

AGENDA
CITY COUNCIL MEETING
November 10, 2015

7:00

I. CALL TO ORDER AND ROLL CALL

II. CITIZEN COMMENTS

III. ADOPT AGENDA

IV. CONSENT AGENDA

** All items listed with asterisks (**) are considered routine and non-controversial by the Council and will be approved by one motion. There will be no separate discussion of these items unless a Council member, City staff or citizen so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

V. **APPROVAL OF MINUTES

- A. Special City Council/Work Session Minutes of October 13, 2015
- B. Regular City Council Meeting Minutes of October 13, 2015
- C. City Council Work Session Minutes of November 3, 2015

**VI. PRESENTATIONS/PUBLIC HEARINGS
RECOGNITIONS/PROCLAMATIONS**

- A. Presentation to Sherry Swenhaugen for Scott Swenhaugen's Service to City
- B. Public Hearing for 1st Street Improvement Project

VII. ENGINEERING

- A. 1st Street Reconstruction Project
 - 1. Resolution 2015-21: A Resolution Receiving Feasibility Report and Ordering Improvement and Preparation of Plans
- B. Update on Fire Facility Project

VIII. LEGAL

IX. FINANCIAL

- **A. October 2015 Treasurer's Report
- **B. Payment of Claims

X. OLD BUSINESS

XI. NEW BUSINESS

- A. Resolution 2015-19: A Resolution Adopting a Capital Improvement Plan and Providing Preliminary Approval for the Issuance of Bonds Thereunder
- B. Resolution 2015-20: A Resolution Adopting Assessment for Delinquent Utility Bills
- C. Discuss Possible Sale of City Owned Parking Lot West of Ace Hardware Store
- D. Close at Noon on December 24, 2015
- E. Appointment of Donald Trombley to Library Board

XII. OTHER BUSINESS

A. Schedule of Upcoming Meetings:

1. Township Fire Contract Meeting: Tuesday, December 1st @ 6:00 p.m.
2. Public Budget Meeting: Tuesday, December 1st @ 7:00 p.m.
3. Regular City Council Meeting: Tuesday, December 8th @ 7:00 p.m.

XIII. COUNCIL AND STAFF GENERAL COMMENTS

8:00

XIV. ADJOURNMENT

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: Mark Vahlsing, City Administrator
RE: Meeting of November 10, 2015

Attached please find the agenda and related materials for Tuesday's meeting.

I. CALL TO ORDER AND ROLL CALL

II. CITIZEN COMMENTS

III. ADOPT AGENDA

MOTION NEEDED

IV. CONSENT AGENDA

The Consent Agenda contains the following items for approval:
Special City Council/Work Session Minutes of October 13, 2015
Regular City Council Meeting Minutes of October 13, 2015
City Council Work Session Minutes of November 3, 2015
October 2015 Treasurer's Report

Payment of Claims

MOTION NEEDED

V. APPROVAL OF MINUTES

Consent Agenda Item

VI. PRESENTATIONS/PUBLIC HEARINGS

Presentation to Sherry Swenhaugen for Scott Swenhaugen's Service to City

Sherry Swenhaugen has been invited. The Mayor will acknowledge Scott's service to the City as a member of KMU Commission and Library Board.

Public Hearing for 1st Street Improvement Project

Public Hearing notices have been sent to the property owners in the proposed project area. The City Engineer will review the project with the power point used in the Council work session. (20-30 minutes). City Attorney Riggs will then provide an overview of the assessment process. The individual assessments will then be reviewed. A copy of the revised assessment roll is included in the Feasibility Report included in the packet. Attendees will then ask questions.

VII. ENGINEERING (*Joe Rhein will be in attendance at this meeting.*)

1st Street Reconstruction Project

Resolution 2015-21: a Resolution Receiving Feasibility Report and Ordering Improvement and Preparation of Plans

The final Feasibility Report with an updated listing of assessments and project cost is included in the packet.

MOTION NEEDED

Update on Fire Facility Project:

City Engineer Rhein will review the latest draft facility plans and the exterior building elevation drawings. Copies are included in the meeting packet.

VIII. **LEGAL** (*Scott Riggs will be in attendance at this meeting.*)

IX. **FINANCIAL**

October 2015 Treasurer's Report - Consent Agenda Item

Payment of Claims – Consent Agenda Item

X. **OLD BUSINESS**

XI. **NEW BUSINESS**

Resolution 2015-19: A Resolution Adopting a Capital Improvement Plan and Providing Preliminary Approval for the Issuance of Bonds Thereunder

The five year Capital Improvement Plan is part of the issuance requirements for General Obligation Bonding. The CIP plan is specific to the Fire Hall project. The resolution will adopt the CIP after the Public Hearing was held. A 30 day comment period begins after resolution is adopted. After the comment period has ended, I would recommend holding a public meeting to present the Fire Hall project to the community. The hearing could be held the week of December 14. This schedule would allow sufficient time for the architect to complete the schematic drawings, and the plans and specs.

MOTION NEEDED

Resolution 2015-20: A Resolution Adopting Assessment for Delinquent Utility Bills

Notices sent out in August. The assessments for delinquent utility bills must be submitted to the Goodhue County by the end of November. The delinquent amount is over 3 months past due. These properties may also be subject to collections and possible shut-off.

MOTION NEEDED

Discuss Possible Sale of City Owned Parking Lot West of Ace Hardware Store

The owners of Kenyon Ace Hardware have approached the City about buying the parking lot to east of the building. A site plan showing the two city owned parcels that make up the parking lot is included in the meeting packet.

Close at Noon on December 24, 2015

MOTION NEEDED

Appointment of Donald Trombley to Library Board

MOTION NEEDED

XII. **OTHER BUSINESS**

SCHEDULE OF UPCOMING MEETINGS

Please see your agenda

XIII. **COUNCIL AND STAFF GENERAL COMMENTS**

XIV. **ADJOURNMENT**

Please contact me, if you have any questions or require additional information.

Pursuant to due call and notice thereof, a City Council Work Session was duly held in the City Council chambers at 5:35 p.m. on the 13nd day of October, 2015. The following members were present: Mayor Mike Engel, council members, Fred Barsness, John Mortensen, Doug Henke and Richard Nielsen. Also present: City Administrator Mark Vahlsing, Fire Chief John Lee, Library Director Michele Otte, Liquor Store Manager Matt Bartel, Police Chief Lee Sjolander, Street Superintendent Steve Baalson, Bookkeeper Sue Dodds, and Wayne Erich.

Review 2016 Department Budgets

Police Department – Chief Lee Sjolander

City Administrator Vahlsing noted that the salary scales for full-time officers had been reviewed by the Personnel Committee. They had discussed increasing the pay scales to help with the retention of officers. The proposed budget reflects those salary adjustments, along with increases for the part-time police officers' hourly wages. Chief Sjolander commented that hopefully, staff will stay longer in Kenyon as a result of these increases. Administrator Vahlsing noted that all departments have a 15% increase for health insurance renewal. The Police Department would have an overall increase of \$13,000 to account for salary increases and liability increases.

Street Department – Steve Baalson, Superintendent

Administrator Vahlsing reviewed the proposed 2016 Street, Sewer, Park, and Storm Sewer budgets with the Council. Public Works Superintendent Baalson stated that he would like to purchase a portable welder. \$55,000 is to be transferred to the capital fund for maintenance and replacement of equipment. Administrator Vahlsing noted that repairing the leaks at the pool and the painting will come from the capital fund. Vahlsing also noted that the Gunderson House needs a roof on the garage, and that would also come from the capital fund.

Liquor Store – Matt Bartel, Manager

According to Muni Manager Bartel, the Restaurant Manager system used at the liquor store is not compatible with the processing of credit cards using the chip/pin requirement. Bartel noted that the liability for credit cards changed on October 1, 2015. There is an increase in the budget for support services and credit card fees. This increase is partly because more people are using credit/debit cards for purchases.

Fire Department/First Responders – Chief John Lee, Wayne Ehrich

Administrator Vahlsing stated that there is a slight decrease in the proposed budget, and it includes \$50,000 transfer to capital. The Township contracts are proposed to have a decrease based on the formula to gradually have an even split with the City.

Library - Michelle Otte, Director

According to Director Otte, the increases in the library budget are for salary and benefits and the automation fees paid to SELCO. Otte has met with SELCO to discuss the formula to allow for lower increases. These fees have increased quite a bit during the last few years. There are no major changes in the revenue budget for the library.

Other areas of the proposed 2015 budget

Audit Services

According to Administrator Vahlsing, the current audit services contract is valid through the 2015 audit. The consensus of the council was that new quotes should be obtained for the 2016 audit.

Comments

Councilman Barsness commented that the liquor store is doing well, and that the programs in the Library are well received.

Councilman Henke noted that the seal coat / patching should be done early in the year. Administrator Vahlsing said that we will try to identify areas to be included and get bids in late winter. Steve Baalson noted that bids are hard to get in the fall for spring projects because the price of oil varies.

Mayor Engel adjourned the meeting at 6:55 p.m.

Mark R. Vahlsing, City Administrator

Michael Engel, Mayor

Pursuant to due call and notice thereof, a City Council Meeting was duly held in the City Council chambers at 7:05 p.m. on the 13th day of October, 2015. The following members were present: Mayor Mike Engel, Council Members, Fred Barsness, Richard Nielsen, John Mortensen, and Doug Henke. Also present: Administrator Mark Vahlsing, Engineer Joe Rhein, Attorney Melissa Manderschied, and Administrative Assistant Pam Blow.

CITIZEN COMMENTS

Resident Chad Caron asked that the council consider letting residents have chickens. Administrator Vahlsing noted that this would be a general ordinance amendment, and not a rezoning for Mr. Caron's property. Mayor Engel commented that he would be in favor of this, and suggested setting criteria and possibly having a fee schedule. Councilman Mortensen noted that Zumbrota changed their ordinance not too long ago. Councilman Barsness commented that we would need to set specific guidelines so that any change would work for a number of years. Barsness would like to see this item put on the next work session agenda to be considered further.

ADOPT AGENDA

Addition: / New Business / D / Appointment of Wayne Medcraft to Historic Preservation Commission. (Subsequent items in New Business to be re-numbered E, F, and G.) Motion by Nielsen seconded by Henke to adopt the agenda as amended. Motion carried 5-0-0.

CONSENT AGENDA

Motion by Nielsen seconded by Mortensen to approve the Consent Agenda, which includes payment of check numbers 63638 through 63781; 2427E through 2442E and additional checks 63782 through 63797. Motion carried 5-0-0.

PRESENTATIONS/PUBLIC HEARINGS/RECOGNITIONS

Acknowledgement of Scott Swenhaugen's Service to City

Mayor Engel noted that Scott Swenhaugen served on the KMU Commission and the Library Board, and commented that he served with Scott on the KMU Commission. He was knowledgeable and a good person. Michelle Otte, Library Director noted that Scott joined the Library Board in January, 2015, and he was impactful. Director Otte commented that she knew Scott on a personal level and he was a good man and will be greatly missed. KMU Operations Superintendent Randy Eggert noted that Scott was a great guy who always looked out for Kenyon and he was always prepared. Administrator Vahlsing noted that the Goodhue County Economic Development Commission recently formally recognized Kenyon Ag (business owned by Scott and Dan Benson) as a business giving to their community.

Coalition of Greater Minnesota Cities (CGMC) Representative Carolyn Jackson

According to Ms. Jackson, the CGMC is a lobbying group that represents 85 cities, and they would like to see the City of Kenyon become a member again. Ms. Jackson gave details about some of the areas that have benefitted by their efforts during recent legislative sessions. Specifically, she mentioned the street aid that was funded this year.

ENGINEERING

Update on 1st Street Reconstruction Project

City Engineer Rhein noted the Feasibility Report will be ready by the end of October. A special meeting would be held to do an analysis on the report. Engineer Rhein stated that if the public hearing on the project is held soon, the project can move forward so that bids could be accepted early in 2016. Administrator Vahlsing noted that the scope of the project area can be changed at a later date if the council desires.

Resolution 2015-18: A Resolution Ordering Hearing on Improvement

Motion by Nielsen, seconded by Mortensen to approve Resolution 2015-18. Motion Carried 5-0-0

Update on Fire Facility Project

According to Engineer Rhein, the preparation of bidding documents is a four month process that begins with the schematic design. This design will provide more detail to present to the public and would keep the process of development of the facility on target. Having an earlier bid date could provide more competitive, less costly bids. The cost for the schematic design phase is \$50,000 (less \$6,800 already authorized). Administrator Vahlsing noted that the preliminary floor plans presented to date will aid in development of the schematic design. This is the next step in order to get plans and specifications. Engineer Rhein noted that this phase is necessary even if the council decides to wait to build the structure. Councilman Barsness commented about the proposed cost of the structure and the impact on taxpayers. Councilman Henke noted that we need to go ahead with the project to get the fire hall built.

Motion by Engel, second by Nielsen to authorize the preparation of the schematic design in an amount not to exceed \$43,200. Motion carried 5-0-0.

LEGAL

Cleaning Services Agreement – Municipal Liquor Store

Administrator Vahlsing reviewed the circumstances for the need to hire a new cleaning service. Only one proposal was received in response to the advertisement, and the price is less than the previous contractor. The proposal for the new cleaning service is owned by the wife of Liquor Store Manager Matt Bartel.

Motion by Barsness, seconded by Engel to approve the Cleaning Services Agreement with “Maid it Clean LLC.” Motion carried 5-0-0.

Agriculture Land Lease for 2016 - 2018

Administrator Vahlsing noted that this is the same agreement as before, and it has been reviewed by Attorney Riggs.

Motion by Engel, second by Nielsen to approve the Lease agreement with Earl Fredrickson. Motion carried 5-0-0.

NEW BUSINESS

Resolution 2015-15: A Resolution Approving a Cooperative Snow Removal Agreement with the Minnesota Department of Transportation

Motion by Nielsen, second by Henke to approve Resolution 2015-15. Motion carried 5-0-0.

Resolution 2015-17: A Resolution Calling Public Hearing on the Adoption of a Five-Year Capital Improvement Plan and the Issuance of General Obligation Bonds Thereunder

According to Attorney Melissa Manderschied, the bonding maximum is \$2.5 million as specified in the resolution.

Motion by Nielsen, second by Barsness to approve Resolution 2015-17. Motion carried 5-0-0.

Appointment of Jerry Houglum to Public Utility Commission

Motion by Engel, second by Mortensen, to appoint Jerry Houglum to the KMU Commission, with the term expiring 01-17. Motion carried 5-0-0.

Appointment of Wayne Medcraft to Historic Preservation Commission

Motion by Engel, second by Nielsen, to appoint Wayne Medcraft to the HPC. Motion carried 5-0-0.

Approve DNR Grant for New Fire Truck Equipment

The grant, if approved, would be for \$5,000, requiring a fifty percent contribution from the City. The funds would be used to purchase hoses and nozzles for the new pumper. Motion by Nielsen, second by Henke to approve the grant. Motion carried 5-0-0.

Firemen’s Relief Assn. Liquor and Dance Permit

Motion by Mortensen, second by Nielsen to approve the liquor and dance permit for the Relief Association’s annual dance on November 28, 2015. Motion carried 5-0-0.

Municipal Liquor Store Outdoor Service Area

Motion by Engel, second by Mortensen, to approve the outdoor service area permit for the liquor store. Motion carried 5-0-0.

OTHER BUSINESS

Schedule of Upcoming Meetings

Public Hearing – Issue Bonds: Tuesday, November 10th @ 6:00 p.m.

City Council Meeting: Tuesday, November 10th @ 7 p.m.

Township Fire Contract Meeting: Tuesday, December 1st @ 6:00 p.m.

Public Budget Meeting: Tuesday, December 1st @ 7:00 p.m.

COUNCIL AND STAFF GENERAL COMMENTS

John Mortensen commented that he was told by Chief Sjolander that the KPD is getting donations from all over because of what he put on the KPD Facebook page about someone needing help because of a medical condition. Mortensen also commented that it is really nice having the paving done on 6th and 7th Street.

Motion by Nielsen, second by Henke to adjourn the meeting at 8:25 p.m. Motion carried 5-0-0.

Pam Blow, Administrative Assistant

Michael Engel, Mayor

Pursuant to due call and notice thereof, a City Council Work Session was duly held in the City Hall Council Chambers on the 3rd day of November, 2015. The following members were present: Mayor Mike Engel, Council members, Fred Barsness, Richard Nielsen, John Mortensen, and Doug Henke. Also present: City Administrator Mark Vahlsing, Attorney Scott Riggs, Public Works Superintendent Steve Baalson, Wayne Ehrich, City Engineer Joe Rhein, and Bryan Holtz from Bolton & Menk, and Police Chief Lee Sjolander.

Mayor Engel called the work session to order at 5:30 p.m.

Review of 1st Street Feasibility Study

Engineer Rhein reviewed a power-point presentation that he will be using for the November 10th public hearing on the proposed 1st St. project. The area under consideration for the proposed project would occur on 1st Street, from Red Wing Avenue to Bullis Street. Rhein mentioned that this project was called for in the 2010 Pavement Management Plan and the 2012 Wastewater Facility Plan. The project is recommended to be completed in the Pavement Management Plan. According to Engineer Rhein, the Feasibility Report prepares the preliminary design and costs for a project.

Existing Conditions that were reviewed in the draft Feasibility Study include the street, curb, sidewalk, sewer, water and storm sewer. Proposed Improvements for the above would be made, including total street reconstruction, spot-replacement of sidewalks with new ADA compliant sidewalks at intersections, total replacement of curb/gutter, and a new 8" sewer main including manholes. The sewer main would be installed down the center of the street and new PVC individual sewer connections stubbed for each home. A hydrant will need to be replaced at the intersection of Spring and 1st Streets, and a 6" water main stub will be placed at Forest Street to be used during future improvement of the water main on Forest Street. The storm sewer will be reconstructed where impacted by the sanitary sewer construction and a new catch basin will be constructed in the Forest and 1st Street intersection to facilitate ADA pedestrian ramps. All work will be in the right-of-way area, but property owners will need to allow access to construct the service line to their properties.

He stated that the trees that are in the improvement area will be preserved as it is practical. Some trees will need to be removed due to impacts from construction. Attorney Riggs commented that if the tree will be damaged, it is better to remove them during the construction process.

Engineer Rhein noted that consideration could be given to a potential sidewalk extension to the parking lot at Depot Park. The sidewalk would go along the north side of 1st Street. It is estimated that the cost would be \$14,250 to build this sidewalk, and fifty percent would be assessable to homeowners on both sides of that section of the street. The council can decide on whether to include this sidewalk extension in the project at the regular November council meeting next week.

He noted that the estimated cost of the entire three block project is \$697,734. If the project was divided into three sections the cost would increase to just under \$800,000. This would reflect an additional \$100,000 increase in costs. Councilman Mortensen commented that doing the whole project at one time makes the most fiscal sense.

Rhein told the Council that during the televising of sanitary sewers surrounding the 1st Street area, some additional issues were identified that will need to be corrected. An obstruction was found in

a city sewer main near the hockey rink. The consensus of the Council was to complete these repairs outside of the 1st Street project.

Engineer Rhein recommended that any required sidewalk restoration or repairs should not be assessed to property owners, but be paid entirely by the City. The council agreed with his recommendation.

Engineer Rhein reviewed the breakdown of assessable costs based upon front frontage. Sewer mains are 30% assessable to property owners. Individual sewer services are completely assessed to benefiting properties. Based on the current Assessment Policy, the street reconstruction is 50% assessable to property owners. Engineer Rhein commented that a modification for the street portion of the project could be made to lower the original assessment amounts. Administrator Vahlsing noted that 20% of the project has to be assessed in order for the City is to issue General Obligation Bonds to finance the project. Attorney Riggs commented that street reconstruction costs can be difficult to assess. He would also recommend reducing assessments so they are sustainable. Engineer Rhein noted that the Assessment Policy is a guide and the council can deviate from it depending on the needs of the project. Administrator Vahlsing noted two spreadsheets that were distributed that show assessment costs that were calculated by adjusting the street reconstruction costs. Financing for the project was also reviewed. After further discussion, the consensus of the council was to use 27% of the street cost for the assessment calculations.

Discuss Draft Chicken Ordinance

According to Administrator Vahlsing, the draft ordinance was developed to add language covering the keeping of chickens in residentially zoned areas to Section 900 of the City Code. Chief Sjolander noted that he can predict non-compliance issues if the ordinance was enacted. Councilman Barsness noted that he would not support allowing chickens in residentially zoned areas of the City. According to Attorney Riggs, the city code was amended in 1999 to not allow chickens in residential areas. Administrator Vahlsing noted that the Planning Commission reviewed the draft ordinance at their meeting and they are not in favor of changing the ordinance. No further action was taken on this item.

There being no further business, the meeting was adjourned at 8:45 p.m.

Pam Blow, Administrative Assistant

Michael Engel, Mayor



Feasibility Report for

First Street Improvement Project

City of Kenyon, Minnesota

November 2015

BMI Project No. N15.109279

Submitted by:

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November 5, 2015

Honorable Mayor and City Council
City of Kenyon
709 2nd Street
Kenyon, MN 55946

RE: First Street Improvement Project
BMI Project No. N15.109279

Honorable Mayor and Council,

Submitted herewith is the Feasibility Report for improvements to that portion of First Street from Red Wing Avenue to Bullis Street.

The Report includes a discussion of the existing conditions, as well as description of the improvements recommended. The improvements primarily include installation of new public sanitary sewer to replace existing private sewers, and reconstruction of the street, including repair and replacement of portions of the existing sidewalks where necessary.

Detailed cost estimates for the proposed improvements have been prepared, along with a method of cost allocation for division of the cost between the City and those properties receiving benefit from the improvements. This information is presented in the Report.

We would be happy to discuss this report at your convenience. Please contact me at 651-968-7384 if you have any questions.

Sincerely,

BOLTON & MENK, INC.

Joseph R. Rhein, P.E.
Kenyon City Engineer



CERTIFICATION

Feasibility Report

for

First Street Improvement Project

City of Kenyon, Minnesota
Bolton & Menk Project No. N15.109279

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: 
Joseph R. Rhein, P.E.
License No. 23781
Bolton & Menk, Inc.

