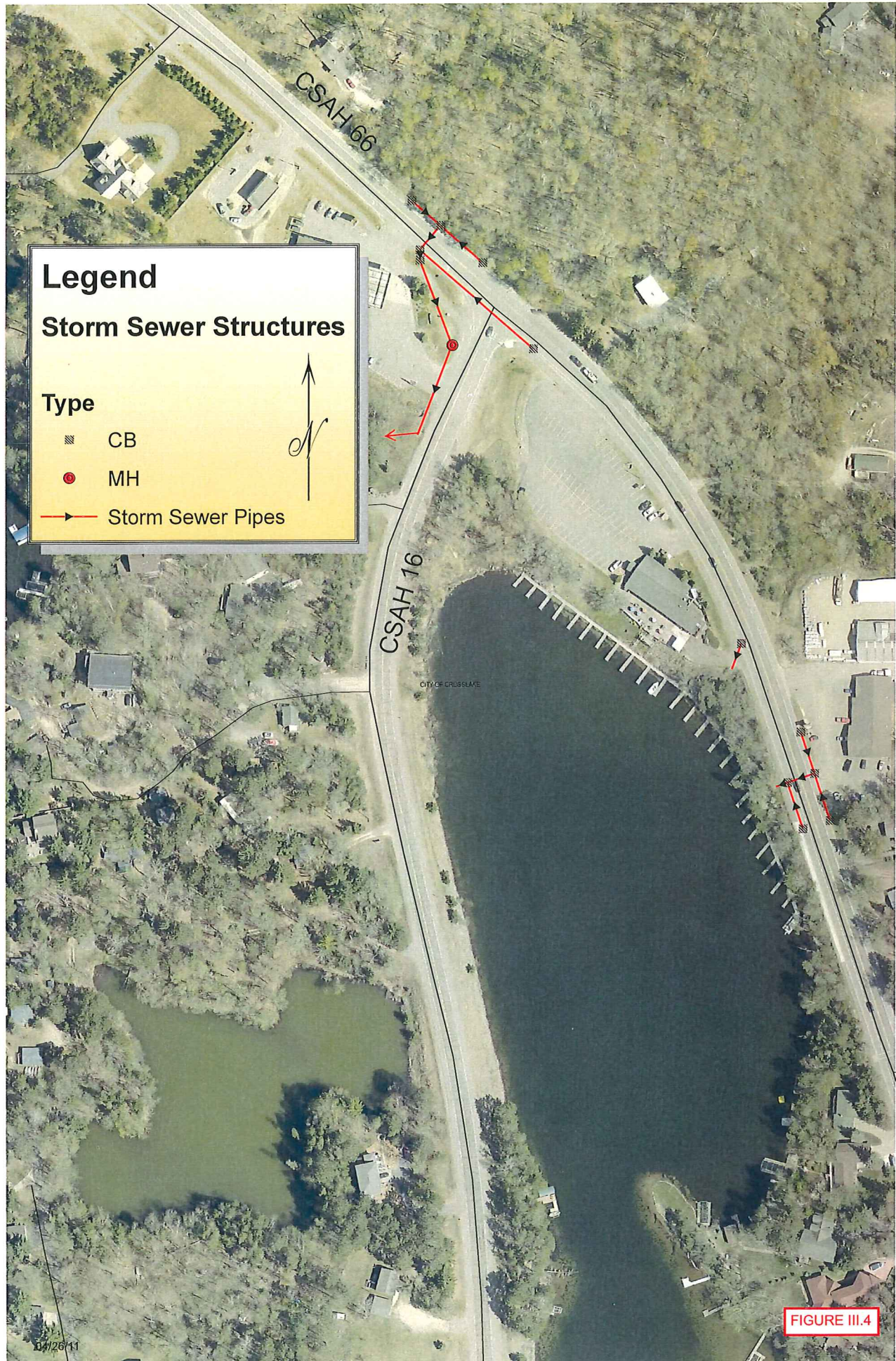
Geotechnical soil borings were completed as part of this feasibility study. The preliminary information provided by Braun Intertec indicated that the



CROW WING COUNTY Crosslake Storm Sewer Structures



CROW WING COUNTY Crosslake Storm Sewer Structures



groundwater elevation on September 4, 2019 was found in 3 of 4 soils borings at elevations of 1229' and 1230'.

A review of MPCA's What's in My Neighborhood website identified underground petroleum tanks at Moonlite Square, a past petroleum leak site at Simonson Lumber, and identified the Police Station as a Hazardous Waste due to generator (small). Also identified was a North Cross Lake Dump site (Refer to Figure III.5). These areas may need further research to determine the impacts to this project.