Date: November 5, 2015



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APPENDIX A - FIGURES

- Figure 1 – Location Map
- Figure 2 – Existing Conditions
- Figure 3 – Proposed Improvements
- Figure 4 – Typical Section
- Figure 5 – Optional Sanitary Sewer Improvements
- Figure 6 – Project Area/Benefiting Properties

APPENDIX B – COST ESTIMATES

- Appendix B1 – Estimated Project Cost Summary
- Appendix B2 – Estimated Project Cost – Full Length Project
- Appendix B3 – Estimated Project Cost – Block-by-Block
- Appendix B4 – Estimated Project Cost – Optional Improvements

APPENDIX C – COST ALLOCATION / ASSESSMENTS

- Appendix C1 – List of Assessable Properties
- Appendix C2 – Preliminary Assessment Roll – Full Length Project
- Appendix C3 – Preliminary Assessment Roll – Block-by-Block
- Appendix C4 – Preliminary Assessment Roll – Comparison

INTRODUCTION

The Kenyon City Council directed an investigation be performed regarding the existing infrastructure along First Street. The 2010 Pavement Management Plan had anticipated reconstruction of First Street in approximately 2014. In addition, the Wastewater Facilities Plan prepared in 2012 had indicated the need for potential upgrades to the sanitary sewer system along First Street.

The results of the initial investigation were reviewed with the City Council at a work session on August 11, 2015. The investigation found the potential for a project to reconstruct the portion of First Street from Red Wing Avenue (Minnesota Trunk Highway 56) to Bullis Street. At a special meeting on August 31, 2015 the City Council authorized preparation of a Feasibility Report on the improvements along that portion of First Street. This Report will include a discussion of the existing conditions, the recommended improvements to serve the project area, estimated costs of those improvements, and a method of cost allocation to determine project feasibility. As part of the authorization, the City Council further directed the Report include the option to implement the improvements on a block-by-block basis.

A Work Session was held with the City Council on November 3, 2015 to review the draft Report. As part of the Work Session, items requiring clarification to allow completion of the Report were also discussed. The results of the Work Session have been incorporated into this document.

PROJECT AREA

The proposed project area includes that portion of First Street from Red Wing Avenue to Bullis Street. A location map of the project area is shown on Figure 1 in Appendix A of this Report. The properties adjacent to this portion of First Street are shown graphically on Figure 6 in Appendix A, and are listed in tabular fashion in Appendix C.

EXISTING CONDITIONS

Existing conditions within the project area were documented by review of existing plans, performing topographic survey and field investigation of the site and structures, geotechnical exploration, and televising of that portion of the sanitary sewer system to which access could be obtained. Records indicate the last significant improvements were performed to First Street in 1985. The existing conditions of the project area are shown on Figure 2 in Appendix A of this Report.

Additional information on each aspect of the existing conditions are provided below.

SANITARY SEWER

No City sanitary sewer exists along First Street. City sanitary sewer exists in a north-south direction along Forest Street, Spring Street, and in Depot Park north of First Street. City sanitary sewer also exists in an east-west direction in the alley between First Street and Second Street for the blocks from Red Wing Avenue to Forest Street, and from Bullis Street to Spring Street. The sanitary sewer generally flows from south to north, then follows the Zumbro River to the City wastewater treatment plant located along Minnesota Trunk Highway 60.

The existing sanitary sewer is 12-inch diameter along Forest Street both north and south of First Street. On Spring Street, the existing sanitary sewer is 12-inch diameter south of First Street, but only 8-inch diameter north of First Street. The sewer along Spring Street flows from south to north, and Kenyon Public Works has indicated the existing 8-inch diameter sewer north of First Street creates a restriction during high flow conditions.

Based on investigation, it appears approximately 1/3 of the properties in the project area are currently served by City sanitary sewer. Approximately 2/3 of the properties appear to be served by private sanitary sewer.

WATER SYSTEM

Water main exists along the entire length of First Street. The portion from Red Wing Avenue to Bullis Street is 6-inch diameter ductile iron pipe (DIP), installed with the 1985 improvements. Water mains also exist along Spring Street and Red Wing Avenue, and are connected to the existing water main on First Street. Hydrants exist along the main on First Street, with one located at each intersection from Red Wing Avenue to Bullis Street. The existing hydrant spacing and locations are adequate for fire protection within the project area.

No water main exists on Forest Street north of First Street. Existing water main, 2-inch diameter, extends down a portion of Forest Street south of First Street.

It is our understanding all properties within the project area are currently served with water supplied by the Kenyon Municipal Utilities (KMU).

DRAINAGE

First Street exists as an urban street, with concrete curb and gutter to collect surface runoff and direct it to a piped storm sewer system. Low points along First Street are located at Forest Street and just east of Bullis Street. A high point is located between Spring Street and Forest Street. Surface water along First Street from this high point to Red Wing Avenue drains to the low point at Forest Street. Surface water along First Street west of the high point drains toward the low point just east of Bullis Street.

Storm sewer exists on First Street in the low points at Forest Street and just east of Bullis Street. Storm sewer also exists at the intersection of First Street and Spring Street, to collect surface water from the portion of First Street from Spring Street east to the high point, as well as from Spring Street south of First Street. The existing storm sewer generally drains to the north, ultimately discharging to the river.

There is also an existing low area on the south side of First Street. This low area is drained by a structure located off the street, near the property line between the properties addressed 415 and 419. This structure is connected by pipe to the existing City storm sewer at the low point in First Street.

STREET

First Street has an existing bituminous pavement, approximately 31-feet in width. Along each edge of the pavement is concrete curb and gutter. The curb is 6-inch high, barrier style, and the gutter is approximately 24-inches wide. The curb and gutter are integral, and are referred to as type B624. The total width of existing First Street is 35-feet from face of curb to face of curb.

According to the plan for the 1985 improvements, the section of First Street was reconstructed at that time to include a 3-inch thick pavement, supported by a 5-inch thick layer of gravel base. The 1985 plans also indicate that between 25% - 30% of the existing concrete curb and gutter was replaced as part of that project. The remaining majority of the existing concrete curb and gutter was left in place. The age of that concrete curb and gutter that pre-dates 1985 is not known with certainty.

Three soil borings were taken within the existing paved section of First Street, one in each block from Red Wing Avenue to Bullis Street. The borings found the gravel base layer to be 5 to 5-1/2 inches thick, consistent with the plans from the 1985 project. However, the borings found the existing bituminous pavement to be 4-1/2 to 6 inches thick, compared to the 3-inch thickness shown on the 1985 plans. This indicates the street has likely been overlain multiple times since 1985, resulting in the increased pavement thickness.

There are nine driveway connections to First Street between Red Wing Avenue and Bullis Street. There is also one public alley connection on the north side of First Street, located between the properties addressed 418 and 420.

SIDEWALKS

City sidewalks exist along the north side of First Street from Red Wing Avenue to Spring Street, and along the south side of First Street from Red Wing Avenue to Forest Street. City sidewalks also exist along both sides of both Forest Street and Spring Street. At the intersections where the sidewalks connect to the existing street, no pedestrian ramps are present. The sidewalk simply butts against the back of the existing curb. The sidewalks are generally in acceptable condition.

Carriage walks extend from several of the existing homes along First Street within the project area. The majority of these carriage walks connect to the existing City sidewalk, and also connect to the existing back of curb along First Street.

TREES

There are numerous existing trees within the project area. Several of the existing trees are very large – 7 trees are between 20-inch and 30-inch diameter, while an additional 6 trees are in excess of 30-inch diameter. All trees within the project area are deciduous in type, and the majority of the trees appear to be in relatively good health.

A number of the trees are in close proximity to the curb line of First Street, and along those portions of the street with City sidewalk, there are 26 existing trees located between the sidewalk and the curb. Due to their location and size, some of the trees are impacting the adjacent curb, sidewalk, or driveway approaches.

ELECTRIC

Overhead electric utility exists along the north side of First Street from Bullis Street to the alley between the homes addressed 418 and 420. At that point the electric utility turns and extends to the north. There is no other electric utility along First Street, except for an overhead crossing at Forest Street and a small number of street light poles.

PROPOSED IMPROVEMENTS

Recommended improvements for the project are shown on Figure 3 in Appendix A of this Report. Additional information on each portion of the improvements is given below.

SANITARY SEWER

A goal of the City of Kenyon is to eliminate private sanitary sewers and provide public sewer in their place. This may be accomplished by upgrading or converting private sewers where possible, or by replacing the private sewers with new materials where necessary. Benefits of providing public sewers instead of private include increased system reliability and efficiency, ensuring minimum standards are met, increased ability for regular system inspection and maintenance, and possible reduction of system inflow and infiltration (I/I).

The existing City sanitary sewer in the vicinity of the project area was televised to determine its condition, and manholes on the system were physically inspected. The private sanitary sewer and services were also televised to the extent access was able to be obtained. Based on the result of the investigation, our opinion is that none of the existing private sewer will be able to be upgraded or converted to become part of the City sewer system.

New City sanitary sewer is recommended to be installed along First Street to provide service to those properties currently served by private sewers. One segment of the new sewer would extend from Forest Street for almost the entire length of the block towards Red Wing Avenue. New sewer is also proposed to be extended from Spring Street in both directions along First Street. The sewer would extend approximately 3/4 of the block length towards Forest Street, and approximately 1/2 of the block length towards Bullis Street.

The existing sanitary sewer manholes at the intersections of First Street with Forest Street and Spring Street would also be replaced with new manholes equipped to accept the new sewer mains. To allow the physical installation of the new manholes, short segments of the existing City sewer mains on both Forest Street and Spring Street would also need to be replaced. As part of this work, the existing sanitary sewer main on Spring Street north of First Street would be replaced with new 12-inch diameter pipe from the new manhole to the construction limit of this project. This new stub would replace that portion of the existing 8-inch main. The 8-inch main would be reconnected to the new 12-inch stub.

It should be noted the televising investigation found a broken pipe on the existing City sewer main approximately 3-feet south of the existing manhole at the intersection of First Street and Spring Street. The proposed sewer main replacement with the new manhole installation will include replacement of that broken section of pipe.

New sanitary sewer services would be extended from the new mains to the property line of each parcel currently served by private sanitary sewer. The service installation under this project would end at that point, with the service being capped. The property owner would be responsible to extend the service from that location for connection to their house or structure.

The new sanitary sewer mains installed along First Street would be 8-inch diameter, and each sanitary sewer service would be 4-inch diameter. These are standard pipe sizes for residential service. All sewer mains and services would be PVC material with airtight joints.

WATER SYSTEM

Based on our understanding from KMU, only relatively minor improvements are recommended for the water system. The existing water main along First Street installed with the 1985 project appears to be in good condition. The hydrants installed with that project, at the intersections with Bullis Street and Forest Street, also appear to be in good condition.

The existing hydrant at the intersection of Spring Street and First Street extends from the water main on Spring Street. This hydrant pre-dates the 1985 project and is not of the current standard style. The hydrant is located at the limits of the proposed street construction, therefore it may be appropriate to replace the hydrant as part of this project if KMU wishes to have it replaced. Provisions have been provided in the project for the replacement.

The existing 2-inch diameter water main on Forest Street south of First Street is recommended to be replaced with a new water main of standard 6-inch diameter. As part of this project, it is proposed to make a new connection to the existing 6-inch water main on First Street, and extend a new 6-inch DIP water main stub to the south project limit at the intersection with Forest Street (approximately 40 feet). This new stub would replace that portion of the existing 2-inch main. The 2-inch main would be reconnected to the end of the new 6-inch stub. The balance of the 2-inch main would be replaced as part of a future project along Forest Street.

No new water services or replacement of existing water services are anticipated as part of this project. However, installation of the new sanitary sewer will require crossing the existing water services for the homes on the south side of First Street. Coordination will be required for the crossing of the water services, and could include short term interruption in water service or establishing temporary water services during the construction.

All proposed modifications or improvements to the existing water system would be reviewed with the KMU Commission for concurrence, if this Feasibility Report is approved by the City Council. Any other improvements to the existing water system within the project area desired by the KMU Commission would be incorporated into the project as appropriate.

STORM SEWER

We are not aware of any significant drainage issues in the project area. The existing storm sewer system appears to be adequate to accommodate the surface runoff. No replacement or increases to main line storm sewer pipes are recommended for the project.

At the intersection of First Street with Forest Street, there are two existing catch basins each in the curb lines of the southeast and southwest quadrants. In each quadrant, it appears there was an older catch basin in the middle of the radius, and that the second catch basin was added at a later date. The older catch basins do not meet current standards. These catch basins are connected to an existing manhole in the intersection. The manhole is constructed of brick and does not meet current standards.

Due to their age and condition, as well as the proposed installation of new sanitary sewer in the intersection and the construction of new pedestrian ramps, it is recommended the existing storm sewer manhole and old catch basins in the southeast and southwest quadrants be replaced with new materials. Based on the layout of the existing storm sewer pipes, this would impact the other two existing catch basins as well. Two new catch basins of current standard should be sufficient at this intersection, so with the installation of new catch basins the existing catch basins would be removed.

The only other storm sewer improvements proposed for the project would be adjustment of existing structures to fit the new curb and street, updating castings to current standards, and other similar minor activities.

STREET

The 2010 Pavement Management Plan recommended a proposed standard street section. The existing street section of First Street constructed in 1985 does not meet the recommended standard. In addition, the installation of new sanitary sewer will require open trench excavation over approximately 3/4 of the existing street surface of First Street from Red Wing Avenue to Bullis Street. Based on these factors, it is recommended that as part of this project the entire existing pavement section of First Street from Red Wing Avenue to Bullis Street be removed, and be replaced with new materials per the recommended standard section from the 2010 Pavement Management Plan.

The geotechnical investigation performed as part of the project research also recommended a minimum street section based on soil conditions. The standard street section proposed in the 2010 Pavement Management Plan exceeds the minimum recommendations of the geotechnical investigation.

The proposed street section to be used on First Street would consist of 3-1/2 inches of bituminous pavement, placed in two layers. The pavement would be supported by a 10-inch thick layer of gravel base. Geotextile fabric would be placed beneath the gravel base to separate the street section materials from the native soil.

The existing concrete curb and gutter will need to be removed at the location of each sanitary sewer service installation. Curb and gutter will also need to be removed at the intersections in conjunction with sidewalk upgrades, as well as at catch basin locations for the structure adjustments. Furthermore, based on the fact the majority of the concrete curb and gutter is more than 30 years old, it is estimated that approximately 10% of the existing concrete curb and gutter warrants replacement due to its age and condition. The cumulative effect of all these factors is that a total of approximately 40% of the existing curb and gutter would need to be replaced on the project due to proposed improvements.

With 40% of the curb and gutter needing replacement, it is more cost effective to remove and replace all of the concrete curb and gutter in the project area. This is due to economy of scale, and the increased amount of the curb that can be placed by machine, thereby reducing the cost of manual labor in comparison to patching the curb. Replacing all of the concrete curb and gutter also allows for a more consistent, integrated construction approach to the street reconstruction, resulting in a higher quality of the finished work in comparison to patching only a portion of the existing curb.

Based on the discussion in the preceding paragraphs, the recommendation for this project is to replace all of the existing curb and gutter within the project area. The new curb would be style B624, to match the style that currently exists on First Street.

First Street is proposed to be reconstructed to the same width as currently exists, 35-feet from face of curb to face of curb. The proposed typical street section is shown on Figure 4 in Appendix A.

A concrete apron is proposed to be constructed at the location of each driveway connection and alley connection to First Street. For those locations adjacent to an existing City sidewalk, the concrete apron would be extended to connect to the sidewalk. For those locations not adjacent to a sidewalk, the apron would match into the existing driveway.

SIDEWALKS

The connections of the City sidewalks to the streets need to be upgraded to comply with requirements of the Americans with Disabilities Act (ADA). This will require removing a portion of the existing City sidewalk at each intersection and constructing transition sections and curb ramps to connect the sidewalk to the street.

Removal and replacement of existing sidewalk panels will also be necessary at locations where new sanitary sewer services will cross the sidewalk.

The existing carriage walks that connect to the existing curb of First Street will be disturbed by the street reconstruction activities. As a result, replacement of a portion of the carriage walks adjacent to the street curb line is anticipated. Since these carriage walks are not part of the public City sidewalk system, the ADA requirements do not apply and curb ramps will not be required.

TREES

Efforts would be made to preserve as many of the existing trees as practical during construction of the proposed improvements. However, it is realistically anticipated that some number of trees will need to be removed as a result of the construction.

Some trees are located extremely close to the existing curbs and driveway approaches. In addition, it is anticipated some trees will conflict with the location of new sanitary sewer services. In those cases, it is likely the construction activity will cause damage to the tree or its root system. If it is deemed the damage is to the point where the chance of the tree to survive for a meaningful period beyond the construction is low, or where the stability of the tree could be impacted resulting in a potential public safety risk, the tree would be removed as part of the project work.

Similarly, if it is deemed there is too great a risk an existing tree would cause future damage to the newly constructed improvements if it is left in place, the tree would be removed.

ELECTRIC

No conflicts with the existing electric utility infrastructure is anticipated due to construction of the proposed improvements.

OPTIONAL IMPROVEMENTS

During the course of investigating a potential project for First Street from Red Wing Avenue to Bullis Street, some improvements were identified that, while not necessary for the reconstruction of First Street, could be considered by the City as optional improvements. These improvements are described in this section. They could be added to the First Street improvement Project if so desired by the City, or they could be taken under advisement by the City for possible development as separate projects.

SIDEWALK EXTENSION – SPRING STREET TO DEPOT PARK

As described previously in this Report, City sidewalk exists along the north side of First Street from Red Wing Avenue to Spring Street. The City may wish to consider extending City sidewalk another block along the north side of First Street, from Spring Street to Depot Park. This proposed optional sidewalk improvement is indicated graphically on Figure 3 in Appendix A.

SANITARY SEWER REPAIR – DEPOT PARK

The sanitary sewer televising performed as part of the preliminary investigation included the existing City sanitary sewer in Depot Park. There are three manholes located in the park. The televising started at the middle manhole, and proceeded towards the south manhole. Unfortunately, an obstruction was encountered in the sewer main that prevented the televising from continuing. Efforts were then made to find the south manhole so the televising could be completed from the other direction. Despite efforts from the televising company, our staff, and City Public Works staff, the south manhole could not be located. Therefore, the full condition of this existing City sewer in the park could not be ascertained.

The City may wish to consider repairing the sanitary sewer in the park in conjunction with the First Street project. The minimum repair anticipated would be to excavate and remove the obstruction in the sewer main between the middle and south manholes, as well as to locate the south manholes and raise it to existing grade. The maximum repair could be that the entire length of sanitary sewer from the middle manhole to the south manhole would need to be replaced.

It should be noted the service for the home at 416 First Street is anticipated to be provided from the sanitary sewer in Depot Park. The location and condition of the sewer service to this home was not able to be verified at the time this Report was prepared. Therefore, to be conservative, the estimate for the sewer repair in Depot Park provided in this Report includes the potential for replacement of that sewer service.

The Depot Park sanitary sewer is shown graphically on Figure 5 in Appendix A.

SANITARY SEWER UPSIZING – SPRING STREET

City sanitary sewer exists along Spring Street, and flows from south to north. The sewer main south of First Street is 12-inch diameter, however the sewer main from First Street to Front Street is only 8-inch diameter. This smaller diameter pipe north of First Street causes a restriction in the sewer flow, and has been identified as an operational concern by the City Public Works Department.

As part of the investigation for this project an option was explored to bypass this restriction by routing the sewer main down First Street to Forest Street. This option is not physically feasible due to the elevations of the existing sewer on Forest Street.

To alleviate this restriction, the existing sewer on Spring Street from First Street to Front Street would need to be increased to 12-inch diameter. Detailed investigation of this issue has not been performed, but one option for the work would be replacement of the sewer by open excavation. This would require reconstruction of most of the existing pavement of Spring Street, and possibly the existing curb as well.

Pipe bursting may be another option for this situation. Pipe bursting is a means of increasing a pipe diameter from the inside, without having to excavate its entire length. Successful application is dependent upon existing pipe size and material, soil conditions, and several other factors. Further investigation would be needed to determine whether the sewer on Spring Street is a suitable candidate. Even if it were, pipe bursting would still require excavation at the starting and stopping points of the work, as well as at the location of each service connection. So a majority of the street would likely be excavated as well with this option, potentially making it no more attractive than direct excavation.

The City may wish to consider the extent of the operational issues currently being experienced due to this restriction, compared with the improvements need to remove the restriction. If it is desired to pursue action on this issue, it could be done in conjunction with the First Street Improvement Project or it could be done as a separate project in 2016 or in the future.

The Spring Street sanitary sewer restriction is shown graphically on Figure 5 in Appendix A. To be conservative, the figure shows replacement of all existing services on this segment of sewer in addition to the main. The location and condition of the services would need to be verified.

SANITARY SEWER SPOT REPAIRS

To aid in determination of where sanitary sewer services for properties in the First Street corridor were located, the existing City sewer mains in the blocks surrounding First Street were also televised. During this televising certain items were observed regarding the condition of the existing sewer mains that may warrant corrective action. These items include such things as broken pipes and intruding service lines.

Five specific items noted by the televising were identified for inclusion in this report:

- Two items are existing service connections, where the service pipe extends into the public sewer main, creating the situation for potential obstruction. Upon investigation, it is likely these items can be addressed through internal corrective methods, and excavation is not anticipated to be necessary to perform these repairs. As a result, the recommendation is these items are most appropriately addressed separately from the First Street Improvement Project.
- One item is a broken sewer pipe in Spring Street at the intersection with First Street. As noted previously, this location is within the limits of the project work and will be addressed as part of the proposed sanitary sewer improvements for the First Street Improvement Project.
- The final two items are broken sewer pipes located in the alley south of First Street, between Bullis Street and Spring Street. The breaks are fairly severe, and cannot be repaired by internal methods. Excavation will be required to repair these two items. These items could be considered for inclusion in the First Street Improvement Project.