F. PRIVATE UTILITY(S)

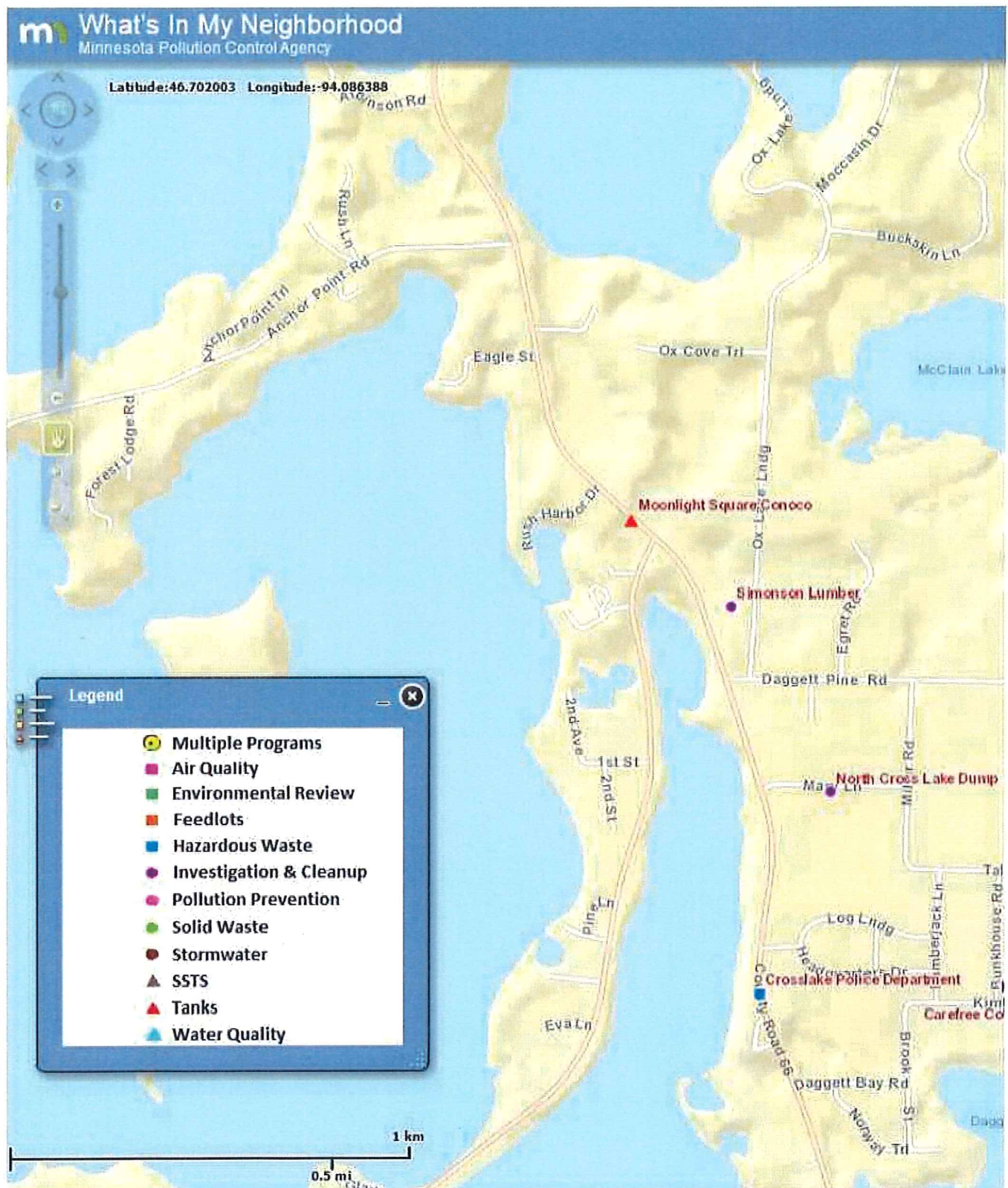
There are several private utilities within the CSAH 66 right of way (R/W) running both parallel and crossing CSAH 66. They include communication, natural gas, and electrical lines both underground and overhead.

G. RIGHT-OF-WAY

According to information obtained from Crow Wing County, it appears there is at least 66 feet of R/W for CSAH 66. Based on additional review, it appears the easement is for highway purposes. We understand from the County that no utility permit was required with the original installation of the sanitary sewer project in 2003. However, the County will likely require the City to obtain a utility permit if the City proceeds with an improvement within the CSAH 66 R/W. From our discussion, we do not anticipate an issue with obtaining the utility permit from the County.

IV. **PROPOSED IMPROVEMENT**

The basic proposed improvement is to extend a gravity sanitary sewer collection segment from the termini of the existing system approximately 4,000 feet along CSAH



66 to about 400 feet north of the intersection of CSAH 16 as described below. This extension would require a MPCA Sewer Extension Permit

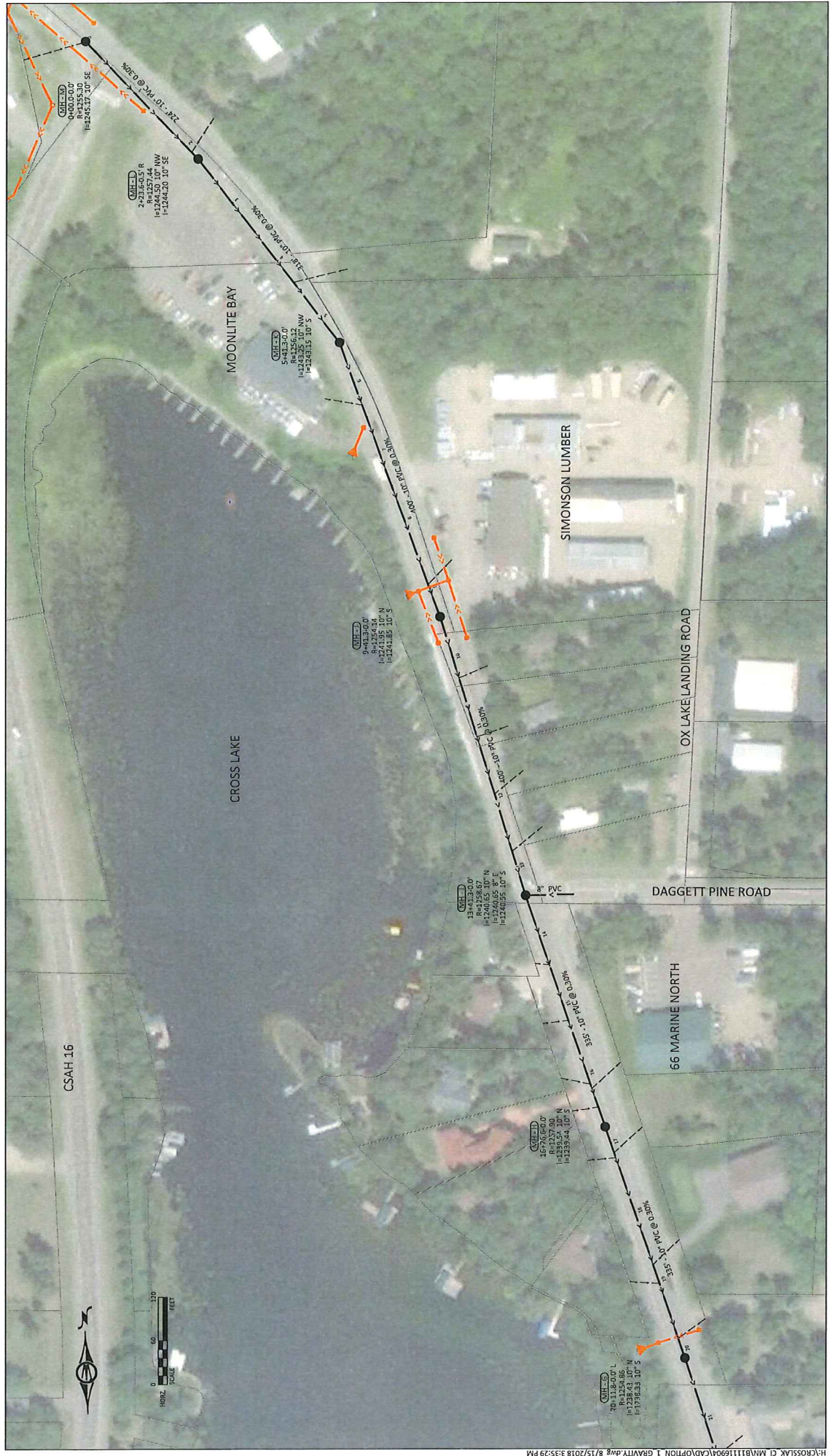
The City would extend the existing 10" PVC sanitary sewer by maintaining minimum MPCA acceptable pipe grades to keep the sanitary sewer collection system main deep so adjacent properties, particularly those on the lake side, were provided the potential to connect by gravity rather than requiring a supplemental private pumping system. (Refer to Figures IV. GRAVITY 1A & B).

To optimize pipe depth and maintain cleansing velocity, the 10" PVC pipe size would be retained. This would also provide the City flow capacity in the system to account for future additional connection or expansion of the sanitary sewer system. Based on our understanding of groundwater depths identified from geotechnical borings completed in September 2019, we anticipate that all the pipe would be installed above the groundwater table. We recognize that soil conditions can change and perched water can lead to localized elevated groundwater that would have to be dealt with if encountered.

The proposed improvement would install the 10" pipe with manholes spaced at most 400' apart and provide 4" or 6" service pipes to the private property line for immediate or future connection. The service pipes would be capped and marked for future location. It would be the private property owner's responsibility to connect their building or existing sewer pipe to the sewer service provided at the property line. Existing private onsite sewer systems must be abandoned by the property in accordance with Minnesota Rules Chapter 7080.

Based on conversations with the Public Works Director, no pumping capacity issues are anticipated in Lift Stations "C" and "D" with the extension of sanitary sewer along CSAH 66 to the Moonlite commercial area. However, with increased hookups along CSAH 66 over time, the Public Works Director has expressed concern that the pumping capacity at Lift Station "B" (located by Reed's Market) may need to be updated. If the City





proceeds with this improvement, City staff should continue to monitor pump cycle and run times so that an upgrade can be completed when flow characteristics indicate it is needed. As part of the final design process, original system flow and pumping computations should be reviewed to help predict when the anticipated pump upgrade would be needed.

Due to the depth of the sanitary sewer being proposed, it is anticipated that the bituminous trail, westerly curb, and a significant portion of CSAH 66 pavement would need to be replaced. Based on our conversation with the Crow Wing County Highway Department, we understand that the Highway Department has plans to complete a bituminous mill & inlay project on CSAH 66 in the year 2024 or beyond.

V. ESTIMATED PROJECT COSTS

Table V.1 below summarizes the budgetary project cost associated the proposed improvements. The costs represented in this section are based on projects similar in nature and are subject to industry and global market changes. A contingency factor has been included to account for the preliminary nature of the study, construction items not included, and variances in unit prices due to market demands. An assumed project development cost factor has been included in these costs to account for anticipated engineering, financial, legal, and administrative fees associated with the project. A detailed engineer's opinion of probable cost has been provided in Appendix A

Table V.1 Budgetary Total Project Cost Estimate

ITEM	COST
Construction	\$959,226
Construction Contingency	\$191,874
Construction Total	\$1,151,100
Engineering, Financial, Legal, Administrative	\$230,200
Budgetary Total Project Cost	\$1,381,300

VI. PROJECT FINANCING

Based on our understanding, the City of Crosslake is considering financing the cost of the improvements through the use of a General Obligation (GO) Bond that would be reimbursed by the General Fund (local levy), Special Assessment to benefitting property owners and future cost participation (assumed to be in 2024) from Crow Wing County for pavement related improvements. The total cost responsibility for the proposed improvements break down as follows:

- Budgetary Total Project Cost = \$1,381,300
 - Budgetary Total Project Cost City = \$1,125,600
 - Budgetary Total Project Cost County = \$255,700

From our experience with similar type municipal projects and our understanding of the City of Crosslake's current Median Household Income we do not believe the proposed improvements would qualify for low interest financing or grants through infrastructure funding programs (such as the Clean Water Revolving Fund) typically used for municipal improvements. It is understood that the City's financial advisor could provide options and recommendations regarding how City costs associated with this project could be financed.

Special Assessment - Project costs for the proposed improvements can be assessed to the benefiting properties according to Minnesota State Statute Chapter 429 and City Ordinance No. 358. It is our understanding that the City of Crosslake proposes to assess each parcel at a rate that does not exceed the "market value benefit" as determined by a professional appraiser hired by the City.

In 2019 the City hired Nagell Appraisal Incorporated (Nagell) to review the proposed improvement area. Nagell's report dated April 1, 2019 (Appendix B), provided a preliminary opinion of a general range of market benefit for roadway and sanitary sewer

improvement. This range of market benefit is applied on a per lot basis for a single family homesite and a benefit per square foot basis for all others. We understand that the City does not intend to assess properties for reconstruction of the County road. To illustrate the resulting benefit determination, the following examples have been provided below for a single-family parcel and a non-residential parcel if the middle of the range of market benefit was used.

Single Family (lake homesite, new sanitary sewer)	
Item	Cost
Roadway Benefit - \$2,000 to \$5,000 per home site	\$3,500 per homesite
Sanitary Sewer Benefit - \$5,000 to \$10,000 per home site	\$7,500 per homesite
Roadway Assessment	No Assessment
Sanitary Sewer Assessment	\$7,500
Total Assessment	\$7,500

In addition, the property owner would be responsible for the following at the time of connection to the City sewer main:

- Residential Sewer Access Charge (SAC) for WWTP currently set at \$4,000
- Cost associated with connection of the private service pipe to the City sewer service stub at the property line and proper abandonment of the existing onsite system.

Non-residential Commercial/Industrial – Assumed Area = 0.5 acre	
Item	Cost
Roadway Benefit - \$0.03 to \$0.15 per SF of site area	\$0.09 per SF of site area
Sewer Benefit - \$0.20 to \$0.50 per SF of site area	\$0.35 per SF of site area
Roadway Assessment (21,780 SF)	No Assessment
Sanitary Sewer Assessment (21,780 SF)	\$7,623
Total Assessment	\$7,623

In addition, the property owner would be responsible for the following at the time of connection to the City sewer main:

- Commercial Sewer Access Charge (SAC) for WWTP currently set at \$6,500/Equivalent Residential Unit (ERU)
- Cost associated with connection of the private service pipe to the City sewer service stub at the property line and proper abandonment of the existing onsite system.