PERMITS

In order to construct the proposed improvements described in this Report, it will be necessary to obtain the following permits prior to the start of construction:

- Minnesota Department of Health (MDH) for water main extension:
 - Need for this permit would be determined in final design.
- Minnesota Pollution Control Agency (MPCA) for sanitary sewer extension.
 - Would not be needed for sewer installation on First Street.
 - Would be needed for sewer upsizing on Spring Street.
- Minnesota Pollution Control Agency (MPCA), NPDES/SDS Construction Stormwater General Permit since this project would disturb more than one acre of land.
- Minnesota Department of Transportation (MnDOT) permit for construction activity within their right-of-way.
 - Need for this permit would be dependent upon exact construction limit along Red Wing Avenue as determined in final design.

EASEMENTS

All proposed improvements would be located within existing public right-of-way or City owned property. No permanent easements are anticipated to be needed for the proposed construction activities.

For installation of new sanitary sewer services, coordination will be needed with the individual properties to allow installation of the service to their property line. Formal temporary construction easements are not anticipated to be necessary for this work, unless the City prefers to obtain them. Rather, it is anticipated the work can be coordinated through direct communication. If such coordination cannot be obtained, the work would be stopped short such that no encroachment onto their private property occurs as part of the work.

ESTIMATED COSTS

Detailed cost estimates for the total project have been prepared and are included in Appendix B of this report. All costs are based on anticipated unit prices for the 2016 construction season, and include an allowance for indirect costs associated with the project (such as engineering, testing, administrative, legal, and financing). No costs are included for capitalized interest during the construction period or before assessments are collected.

Per direction of the City Council with the authorization for this Report, the costs have been prepared for the options of completing the work as a single full length project, as well as for the option of completing the work as three separate projects on a block-by-block basis. These options are listed below:

PROJECT OPTIONS USED FOR COST ESTIMATES

- Full Length Project: Red Wing Avenue to Bullis Street
- Block-By-Block:
 - Segment A: Red Wing Avenue to Forest Street
 - Segment B: Forest Street to Spring Street
 - Segment C: Spring Street to Bullis Street

Costs for the improvements within each option have been broken down by type. Following is a summary of the Total Estimated Project Costs for the full length option, followed by a summary of the block-by-block option. A summary table including all options is provided in Appendix B.

FULL LENGTH PROJECT OPTION

Total Estimated Project Cost Full Length Project Option	
Item	Cost
Sanitary Sewer (not including services)	\$109,120.00
Sanitary Sewer Services	\$40,442.60
Water System	\$32,701.90
Storm Sewer	\$28,483.05
Street Improvements	\$447,138.93
Sidewalk Replacement	\$39,848.12
Total Estimated Project Cost	\$697,734.60

BLOCK-BY-BLOCK PROJECT OPTION

Total Estimated Project Cost Block-By-Block Options			
Item	Segment A	Segment B	Segment C
Sanitary Sewer (not including services)	\$59,064.61	\$40,212.08	\$22,052.47
Sanitary Sewer Services	\$29,035.47	\$10,369.81	\$4,536.66
Water System	\$22,812.90	\$9,070.60	\$818.40
Storm Sewer	\$22,044.97	\$4,801.28	\$1,636.80
Street Improvements	\$215,560.09	\$149,252.66	\$161,662.19
Sidewalk Replacement	\$22,383.58	\$17,524.21	\$6,890.73
Total Estimated Project Cost	\$370,901.62	\$231,230.64	\$197,597.25
Total Estimated Project Cost Segments A + B + C	\$799,729.51		

Note: For purposes of cost estimating, the intersection of Forest Street is included with Segment A, and the intersection of Spring Street is included with Segment B.

In general, the improvements can be completed more cost effectively if done as a single full length project rather than on a block-by-block basis.

It should also be noted the cost per block varies significantly, as each block contains a particular set of circumstances. For example, the majority of the storm sewer and water system work is located in the intersection of First Street with Forest Street. Since that intersection is included in the Segment A cost estimate, the costs for that segment are correspondingly higher than Segments B and C.

OPTIONAL IMPROVEMENTS

Detailed cost estimates for the optional improvements described in this Report have also been prepared and are included in Appendix B. A summary of the estimated costs of the optional improvements is given in the following table:

Estimated Cost Optional Improvements	
Item	Cost
Sidewalk Extension – Spring Street to Depot Park	\$14,252.47
Sanitary Sewer Repair – Depot Park ¹	\$45,396.99
Sanitary Sewer Upsizing – Spring Street ²	\$168,668.71
Sanitary Sewer – Spot Repairs ³	<\$25,000

¹Includes sewer replacement, and replacement of service to 416 First Street.

²Includes direct replacement of sewer main and all services.

³Detailed cost estimate for the spot repairs has not been prepared at this time.

A detailed cost estimate for the spot repairs has not been prepared at this time. However, based on known information there is a high level of confidence the repairs could be completed well below the \$25,000 threshold for direct selection as identified in the Minnesota Uniform Municipal Contracting Law (MN Statute 471.345). To represent this fact, a value of “<\$25,000” has been shown in the table. This means if the City would rather not include the work in the First Street Improvement Project, it could either obtain quotes or simply hire a contractor directly. If the City wishes to include them in the First Street Improvement Project, a detailed cost estimate would be prepared as part of final design.

COST ALLOCATION

As allowed and authorized by Minnesota Statutes, Chapter 429, a portion of the Total Estimated Project Cost is proposed to be assessed against benefiting properties within the project area. The City of Kenyon has an Assessment Policy, adopted by the City Council on December 13, 2011. This section of the Report presents the approach to the assignment of costs using the Assessment Policy as guidance. Details on each type of improvement are given, along with a summary of the estimated proposed assessments.

OVERVIEW

The Assessment Policy states that costs for improvements will generally be assigned on a front foot basis. The Assessment Policy provides formulae for determining the assessable frontage for parcels, taking into account such factors as lot shape and zoning. A list of the properties included within the benefited area for the proposed improvements is given in Appendix C. Included in the list is the actual frontage abutting First Street for each property, as well as the calculated *assessable frontage* for each property, as determined through application of the Assessment Policy. The benefited project area is shown graphically on Figure 6 in Appendix A.

The Assessment Policy also identifies the improvements for which assessments will be assigned, and the portion of the improvement costs to be assigned. However, the Assessment Policy recognizes particular projects may have unique circumstances. Therefore, the Assessment Policy allows the City Council to make discretionary alterations to the procedures prescribed, where such alterations are deemed appropriate and justified.

For the application of the Assessment Policy to the proposed First Street Improvement Project, there are certain types of improvements that will have zero portion of their costs assessed against the benefitted properties. These improvements include:

IMPROVEMENTS WITH NO PORTION OF COST ASSESSED

- Storm Sewer Improvements
- Water System Improvements
- Sidewalk Replacement

STREET COST ALLOCATION

Per the Assessment Policy, the proposed work is classified as a Reconstructed Urban Street. The portion of costs to be assigned to the benefitted properties is 50%, based on standard street width and section.

The 35-foot width of First Street is greater than standard. Per the Assessment Policy, the estimated street cost should be adjusted to a standard width prior to assigning costs against benefitted properties. For this Report, the 28-foot street width identified in the policy was used as the basis for adjustment.

Based on review of the draft Feasibility Report at the City Council Work Session on November 3, 2015 it was concluded that an alteration from the Assessment Policy for the street cost allocation may be appropriate. Due to the significant amount of sanitary sewer work to be done as part of the First Street Improvement Project, the cumulative impact of the street work and the sanitary sewer work resulted in the total assessment amounts to individual properties being quite large. To counteract this effect, the City Council directed an amount of 27% be used for the street portion of the assessment, rather than the 50% prescribed in the Assessment Policy.

FULL LENGTH PROJECT OPTION

Adjustment to the estimated street improvement costs to account for the difference of the 35-foot street width to the 28-foot wide basis is shown in the following table:

Street Improvements Net Assessable Costs Full Length Project Option	
Item	Cost
Street Improvement Cost (35-foot width)	\$447,138.93
Less Adjustment: 35-feet to 28-feet	\$57,932.49
Net Street Improvement Cost – Assessable	\$389,206.44

The assessable portion of the street improvement costs is shown in the following table:

Street Improvements Portion of Net Assessable Costs to Assign Full Length Project Option	
Net Street Improvement Assessable Cost	\$389,206.44
Assessable Portion of Cost (27%)	\$105,085.74

The total assessable front footage for the full length project is 1,897.90 feet. Therefore the calculation of cost per front foot for street improvement is shown as:

Street Improvement Cost Allocation	
Assessable Portion of Cost (27%)	\$105,085.74
Assessable Frontage for Street Improvement	1,897.90
Street Improvement Cost Per Front Foot	\$55.37

BLOCK-BY-BLOCK PROJECT OPTION

Adjustment to the estimated street improvement costs to account for the difference of the 35-foot street width to the 28-foot wide basis is shown in the following table:

Street Improvements Net Assessable Costs Block-By-Block Option			
Item	Segment A	Segment B	Segment C
Street Improvement Cost (35-foot width)	\$215,560.09	\$149,252.66	\$161,662.19
Less Adjustment: 35-feet to 28-feet	\$26,721.85	\$16,796.57	\$20,532.02
Net Street Improvement Cost – Assessable	\$188,838.24	\$132,456.09	\$141,130.17

The assessable portion of the street improvement costs is shown in the following table:

Street Improvements Portion of Net Assessable Costs to Assign Block-By-Block Option			
Item	Segment A	Segment B	Segment C
Net Street Improvement Assessable Cost	\$188,838.24	\$132,456.09	\$141,130.17
Assessable Portion of Cost (27%)	\$50,986.33	\$35,763.14	\$38,105.15

The total assessable front footage for each block, and the corresponding calculation of cost per front foot for street improvement is shown as follows:

Street Improvements Cost Allocation Block-By-Block Option			
Item	Segment A	Segment B	Segment C
Assessable Portion of Cost (27%)	\$50,986.33	\$35,763.14	\$38,105.15
Assessable Frontage for Street	866.00	502.50	529.40
Street Improvement Cost Per Front Foot	\$58.88	\$71.17	\$71.98

SANITARY SEWER COST ALLOCATION

The sanitary sewer improvements on the project will include replacements of existing manholes and short segments of pipe on the existing City sewer system. Per the Assessment Policy, the City pays 100% of the cost for replacement of existing sanitary sewer. Therefore, the costs for those removals and replacement of the portions of the existing City sewer system should be deducted from the total sanitary sewer cost prior to assigning the costs to the benefited properties.

Furthermore, assessments should be assigned to the benefiting properties only for new, permanent improvements made as part of this project. It is recommended costs for the following types of items associated with the sanitary sewer work not be included for assessment: temporary improvements to facilitate construction of the permanent improvements; over-depth beyond the standard depth.

Costs for the sanitary sewer system are only to be assessed to those properties served by the new sewer installation. Therefore, the assessable frontage for the sanitary sewer improvements is different than the frontage for the street improvements.

FULL LENGTH PROJECT OPTION

Adjustment to the estimated sanitary sewer improvement costs to deduct those items as described above is shown in the following table:

Sanitary Sewer Improvements Net Assessable Costs Full Length Project Option	
Item	Cost
Sanitary Sewer (not including services)	\$109,120.00
Less Non-assessable items	\$27,743.76
Net Sanitary Sewer Cost – Assessable	\$81,376.24

The Assessment Policy states that 1/3 of the assessable cost is to be assigned to the benefited properties. The portion of the cost to be assigned for this project is shown in the following table.

Sanitary Sewer Improvements Portion of Net Assessable Costs to Assign Full Length Project Option	
Net Sanitary Sewer System Assessable Cost	\$81,376.24
Assessable Portion of Cost per Policy (1/3)	\$27,125.41

The new sanitary sewer system on the full length project would provide service to 21 properties within the project area. The total assessable frontage of those 21 properties is 1,415.33 feet. Therefore the calculation of cost per front foot for sanitary sewer is shown as:

Sanitary Sewer System Cost Allocation Full Length Project Option	
Assessable Portion of Cost per Policy (1/3)	\$27,125.41
Assessable Frontage for Sanitary Sewer	1,415.33
Sanitary Sewer Cost Per Front Foot	\$19.17

BLOCK-BY-BLOCK PROJECT OPTION

Adjustment to the estimated sanitary sewer improvement costs to deduct those items as described is shown in the following table:

Sanitary Sewer Improvements Net Assessable Costs Block-By-Block Project Option			
Item	Segment A	Segment B	Segment C
Sanitary Sewer (not including services)	\$59,064.61	\$40,212.08	\$22,052.47
Less Non-assessable items	\$14,362.92	\$15,947.88	\$4,092.00
Net Sanitary Sewer Cost – Assessable	\$44,701.69	\$24,264.20	\$17,960.47

The Assessment Policy states 1/3 of the assessable cost is to be assigned to the benefited properties. The portion of the cost to be assigned for each Segment if the improvements were done on a block-by-block basis is shown in the following tables:

SEGMENT A – RED WING AVENUE TO FOREST STREET

Sanitary Sewer Improvements Portion of Net Assessable Costs to Assign Segment A	
Net Sanitary Sewer System Assessable Cost	\$44,701.69
Assessable Portion of Cost per Policy (1/3)	\$14,900.56

The new sanitary sewer system In Segment A would provide service to 14 properties. The total assessable frontage of those 14 properties is 912.00 feet. Therefore the calculation of cost per front foot for sanitary sewer is shown as:

Sanitary Sewer System Cost Allocation Segment A	
Assessable Portion of Cost per Policy (1/3)	\$14,900.56
Assessable Frontage for Sanitary Sewer	912.00
Sanitary Sewer Cost Per Front Foot	\$16.34

SEGMENT B – FOREST STREET TO SPRING STREET

Segment B would include improvements at the intersection of Spring Street. For the sanitary sewer, this would include extending a pipe stub from Spring Street towards Bullis Street, so it could be extended in Segment C without having to re-excavate the intersection. This stub, although installed with Segment B improvements, would actually serve the properties in Segment C. Therefore, the cost of that pipe stub should be assessed to the properties that will receive sanitary sewer service in Segment C. Breakdown of this cost between the Segment B portion and Segment C portion is shown in the following table:

Sanitary Sewer Improvements Segment B Costs Breakdown Between Segments B & C	
Net Sanitary Sewer System Assessable Cost – Segment B	\$24,264.20
Less Cost of stub to serve Segment C	\$1,984.62
Net Sanitary Sewer Assessable Cost to serve Segment B	\$22,279.58

The Assessment Policy states 1/3 of the assessable cost is to be assigned to the benefited properties:

Sanitary Sewer Improvements Portion of Net Assessable Costs to Assign Segment B	
Net Sanitary Sewer System Assessable Cost	\$22,279.58
Assessable Portion of Cost per Policy (1/3)	\$7,426.53

The new sanitary sewer system In Segment B would provide service to 5 properties. The total assessable frontage of those 5 properties is 375.00 feet. Therefore the calculation of cost per front foot for sanitary sewer is shown as:

Sanitary Sewer System Cost Allocation Segment B	
Assessable Portion of Cost per Policy (1/3)	\$7,426.53
Assessable Frontage for Sanitary Sewer	375.00
Sanitary Sewer Cost Per Front Foot	\$19.80

SEGMENT C – SPRING STREET TO BULLIS STREET

The sanitary sewer serving Segment C would include the sewer installed within Segment C, as well as the pipe stub from Spring Street towards Bullis Street installed under Segment B. A summary of the total sanitary sewer costs to serve Segment C is shown in the following table:

Sanitary Sewer Improvements Segment C Costs Including Stub from Segment B	
Net Sanitary Sewer System Assessable Cost – Segment C	\$17,960.47
Plus Cost of stub from Segment B	\$1,984.62
Total Sanitary Sewer Assessable Cost to serve Segment C	\$19,945.09

The Assessment Policy states 1/3 of the assessable cost is to be assigned to the benefited properties:

Sanitary Sewer Improvements Portion of Net Assessable Costs to Assign Segment C	
Total Sanitary Sewer System Assessable Cost	\$19,945.09
Assessable Portion of Cost per Policy (1/3)	\$6,648.36

The new sanitary sewer system in Segment C would provide service to 2 properties. The total assessable frontage of those 2 properties is 128.33 feet. Therefore the calculation of cost per front foot for sanitary sewer is shown as:

Sanitary Sewer System Cost Allocation Segment C	
Assessable Portion of Cost per Policy (1/3)	\$6,648.36
Assessable Frontage for Sanitary Sewer	128.33
Sanitary Sewer Cost Per Front Foot	\$51.81

SANITARY SEWER SERVICE COST ALLOCATION

Per the Assessment Policy, each property is responsible for 100% of the cost of their sanitary sewer service.

Since the proposed new sanitary sewer would be located in the center or the right-of-way, the anticipated length of almost all of the new sewer services to be installed on this project would be the same. As a result, for the purposes of this Report the estimated cost of those services would be equal. The cost per service would differ between the Full Length option and the Block-By-Block options, due to differing scopes of work. But the estimated cost within each option would be equal. A summary of the estimated sanitary sewer service cost for each option is shown as follows:

Sanitary Sewer Service Estimated Cost per Each Service	
Option	Cost
Full Length Project Option	\$1,909.60
Segment A	\$2,073.96
Segment B	\$2,073.96
Segment C	\$2,073.96

The only exception to this would be 418 First Street. The service to that lot is anticipated to be installed at an angle, resulting in a longer length of required pipe. This would result in a higher estimated cost for the service to 418 First Street. The estimated cost for the service to 418 First Street under both the Full Length Project option and the individual Block option is shown in the following table:

418 First Street Sanitary Sewer Service Estimated Cost	
Option	Cost
Full Length Project Option	\$2,250.60
Segment C	\$2,462.70

OPTIONAL IMPROVEMENTS COST ALLOCATION

A description of assessable costs associated with each optional improvement is discussed below.

SIDEWALK EXTENSION – SPRING STREET TO DEPOT PARK

For the particular situation of the potential sidewalk from Spring Street to Depot Park, there are existing segments of concrete sidewalk along the properties at 418 First Street and 420 First Street. These segments of sidewalk would be removed and be replaced by the new City sidewalk. Therefore, the length of sidewalk along those two segments would not be 'new', but rather would be replacement of existing sidewalk. As a result, the cost for that length of the proposed sidewalk improvements should be deducted from the total sidewalk cost prior to assigning the costs to the benefited properties.

Adjustment to the estimated sidewalk improvement costs to account for the length of existing sidewalk as described above is shown in the following table:

Sidewalk Improvements Net Assessable Costs	
Item	Cost
Sidewalk Improvement	\$14,252.47
Less Value of Existing Sidewalk	\$1,792.79
Net Sidewalk Improvement Cost	\$12,459.68

The portion of the sidewalk cost to be assigned to the properties is 50%. For the potential sidewalk from Spring Street to Depot Park, the assessable portion of the cost is shown in the following table:

Optional Sidewalk Improvement Spring Street to Depot Park Portion of Costs to Assign	
Net Sidewalk Improvement Cost	\$12,459.68
Assessable Portion of Cost per Policy (50%)	\$6,229.84

Per the Assessment Policy, the costs of new sidewalk is to be assigned to properties along both sides of the street corridor along which the sidewalk is constructed, even if the sidewalk is installed only one side of the street. The total assessable frontage of the properties along the portion of First Street where the new sidewalk would be constructed is 529.40 feet. Therefore the calculation of cost per front foot for the potential new sidewalk is shown as:

Optional Sidewalk Improvement Cost Allocation	
Assessable Portion of Cost per Policy (50%)	\$6,229.84
Assessable Frontage for Sanitary Sewer	529.40
Sidewalk Improvement Cost Per Front Foot	\$11.77

SANITARY SEWER REPAIR – DEPOT PARK

The sanitary sewer in Depot Park is existing City sanitary sewer. Per the Assessment Policy, the City pays 100% of the cost for repair or replacement of existing City sanitary sewer. Therefore, for the repair or replacement of the existing sewer in Depot Park there would be no portion of the cost assessed, regardless of whether the scope of work is the minimum or maximum described.

As noted previously, it is anticipated the service for the home at 416 First Street is provided from the sanitary sewer in Depot Park. If the scope of the work on the sanitary sewer in Depot Park was such that it required repair or replacement of a portion or all of the service to 416 First Street, the cost for the work on the service line would be assessable to 416 First Street under the Assessment Policy.

To be conservative, for the purpose of this Report replacement of the service to 416 First Street was included, from the sewer main to the City property line of the park. The estimated cost is shown in the following table:

416 First Street Sanitary Sewer Service Estimated Cost	
Option	Cost
Included with Depot Park Sanitary Sewer	\$1,762.97

SANITARY SEWER UPSIZING – SPRING STREET

If the City wishes to pursue the upsizing of the existing sanitary sewer along Spring Street, the scope of work would need to be defined in order to determine the estimated costs and their allocation. Since the sewer is an existing City sewer, replacement of the sewer itself would be 100% City cost per the Assessment Policy. But if the work also included replacement of any portion of the existing sanitary sewer services, the cost for those services could be assessable against those properties. In addition, if the street surface over the sewer was reconstructed in conjunction with the sanitary sewer work, then a portion of those street costs could also be assessable to the benefiting properties.

Since the properties along Spring Street from First Street to Front Street are not identified within the benefited area for the proposed First Street Improvement Project, they were not notified of the potential for assessments against their properties, to be discussed at the public hearing for the First Street Project. A separate Feasibility Report would need to be prepared for the work to upsize the sanitary sewer along Spring Street, and a separate public hearing would need to be called for that work.

SANITARY SEWER SPOT REPAIRS

All potential sanitary sewer spot repairs identified are located on existing City sanitary sewer. Per the Assessment Policy, the City pays 100% of the cost for repair or replacement of existing City sewer. Therefore, for the sport repairs identified no portion of the cost would be anticipated to be assessed.

ASSESSMENT SUMMARY

The estimated assessment rates for the improvements proposed as part of this project as determined in the preceding section of this Report are summarized below. Separate summaries are provided for the Full Length and Block-By-Block options. A summary for the optional improvements is also given, in an effort to aid the City in determining whether or not to pursue them.

FULL LENGTH PROJECT OPTION

The following table summarizes the estimated assessment rates if the improvements were undertaken as one project for the full length from Red Wing Avenue to Bullis Street. All costs are per the assessable front foot, unless otherwise noted.