To assist the City Council with their consideration of the proposed improvement and associated project financing, a Mock Assessment Roll has been prepared illustrating potential assessment amounts associated with each parcel (Appendix C). The Mock Assessment Roll is provided as a starting point for City consideration and will include discussion of assessment term and interest rate. At the mid-range benefit level presented by the Mock Assessment Roll, the total assessed amount would be \$721,535 which is about 52% of the total project cost.

In the past City assessments were based on a 10-year period at an interest rate ranging from 4% to 5%. Property owners would have the option to pay the assessment in full within 30 days of the adoption of the final assessment roll to avoid paying interest on the assessment.

Included in the Mock Assessment Roll is the current SAC basis (i.e. 2019 base rate) for each parcel per Chapter 50 of the Crosslake City Code. The actual SAC amount for each parcel would be determined using the SAC base rate at the time of connection.

VII. RECOMMENDATION AND TIMETABLE

Based on the information presented in this report, the proposed improvement is feasible from an engineering perspective. The proposed extension of sanitary sewer collection facilities is consistent with the City's Capital Improvement Plan and would ultimately allow for the connection of parcels to the City system thereby addressing

apparent existing septic system performance concerns and helping to protect the water quality of Cross Lake.

Bolton & Menk, Inc. recommends that the City proceed with the project as proposed as it provides a feasible, cost effective method to address apparent septic system performance needs.

For Council consideration, we have provided a project timeline that shows action taken to date and an anticipated schedule for progression of the proposed project.

Action Taken/Proposed Project Schedule	Timeframe
Preliminary Engineering Report	Completed July/August 2018
Field Topographic Survey	Completed September/October 2018
Feasibility Study Ordered	Approved September 9, 2019
Feasibility Study to City Council	October 14, 2019
Improvement Hearing Ordered	October 14, 2019
Improvement Hearing/Assessment Review	November 5, 2019
Engineering Design/Plan Preparation	November 2019 – February 2020
Public Bidding	February/March 2020
Construction	June – September 2020

If the City wishes to proceed, the City Council should pass a resolution accepting this Feasibility Report and set a date for the Public Improvement Hearing to consider this proposed improvement and the assessment of cost.

APPENDIX

PRELIMINARY ENGINEER'S ESTIMATE
 SANITARY SEWER EXTENSION - MOONLIGHT BAY
 CROSSLAKE, MINNESOTA
 OPTION 1: 10" GRAVITY SEWER (OPEN CUT)
 9/30/2019

ITEM NO.	ITEM	UNIT	UNIT PRICE	CITY		COUNTY	
				ESTIMATED QUANTITY	AMOUNT	ESTIMATED QUANTITY	AMOUNT
STREET:							
1	MOBILIZATION	LUMP SUM	\$100,000.00	0.84	\$84,000.00	0.16	\$16,000.00
2	REMOVE BITUMINOUS PAVEMENT	SQ. YD.	\$1.25	3600	\$4,500.00	14400	\$18,000.00
3	SAWCUT BITUMINOUS PAVEMENT	LIN. FT.	\$2.50	4500	\$11,250.00		
4	REMOVE CONCRETE CURB & GUTTER	LIN. FT.	\$2.50	4500	\$11,250.00		
5	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ. YD.	\$5.00	150	\$750.00		
6	AGGREGATE BASE (CV) CLASS 5	CU. YD.	\$25.00	3360	\$84,000.00		
7	BITUMINOUS PAVING	TON	\$70.00	2330	\$163,100.00		
8	BITUMINOUS PAVING (WEARING COURSE 2")	TON	\$70.00			1810	\$126,700.00
9	CONCRETE CURB & GUTTER DESIGN B624	LIN. FT.	\$20.00	4500	\$90,000.00		
10	6" CONCRETE DRIVEWAY PAVEMENT	SQ. YD.	\$50.00	150	\$7,500.00		
11	TRAFFIC CONTROL	LUMP SUM	\$30,000.00	0.84	\$25,200.00	0.16	\$4,800.00
12	SILT FENCE	LIN. FT.	\$1.50	4100	\$6,150.00		
13	COMMON TOPSOIL BORROW	CU. YD.	\$25.00	180	\$4,500.00		
14	TURF ESTABLISHMENT	SQ. YD.	\$1.50	1000	\$1,500.00		
15	4" SOLID LINE YELLOW-EPOXY	LIN. FT.	\$1.00			2000	\$2,000.00
16	4" BROKEN LINE YELLOW-EPOXY	LIN. FT.	\$0.60			610	\$366.00
17	4" DOUBLE SOLID LINE YELLOW-EPOXY	LIN. FT.	\$1.20			1000	\$1,200.00
18	4" SOLID LINE WHITE-EPOXY	LIN. FT.	\$2.00			4050	\$8,100.00
19	8" SOLID LINE WHITE EPOXY	LIN. FT.	\$3.50			120	\$420.00
SEWER:							
20	CONNECT TO EXISTING SANITARY SEWER	EACH	\$1,500.00	1	\$1,500.00		
21	8" PVC PIPE SEWER (OPEN CUT)	LIN. FT.	\$35.00	80	\$2,800.00		
22	10" PVC PIPE SEWER (OPEN CUT)	LIN. FT.	\$40.00	4411	\$176,440.00		
23	10X4 PVC WYE	EACH	\$700.00	36	\$25,200.00		
24	CONSTRUCT DRAINAGE STRUCTURE DESIGN 4007	LIN. FT.	\$250.00	210	\$52,500.00		
25	4" PVC SANITARY SERVICE PIPE	LIN. FT.	\$15.00	1500	\$22,500.00		
26	CASTING ASSEMBLY	EACH	\$500.00	14	\$7,000.00		

SUBTOTAL CONSTRUCTION COST: \$ 781,640.00 \$ 177,586.00
 CONTINGENCIES: \$ 156,360.00 \$ 35,514.00
 TOTAL CONSTRUCTION COST: \$ 938,000.00 \$ 213,100.00
 ENGINEERING, ADMINISTRATION AND LEGAL: \$ 187,600.00 \$ 42,600.00
 ESTIMATED TOTAL PROJECT COST: \$ 1,125,600.00 \$ 255,700.00

OVERALL PROJECT TOTAL COST: \$ 1,381,300.00

Report Type

Real Estate Consulting
Letter Report

Effective Date

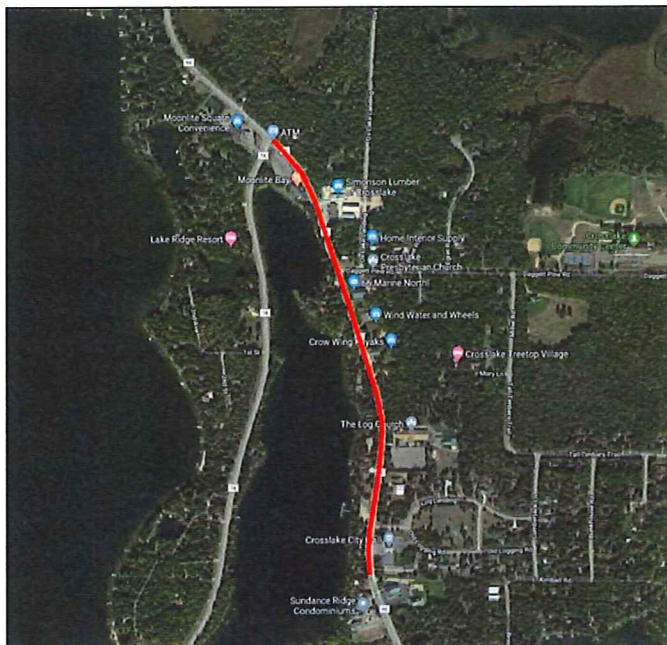
March 25, 2019

Client

City of Crosslake
Attn: Dave Reese, PE, City Engineer
7804 Industrial Park Road
Baxter, MN 56425

Subject Property

Street Improvement Project
County Road 66
Crosslake, MN 56442



File # V1903003

Prepared By:

Ethan Waytas, MAI, Appraiser
William R. Waytas, SRA, Appraiser

Nagell Appraisal Incorporated

12805 Highway 55, Suite 300
Plymouth, Minnesota 55441
Tel: 952.544.8966 | Fax: 952.544.8969

NAGELL APPRAISAL INCORPORATED

12805 Highway 55 #300
Plymouth, MN 55441
Established in 1968

Minneapolis 952-544-8966
St. Paul 651-209-6159
Central Fax 952-544-8969

City of Crosslake
Attn: Dave Reese, PE, City Engineer
7804 Industrial Park Road
Baxter, MN 56425

April 1, 2019

To Dave Reese:

Per your request, this is a letter report is to assist the city for guidance regarding a potential street improvement project within the city (see attached map for the location of the street in the project). The proposed project is the reconstruction of County Road 66, along with the extension of sanitary sewer as well.

This report is not an appraisal, but rather provides a preliminary opinion of a general range of market benefit, if any, for similar properties.

SCOPE OF ASSIGNMENT

In accordance with your request, a drive-by viewing of the properties has been made along with some general market comments regarding benefit (if any) for the proposed street improvement project as it relates to the subject market. As noted in the engagement letter, no specific sales data has been collected for this assignment. The general market comments are based on past appraisals, experience, and market information.

Pictures of the streets were taken on March 25, 2019 by William R. Waytas. The appraiser also viewed aerial/satellite image on the county GIS website and Google street view images. A project feasibility report was provided and has been retained in the appraiser's workfile.

PROJECT

The City of Crosslake is proposing to reconstruct County Road 66. The city is also proposing to extend sanitary sewer service along County Road 66.

Per request, you desire to know the benefit (if any) as it impacts properties in the project area.

Motivation for the road improvement project stems from deteriorating road surface and base, along with a desire for public sanitary sewer.

AREA DESCRIPTION

The City of Crosslake is a northern Minnesota Community located just north of Brainerd. The Twin Cities are about 2.5 hours to the south, which makes the area an appealing summer destination for cabin owners. The Whitefish Chain of Lakes is a set of 14 interconnected lakes situated between the communities of Crosslake, Pequot Lakes, and Pine River. The chain has some of the highest valued lakefront in Minnesota. Access to most shopping and surrounding communities is within 30 minutes. Highway 3 is the major road that provides access to surrounding communities. Most existing buildings in the area are of average to good+ quality. No apparent adverse influences.

The population for Crosslake in 2010 was 2,141, up from 1,893 in 2000—a 13.1% increase. The 2017 estimated population is 2,251, a 5.1% increase.

Single family homes generally range in value between \$50,000 and \$2,000,000+ in the City Limits with an average of about \$430,000 (MLS statistics). The city is a mixture of residential (lake front and non-lake front), industrial, and commercial. Most homes are average to good quality.

SUBJECT PROPERTIES

The project area consists of single-family residential homes on Cross Lake, commercial properties, industrial properties, public properties, and religious properties.

EXISTING STREETS & UTILITIES

Physical Condition of the Existing Road: The existing road improvements are asphalt, with concrete curb and gutter. The city did not indicate when the road was originally paved. The existing road varies in width, but in general appears to be about 44' wide. The road condition is rated to be fair+. There are signs of transverse, alligator, and longitudinal cracking.

Physical Condition of Existing Utilities: There is no existing sanitary sewer or water in the project area.

There is storm sewer.

Functional Design of the Road: The existing paved road is dated, in fair+ condition, and does have substantial large cracks. The road condition is rated to be fair+. There are signs of transverse, alligator, and longitudinal cracking.

Roads in poor to fair condition do not meet the expectations of typical market participants in this suburban market for re-development, resale price, and/or updating the current uses. Overall, the existing street improvements are in Fair condition, are beginning to look dated and reflect likewise on the adjoining and side street properties.

PROPOSED ROAD IMPROVEMENT

The city is proposing to reconstruct County Road 66, which serves the residential, commercial, industrial, public, and religious properties on Cross Lake. The city is also extending sanitary sewer service.

The road appears to be the same width, around 44'. The city will grind the existing asphalt down and repack the base. This will improve the road base. On top of the improved base will be new asphalt.

Note: Per city, full depth pavement reclamation (FDR):

Consists of utilizing a road reclaimer machine to grind and blend the full depth of the existing bituminous pavement thickness to a gravel consistency for use as road base material prior to paving a new bituminous pavement surface on top of the reclaimed material. This method minimizes the recurrence of crack reflection through an overlay of the existing pavement and supplements the existing road base material lending additional strength to the roadway.

The city is planning to extend sanitary sewer along the project area.

The concrete curb and gutter will be new, along with the walking trail.

Given the existing condition of the road and traffic, the proposed project is logical.

If any of the above descriptions change, the benefit due to the project could differ.

HIGHEST AND BEST USE

The subject project area is located in the central portion of the city. The properties in the project area are single-family residential, commercial, industrial, public and religious.

Owners in the subject area appear to typically update their property as needed when site and building components wear out or become dated. Owners in the overall area commonly pave their driveways or maintain parking lots as needed, recognizing it adds value when done. Therefore, it is logical to update the road to the subject properties as needed, as these are essential property characteristics that are expected in this market.