Summary of Estimated Assessment Rates Full Length Project Option	
Item	Cost
Street Improvements	\$55.37
Sanitary Sewer (not including services)	\$19.17
Sanitary Sewer Services – per lot¹	\$1,909.60¹
Storm Sewer	\$0.00
Water System	\$0.00
Sidewalk Replacement	\$0.00

¹Estimated Rate for 418 First Street is \$2,250.60

BLOCK BY BLOCK PROJECT OPTION

The following table summarizes the estimated assessment rates if the improvements were undertaken on a Block-By-Block basis as separate projects for each Segment. All costs are per the assessable front foot, unless otherwise noted.

Summary of Estimated Assessment Rates Block-By-Block Options			
Item	Segment A	Segment B	Segment C
Street Improvements	\$58.88	\$71.17	\$71.98
Sanitary Sewer (not including services)	\$16.34	\$19.80	\$51.81
Sanitary Sewer Services – per lot ¹	\$2,073.96	\$2,073.96	\$2,073.96 ¹
Storm Sewer	\$0.00	\$0.00	\$0.00
Water System	\$0.00	\$0.00	\$0.00
Sidewalk Replacement	\$0.00	\$0.00	\$0.00

¹Estimated Rate for 418 First Street done as part of Segment C is \$2,462.70

OPTIONAL IMPROVEMENTS

The following table summarizes the estimated assessment rates for the optional improvements discussed in this Report. All costs are per the assessable front foot, unless otherwise noted.

Summary of Estimated Assessment Rates Optional Improvements	
Item	Cost
Sidewalk Extension – Spring Street to Depot Park	\$11.77
Sanitary Sewer Repair – Depot Park ¹	\$1,762.97
Sanitary Sewer Upsizing – Spring Street ²	TBD
Sanitary Sewer – Spot Repairs	\$0.00

¹No assessment for sewer main. Cost shown is for replacement of service to 416 First Street.

²Separate Feasibility Report would be necessary.

ASSESSMENT ROLL

The total estimated assessment for each specific individual property within the project area is calculated by multiplying the estimated assessment rate by the assessable frontage for each improvement type.

A preliminary Assessment Roll has been prepared and is included in Appendix C of this Report. Separate assessment rolls have been prepared for the full project option and for the block-by-block option. The assessment rolls also include the optional improvements where applicable. The optional improvements are shown separately on the roll.

A comparison of the total estimated assessment (not including optional improvements) is also given in Appendix C, to show the estimated assessment for each benefited parcel for the Full Length option versus the Block-By-Block option. The total estimated assessments for the Full Length Project option is \$172,653.75, while the total for the Block-By-Block option is \$197,772.01.

As shown in the comparison, the assessment for all but one property is lower for the full length project option versus the block-by-block option. For the property at 105 Forest Street the assessment for either option is virtually the same, projected as being less than 1% higher for the full length option. It is also observed the difference between the full length and block-by-block options vary greatly between the segments. The difference between the options is much greater on Segments B and C than on Segment A. Based on this it could be stated the full length option not only results in lower assessments for almost all properties, but also in a more balanced distribution of assessments across all three blocks.

It should be noted the assessments shown in Appendix C are estimated, having been calculated on the current estimated project costs. The final assessment amounts will be updated based on actual contract construction costs if the project proceeds. It should also be noted that a separate, formal assessment hearing will need to be held before the proposed assessments can be certified to the parcels.

FINANCING

Project costs are proposed to be partially financed by assessments as discussed in the previous sections of this Report. The remainder of the project costs will be financed by City funds. The City could choose to issue a bond for the project costs or use existing reserves.

Minnesota Statutes, Chapter 429, provide for levying assessments over a period of time; a period of up to 30 years is allowed. Per the City of Kenyon adopted Assessment Policy, the typical term used for improvements such as those being considered in the First Street Improvement Project is 10 to 15 years. Since the collection of assessments can take several years, the City should also plan on funding the assessed portion of the project costs through other means for the interim period until assessments are collected.

Statute also allows for the assignment of interest on assessments, up to a Statutory maximum. The City of Kenyon Assessment Policy states the interest rate shall be set by the City Council, and shall not exceed the maximum allowed by law. Generally, if a City borrows funds for the project costs, the interest rate charged to assessments is typically 1% - 2% over the interest rate the City pays, to cover costs the City will incur associated with the borrowing and the documentation of assessments. If the City does not have to borrow money for the improvements, then the interest rate charged should be representative of interest income the City will lose on those funds while the assessments remain unpaid.

The proposed term and interest rate would be identified prior to the assessment hearing, and would be set by the City Council at the conclusion of that hearing, assuming the assessments are adopted.

A summary of the proposed financing for the First Street Improvement Project is shown below. Summaries are provided for both the Full Length Project and Block-By-Block options.

First Street Improvement Project Summary of Project Financing Full Length Project Option		
Item	Cost	Portion
Total Estimated Assessments	\$172,653.75	24.74%
Total City Funds	\$525,080.85	75.26%
Total Estimated Project Costs	\$697,734.60	100.00%

First Street Improvement Project Summary of Project Financing Block-By-Block Option		
Item	Cost	Portion
SEGMENT A		
Total Estimated Assessments	\$94,922.36	25.59%
Total City Funds	\$275,979.26	74.41%
Total Estimated Project Costs	\$370,901.62	100.00%
SEGMENT B		
Total Estimated Assessments	\$53,559.48	23.16%
Total City Funds	\$177,671.16	76.84%
Total Estimated Project Costs	\$231,230.64	100.00%
SEGMENT C		
Total Estimated Assessments	\$49,290.17	24.94%
Total City Funds	\$148,307.08	75.06%
Total Estimated Project Costs	\$197,597.25	100.00%
SEGMENTS A + B + C		
Total Estimated Assessments	\$197,772.01	24.73%
Total City Funds	\$601,957.50	75.27%
Total Estimated Project Costs	\$799,729.51	100.00%

It should be noted the costs contained in this table do not include capitalized interest; the City will also need to provide funding for that expense.

PUBLIC HEARING

In order to consider the use of assessments for financing a portion of the improvements on First Street, Minnesota Statutes, Chapter 429, requires two public hearings be held regarding the project.

IMPROVEMENT HEARING

The first public hearing is referred to as the “improvement hearing”. The hearing is called when the Feasibility Report has been completed and is ready to be presented to the City Council. Notice of the hearing is required to be made to the general public, as well as specifically to those parcels proposed for assessment.

The information from the Feasibility Report is presented at the improvements hearing, including the estimated project costs and the estimated assessments. If after the hearing is closed if the City wishes to proceed with the project, the City Council then takes action to officially order the improvements.

ASSESSMENT HEARING

The second public hearing is referred to as the “assessment hearing”. The purpose of the assessment hearing is to present the actual assessment roll to the properties proposed to be assessed. Specific notice of the hearing is required to be directly sent to those properties proposed for assessment; notice must also be made to the general public.

To prepare for the assessment hearing, the City must have the final assessment roll prepared with the actual assessments proposed to be levied against the properties. This differs from the improvement hearing, where only estimated assessments were presented. Preparation of the final assessment roll must be based on actual costs, either from construction bids received or from the actual cost of the project after the work is complete. The assessment hearing can be held either before the award of a contract and the start of construction, or after construction has been completed and final project costs are known. If the assessment hearing is held before the start of construction, the award of contract is set back approximately three weeks due to required notices

For the First Street Improvements Project, the recommendation would be to hold the assessment hearing after construction has been substantially completed.

PROJECT SCHEDULE

Below is the anticipated schedule for the First Street Improvement Project. This schedule is based on the improvement hearing being held November 10, 2015, and the assessment hearing being held after construction. If the City chooses to hold the assessment hearing prior to construction, three weeks should be added to the date for award of contract.

- October 13, 2015 Call for first Public (Improvement) Hearing. Authorize notice.
- November 3, 2015 City Council Work Session to Review Draft Feasibility Report.
- November 10, 2015 Hold Public (Improvement) Hearing. Approve Feasibility Report.
- November 10, 2015 Order project. Authorize preparation of plans and specifications.
- January 12, 2016 Approve plans and specifications. Set time and date for bid opening. Authorize advertisement for bids.
- January 20, 2016 First advertisement. Start of 21-day advertising period.
- February 10, 2016 End of 21-day advertising period.
- Mid-February 2016 Accept bids. (Exact time & date to be determined.)
- March 8, 2016 Consider award of construction contract.
- April 2016 Hold pre-construction conference. Issue Notice to Proceed.
- Mid-May 2016 Start construction.
- Late-July 2016 Construction substantially complete.
- September 2016 Call for second Public (Assessment) Hearing.
- October 2016 Hold Public (Assessment) Hearing.
- November 2016 Certify Assessments to County for placement on 2017 taxes.

CONCLUSION AND RECOMMENDATIONS

This Report has been prepared to investigate the potential for making improvements to the existing infrastructure along First Street from Red Wing Avenue to Bullis Street in the City of Kenyon. The existing surfacing and curbing along First Street is 30 years old or more, and this street was identified in the 2010 Pavement Management Plan as a candidate for reconstruction. In addition, properties in the area of First Street are currently served by private sanitary sewers. A goal of the City is to eliminate the private sanitary sewers and provide public sewer in their place. This goal can be accomplished for this portion of First Street in conjunction with street reconstruction.

This Report has identified the recommended improvements to perform the street reconstruction and sanitary sewer upgrade. It has also included estimated costs of the recommended improvements and identified a method of cost allocation, consistent with the City of Kenyon adopted Assessment Policy, to finance the improvements.

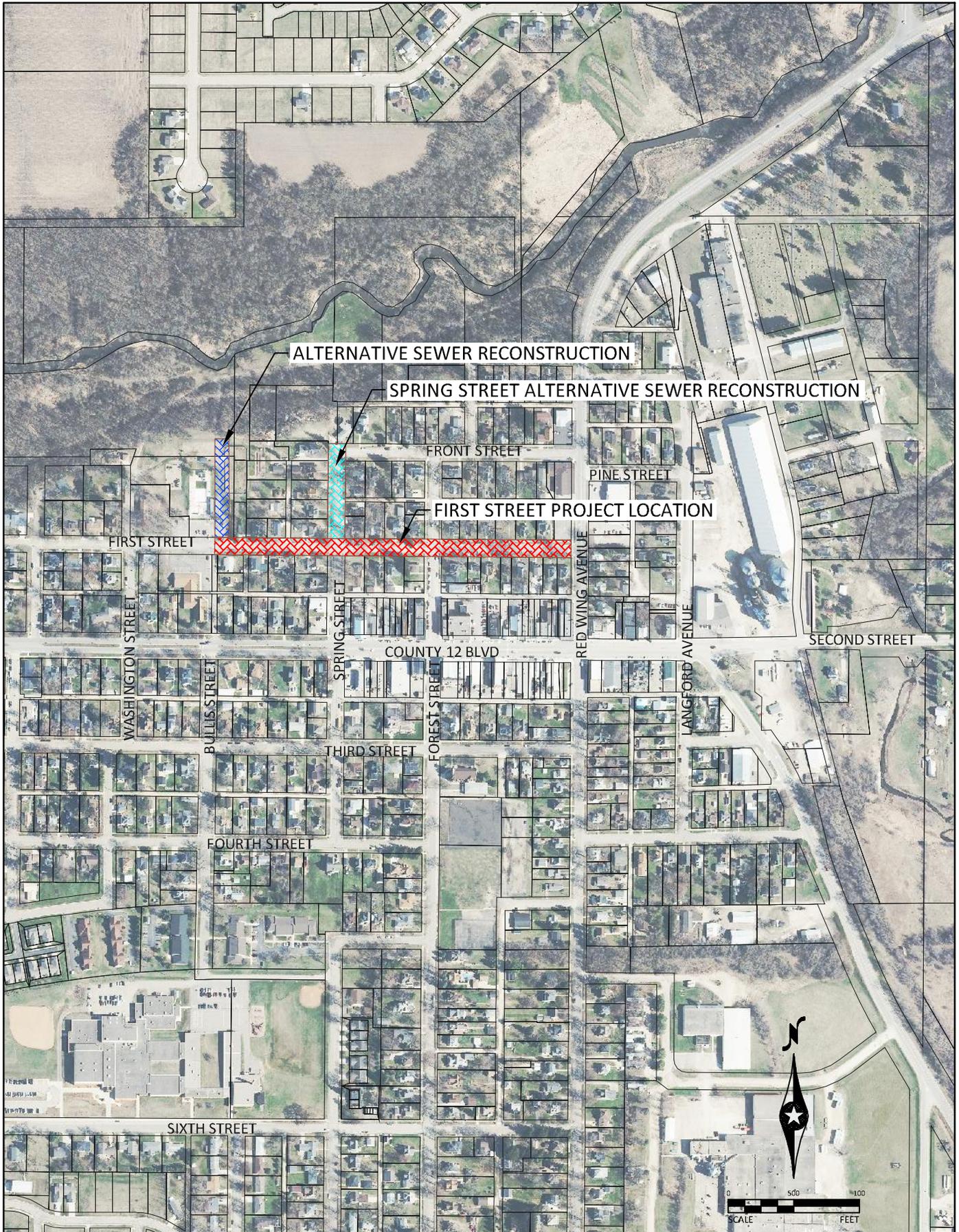
This project as proposed is technically and financially feasible. It is also feasible from a construction standpoint, with a detailed project schedule presented for completion of the work in 2016. The project is necessary, cost-effective, and will result in a benefit to the properties within the project area.

Based on this information, the following recommendations are presented for consideration by the City Council of Kenyon:

- The City of Kenyon accept this Report and hold a public hearing to receive input on the proposed improvements.
- Upon completion of the public hearing, if the City of Kenyon wishes to proceed, it approve this Report and adopt it as a guide for completion of the improvements.
- The City of Kenyon identify the scope of work to be included in the project.
- The City of Kenyon order the project, and authorize preparation of plans and specifications.

Appendix A

Figures



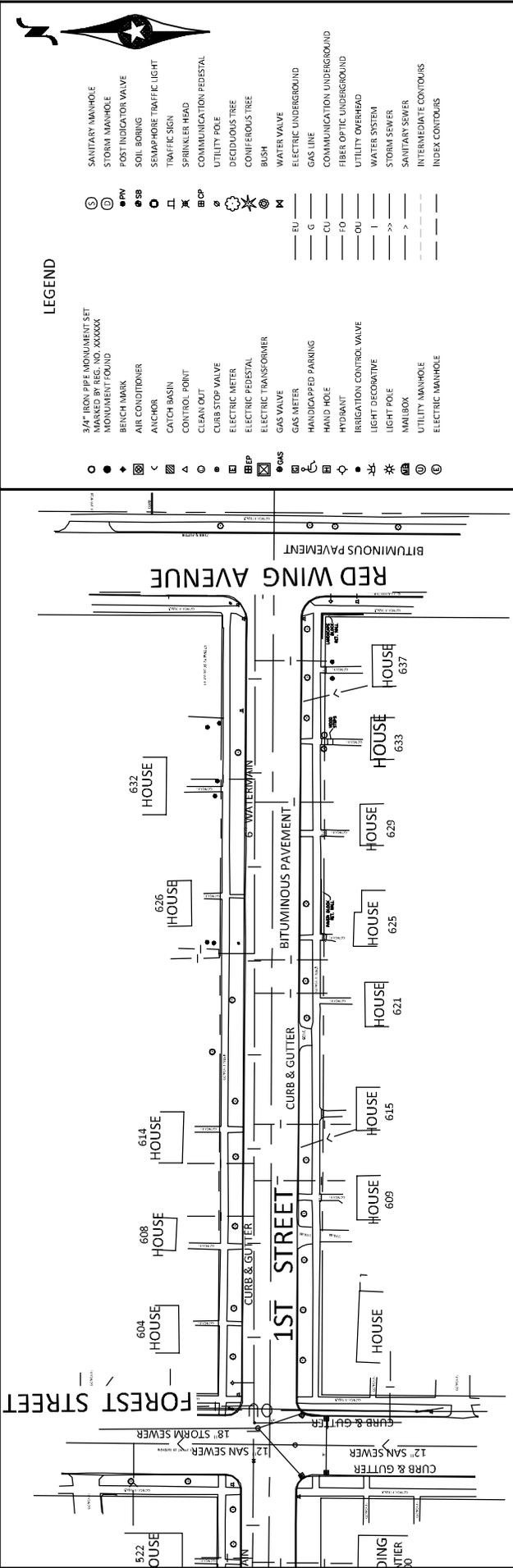
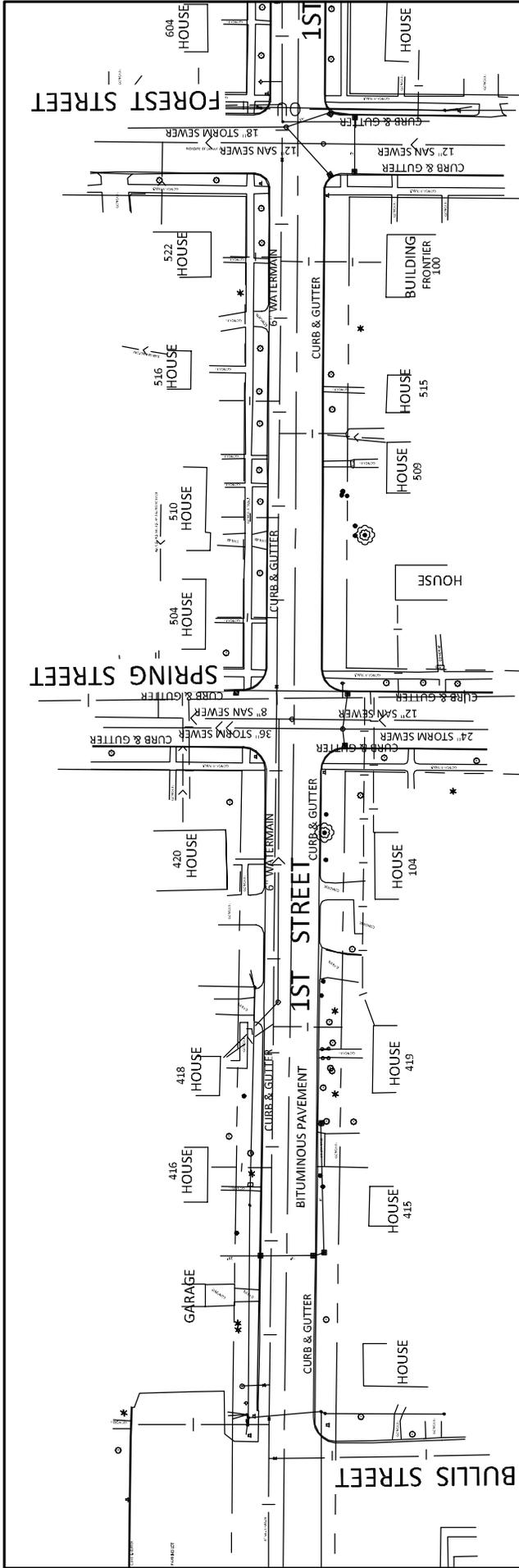
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CITY OF KENYON, MINNESOTA
FIRST STREET IMPROVEMENT PROJECT
PROJECT LOCATION MAP

NOVEMBER, 2015

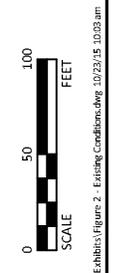
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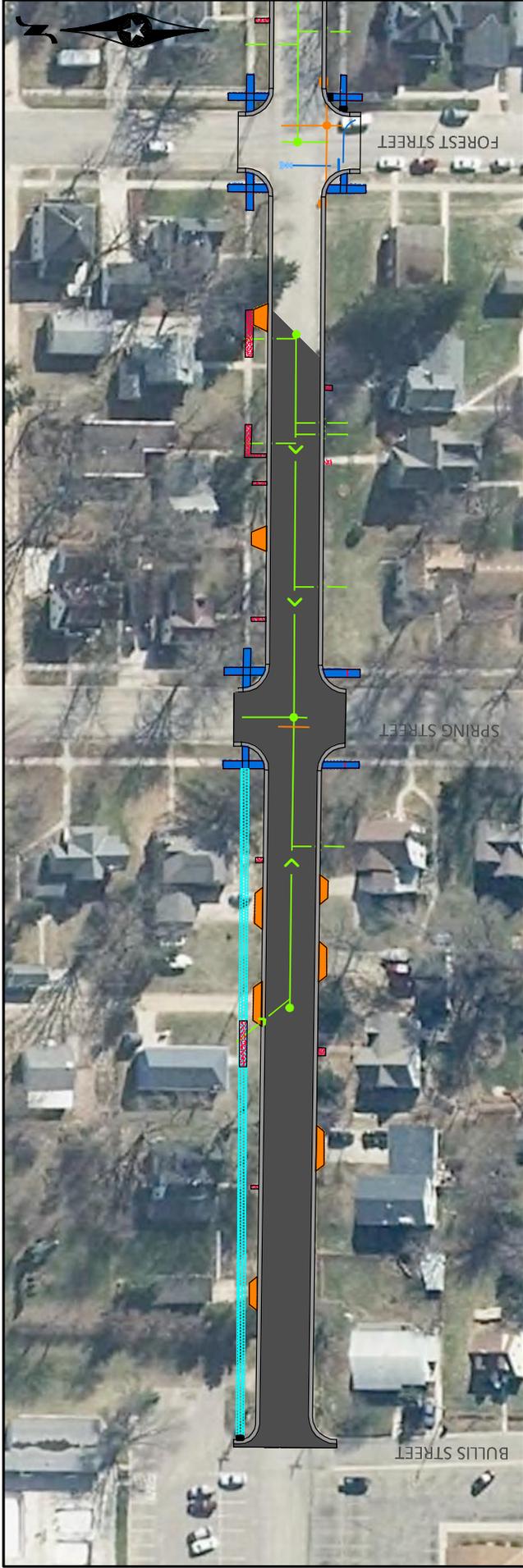
- | | | | |
|---|---|---|---------------------------|
| ○ | 3/4" IRON PIPE MONUMENT SET MARKED BY REG. NO. XXXXXX | ○ | SANITARY MANHOLE |
| ● | MONUMENT FOUND | ○ | STORM MANHOLE |
| + | BENCH MARK | ○ | POST INDICATOR VALVE |
| ⊕ | AIR CONDITIONER | ○ | SOIL BORING |
| ⊖ | ANCHOR | ○ | SEMAPHORE TRAFFIC LIGHT |
| ⊗ | CATCH BASIN | ⊕ | TRAFFIC SIGN |
| △ | CONTROL POINT | ⊗ | SPRINKLER HEAD |
| □ | CLEAN OUT | ⊗ | COMMUNICATION PEDESTAL |
| ○ | CLUB STOP VALVE | ⊗ | UTILITY POLE |
| ○ | ELECTRIC METER | ⊗ | DECIDUOUS TREE |
| ⊗ | ELECTRIC PEDESTAL | ⊗ | CONIFEROUS TREE |
| ⊗ | ELECTRIC TRANSFORMER | ⊗ | BUSH |
| ⊗ | GAS VALVE | ⊗ | WATER VALVE |
| ⊗ | GAS METER | ⊗ | ELECTRIC UNDERGROUND |
| ⊗ | HANDICAPPED PARKING | ⊗ | GAS LINE |
| ⊗ | HAND HOLE | ⊗ | COMMUNICATION UNDERGROUND |
| ⊗ | HYDRANT | ⊗ | FIBER OPTIC UNDERGROUND |
| ⊗ | IRRIGATION CONTROL VALVE | ⊗ | UTILITY OVERHEAD |
| ⊗ | LIGHT DECORATIVE | ⊗ | WATER SYSTEM |
| ⊗ | LIGHT POLE | ⊗ | STORM SEWER |
| ⊗ | MAILBOX | ⊗ | SANITARY SEWER |
| ⊗ | UTILITY MANHOLE | ⊗ | INTERMEDIATE CONTIGUOUS |
| ⊗ | ELECTRIC MANHOLE | ⊗ | INDEX CONTIGUOUS |