An informed buyer would consider the condition of the road and traffic flow/management. A well-constructed and good condition road provides aesthetic appeal to a property and efficient/safe traffic flow. Given a choice, a potential informed buyer would likely prefer a newer road with good traffic flow over a deteriorating road with fair traffic flow.

If replacement of components of real estate near the end of their economic life in a home or building is postponed, it can be costlier in the long run; delays in replacing components can result in incurring higher interim maintenance costs and potential difficulty in marketing the property. Also, it is typical for the cost of the replacement of an improvement to increase over time. That said it is logical and prudent for market participants to update/replace dated components when needed. Therefore, the highest and best use of the surrounding properties in the project area is for the continued residential use with the proposed infrastructure improvements.

DISCUSSION OF MARKET BENEFIT

Listed below are the factors that will be taken into consideration concerning the potential benefit to the properties.

<u>Description</u>	<u>Existing Improvements</u>	<u>Change</u>
1) Road Surface	Fair+	New, paved, good
2) Base Condition	Old, city reports unstable	Appears to be new
3) Curb	Concrete	Concrete, new
4) Drainage	Average	Average
5) Storm Sewer	Average	Average
6) City water	None	None
7) City sewer	None	New in project area
8) Sidewalk	Asphalt, older	Asphalt, new
9) Street Lights	Average	Average
10) Functional Design of Road	Dated	Good
11) Traffic Management	Average	Average
12) Pedestrian Use (biking, walking, etc.)	Fair	Good
13) Median	n/a	n/a
14) Road Proximity to Properties	n/a	n/a
15) Dust	n/a	n/a
16) Visual Impact on Properties	Fair	Good

Based on the preceding grid, the subject properties will improve in 8 of the 16 categories. Market participants generally recognize that roads need replacing when nearing the end of a long economic life. A typical buyer in the subject market commonly prefers a good condition paved road surface road versus an inferior condition paved road surface. In addition to visual benefit, new street improvements provide better and safer use for pedestrians (biking, walking, stroller, rollerblading, etc.) and drivers. The new streets will enhance potential for re-development and/or updating the current properties. Properties that indirectly/directly abut or have driveways/access that exit on the new street will benefit.

Based on past appraisals, experience, and general market information, it is not uncommon for properties similar to those in the subject market to realize an increase in price for new street improvements and utilities.

Discussion of Market Benefit – Continued

Given the scope of the project, the age/quality/condition of houses, properties in the area with newer street improvements could see an average price benefit of:

- **Single family (lake homesite, direct access, road)** \$2,000 to \$5,000 per homesite
(larger lots on the upper end of range)
- **Single family (non-lake, direct access, road)** \$1,500 to \$4,000 per homesite
(larger lots on the upper end of range)
- **Single family (non-lake, indirect access, road)** \$500 to \$1,000 per homesite
(larger lots on the upper end of range)
- **Non-Residential Commercial/Industrial (direct access)** \$0.03 to \$0.15 per SF of site area
(larger lots on lower end of range)
- **Non-Residential Public Use (direct access)** \$0.02 to \$0.015 per SF of site area
(larger lots on lower end of range)

Corner lots are based at a pro-rata percentage using street frontage. So if 75% of the frontage is being improved while 25% on the side street(s) is not, then the multiplier would be 75% of the benefit.

Discussion of Market Benefit – Continued

Given the scope of the project, the age/quality/condition of houses, properties in the area with new sanitary sewer improvements could see an average price benefit of:

- **Single family (lake homesite, new sanitary sewer)** \$5,000 to \$10,000 per homesite
(larger lots on the upper end of range)
- **Single family (non-lake, new sanitary sewer)** \$4,000 to \$9,000 per homesite
(larger lots on the upper end of range)
- **Non-Residential Commercial/Industrial (sanitary sewer)** \$0.20 to \$0.50 per SF of site area
(larger lots on lower end of range, higher water users on upper end of range)
- **Non-Residential Public Use (sanitary sewer)** \$0.05 to \$0.20 per SF of site area
(larger lots on lower end of range, higher water users on upper end of range)

Note: The above benefits do not include SAC and WAC charges, and assume an average condition/functioning private septic system. If found otherwise, benefit range could differ.

CONCLUSION

The benefit amount noted above should not be construed or relied on as being an appraisal, but are general observations based on the overall market. If an appraisal were made on the individual properties, the actual benefit amount could vary from market observations above.

If you have additional questions, please do not hesitate to contact us.