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CITY OF KENYON, MINNESOTA
 FIRST STREET IMPROVEMENT PROJECT
 EXISTING CONDITIONS
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 FIGURE NO. 2



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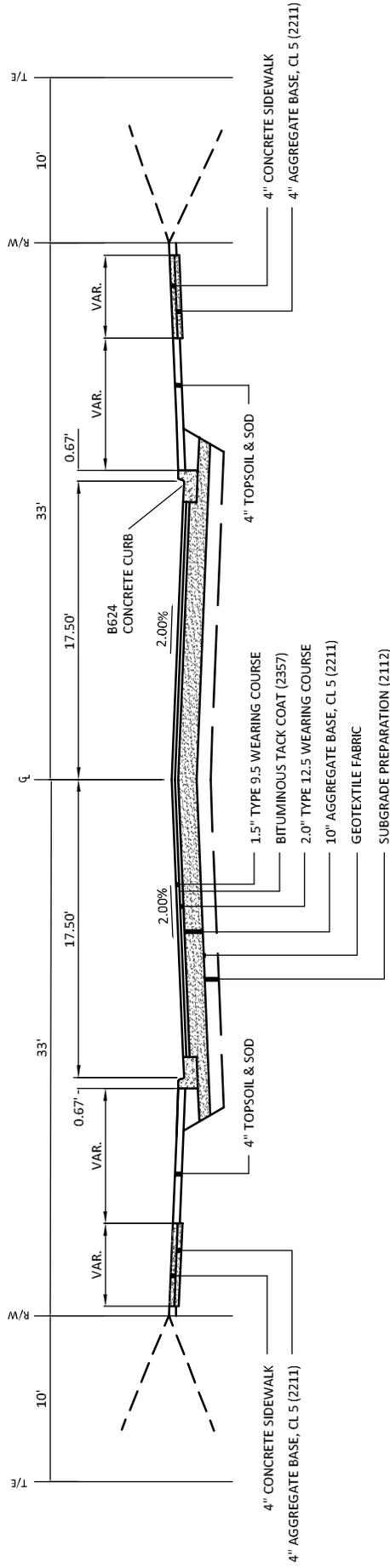
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-  WATER SYSTEM IMPROVEMENTS
-  STORM SEWER IMPROVEMENTS
-  CONCRETE CURB & GUTTER
-  BITUMINOUS PAVEMENT
-  SIDEWALK IMPROVEMENTS - ADA
-  SIDEWALK - UTILITY IMPACTS
-  DRIVEWAY RECONSTRUCTION
-  SIDEWALK - ALTERNATE

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CITY OF KENYON, MINNESOTA
FIRST STREET IMPROVEMENT PROJECT
 PROPOSED IMPROVEMENTS



TYPICAL SECTION

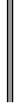


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CITY OF KENYON, MINNESOTA
 FIRST STREET IMPROVEMENT PROJECT
 TYPICAL STREET SECTION

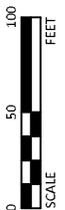


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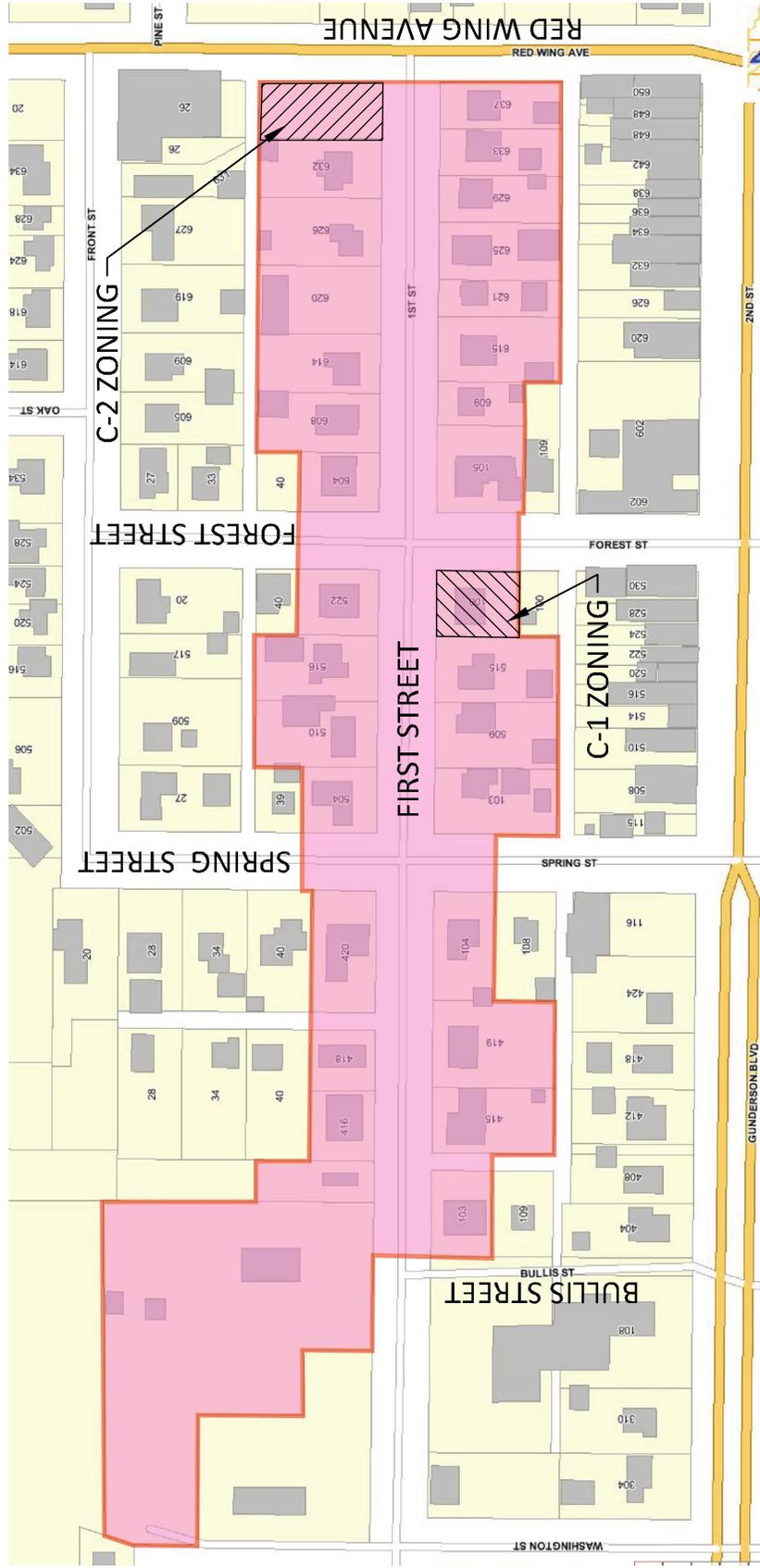
-  SANITARY SEWER IMPROVEMENTS
-  WATER SYSTEM IMPROVEMENTS
-  STORM SEWER IMPROVEMENTS
-  CONCRETE CURB & GUTTER
-  BITUMINOUS PAVEMENT
-  SIDEWALK IMPROVEMENTS - ADA
-  SIDEWALK - UTILITY IMPACTS
-  DRIVEWAY RECONSTRUCTION

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CITY OF KENYON, MINNESOTA
 FIRST STREET IMPROVEMENT PROJECT
 ALTERNATE SANITARY SEWER RECONSTRUCTION
 NOVEMBER, 2015



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NOTE: PROPERTIES ZONED R-1 OR R-2
UNLESS OTHERWISE INDICATED.



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CITY OF KENYON, MINNESOTA
 FIRST STREET IMPROVEMENT PROJECT
 BENEFITTING PROPERTY

Appendix B

Cost Estimates

APPENDIX B-1

**PRELIMINARY ESTIMATED PROJECT COST SUMMARY
FIRST STREET IMPROVEMENT PROJECT
COMPARISON OF FULL PROJECT LENGTH TO BLOCK-BY-BLOCK OPTIONS**

City of Kenyon, MN

ITEM	FULL PROJECT	SEGMENT A	SEGMENT B	SEGMENT C	TOTAL SEGMENT A, B & C
TOTAL SANITARY SEWER	\$ 109,120.00	\$ 59,064.61	\$ 40,212.08	\$ 22,052.47	\$ 121,329.16
TOTAL SANITARY SEWER SERVICES	\$ 40,442.60	\$ 29,035.47	\$ 10,369.81	\$ 4,536.66	\$ 43,941.94
TOTAL WATER SYSTEM	\$ 32,701.90	\$ 22,812.90	\$ 9,070.60	\$ 818.40	\$ 32,701.90
TOTAL STORM SEWER	\$ 28,483.05	\$ 22,044.97	\$ 4,801.28	\$ 1,636.80	\$ 28,483.05
TOTAL STREET IMPROVEMENTS	\$ 447,138.93	\$ 215,560.09	\$ 149,252.66	\$ 161,662.19	\$ 526,474.94
TOTAL SIDEWALK REPLACEMENT	\$ 39,848.12	\$ 22,383.58	\$ 17,524.21	\$ 6,890.73	\$ 46,798.52
TOTAL PROJECT COST	\$ 697,734.60	\$ 370,901.62	\$ 231,230.64	\$ 197,597.25	\$ 799,729.51

NOTE

FULL PROJECT = RED WING AVENUE TO BULLIS STREET
 SEGMENT A = RED WING AVENUE TO FOREST STREET
 SEGMENT B = FOREST STREET TO SPRING STREET
 SEGMENT C = SPRING STREET TO BULLIS STREET

APPENDIX B-2

**PRELIMINARY ESTIMATED PROJECT COST - FULL LENGTH PROJECT
FIRST STREET - RED WING AVENUE TO BULLIS STREET**

City of Kenyon, MN

SANITARY SEWER

Item	Unit	Unit Price	Quantity	Cost
BYPASS SANITARY SEWER	LS	\$ 5,000.00	1	\$ 5,000.00
REMOVE SANITARY SEWER PIPE	LF	\$ 10.00	72	\$ 720.00
REMOVE SANITARY SEWER MH	EA	\$ 750.00	3	\$ 2,250.00
8" PVC SANITARY SEWER, SDR 35, 0' - 10' DEEP	LF	\$ 40.00	914	\$ 36,560.00
12" PVC SANITARY SEWER, SDR 35, 0' - 10' DEEP	LF	\$ 50.00	72	\$ 3,600.00
IMPROVED PIPE FOUNDATION	LF	\$ 5.00	986	\$ 4,930.00
CONSTRUCT MH OVER EXISTING PIPE	EA	\$ 3,250.00	2	\$ 6,500.00
4' DIAMETER SANITARY SEWER MH	EA	\$ 3,000.00	4	\$ 12,000.00
4' DIAMETER OVERDEPTH	LF	\$ 200.00	5.2	\$ 1,040.00
CONNECT TO EXISTING SANITARY SEWER MAIN	EA	\$ 600.00	4.0	\$ 2,400.00
EXPLORATORY EXCAVATION	HOURL	\$ 250.00	20.0	\$ 5,000.00
CONSTRUCTION COSTS				\$ 80,000.00
+10% CONTIGENCY				+ \$ 8,000.00
TOTAL CONSTRUCTION COSTS - SANITARY SEWER				\$ 88,000.00
+ 24% INDIRECT COSTS				\$ 21,120.00
TOTAL SANITARY SEWER COST				\$ 109,120.00

SANITARY SEWER SERVICES

Item	Unit	Unit Price	Quantity	Cost
IMPROVED PIPE FOUNDATION	LF	\$ 5.00	703	\$ 3,515.00
8"X4" PVC WYE, SDR 35	EA	\$ 75.00	21	\$ 1,575.00
4" PVC SEWER SERVICE	LF	\$ 20.00	703	\$ 14,060.00
RECONNECT EXISTING SERVICE	EA	\$ 500.00	21	\$ 10,500.00
CONSTRUCTION COSTS				\$ 29,650.00
+10% CONTIGENCY				+ \$ 2,965.00
TOTAL CONSTRUCTION COSTS - SANITARY SEWER SERVICES				\$ 32,615.00
+ 24% INDIRECT COSTS				\$ 7,827.60
TOTAL SANITARY SEWER SERVICE COST				\$ 40,442.60

WATER SYSTEM

Item	Unit	Unit Price	Quantity	Cost
TEMPORARY WATER MAIN	LS	\$ 5,000.00	1	\$ 5,000.00
CONNECT TO EXISTING 6" WATER MAIN	EA	\$ 500.00	2	\$ 1,000.00
CUT IN 6" X 6" TEE	EA	\$ 1,500.00	1	\$ 1,500.00
REMOVE WATER MAIN PIPE	LF	\$ 10.00	10	\$ 100.00
SALVAGE HYDRANT	EA	\$ 200.00	1	\$ 200.00
6" WATER MAIN	LF	\$ 60.00	40	\$ 2,400.00
6" GATE VALVE AND BOX	EA	\$ 1,750.00	2	\$ 3,500.00
HYDRANT	EA	\$ 4,200.00	1	\$ 4,200.00
ADJUST VALVE BOX	EA	\$ 300.00	5	\$ 1,500.00
DUCTILE IRON FITTINGS	LB	\$ 7.50	220	\$ 1,650.00
2" WATER SERVICE	LF	\$ 35.00	35	\$ 1,225.00
3/4 WATER SERVICE REPAIR	LF	\$ 10.00	140	\$ 1,400.00
2" CORPORATION STOP	EA	\$ 300.00	1	\$ 300.00
CONSTRUCTION COSTS				\$ 23,975.00
+10% CONTIGENCY				+ \$ 2,397.50
TOTAL CONSTRUCTION COSTS - WATER SYSTEM				\$ 26,372.50
+ 24% INDIRECT COSTS				\$ 6,329.40
TOTAL WATER SYSTEM COST				\$ 32,701.90

STORM SEWER

Item	Unit	Unit Price	Quantity	Cost
12" RCP STORM SEWER, CLASS 5	LF	\$ 36.00	78	\$ 2,808.00
15" RCP STORM SEWER, CLASS 5	LF	\$ 42.00	10	\$ 420.00
18" RCP STORM SEWER, CLASS 3	LF	\$ 46.00	29	\$ 1,334.00
30" RCP STORM SEWER, CLASS 3	LF	\$ 66.00	20	\$ 1,320.00
4" DRAINTILE	LF	\$ 15.00	40	\$ 600.00
2'X3' CB	EA	\$ 2,500.00	2	\$ 5,000.00
5' DIA MH	EA	\$ 3,200.00	1	\$ 3,200.00
CONNECT TO EXISTING STORM SEWER	EA	\$ 500.00	4	\$ 2,000.00
CONNECT EXISTING DRAIN TILE TO CATCH BASIN	EA	\$ 250.00	4	\$ 1,000.00
INLET PROTECTION PER ERO-4A	EA	\$ 200.00	8	\$ 1,600.00
INLET PROTECTION PER ERO-4C	EA	\$ 200.00	8	\$ 1,600.00
CONSTRUCTION COSTS				\$ 20,882.00
+10% CONTIGENCY				+ \$ 2,088.20
TOTAL CONSTRUCTION COSTS - STORM SEWER				\$ 22,970.20
+ 24% INDIRECT COSTS				\$ 5,512.85
TOTAL STORM SEWER COST				\$ 28,483.05

STREET IMPROVEMENTS

Item	Unit	Unit Price	Quantity	Cost
MOBILIZATION	LS	\$ 20,000.00	1	\$ 20,000.00
TRAFFIC CONTROL	LS	\$ 1,500.00	1	\$ 1,500.00
CLEARING	TREE	\$ 900.00	6	\$ 5,400.00
GRUBBING	TREE	\$ 500.00	6	\$ 3,000.00
TEMPORARY ROCK CONSTRUCTION ENTRANCE	EA	\$ 2,000.00	1	\$ 2,000.00
REMOVE CONCRETE CURB AND GUTTER	LF	\$ 3.25	2,671	\$ 8,680.75
REMOVE CONCRETE CONCRETE DRIVEWAY PAVEMENT	SY	\$ 7.50	77	\$ 577.50
REMOVE BITUMINOUS PAVEMENT	SY	\$ 5.00	5,028	\$ 25,139.44
SAWING BITUMINOUS PAVEMENT	LF	\$ 4.25	230	\$ 977.50
SAWING CONCRETE PAVEMENT	LF	\$ 5.25	216	\$ 1,134.00
COMMON EXCAVATION (EV)	CY	\$ 12.00	2,100	\$ 25,200.00
GEOTEXTILE FABRIC	SY	\$ 2.50	6,165	\$ 15,412.50
SUBGRADE EXCAVATION (EV)	CY	\$ 12.00	325	\$ 3,900.00
AGGREGATE BASE CLASS 5	TN	\$ 18.50	3,023	\$ 55,925.50
SELECT GRANULAR BORROW	TN	\$ 12.00	400	\$ 4,800.00
TYPE SP 9.5 BITUMINOUS WEARING COURSE MIXTURE (3,B)(1.5")	TN	\$ 80.00	418	\$ 33,443.67
TYPE SP 12.5 BITUMINOUS NON WEARING COURSE MIXTURE (3,B)(2")	TN	\$ 80.00	557	\$ 44,591.56
BITUMINOUS TACK COAT	GAL	\$ 2.50	250	\$ 625.00
B624 CONCRETE CURB AND GUTTER	LF	\$ 14.75	2,771	\$ 40,872.25
7" CONCRETE DRIVEWAY APRON	SY	\$ 50.00	125	\$ 6,250.00
SOD	SY	\$ 5.50	3,079	\$ 16,933.89
TOPSOIL BORROW	CY	\$ 22.00	339	\$ 7,450.91
STREET SWEEPER	HR	\$ 125.00	20	\$ 2,500.00
WATER FOR DUST CONTROL	MGAL	\$ 50.00	10	\$ 500.00
SALVAGE AND REINSTALL STREET SIGN	EA	\$ 100.00	10	\$ 1,000.00
CONSTRUCTION COSTS				\$ 327,814.47
+10% CONTIGENCY				+ \$ 32,781.45
TOTAL CONSTRUCTION COSTS - STREET IMPROVEMENTS				\$ 360,595.91
+ 24% INDIRECT COSTS				\$ 86,543.02
TOTAL STREET IMPROVEMENTS COST				\$ 447,138.93

SIDEWALK REPLACEMENT

Item	Unit	Unit Price	Quantity	Cost
REMOVE CONCRETE CONCRETE SIDEWALK	SF	\$ 1.50	3,618	\$ 5,427.00
SAWING CONCRETE PAVEMENT	LF	\$ 5.25	225	\$ 1,181.25
COMMON EXCAVATION (EV)	CY	\$ 12.00	44	\$ 530.64
AGGREGATE BASE CLASS 5	TN	\$ 18.50	80	\$ 1,472.53
4" CONCRETE SIDEWALK	SF	\$ 3.50	2,921	\$ 10,223.50
6" CONCRETE PEDESTRIAN RAMP	SF	\$ 5.25	697	\$ 3,659.25
TRUNCATED DOME PANELS	SF	\$ 60.00	112	\$ 6,720.00
CONSTRUCTION COSTS				\$ 29,214.17
+10% CONTIGENCY				+ \$ 2,921.42
TOTAL CONSTRUCTION COSTS - SIDEWALK REPLACEMENT				\$ 32,135.58
+ 24% INDIRECT COSTS				\$ 7,712.54
TOTAL SIDEWALK REPLACEMENT COST				\$ 39,848.12

SUMMARY

TOTAL SANITARY SEWER	\$ 109,120.00
TOTAL SANITARY SEWER SERVICES	\$ 40,442.60
TOTAL WATER SYSTEM	\$ 32,701.90
TOTAL STORM SEWER	\$ 28,483.05
TOTAL STREET IMPROVEMENTS	\$ 447,138.93
TOTAL SIDEWALK REPLACEMENT	\$ 39,848.12
TOTAL PROJECT COST	\$ 697,734.60