Sincerely,



Ethan Waytas, MAI
Certified General MN 40368613



William R. Waytas, SRA
Certified General MN 4000813

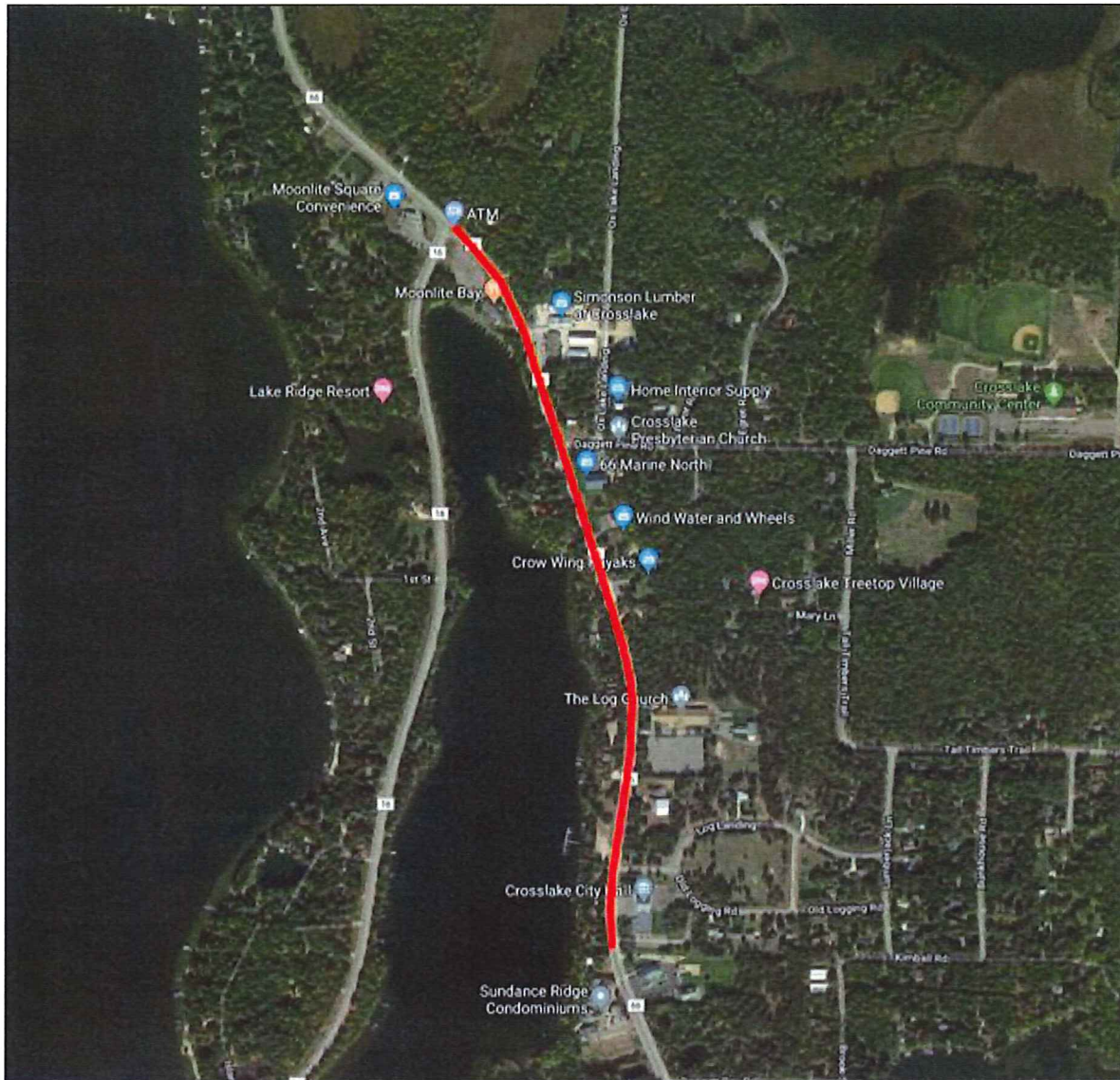
Enclosures: Location Map, Aerial Map View of Project, Subject Photos, Qualifications, Engagement Letter

www.nagellmn.com

LOCATION MAP



AERIAL VIEW OF PROJECT MAP



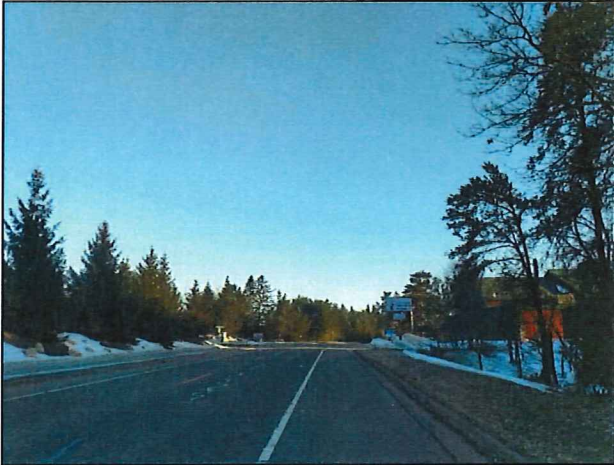
Red line reflects the paving and sanitary sewer project

FEASIBILITY REPORT PROJECT AREA



The yellow line reflects the project.

SUBJECT PHOTOGRAPHS



Street scene



Street scene



Street scene



Street scene

Subject Photographs – continued



Street scene



Street scene



Street scene

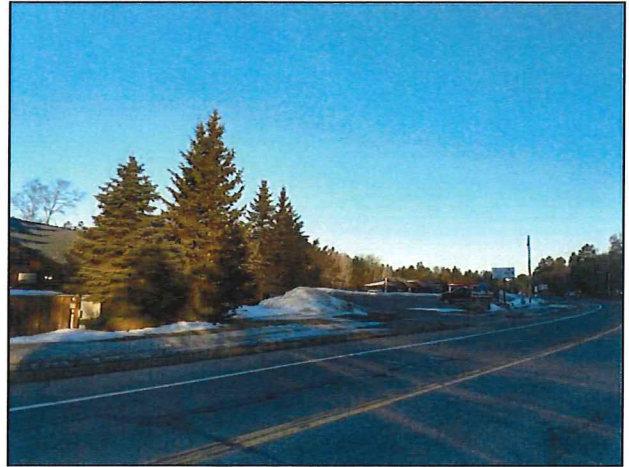


Street scene

Subject Photographs – continued



Street scene



Street scene



Street scene

QUALIFICATIONS

Appraisal Experience

Presently and since 2006, **Ethan Waytas, MAI** has been employed as an employee of Nagell Appraisal Incorporated, an independent appraisal firm (10 employees) who annually prepare 1,500 +/- appraisal reports of all types. He is currently a full time licensed certified general real estate appraiser, partner, and director of the company's IT department.

Properties appraised:

- **Commercial** - low and high-density multi-family, retail, office, industrial, restaurant, church, strip-mall, fast-food, convenience stores, auto-service and repair, cinema, numerous special use properties, golf courses, and subdivision analysis.
- **Residential** – single-family residences, hobby farms, lakeshore, condominiums, townhouses, REO and land.
- **Eminent Domain** – extensive partial and total acquisition appraisal services provided to numerous governmental agencies and private owners.
- **Special Assessment** – numerous street improvement and utilities projects for both governmental and private owners.
- **Clients** - served include banks, savings and loan associations, trust companies, corporations, governmental bodies, relocation companies, attorneys, REO companies, accountants and private individuals.
- **Area of Service** - most appraisal experience is in the greater Twin Cities Metro Area (typically an hour from downtown metro). Numerous assignments throughout Minnesota.

Testimony

-- Court, commission, mediation testimony, etc. has been given

Professional Membership, Associations & Affiliations

License: Certified General Real Property Appraiser, MN License #40368613
Holds the MAI designation from the Appraisal Institute

Education

-- Graduate of the University of Minnesota: College of Science and Engineering, Twin Cities Campus
Bachelor of Science in Computer Science, with distinction, 3.86 GPA.

General & Professional Practice Courses & Seminars

-- Basic Appraisal Procedures
-- Basic Appraisal Principles
-- 2012-2013 15-Hour National Uniform Standards of Professional Appraisal Practice
-- General Appraiser Sales Comparison Approach
-- General Appraiser Income Approach – Part 1
-- General Appraiser Income Approach – Part 2
-- Advanced Income Capitalization
-- General Appraiser Report Writing and Case Studies
-- Real Estate Finance, Statistics and Valuation Modeling
-- 2014-2015 7-hour National USPAP Update Course
-- General Appraiser Site Valuation & Cost Approach
-- Advanced Market Analysis and Highest & Best Use
-- Advanced Concepts & Case Studies
-- Quantitative Analysis

Curriculum Vitae -- continued

Appraisal Experience

Presently and since 1985, **William R. Waytas** has been employed as a full time real estate appraiser. Currently a partner and President of the Nagell Appraisal & Consulting, an independent appraisal firm (10 employees) who annually prepare 1,500 +/- appraisal reports of all types. Mr. Waytas was employed with Iver C. Johnson & Company, Ltd., Phoenix, AZ from 1985 to 1987.

Properties appraised:

- **Commercial** - low and high-density multi-family, retail, office, industrial, restaurant, church, strip-mall, fast-food, convenience stores, auto-service and repair, hotel, hotel water park, bed & breakfast, cinema, marina, numerous special use properties, and subdivision analysis.
- **Residential** – single-family residences, hobby farms, lakeshore, condominiums, townhouses, REO and land.
- **Eminent Domain** – extensive partial and total acquisition appraisal services provided to numerous governmental agencies and private owners.
- **Special Assessment** – numerous street improvement and utilities projects for both governmental and private owners.
- **Review** – residential, commercial and land development.
- **Clients** - served include banks, savings and loan associations, trust companies, corporations, governmental bodies, relocation companies, attorneys, REO companies, accountants and private individuals.
- **Area of Service** - most appraisal experience is in the greater Twin Cities Metro Area (typically an hour from downtown metro). Numerous assignments throughout Minnesota.

Professional Membership, Associations & Affiliations

License: Certified General Real Property Appraiser, MN License #4000813.
Appraisal Institute: SRA, Senior Residential Appraiser Designation,
General Associate Member
Employee Relocation Council: CRP Certified Relocation Professional Designation.
International Right-Of-Way Association: Member
HUD/FHA: On Lender Selection Roster and Review Appraiser
DNR: Approved appraiser for Department of Natural Resources

Testimony

-- Court, deposition, commission, arbitration & administrative testimony given.

Mediator

-- Court appointed in Wright County.

Committees

-- President of Metro/Minnesota Chapter, 2002, Appraisal Institute.
-- Chairman of Residential Admissions, Metro/MN Chapter, AI.
-- Chairman Residential Candidate Guidance, Metro/Minnesota Chapter, AI.
-- Elm Creek Watershed Commission, Medina representative 3 years.
-- Medina Park Commission, 3 years.

Curriculum Vitae -- continued

Education

- Graduate of Bemidji State University, Minnesota. B.S. degree in Bus. Ad.
- During college, summer employment in building trades (residential and commercial).
- Graduate of Cecil Lawter Real Estate School. Past Arizona Real Estate License.
- **General & Professional Practice Courses & Seminars**
- Course 101-Introduction to Appraising Real Property.
- Numerous Standards of Professional Practice Seminar.
- Fair Lending Seminar.
- Eminent Domain & Condemnation Appraising.
- Eminent Domain (An In-Depth Analysis)
- Property Tax Appeal
- Eminent Domain
- Business Practices and Ethics
- Scope of Work
- Construction Disturbances and Temporary Loss of Going Concern
- Uniform Standards for Federal Land Acquisitions (Yellow Book Seminar)
- Partial Interest Valuation Divided (conservation easements, historic preservation easements, life estates, subsurface rights, access easements, air rights, water rights, transferable development rights)
- **Commercial/Industrial/Subdivision Courses & Seminars**
- Capitalization Theory & Techniques
- Highest & Best Use Seminar
- General & Residential State Certification Review Seminar
- Subdivision Analysis Seminar.
- Narrative Report Writing Seminar (general)
- Advanced Income Capitalization Seminar
- Advanced Industrial Valuation
- Appraisal of Local Retail Properties
- Appraising Convenience Stores
- Analyzing Distressed Real Estate
- Evaluating Commercial Construction
- Fundamentals of Separating Real Property, Personal Property and Intangible Business Assets
- **Residential Courses & Seminars**
- Course 102-Applied Residential Appraising
- Narrative Report Writing Seminar (residential)
- HUD Training session local office for FHA appraisals
- Familiar with HUD Handbook 4150.1 REV-1 & other material from local FHA office.
- Appraiser/Underwriter FHA Training
- Residential Property Construction and Inspection
- Numerous other continuing education seminars for state licensing & AI

Speaking Engagements

- Bankers
- Auditors
- Assessors
- Relocation (Panel Discussion)

Publications

- Real Estate Appraisal Practice (book): Acknowledgement
- Articles for Finance & Commerce and Minnesota Real Estate Journal

Mock Assessment Determination														
30-Sep-19		Nagell Classification			Road Benefit		Sewer Benefit		Zoning Legend					
		SF on lake, direct, \$/lot			\$ 2,000.00	\$ 5,000.00	\$ 5,000.00	\$ 10,000.00	S - Single Family					
		SF off lake, direct, \$/lot			\$ 1,500.00	\$ 4,000.00	\$ 4,000.00	\$ 9,000.00	LC - Limited Commercial					
		SF off lake, indirect, \$/lot			\$ 500.00	\$ 1,000.00			WC - Waterfront Commercial					
		Non-res C/I direct, \$/SF			\$ 0.03	\$ 0.15	\$ 0.20	\$ 0.50	P - Public					
		Non-res P direct, \$/SF			\$ 0.02	\$ 0.15	\$ 0.05	\$ 0.20						
</														

6.

**CITY OF CROSSLAKE
RESOLUTION NO. 19-_____**

**RESOLUTION RECEIVING FEASIBILITY REPORT AND SETTING DATE OF
PUBLIC HEARING**

WHEREAS, pursuant to resolution of the council adopted September 9, 2019, a report has been prepared by Bolton & Menk with reference to proposed Improvement to extend the sanitary sewer collection system along CSAH 66 from the Crosslake City Hall to 400 ft north of the intersection of CSAH 16/66 and this report was received by the council on October 25, 2019, and

WHEREAS, the report provides information regarding whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

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

1. The Council will consider the improvement in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$1,381,300.
2. A public hearing shall be held on such proposed improvement on the 14th day of November 2019, in the Council Chambers of the City Hall at 6:00 p.m. and the clerk shall give mailed and published notice of such hearing and improvement as required by law.

Adopted by the council this 25th day of October 2019.

David Nevin, Mayor

Charlene Nelson, City Clerk