APPENDIX B-3A

PRELIMINARY ESTIMATED PROJECT COST - SEGMENT A

FIRST STREET - RED WING AVENUE TO FOREST STREET

City of Kenyon, MN

SANITARY SEWER

Item	Unit	Unit Price	Quantity	Cost
BYPASS SANITARY SEWER	LS	\$ 3,000.00	1	\$ 3,000.00
REMOVE SANITARY SEWER PIPE	LF	\$ 10.00	30	\$ 300.00
REMOVE SANITARY SEWER MH	EA	\$ 800.00	1	\$ 800.00
8" PVC SANITARY SEWER, SDR 35, 0' - 10' DEEP	LF	\$ 42.50	485	\$ 20,612.50
12" PVC SANITARY SEWER, SDR 35, 0' - 10' DEEP	LF	\$ 60.00	30	\$ 1,800.00
IMPROVED PIPE FOUNDATION	LF	\$ 6.00	515	\$ 3,090.00
CONSTRUCT MH OVER EXISTING PIPE	EA	\$ 3,250.00	1	\$ 3,250.00
4' DIAMETER SANITARY SEWER MH	EA	\$ 3,000.00	2	\$ 6,000.00
4' DIAMETER OVERDEPTH	LF	\$ 250.00	3.0	\$ 750.00
CONNECT TO EXISTING SANITARY SEWER MAIN	EA	\$ 600.00	2.0	\$ 1,200.00
EXPLORATORY EXCAVATION	HOUR	\$ 250.00	10.0	\$ 2,500.00
CONSTRUCTION COSTS				\$ 43,302.50
+10% CONTIGENCY				+ \$ 4,330.25
TOTAL CONSTRUCTION COSTS - SANITARY SEWER				\$ 47,632.75
+ 24% INDIRECT COSTS				\$ 11,431.86
TOTAL SANITARY SEWER COST				\$ 59,064.61

SANITARY SEWER SERVICES

Item	Unit	Unit Price	Quantity	Cost
IMPROVED PIPE FOUNDATION	LF	\$ 6.00	462	\$ 2,772.00
8"X4" PVC WYE, SDR 35	EA	\$ 80.00	14	\$ 1,120.00
4" PVC SEWER SERVICE	LF	\$ 22.50	462	\$ 10,395.00
RECONNECT EXISTING SERVICE	EA	\$ 500.00	14	\$ 7,000.00
CONSTRUCTION COSTS				\$ 21,287.00
+10% CONTIGENCY				+ \$ 2,128.70
TOTAL CONSTRUCTION COSTS - SANITARY SEWER SERVICES				\$ 23,415.70
+ 24% INDIRECT COSTS				\$ 5,619.77
TOTAL SANITARY SEWER SERVICE COST				\$ 29,035.47

WATER SYSTEM

Item	Unit	Unit Price	Quantity	Cost
TEMPORARY WATER MAIN	LS	\$ 5,000.00	1	\$ 5,000.00
CONNECT TO EXISTING 6" WATER MAIN	EA	\$ 500.00	2	\$ 1,000.00
CUT IN 6" X 6" TEE	EA	\$ 1,500.00	1	\$ 1,500.00
REMOVE WATER MAIN PIPE	LF	\$ 10.00	10	\$ 100.00
SALVAGE HYDRANT	EA	\$ 200.00	0	\$ -
6" WATER MAIN	LF	\$ 60.00	40	\$ 2,400.00
6" GATE VALVE AND BOX	EA	\$ 1,750.00	1	\$ 1,750.00
HYDRANT	EA	\$ 4,200.00	0	\$ -
ADJUST VALVE BOX	EA	\$ 300.00	2	\$ 600.00
DUCTILE IRON FITTINGS	LB	\$ 7.50	220	\$ 1,650.00
2" WATER SERVICE	LF	\$ 35.00	35	\$ 1,225.00
3/4 WATER SERVICE REPAIR	LF	\$ 10.00	120	\$ 1,200.00
2" CORPORATION STOP	EA	\$ 300.00	1	\$ 300.00
CONSTRUCTION COSTS				\$ 16,725.00
+10% CONTIGENCY				+ \$ 1,672.50
TOTAL CONSTRUCTION COSTS - WATER SYSTEM				\$ 18,397.50
+ 24% INDIRECT COSTS				\$ 4,415.40
TOTAL WATER SYSTEM COST				\$ 22,812.90

STORM SEWER

Item	Unit	Unit Price	Quantity	Cost
12" RCP STORM SEWER, CLASS 5	LF	\$ 36.00	78	\$ 2,808.00
15" RCP STORM SEWER, CLASS 5	LF	\$ 42.00	10	\$ 420.00
18" RCP STORM SEWER, CLASS 3	LF	\$ 46.00	29	\$ 1,334.00
30" RCP STORM SEWER, CLASS 3	LF	\$ 66.00	0	\$ -
4" DRAINTILE	LF	\$ 15.00	40	\$ 600.00
2'X3' CB	EA	\$ 2,500.00	2	\$ 5,000.00
5' DIA MH	EA	\$ 3,200.00	1	\$ 3,200.00
CONNECT TO EXISTING STORM SEWER	EA	\$ 500.00	2	\$ 1,000.00
CONNECT EXISTING DRAIN TILE TO CATCH BASIN	EA	\$ 250.00	4	\$ 1,000.00
INLET PROTECTION PER ERO-4A	EA	\$ 200.00	2	\$ 400.00
INLET PROTECTION PER ERO-4C	EA	\$ 200.00	2	\$ 400.00
CONSTRUCTION COSTS				\$ 16,162.00
+10% CONTIGENCY				+ \$ 1,616.20
TOTAL CONSTRUCTION COSTS - STORM SEWER				\$ 17,778.20
+ 24% INDIRECT COSTS				\$ 4,266.77
TOTAL STORM SEWER COST				\$ 22,044.97

STREET IMPROVEMENTS

Item	Unit	Unit Price	Quantity	Cost
MOBILIZATION	LS	\$ 15,000.00	1	\$ 15,000.00
TRAFFIC CONTROL	LS	\$ 1,000.00	1	\$ 1,000.00
CLEARING	TREE	\$ 100.00	3	\$ 300.00
GRUBBING	TREE	\$ 600.00	3	\$ 1,800.00
TEMPORARY ROCK CONSTRUCTION ENTRANCE	EA	\$ 2,000.00	1	\$ 2,000.00
REMOVE CONCRETE CURB AND GUTTER	LF	\$ 4.00	1,142	\$ 4,568.00
REMOVE CONCRETE CONCRETE DRIVEWAY PAVEMENT	SY	\$ 7.75	12	\$ 93.00
REMOVE BITUMINOUS PAVEMENT	SY	\$ 5.60	2,135	\$ 11,956.00
SAWING BITUMINOUS PAVEMENT	LF	\$ 4.50	120	\$ 540.00
SAWING CONCRETE PAVEMENT	LF	\$ 5.50	12	\$ 66.00
COMMON EXCAVATION (EV)	CY	\$ 14.00	845	\$ 11,830.00
GEOTEXTILE FABRIC	SY	\$ 3.25	2,625	\$ 8,531.25
SUBGRADE EXCAVATION (EV)	CY	\$ 14.00	145	\$ 2,030.00
AGGREGATE BASE CLASS 5	TN	\$ 21.00	1,320	\$ 27,720.00
SELECT GRANULAR BORROW	TN	\$ 12.50	260	\$ 3,250.00
TYPE SP 9.5 BITUMINOUS WEARING COURSE MIXTURE (3,B)(1.5")	TN	\$ 85.00	178	\$ 15,170.38
TYPE SP 12.5 BITUMINOUS NON WEARING COURSE MIXTURE (3,B)(2")	TN	\$ 85.00	238	\$ 20,227.17
BITUMINOUS TACK COAT	GAL	\$ 2.50	108	\$ 270.42
B624 CONCRETE CURB AND GUTTER	LF	\$ 15.25	1,131	\$ 17,247.75
7" CONCRETE DRIVEWAY APRON	SY	\$ 55.00	28	\$ 1,540.00
SOD	SY	\$ 6.25	1,257	\$ 7,854.17
TOPSOIL BORROW	CY	\$ 22.00	138	\$ 3,041.13
STREET SWEEPER	HR	\$ 125.00	10	\$ 1,250.00
WATER FOR DUST CONTROL	MGAL	\$ 50.00	5	\$ 250.00
SALVAGE AND REINSTALL STREET SIGN	EA	\$ 100.00	5	\$ 500.00
CONSTRUCTION COSTS				\$ 158,035.26
+10% CONTIGENCY				+ \$ 15,803.53
TOTAL CONSTRUCTION COSTS - STREET IMPROVEMENTS				\$ 173,838.78
+ 24% INDIRECT COSTS				\$ 41,721.31
TOTAL STREET IMPROVEMENTS COST				\$ 215,560.09

SIDEWALK REPLACEMENT

Item	Unit	Unit Price	Quantity	Cost
REMOVE CONCRETE SIDEWALK	SF	\$ 2.25	1,957	\$ 4,403.25
SAWING CONCRETE PAVEMENT	LF	\$ 5.50	146	\$ 803.00
COMMON EXCAVATION (EV)	CY	\$ 14.00	24	\$ 334.86
AGGREGATE BASE CLASS 5	TN	\$ 21.00	43	\$ 904.13
4" CONCRETE SIDEWALK	SF	\$ 3.85	1,786	\$ 6,876.10
6" CONCRETE PEDESTRIAN RAMP	SF	\$ 5.90	171	\$ 1,008.90
TRUNCATED DOME PANELS	SF	\$ 65.00	32	\$ 2,080.00
CONSTRUCTION COSTS				\$ 16,410.25
+10% CONTIGENCY				+ \$ 1,641.02
TOTAL CONSTRUCTION COSTS - SIDEWALK REPLACEMENT				\$ 18,051.27
+ 24% INDIRECT COSTS				\$ 4,332.31
TOTAL SIDEWALK REPLACEMENT COST				\$ 22,383.58

SUMMARY

TOTAL SANITARY SEWER	\$ 59,064.61
TOTAL SANITARY SEWER SERVICES	\$ 29,035.47
TOTAL WATER SYSTEM	\$ 22,812.90
TOTAL STORM SEWER	\$ 22,044.97
TOTAL STREET IMPROVEMENTS	\$ 215,560.09
TOTAL SIDEWALK REPLACEMENT	\$ 22,383.58
TOTAL PROJECT COST	\$ 370,901.62

APPENDIX B-3B

PRELIMINARY ESTIMATED PROJECT COST - SEGMENT B

FIRST STREET - FOREST STREET TO SPRING STREET

City of Kenyon, MN

SANITARY SEWER

Item	Unit	Unit Price	Quantity	Cost
BYPASS SANITARY SEWER	LS	\$ 3,000.00	1	\$ 3,000.00
REMOVE SANITARY SEWER PIPE	LF	\$ 10.00	42	\$ 420.00
REMOVE SANITARY SEWER MH	EA	\$ 800.00	1	\$ 800.00
8" PVC SANITARY SEWER, SDR 35, 0' - 10' DEEP	LF	\$ 42.50	274	\$ 11,645.00
12" PVC SANITARY SEWER, SDR 35, 0' - 10' DEEP	LF	\$ 60.00	42	\$ 2,520.00
IMPROVED PIPE FOUNDATION	LF	\$ 6.00	316	\$ 1,896.00
CONSTRUCT MH OVER EXISTING PIPE	EA	\$ 3,250.00	1	\$ 3,250.00
4' DIAMETER SANITARY SEWER MH	EA	\$ 3,000.00	1	\$ 3,000.00
4' DIAMETER OVERDEPTH	LF	\$ 250.00	2.0	\$ 500.00
CONNECT TO EXISTING SANITARY SEWER MAIN	EA	\$ 600.00	2.0	\$ 1,200.00
EXPLORATORY EXCAVATION	HOUR	\$ 250.00	5.0	\$ 1,250.00
CONSTRUCTION COSTS				\$ 29,481.00
+10% CONTIGENCY				+ \$ 2,948.10
TOTAL CONSTRUCTION COSTS - SANITARY SEWER				\$ 32,429.10
+ 24% INDIRECT COSTS				\$ 7,782.98
TOTAL SANITARY SEWER COST				\$ 40,212.08

SANITARY SEWER SERVICES

Item	Unit	Unit Price	Quantity	Cost
IMPROVED PIPE FOUNDATION	LF	\$ 6.00	165	\$ 990.00
8"X4" PVC WYE, SDR 35	EA	\$ 80.00	5	\$ 400.00
4" PVC SEWER SERVICE	LF	\$ 22.50	165	\$ 3,712.50
RECONNECT EXISTING SERVICE	EA	\$ 500.00	5	\$ 2,500.00
CONSTRUCTION COSTS				\$ 7,602.50
+10% CONTIGENCY				+ \$ 760.25
TOTAL CONSTRUCTION COSTS - SANITARY SEWER SERVICES				\$ 8,362.75
+ 24% INDIRECT COSTS				\$ 2,007.06
TOTAL SANITARY SEWER SERVICE COST				\$ 10,369.81

WATER SYSTEM

Item	Unit	Unit Price	Quantity	Cost
TEMPORARY WATER MAIN	LS	\$ 5,000.00	0	\$ -
CONNECT TO EXISTING 6" WATER MAIN	EA	\$ 500.00	0	\$ -
CUT IN 6" X 6" TEE	EA	\$ 1,500.00	0	\$ -
REMOVE WATER MAIN PIPE	LF	\$ 10.00	0	\$ -
SALVAGE HYDRANT	EA	\$ 200.00	1	\$ 200.00
6" WATER MAIN	LF	\$ 60.00	0	\$ -
6" GATE VALVE AND BOX	EA	\$ 1,750.00	1	\$ 1,750.00
HYDRANT	EA	\$ 4,200.00	1	\$ 4,200.00
ADJUST VALVE BOX	EA	\$ 300.00	1	\$ 300.00
DUCTILE IRON FITTINGS	LB	\$ 7.50	0	\$ -
2" WATER SERVICE	LF	\$ 35.00	0	\$ -
3/4 WATER SERVICE REPAIR	LF	\$ 10.00	20	\$ 200.00
2" CORPORATION STOP	EA	\$ 300.00	0	\$ -
CONSTRUCTION COSTS				\$ 6,650.00
+10% CONTIGENCY				+ \$ 665.00
TOTAL CONSTRUCTION COSTS - WATER SYSTEM				\$ 7,315.00
+ 24% INDIRECT COSTS				\$ 1,755.60
TOTAL WATER SYSTEM COST				\$ 9,070.60

STORM SEWER

Item	Unit	Unit Price	Quantity	Cost
12" RCP STORM SEWER, CLASS 5	LF	\$ 36.00	0	\$ -
15" RCP STORM SEWER, CLASS 5	LF	\$ 42.00	0	\$ -
18" RCP STORM SEWER, CLASS 3	LF	\$ 46.00	0	\$ -
30" RCP STORM SEWER, CLASS 3	LF	\$ 66.00	20	\$ 1,320.00
4" DRAINTILE	LF	\$ 15.00	0	\$ -
2'X3' CB	EA	\$ 2,500.00	0	\$ -
5' DIA MH	EA	\$ 3,200.00	0	\$ -
CONNECT TO EXISTING STORM SEWER	EA	\$ 500.00	2	\$ 1,000.00
CONNECT EXISTING DRAIN TILE TO CATCH BASIN	EA	\$ 250.00	0	\$ -
INLET PROTECTION PER ERO-4A	EA	\$ 200.00	3	\$ 600.00
INLET PROTECTION PER ERO-4C	EA	\$ 200.00	3	\$ 600.00
CONSTRUCTION COSTS				\$ 3,520.00
+10% CONTIGENCY				+ \$ 352.00
TOTAL CONSTRUCTION COSTS - STORM SEWER				\$ 3,872.00
+ 24% INDIRECT COSTS				\$ 929.28
TOTAL STORM SEWER COST				\$ 4,801.28

STREET IMPROVEMENTS

Item	Unit	Unit Price	Quantity	Cost
MOBILIZATION	LS	\$ 15,000.00	1	\$ 15,000.00
TRAFFIC CONTROL	LS	\$ 1,000.00	1	\$ 1,000.00
CLEARING	TREE	\$ 100.00	2	\$ 200.00
GRUBBING	TREE	\$ 600.00	2	\$ 1,200.00
TEMPORARY ROCK CONSTRUCTION ENTRANCE	EA	\$ 2,000.00	1	\$ 2,000.00
REMOVE CONCRETE CURB AND GUTTER	LF	\$ 4.00	767	\$ 3,068.00
REMOVE CONCRETE CONCRETE DRIVEWAY PAVEMENT	SY	\$ 7.75	27	\$ 209.25
REMOVE BITUMINOUS PAVEMENT	SY	\$ 5.60	1,383	\$ 7,744.80
SAWING BITUMINOUS PAVEMENT	LF	\$ 4.50	120	\$ 540.00
SAWING CONCRETE PAVEMENT	LF	\$ 5.50	24	\$ 132.00
COMMON EXCAVATION (EV)	CY	\$ 14.00	560	\$ 7,840.00
GEOTEXTILE FABRIC	SY	\$ 3.25	1,675	\$ 5,443.75
SUBGRADE EXCAVATION (EV)	CY	\$ 14.00	100	\$ 1,400.00
AGGREGATE BASE CLASS 5	TN	\$ 21.00	840	\$ 17,640.00
SELECT GRANULAR BORROW	TN	\$ 12.50	110	\$ 1,375.00
TYPE SP 9.5 BITUMINOUS WEARING COURSE MIXTURE (3,B)(1.5")	TN	\$ 85.00	115	\$ 9,786.33
TYPE SP 12.5 BITUMINOUS NON WEARING COURSE MIXTURE (3,B)(2")	TN	\$ 85.00	154	\$ 13,048.44
BITUMINOUS TACK COAT	GAL	\$ 2.50	70	\$ 174.44
B624 CONCRETE CURB AND GUTTER	LF	\$ 15.25	765	\$ 11,666.25
7" CONCRETE DRIVEWAY APRON	SY	\$ 55.00	27	\$ 1,485.00
SOD	SY	\$ 6.25	850	\$ 5,312.50
TOPSOIL BORROW	CY	\$ 22.00	94	\$ 2,057.00
STREET SWEEPER	HR	\$ 125.00	6	\$ 750.00
WATER FOR DUST CONTROL	MGAL	\$ 50.00	3	\$ 150.00
SALVAGE AND REINSTALL STREET SIGN	EA	\$ 100.00	2	\$ 200.00
CONSTRUCTION COSTS				\$ 109,422.77
+10% CONTIGENCY				+ \$ 10,942.28
TOTAL CONSTRUCTION COSTS - STREET IMPROVEMENTS				\$ 120,365.05
+ 24% INDIRECT COSTS				\$ 28,887.61
TOTAL STREET IMPROVEMENTS COST				\$ 149,252.66

SIDEWALK REPLACEMENT

Item	Unit	Unit Price	Quantity	Cost
REMOVE CONCRETE SIDEWALK	SF	\$ 2.25	1,213	\$ 2,729.25
SAWING CONCRETE PAVEMENT	LF	\$ 5.50	52	\$ 286.00
COMMON EXCAVATION (EV)	CY	\$ 14.00	15	\$ 207.56
AGGREGATE BASE CLASS 5	TN	\$ 21.00	27	\$ 560.41
4" CONCRETE SIDEWALK	SF	\$ 3.85	845	\$ 3,253.25
6" CONCRETE PEDESTRIAN RAMP	SF	\$ 5.90	368	\$ 2,171.20
TRUNCATED DOME PANELS	SF	\$ 65.00	56	\$ 3,640.00
CONSTRUCTION COSTS				\$ 12,847.66
+10% CONTIGENCY				+ \$ 1,284.77
TOTAL CONSTRUCTION COSTS - SIDEWALK REPLACEMENT				\$ 14,132.43
+ 24% INDIRECT COSTS				\$ 3,391.78
TOTAL SIDEWALK REPLACEMENT COST				\$ 17,524.21

SUMMARY

TOTAL SANITARY SEWER	\$ 40,212.08
TOTAL SANITARY SEWER SERVICES	\$ 10,369.81
TOTAL WATER SYSTEM	\$ 9,070.60
TOTAL STORM SEWER	\$ 4,801.28
TOTAL STREET IMPROVEMENTS	\$ 149,252.66
TOTAL SIDEWALK REPLACEMENT	\$ 17,524.21
TOTAL PROJECT COST	\$ 231,230.64

APPENDIX B-3C

PRELIMINARY ESTIMATED PROJECT COST - SEGMENT C

FIRST STREET - SPRING STREET TO BULLIS STREET

City of Kenyon, MN

SANITARY SEWER

Item	Unit	Unit Price	Quantity	Cost
BYPASS SANITARY SEWER	LS	\$ 3,000.00	1	\$ 3,000.00
REMOVE SANITARY SEWER PIPE	LF	\$ 10.00	0	\$ -
REMOVE SANITARY SEWER MH	EA	\$ 800.00	1	\$ 800.00
8" PVC SANITARY SEWER, SDR 35, 0' - 10' DEEP	LF	\$ 42.50	155	\$ 6,587.50
12" PVC SANITARY SEWER, SDR 35, 0' - 10' DEEP	LF	\$ 60.00	0	\$ -
IMPROVED PIPE FOUNDATION	LF	\$ 6.00	155	\$ 930.00
CONSTRUCT MH OVER EXISTING PIPE	EA	\$ 3,250.00	0	\$ -
4' DIAMETER SANITARY SEWER MH	EA	\$ 3,000.00	1	\$ 3,000.00
4' DIAMETER OVERDEPTH	LF	\$ 250.00	0.0	\$ -
CONNECT TO EXISTING SANITARY SEWER MAIN	EA	\$ 600.00	1.0	\$ 600.00
EXPLORATORY EXCAVATION	HOUR	\$ 250.00	5.0	\$ 1,250.00
CONSTRUCTION COSTS				\$ 16,167.50
+10% CONTIGENCY				+ \$ 1,616.75
TOTAL CONSTRUCTION COSTS - SANITARY SEWER				\$ 17,784.25
+ 24% INDIRECT COSTS				\$ 4,268.22
TOTAL SANITARY SEWER COST				\$ 22,052.47

SANITARY SEWER SERVICES

Item	Unit	Unit Price	Quantity	Cost
IMPROVED PIPE FOUNDATION	LF	\$ 6.00	76	\$ 456.00
8"X4" PVC WYE, SDR 35	EA	\$ 80.00	2	\$ 160.00
4" PVC SEWER SERVICE	LF	\$ 22.50	76	\$ 1,710.00
RECONNECT EXISTING SERVICE	EA	\$ 500.00	2	\$ 1,000.00
CONSTRUCTION COSTS				\$ 3,326.00
+10% CONTIGENCY				+ \$ 332.60
TOTAL CONSTRUCTION COSTS - SANITARY SEWER SERVICES				\$ 3,658.60
+ 24% INDIRECT COSTS				\$ 878.06
TOTAL SANITARY SEWER SERVICE COST				\$ 4,536.66

WATER SYSTEM

Item	Unit	Unit Price	Quantity	Cost
TEMPORARY WATER MAIN	LS	\$ 5,000.00	0	\$ -
CONNECT TO EXISTING 6" WATER MAIN	EA	\$ 500.00	0	\$ -
CUT IN 6" X 6" TEE	EA	\$ 1,500.00	0	\$ -
REMOVE WATER MAIN PIPE	LF	\$ 10.00	0	\$ -
SALVAGE HYDRANT	EA	\$ 200.00	0	\$ -
6" WATER MAIN	LF	\$ 60.00	0	\$ -
6" GATE VALVE AND BOX	EA	\$ 1,750.00	0	\$ -
HYDRANT	EA	\$ 4,200.00	0	\$ -
ADJUST VALVE BOX	EA	\$ 300.00	2	\$ 600.00
DUCTILE IRON FITTINGS	LB	\$ 7.50	0	\$ -
2" WATER SERVICE	LF	\$ 35.00	0	\$ -
3/4 WATER SERVICE REPAIR	LF	\$ 10.00	0	\$ -
2" CORPORATION STOP	EA	\$ 300.00	0	\$ -
CONSTRUCTION COSTS				\$ 600.00
+10% CONTIGENCY				+ \$ 60.00
TOTAL CONSTRUCTION COSTS - WATER SYSTEM				\$ 660.00
+ 24% INDIRECT COSTS				\$ 158.40
TOTAL WATER SYSTEM COST				\$ 818.40

STORM SEWER

Item	Unit	Unit Price	Quantity	Cost
12" RCP STORM SEWER, CLASS 5	LF	\$ 36.00	0	\$ -
15" RCP STORM SEWER, CLASS 5	LF	\$ 42.00	0	\$ -
18" RCP STORM SEWER, CLASS 3	LF	\$ 46.00	0	\$ -
30" RCP STORM SEWER, CLASS 3	LF	\$ 66.00	0	\$ -
4" DRAINTILE	LF	\$ 15.00	0	\$ -
2'X3' CB	EA	\$ 2,500.00	0	\$ -
5' DIA MH	EA	\$ 3,200.00	0	\$ -
CONNECT TO EXISTING STORM SEWER	EA	\$ 500.00	0	\$ -
CONNECT EXISTING DRAIN TILE TO CATCH BASIN	EA	\$ 250.00	0	\$ -
INLET PROTECTION PER ERO-4A	EA	\$ 200.00	3	\$ 600.00
INLET PROTECTION PER ERO-4C	EA	\$ 200.00	3	\$ 600.00
CONSTRUCTION COSTS				\$ 1,200.00
+10% CONTIGENCY				+ \$ 120.00
TOTAL CONSTRUCTION COSTS - STORM SEWER				\$ 1,320.00
+ 24% INDIRECT COSTS				\$ 316.80
TOTAL STORM SEWER COST				\$ 1,636.80

STREET IMPROVEMENTS

Item	Unit	Unit Price	Quantity	Cost
MOBILIZATION	LS	\$ 15,000.00	1	\$ 15,000.00
TRAFFIC CONTROL	LS	\$ 1,000.00	1	\$ 1,000.00
CLEARING	TREE	\$ 100.00	1	\$ 100.00
GRUBBING	TREE	\$ 600.00	1	\$ 600.00
TEMPORARY ROCK CONSTRUCTION ENTRANCE	EA	\$ 2,000.00	1	\$ 2,000.00
REMOVE CONCRETE CURB AND GUTTER	LF	\$ 4.00	762	\$ 3,048.00
REMOVE CONCRETE CONCRETE DRIVEWAY PAVEMENT	SY	\$ 7.75	38	\$ 294.50
REMOVE BITUMINOUS PAVEMENT	SY	\$ 5.60	1,510	\$ 8,456.00
SAWING BITUMINOUS PAVEMENT	LF	\$ 4.50	60	\$ 270.00
SAWING CONCRETE PAVEMENT	LF	\$ 5.50	180	\$ 990.00
COMMON EXCAVATION (EV)	CY	\$ 14.00	695	\$ 9,730.00
GEOTEXTILE FABRIC	SY	\$ 3.25	1,865	\$ 6,061.25
SUBGRADE EXCAVATION (EV)	CY	\$ 14.00	80	\$ 1,120.00
AGGREGATE BASE CLASS 5	TN	\$ 21.00	863	\$ 18,123.00
SELECT GRANULAR BORROW	TN	\$ 12.50	30	\$ 375.00
TYPE SP 9.5 BITUMINOUS WEARING COURSE MIXTURE (3,B)(1.5")	TN	\$ 85.00	124	\$ 10,540.00
TYPE SP 12.5 BITUMINOUS NON WEARING COURSE MIXTURE (3,B)(2")	TN	\$ 85.00	166	\$ 14,110.00
BITUMINOUS TACK COAT	GAL	\$ 2.50	72	\$ 180.00
B624 CONCRETE CURB AND GUTTER	LF	\$ 15.25	875	\$ 13,343.75
7" CONCRETE DRIVEWAY APRON	SY	\$ 55.00	70	\$ 3,850.00
SOD	SY	\$ 6.25	972	\$ 6,076.39
TOPSOIL BORROW	CY	\$ 22.00	107	\$ 2,352.78
STREET SWEEPER	HR	\$ 125.00	4	\$ 500.00
WATER FOR DUST CONTROL	MGAL	\$ 50.00	2	\$ 100.00
SALVAGE AND REINSTALL STREET SIGN	EA	\$ 100.00	3	\$ 300.00
CONSTRUCTION COSTS				\$ 118,520.67
+10% CONTIGENCY				+ \$ 11,852.07
TOTAL CONSTRUCTION COSTS - STREET IMPROVEMENTS				\$ 130,372.73
+ 24% INDIRECT COSTS				\$ 31,289.46
TOTAL STREET IMPROVEMENTS COST				\$ 161,662.19

SIDEWALK REPLACEMENT

Item	Unit	Unit Price	Quantity	Cost
REMOVE CONCRETE SIDEWALK	SF	\$ 2.25	448	\$ 1,008.00
SAWING CONCRETE PAVEMENT	LF	\$ 5.50	27	\$ 148.50
COMMON EXCAVATION (EV)	CY	\$ 14.00	5	\$ 76.66
AGGREGATE BASE CLASS 5	TN	\$ 21.00	10	\$ 210.00
4" CONCRETE SIDEWALK	SF	\$ 3.85	290	\$ 1,116.50
6" CONCRETE PEDESTRIAN RAMP	SF	\$ 5.90	158	\$ 932.20
TRUNCATED DOME PANELS	SF	\$ 65.00	24	\$ 1,560.00
CONSTRUCTION COSTS				\$ 5,051.86
+10% CONTIGENCY				+ \$ 505.19
TOTAL CONSTRUCTION COSTS - SIDEWALK REPLACEMENT				\$ 5,557.04
+ 24% INDIRECT COSTS				\$ 1,333.69
TOTAL SIDEWALK REPLACEMENT COST				\$ 6,890.73

SUMMARY

TOTAL SANITARY SEWER	\$ 22,052.47
TOTAL SANITARY SEWER SERVICES	\$ 4,536.66
TOTAL WATER SYSTEM	\$ 818.40
TOTAL STORM SEWER	\$ 1,636.80
TOTAL STREET IMPROVEMENTS	\$ 161,662.19
TOTAL SIDEWALK REPLACEMENT	\$ 6,890.73
TOTAL PROJECT COST	\$ 197,597.25

APPENDIX B-4a

**PRELIMINARY ESTIMATED PROJECT COST - OPTIONAL IMPROVEMENT
SIDEWALK EXTENSION - SPRING STREET TO DEPOT PARK**

City of Kenyon, MN

SIDEWALK EXTENSION

Item	Unit	Unit Price	Quantity	Cost
REMOVE CONCRETE SIDEWALK	SF	\$ 2.25	96	\$ 216.00
SAWING CONCRETE PAVEMENT	LF	\$ 5.50	0	\$ -
COMMON EXCAVATION (EV)	CY	\$ 14.00	26	\$ 364.47
AGGREGATE BASE CLASS 5	TN	\$ 21.00	47	\$ 984.06
4" CONCRETE SIDEWALK	SF	\$ 3.85	2,050	\$ 7,892.50
6" CONCRETE PEDESTRIAN RAMP	SF	\$ 5.90	80	\$ 472.00
TRUNCATED DOME PANELS	SF	\$ 65.00	8	\$ 520.00
CONSTRUCTION COSTS				\$ 10,449.03
+10% CONTIGENCY				+ \$ 1,044.90
TOTAL CONSTRUCTION COSTS - SIDEWALK EXTENSION				\$ 11,493.93
+ 24% INDIRECT COSTS				\$ 2,758.54
TOTAL SIDEWALK EXTENSION				\$ 14,252.47

SUMMARY

TOTAL SIDEWALK EXTENSION				\$ 14,252.47
TOTAL PROJECT COST - SIDEWALK EXTENSION				\$ 14,252.47

APPENDIX B-4b

PRELIMINARY ESTIMATED PROJECT COST - OPTIONAL IMPROVEMENT

SANITARY SEWER REPAIR - DEPOT PARK

City of Kenyon, MN

SANITARY SEWER

Item	Unit	Unit Price	Quantity	Cost
MOBILIZATION	LS	\$ 10,000.00	1	\$ 10,000.00
TEMPORARY ROCK CONSTRUCTION ENTRANCE	EA	\$ 2,000.00	1	\$ 2,000.00
BYPASS SANITARY SEWER	LS	\$ 3,000.00	1	\$ 3,000.00
REMOVE SANITARY SEWER PIPE	LF	\$ 7.00	85	\$ 595.00
REMOVE SANITARY SEWER MH	EA	\$ 800.00	2	\$ 1,600.00
8" PVC SANITARY SEWER, SDR 35, 0' - 10' DEEP	LF	\$ 42.50	85	\$ 3,612.50
12" PVC SANITARY SEWER, SDR 35, 0' - 10' DEEP	LF	\$ 60.00	0	\$ -
IMPROVED PIPE FOUNDATION	LF	\$ 6.00	85	\$ 510.00
CONSTRUCT MH OVER EXISTING PIPE	EA	\$ 3,250.00	1	\$ 3,250.00
4' DIAMETER SANITARY SEWER MH	EA	\$ 3,000.00	1	\$ 3,000.00
4' DIAMETER OVERDEPTH	LF	\$ 250.00	2.0	\$ 500.00
CONNECT TO EXISTING SANITARY SEWER MAIN	EA	\$ 600.00	1.0	\$ 600.00
EXPLORATORY EXCAVATION	HOURL	\$ 250.00	2.0	\$ 500.00
TURF ESTABLISHMENT	SY	\$ 3.25	733	\$ 2,382.25
TOPSOIL BORROW	CY	\$ 22.00	20	\$ 440.00
CONSTRUCTION COSTS				\$ 31,989.75
+10% CONTIGENCY				+ \$ 3,198.98
TOTAL CONSTRUCTION COSTS - SANITARY SEWER				\$ 35,188.73
+ 24% INDIRECT COSTS				\$ 8,445.29
TOTAL SANITARY SEWER COST				\$ 43,634.02

SANITARY SEWER SERVICES

Item	Unit	Unit Price	Quantity	Cost
IMPROVED PIPE FOUNDATION	LF	\$ 6.00	25	\$ 150.00
8"x4" PVC WYE, SDR 35	EA	\$ 80.00	1	\$ 80.00
4" PVC SEWER SERVICE	LF	\$ 22.50	25	\$ 562.50
RECONNECT EXISTING SERVICE	EA	\$ 500.00	1	\$ 500.00
CONSTRUCTION COSTS				\$ 1,292.50
+10% CONTIGENCY				+ \$ 129.25
TOTAL CONSTRUCTION COSTS - SANITARY SEWER SERVICES				\$ 1,421.75
+ 24% INDIRECT COSTS				\$ 341.22
TOTAL SANITARY SEWER SERVICE COST				\$ 1,762.97

SUMMARY

TOTAL SANITARY SEWER	\$ 43,634.02
TOTAL SANITARY SEWER SERVICES	\$ 1,762.97
TOTAL COST: SANITARY SEWER REPAIR - DEPOT PARK	\$ 45,396.99

APPENDIX B-4c

**PRELIMINARY ESTIMATED PROJECT COST - OPTIONAL IMPROVEMENT
SANITARY SEWER UPSIZING - SPRING STREET**

City of Kenyon, MN

SANITARY SEWER

Item	Unit	Unit Price	Quantity	Cost
BYPASS SANITARY SEWER	LS	\$ 3,000.00	1	\$ 3,000.00
REMOVE SANITARY SEWER PIPE	LF	\$ 7.00	335	\$ 2,345.00
REMOVE SANITARY SEWER MH	EA	\$ 800.00	1	\$ 800.00
8" PVC SANITARY SEWER, SDR 35, 0' - 10' DEEP	LF	\$ 42.50	0	\$ -
12" PVC SANITARY SEWER, SDR 35, 0' - 10' DEEP	LF	\$ 60.00	335	\$ 20,100.00
IMPROVED PIPE FOUNDATION	LF	\$ 6.00	335	\$ 2,010.00
CONSTRUCT MH OVER EXISTING PIPE	EA	\$ 3,250.00	1	\$ 3,250.00
4' DIAMETER SANITARY SEWER MH	EA	\$ 3,000.00	0	\$ -
4' DIAMETER OVERDEPTH	LF	\$ 250.00	3.2	\$ 800.00
CONNECT TO EXISTING SANITARY SEWER MAIN	EA	\$ 600.00	2.0	\$ 1,200.00
EXPLORATORY EXCAVATION	HOUR	\$ 250.00	5.0	\$ 1,250.00
CONSTRUCTION COSTS				\$ 34,755.00
+10% CONTIGENCY				+ \$ 3,475.50
TOTAL CONSTRUCTION COSTS - SANITARY SEWER				\$ 38,230.50
+ 24% INDIRECT COSTS				\$ 9,175.32
TOTAL SANITARY SEWER COST				\$ 47,405.82

SANITARY SEWER SERVICES

Item	Unit	Unit Price	Quantity	Cost
IMPROVED PIPE FOUNDATION	LF	\$ 6.00	297	\$ 1,782.00
8"X4" PVC WYE, SDR 35	EA	\$ 80.00	9	\$ 720.00
4" PVC SEWER SERVICE	LF	\$ 22.50	297	\$ 6,682.50
RECONNECT EXISTING SERVICE	EA	\$ 500.00	9	\$ 4,500.00
CONSTRUCTION COSTS				\$ 13,684.50
+10% CONTIGENCY				+ \$ 1,368.45
TOTAL CONSTRUCTION COSTS - SANITARY SEWER SERVICES				\$ 15,052.95
+ 24% INDIRECT COSTS				\$ 3,612.71
TOTAL SANITARY SEWER SERVICE COST				\$ 18,665.66

WATER SYSTEM

Item	Unit	Unit Price	Quantity	Cost
TEMPORARY WATER MAIN	LS	\$ 5,000.00	1	\$ 5,000.00
CONNECT TO EXISTING 6" WATER MAIN	EA	\$ 500.00	0	\$ -
CUT IN 6" X 6" TEE	EA	\$ 1,500.00	0	\$ -
REMOVE WATER MAIN PIPE	LF	\$ 10.00	0	\$ -
SALVAGE HYDRANT	EA	\$ 200.00	0	\$ -
6" WATER MAIN	LF	\$ 60.00	0	\$ -
6" GATE VALVE AND BOX	EA	\$ 1,750.00	0	\$ -
HYDRANT	EA	\$ 4,200.00	0	\$ -
ADJUST VALVE BOX	EA	\$ 300.00	2	\$ 600.00
DUCTILE IRON FITTINGS	LB	\$ 7.50	0	\$ -
2" WATER SERVICE	LF	\$ 35.00	0	\$ -
3/4 WATER SERVICE REPAIR	LF	\$ 12.50	50	\$ 625.00
2" CORPORATION STOP	EA	\$ 300.00	0	\$ -
CONSTRUCTION COSTS				\$ 6,225.00
+10% CONTIGENCY				+ \$ 622.50
TOTAL CONSTRUCTION COSTS - WATER SYSTEM				\$ 6,847.50
+ 24% INDIRECT COSTS				\$ 1,643.40
TOTAL WATER SYSTEM COST				\$ 8,490.90

STORM SEWER

Item	Unit	Unit Price	Quantity	Cost
12" RCP STORM SEWER, CLASS 5	LF	\$ 36.00	55	\$ 1,980.00
15" RCP STORM SEWER, CLASS 5	LF	\$ 42.00	0	\$ -
18" RCP STORM SEWER, CLASS 3	LF	\$ 46.00	0	\$ -
30" RCP STORM SEWER, CLASS 3	LF	\$ 66.00	0	\$ -
4" DRAINTILE	LF	\$ 15.00	0	\$ -
2'X3' CB	EA	\$ 2,500.00	1	\$ 2,500.00
5' DIA MH	EA	\$ 3,200.00	0	\$ -
CONNECT TO EXISTING STORM SEWER	EA	\$ 500.00	0	\$ -
CONNECT EXISTING DRAIN TILE TO CATCH BASIN	EA	\$ 250.00	0	\$ -
INLET PROTECTION PER ERO-4A	EA	\$ 200.00	2	\$ 400.00
INLET PROTECTION PER ERO-4C	EA	\$ 200.00	2	\$ 400.00
CONSTRUCTION COSTS				\$ 5,280.00
+10% CONTIGENCY				+ \$ 528.00
TOTAL CONSTRUCTION COSTS - STORM SEWER				\$ 5,808.00
+ 24% INDIRECT COSTS				\$ 1,393.92
TOTAL STORM SEWER COST				\$ 7,201.92

STREET IMPROVEMENTS

Item	Unit	Unit Price	Quantity	Cost
MOBILIZATION	LS	\$ 10,000.00	1	\$ 10,000.00
TRAFFIC CONTROL	LS	\$ 1,000.00	1	\$ 1,000.00
CLEARING	TREE	\$ 100.00	3	\$ 300.00
GRUBBING	TREE	\$ 600.00	3	\$ 1,800.00
TEMPORARY ROCK CONSTRUCTION ENTRANCE	EA	\$ 2,000.00	1	\$ 2,000.00
REMOVE CONCRETE CURB AND GUTTER	LF	\$ 4.00	144	\$ 576.00
REMOVE CONCRETE CONCRETE DRIVEWAY PAVEMENT	SY	\$ 7.75	0	\$ -
REMOVE BITUMINOUS PAVEMENT	SY	\$ 5.60	857	\$ 4,797.33
SAWING BITUMINOUS PAVEMENT	LF	\$ 4.50	60	\$ 270.00
SAWING CONCRETE PAVEMENT	LF	\$ 5.50	0	\$ -
COMMON EXCAVATION (EV)	CY	\$ 14.00	286	\$ 3,997.78
GEOTEXTILE FABRIC	SY	\$ 3.25	857	\$ 2,784.17
SUBGRADE EXCAVATION (EV)	CY	\$ 14.00	60	\$ 840.00
AGGREGATE BASE CLASS 5	TN	\$ 21.00	471	\$ 9,894.50
SELECT GRANULAR BORROW	TN	\$ 12.50	108	\$ 1,350.00
TYPE SP 9.5 BITUMINOUS WEARING COURSE MIXTURE (3,B)(1.5")	TN	\$ 85.00	71	\$ 6,007.38
TYPE SP 12.5 BITUMINOUS NON WEARING COURSE MIXTURE (3,B)(2")	TN	\$ 85.00	94	\$ 8,009.83
BITUMINOUS TACK COAT	GAL	\$ 2.50	43	\$ 107.08
B624 CONCRETE CURB AND GUTTER	LF	\$ 15.25	144	\$ 2,196.00
7" CONCRETE DRIVEWAY APRON	SY	\$ 55.00	0	\$ -
SOD	SY	\$ 6.25	144	\$ 900.00
TOPSOIL BORROW	CY	\$ 22.00	20	\$ 440.00
STREET SWEEPER	HR	\$ 125.00	4	\$ 500.00
WATER FOR DUST CONTROL	MGAL	\$ 50.00	2	\$ 100.00
SALVAGE AND REINSTALL STREET SIGN	EA	\$ 100.00	5	\$ 500.00
CONSTRUCTION COSTS				\$ 58,370.07
+10% CONTIGENCY				+ \$ 5,837.01
TOTAL CONSTRUCTION COSTS - STREET IMPROVEMENTS				\$ 64,207.08
+ 24% INDIRECT COSTS				\$ 15,409.70
TOTAL STREET IMPROVEMENTS COST				\$ 79,616.77

SIDEWALK REPLACEMENT

Item	Unit	Unit Price	Quantity	Cost
REMOVE CONCRETE SIDEWALK	SF	\$ 2.25	720	\$ 1,620.00
SAWING CONCRETE PAVEMENT	LF	\$ 5.50	90	\$ 495.00
COMMON EXCAVATION (EV)	CY	\$ 14.00	9	\$ 123.20
AGGREGATE BASE CLASS 5	TN	\$ 21.00	16	\$ 332.64
4" CONCRETE SIDEWALK	SF	\$ 3.85	720	\$ 2,772.00
6" CONCRETE PEDESTRIAN RAMP	SF	\$ 5.90	0	\$ -
TRUNCATED DOME PANELS	SF	\$ 65.00	0	\$ -
CONSTRUCTION COSTS				\$ 5,342.84
+10% CONTIGENCY				+ \$ 534.28
TOTAL CONSTRUCTION COSTS - SIDEWALK REPLACEMENT				\$ 5,877.12
+ 24% INDIRECT COSTS				\$ 1,410.51
TOTAL SIDEWALK REPLACEMENT COST				\$ 7,287.63

SUMMARY

TOTAL SANITARY SEWER	\$ 47,405.82
TOTAL SANITARY SEWER SERVICES	\$ 18,665.66
TOTAL WATER SYSTEM	\$ 8,490.90
TOTAL STORM SEWER	\$ 7,201.92
TOTAL STREET IMPROVEMENTS	\$ 79,616.77
TOTAL SIDEWALK REPLACEMENT	\$ 7,287.63
TOTAL PROJECT COST	\$ 168,668.71



Appendix C

Cost Allocation / Assessments



APPENDIX C-1

LIST OF ASSESSABLE PROPERTIES FIRST STREET - RED WING AVENUE TO BULLIS STREET City of Kenyon, MN

Address	PIN	Property Owner	Frontage Along 1st Street (ft)	Assessable Frontage (ft)	Note	Comments
Red Wing Avenue to Forest Street						
North Side						
no address	66 460 0320	Peterson, Robert R.	68	34	4	9,520 SF. Calculated frontage. Corner lot, fronts TH56. Zoned C-2.
632 First Street	66 460 0310	Nygaard, Wade	68	68		
626 First Street	66 460 0300	Lenz, Teresa	68	68		
620 First Street	66 460 0240	Klatt, Douglas R.	68	68		
614 First Street	66 460 0230	Germundson, Dana R.	68	68		
608 First Street	66 460 0220	Stolp, Lynne M.	68	68		
604 First Street	66 460 0200	Sprute, Thomas H.	68	68		Corner lot. Fronts 1st Street.
South Side						
637 First Street	66 220 0120	Peterson, Paul F.	55	55		Corner lot. Fronts 1st Street.
633 First Street	66 220 0130	Flom, Amanda L.	55	55		
629 First Street	66 220 0140	Schweich, Lawrence	55	55		
625 First Street	66 220 0150	Homeier, Howard A	64	64		
621 First Street	66 220 0160	Taylor, Carmen	42	50	1	
615 First Street	66 460 0010	Stenbakken, Eunice	75	75		
609 First Street	66 460 0040	Hougum, Jerome R.	50	50		
105 Forest Street	66 460 0030	Hanson, Patricia A.	100	20	3	Corner lot. Fronts Forest Street.
Forest Street to Spring Street						
North Side						
522 First Street	66 460 0150	Klahr, Michael C.	75	75		Corner lot. Fronts 1st Street.
516 First Street	66 460 0130	Loftness, Barbara & Steve	75	75		
510 First Street	66 460 0120	Nygaard, Thomas L.	75	75		
504 First Street	66 460 0110	Blakstad, Elizabeth M.	75	75		Corner lot. Fronts 1st Street.
South Side						
100 Forest Street	66 460 0050	Frontier Communications of MN	75	37.5	4	7,125 SF. Calculated frontage. Corner lot, fronts Forest Street. Zoned C-1.
515 First Street	66 460 0070	Westphal, Richard G.	75	75		
509 First Street	66 460 0080	Erickson, Arlene	75	75		
103 Spring Street	66 460 0090	Petricka, Brandina R.	75	15	3	Corner lot. Fronts Spring Street.
Spring Street to Bullis Street						
North Side						
420 First Street	66 240 0190	Opsal, Walter	140	70	2	Corner lot. Fronts 1st Street.
418 First Street	66 240 0140	Lozon, Carol J. G	70	70		
416 First Street	66 240 0120	Warneke, Carol J.	70	70		
no address	66 660 0310	Warneke, Carol J.	40	40		Garage only.
no address	66 180 0030	City of Kenyon	60	60		City of Kenyon. Depot Park, Municipal Pool. To be verified with final plans.
South Side						
104 Spring Street	66 240 0010	Laugerude, Melissa & Steve	125	25	3	Corner lot. Fronts Spring Street.
419 First Street	66 240 0020	Hermann, Charlotte N.	100	100		80' main lot and 20' sub lot.
415 First Street	66 240 0050	Eckloff, Larry G.	75	75		
103 Bullis Street	66 240 0080	Solberg, Lacia	97	19.4	3	Corner lot. Fronts Bullis Street.
TOTALS			2349	1897.9		

Notes:

- 1 Assessment Policy, Section IV.1: 50' minimum, 150' maximum.
- 2 Assessment Policy, Section IV.3: Rectangular Lots where frontage is greater than depth.
- 3 Assessment Policy, Section IV.6.A.i: Corner Lot - 20% of side footage.
- 4 Assessment Policy, Section IV.6.A.ii: Corner Lot - Non-Residential - 50% of side footage.

All dimensions taken from property reports listed on Goodhue County Assessor website, unless otherwise noted.

APPENDIX C-2

PRELIMINARY ASSESSMENT ROLL - FULL LENGTH PROJECT FIRST STREET - RED WING AVENUE TO BULLIS STREET City of Kenyon, MN

Address	PIN	Property Owner	Street Improvements	Sidewalk Replacement	Sanitary Sewer	Sanitary Service	Total Project Assessment	ALTERNATE IMPROVEMENTS			NOTES
								New Sidewalk - Spring St. to Park	Park Sanitary Repair	Total With Alternates	
Red Wing Avenue to Forest Street											
North Side											
no address	66 460 0320	Peterson, Robert R.	\$ 1,882.56	\$ -	\$ -	\$ -	\$ 1,882.56	\$ -		\$ 1,882.56	
632 First Street	66 460 0310	Nygaard, Wade	\$ 3,765.12	\$ -	\$ 1,303.25	\$ 1,909.60	\$ 6,977.97	\$ -		\$ 6,977.97	
626 First Street	66 460 0300	Lenz, Teresa	\$ 3,765.12	\$ -	\$ 1,303.25	\$ 1,909.60	\$ 6,977.97	\$ -		\$ 6,977.97	
620 First Street	66 460 0240	Klatt, Douglas R.	\$ 3,765.12	\$ -	\$ 1,303.25	\$ 1,909.60	\$ 6,977.97	\$ -		\$ 6,977.97	
614 First Street	66 460 0230	Germundson, Dana R.	\$ 3,765.12	\$ -	\$ 1,303.25	\$ 1,909.60	\$ 6,977.97	\$ -		\$ 6,977.97	
608 First Street	66 460 0220	Stolp, Lynne M.	\$ 3,765.12	\$ -	\$ 1,303.25	\$ 1,909.60	\$ 6,977.97	\$ -		\$ 6,977.97	
604 First Street	66 460 0200	Sprute, Thomas H.	\$ 3,765.12	\$ -	\$ 1,303.25	\$ 1,909.60	\$ 6,977.97	\$ -		\$ 6,977.97	
South Side											
637 First Street	66 220 0120	Peterson, Paul F.	\$ 3,045.32	\$ -	\$ 1,054.10	\$ 1,909.60	\$ 6,009.02	\$ -		\$ 6,009.02	
633 First Street	66 220 0130	Flom, Amanda L.	\$ 3,045.32	\$ -	\$ 1,054.10	\$ 1,909.60	\$ 6,009.02	\$ -		\$ 6,009.02	
629 First Street	66 220 0140	Schweich, Lawrence	\$ 3,045.32	\$ -	\$ 1,054.10	\$ 1,909.60	\$ 6,009.02	\$ -		\$ 6,009.02	
625 First Street	66 220 0150	Homeier, Howard A	\$ 3,543.65	\$ -	\$ 1,226.58	\$ 1,909.60	\$ 6,679.83	\$ -		\$ 6,679.83	
621 First Street	66 220 0160	Taylor, Carmen	\$ 2,768.47	\$ -	\$ 958.27	\$ 1,909.60	\$ 5,636.34	\$ -		\$ 5,636.34	
615 First Street	66 460 0010	Stenbakken, Eunice	\$ 4,152.71	\$ -	\$ 1,437.40	\$ 1,909.60	\$ 7,499.72	\$ -		\$ 7,499.72	
609 First Street	66 460 0040	Houglum, Jerome R.	\$ 2,768.47	\$ -	\$ 958.27	\$ 1,909.60	\$ 5,636.34	\$ -		\$ 5,636.34	
105 Forest Street	66 460 0030	Hanson, Patricia A.	\$ 1,107.39	\$ -	\$ 1,916.54	\$ 1,909.60	\$ 4,933.53	\$ -		\$ 4,933.53	
Forest Street to Spring Street											
North Side											
522 First Street	66 460 0150	Klahr, Michael C.	\$ 4,152.71	\$ -	\$ -	\$ -	\$ 4,152.71	\$ -		\$ 4,152.71	
516 First Street	66 460 0130	Loftness, Barbara & Steve	\$ 4,152.71	\$ -	\$ 1,437.40	\$ 1,909.60	\$ 7,499.72	\$ -		\$ 7,499.72	
510 First Street	66 460 0120	Nygaard, Thomas L.	\$ 4,152.71	\$ -	\$ 1,437.40	\$ 1,909.60	\$ 7,499.72	\$ -		\$ 7,499.72	
504 First Street	66 460 0110	Blakstad, Elizabeth M.	\$ 4,152.71	\$ -	\$ -	\$ -	\$ 4,152.71	\$ -		\$ 4,152.71	
South Side											
100 Forest Street	66 460 0050	Frontier Communications of MN	\$ 2,076.36	\$ -	\$ -	\$ -	\$ 2,076.36	\$ -		\$ 2,076.36	
515 First Street	66 460 0070	Westphal, Richard G.	\$ 4,152.71	\$ -	\$ 1,437.40	\$ 1,909.60	\$ 7,499.72	\$ -		\$ 7,499.72	
509 First Street	66 460 0080	Erickson, Arlene	\$ 4,152.71	\$ -	\$ 1,437.40	\$ 1,909.60	\$ 7,499.72	\$ -		\$ 7,499.72	
103 Spring Street	66 460 0090	Petricka, Brandina R.	\$ 830.54	\$ -	\$ 1,437.40	\$ 1,909.60	\$ 4,177.55	\$ -		\$ 4,177.55	
Spring Street to Bullis Street											
North Side											
420 First Street	66 240 0190	Opsal, Walter	\$ 3,875.86	\$ -	\$ -	\$ -	\$ 3,875.86	\$ 823.74		\$ 4,699.61	
418 First Street	66 240 0140	Lozon, Carol J. G	\$ 3,875.86	\$ -	\$ 1,341.58	\$ 2,250.60	\$ 7,468.04	\$ 823.74		\$ 8,291.78	
416 First Street	66 240 0120	Warneke, Carol J.	\$ 3,875.86	\$ -	\$ -	\$ -	\$ 3,875.86	\$ 823.74	\$ 1,762.97	\$ 6,462.58	Assumes service replacement.
no address	66 660 0310	Warneke, Carol J.	\$ 2,214.78	\$ -	\$ -	\$ -	\$ 2,214.78	\$ 470.71		\$ 2,685.49	
no address	66 180 0030	City of Kenyon	\$ 3,322.17	\$ -	\$ -	\$ -	\$ 3,322.17	\$ 706.06		\$ 4,028.23	
South Side											
104 Spring Street	66 240 0010	Laugerude, Melissa & Steve	\$ 1,384.24	\$ -	\$ 1,117.98	\$ 1,909.60	\$ 4,411.82	\$ 294.19		\$ 4,706.01	
419 First Street	66 240 0020	Hermann, Charlotte N.	\$ 5,536.95	\$ -	\$ -	\$ -	\$ 5,536.95	\$ 1,176.77		\$ 6,713.72	
415 First Street	66 240 0050	Eckloff, Larry G.	\$ 4,152.71	\$ -	\$ -	\$ -	\$ 4,152.71	\$ 882.58		\$ 5,035.29	
103 Bullis Street	66 240 0080	Solberg, Lacia	\$ 1,074.17	\$ -	\$ -	\$ -	\$ 1,074.17	\$ 228.29		\$ 1,302.46	
Totals			\$ 105,085.74	\$ -	\$ 27,125.41	\$ 40,442.60	\$ 172,653.75	\$ 6,229.84	\$ 1,762.97	\$ 180,646.56	

APPENDIX C-3

**PRELIMINARY ASSESSMENT ROLL - BLOCK-BY-BLOCK
FIRST STREET - RED WING AVENUE TO BULLIS STREET
City of Kenyon, MN**

Address	PIN	Property Owner	Street Reconstruction	Sidewalk Repair	Sanitary Sewer	Sanitary Service	Total Project Assessment	ALTERNATE IMPROVEMENTS			NOTES
								New Sidewalk - Spring St. to Park	Park Sanitary Repair	Total With Alternates	
SEGMENT A - Red Wing Avenue to Forest Street											
North Side											
no address	66 460 0320	Peterson, Robert R.	\$ 2,001.77	\$ -	\$ -	\$ -	\$ 2,001.77			\$ 2,001.77	
632 First Street	66 460 0310	Nygaard, Wade	\$ 4,003.55	\$ -	\$ 1,111.01	\$ 2,073.96	\$ 7,188.51			\$ 7,188.51	
626 First Street	66 460 0300	Lenz, Teresa	\$ 4,003.55	\$ -	\$ 1,111.01	\$ 2,073.96	\$ 7,188.51			\$ 7,188.51	
620 First Street	66 460 0240	Klatt, Douglas R.	\$ 4,003.55	\$ -	\$ 1,111.01	\$ 2,073.96	\$ 7,188.51			\$ 7,188.51	
614 First Street	66 460 0230	Germundson, Dana R.	\$ 4,003.55	\$ -	\$ 1,111.01	\$ 2,073.96	\$ 7,188.51			\$ 7,188.51	
608 First Street	66 460 0220	Stolp, Lynne M.	\$ 4,003.55	\$ -	\$ 1,111.01	\$ 2,073.96	\$ 7,188.51			\$ 7,188.51	
604 First Street	66 460 0200	Sprute, Thomas H.	\$ 4,003.55	\$ -	\$ 1,111.01	\$ 2,073.96	\$ 7,188.51			\$ 7,188.51	
South Side											
637 First Street	66 220 0120	Peterson, Paul F.	\$ 3,238.16	\$ -	\$ 898.61	\$ 2,073.96	\$ 6,210.73			\$ 6,210.73	
633 First Street	66 220 0130	Flom, Amanda L.	\$ 3,238.16	\$ -	\$ 898.61	\$ 2,073.96	\$ 6,210.73			\$ 6,210.73	
629 First Street	66 220 0140	Schweich, Lawrence	\$ 3,238.16	\$ -	\$ 898.61	\$ 2,073.96	\$ 6,210.73			\$ 6,210.73	
625 First Street	66 220 0150	Homeier, Howard A	\$ 3,768.04	\$ -	\$ 1,045.65	\$ 2,073.96	\$ 6,887.66			\$ 6,887.66	
621 First Street	66 220 0160	Taylor, Carmen	\$ 2,943.78	\$ -	\$ 816.92	\$ 2,073.96	\$ 5,834.66			\$ 5,834.66	
615 First Street	66 460 0010	Stenbakken, Eunice	\$ 4,415.67	\$ -	\$ 1,225.38	\$ 2,073.96	\$ 7,715.01			\$ 7,715.01	
609 First Street	66 460 0040	Houglum, Jerome R.	\$ 2,943.78	\$ -	\$ 816.92	\$ 2,073.96	\$ 5,834.66			\$ 5,834.66	
105 Forest Street	66 460 0030	Hanson, Patricia A.	\$ 1,177.51	\$ -	\$ 1,633.83	\$ 2,073.96	\$ 4,885.31			\$ 4,885.31	
		Totals - SEGMENT A	\$ 50,986.33	\$ -	\$ 14,900.56	\$ 29,035.47	\$ 94,922.36				
SEGMENT B - Forest Street to Spring Street											
North Side											
522 First Street	66 460 0150	Klahr, Michael C.	\$ 5,337.78	\$ -	\$ -	\$ -	\$ 5,337.78			\$ 5,337.78	
516 First Street	66 460 0130	Loftness, Barbara & Steve	\$ 5,337.78	\$ -	\$ 1,485.31	\$ 2,073.96	\$ 8,897.05			\$ 8,897.05	
510 First Street	66 460 0120	Nygaard, Thomas L.	\$ 5,337.78	\$ -	\$ 1,485.31	\$ 2,073.96	\$ 8,897.05			\$ 8,897.05	
504 First Street	66 460 0110	Blakstad, Elizabeth M.	\$ 5,337.78	\$ -	\$ -	\$ -	\$ 5,337.78			\$ 5,337.78	
South Side											
100 Forest Street	66 460 0050	Frontier Communications of MN	\$ 2,668.89	\$ -	\$ -	\$ -	\$ 2,668.89			\$ 2,668.89	
515 First Street	66 460 0070	Westphal, Richard G.	\$ 5,337.78	\$ -	\$ 1,485.31	\$ 2,073.96	\$ 8,897.05			\$ 8,897.05	
509 First Street	66 460 0080	Erickson, Arlene	\$ 5,337.78	\$ -	\$ 1,485.31	\$ 2,073.96	\$ 8,897.05			\$ 8,897.05	
103 Spring Street	66 460 0090	Petricka, Brandina R.	\$ 1,067.56	\$ -	\$ 1,485.31	\$ 2,073.96	\$ 4,626.82			\$ 4,626.82	
		Totals - SEGMENT B	\$ 35,763.14	\$ -	\$ 7,426.53	\$ 10,369.81	\$ 53,559.48				
SEGMENT C - Spring Street to Bullis Street											
North Side											
420 First Street	66 240 0190	Opsal, Walter	\$ 5,038.46	\$ -	\$ -	\$ -	\$ 5,038.46	\$ 823.74		\$ 5,862.20	
418 First Street	66 240 0140	Lozon, Carol J. G	\$ 5,038.46	\$ -	\$ 3,626.38	\$ 2,462.70	\$ 11,127.54	\$ 823.74		\$ 11,951.28	
416 First Street	66 240 0120	Warneke, Carol J.	\$ 5,038.46	\$ -	\$ -	\$ -	\$ 5,038.46	\$ 823.74	\$ 1,762.97	\$ 7,625.17	Assumes service replacement
no address	66 660 0310	Warneke, Carol J.	\$ 2,879.12	\$ -	\$ -	\$ -	\$ 2,879.12	\$ 470.71		\$ 3,349.83	
no address	66 180 0030	City of Kenyon	\$ 4,318.68	\$ -	\$ -	\$ -	\$ 4,318.68	\$ 706.06		\$ 5,024.74	
South Side											
104 Spring Street	66 240 0010	Laugerude, Melissa & Steve	\$ 1,799.45	\$ -	\$ 3,021.98	\$ 2,073.96	\$ 6,895.39	\$ 294.19		\$ 7,189.59	
419 First Street	66 240 0020	Hermann, Charlotte N.	\$ 7,197.80	\$ -	\$ -	\$ -	\$ 7,197.80	\$ 1,176.77		\$ 8,374.57	
415 First Street	66 240 0050	Eckloff, Larry G.	\$ 5,398.35	\$ -	\$ -	\$ -	\$ 5,398.35	\$ 882.58		\$ 6,280.93	
103 Bullis Street	66 240 0080	Solberg, Lacia	\$ 1,396.37	\$ -	\$ -	\$ -	\$ 1,396.37	\$ 228.29		\$ 1,624.67	
		Totals - SEGMENT C	\$ 38,105.15	\$ -	\$ 6,648.36	\$ 4,536.66	\$ 49,290.17				
		Totals - ALL SEGMENTS	\$ 124,854.62	\$ -	\$ 28,975.45	\$ 43,941.94	\$ 197,772.01	\$ 6,229.84	\$ 1,762.97	\$ 205,764.82	

APPENDIX C-4

**PRELIMINARY ASSESSMENT ROLL
COMPARISON
FULL LENGTH PROJECT vs. BLOCK-BY-BLOCK**

Address	PIN	Property Owner	TOTAL PROJECT ASSESSMENT		
			Full Project: Red Wing Ave. to Bullis Street	Block-by-Block	Difference
Red Wing Avenue to Forest Street (Segment A)					
North Side					
no address	66 460 0320	Peterson, Robert R.	\$ 1,882.56	\$ 2,001.77	\$ 119.21
632 First Street	66 460 0310	Nygaard, Wade	\$ 6,977.97	\$ 7,188.51	\$ 210.54
626 First Street	66 460 0300	Lenz, Teresa	\$ 6,977.97	\$ 7,188.51	\$ 210.54
620 First Street	66 460 0240	Klatt, Douglas R.	\$ 6,977.97	\$ 7,188.51	\$ 210.54
614 First Street	66 460 0230	Germundson, Dana R.	\$ 6,977.97	\$ 7,188.51	\$ 210.54
608 First Street	66 460 0220	Stolp, Lynne M.	\$ 6,977.97	\$ 7,188.51	\$ 210.54
604 First Street	66 460 0200	Sprute, Thomas H.	\$ 6,977.97	\$ 7,188.51	\$ 210.54
South Side					
637 First Street	66 220 0120	Peterson, Paul F.	\$ 6,009.02	\$ 6,210.73	\$ 201.71
633 First Street	66 220 0130	Flom, Amanda L.	\$ 6,009.02	\$ 6,210.73	\$ 201.71
629 First Street	66 220 0140	Schweich, Lawrence	\$ 6,009.02	\$ 6,210.73	\$ 201.71
625 First Street	66 220 0150	Homeier, Howard A	\$ 6,679.83	\$ 6,887.66	\$ 207.83
621 First Street	66 220 0160	Taylor, Carmen	\$ 5,636.34	\$ 5,834.66	\$ 198.32
615 First Street	66 460 0010	Stenbakken, Eunice	\$ 7,499.72	\$ 7,715.01	\$ 215.30
609 First Street	66 460 0040	Houglum, Jerome R.	\$ 5,636.34	\$ 5,834.66	\$ 198.32
105 Forest Street	66 460 0030	Hanson, Patricia A.	\$ 4,933.53	\$ 4,885.31	\$ (48.22)
Forest Street to Spring Street (Segment B)					
North Side					
522 First Street	66 460 0150	Klahr, Michael C.	\$ 4,152.71	\$ 5,337.78	\$ 1,185.07
516 First Street	66 460 0130	Loftness, Barbara & Steve	\$ 7,499.72	\$ 8,897.05	\$ 1,397.33
510 First Street	66 460 0120	Nygaard, Thomas L.	\$ 7,499.72	\$ 8,897.05	\$ 1,397.33
504 First Street	66 460 0110	Blakstad, Elizabeth M.	\$ 4,152.71	\$ 5,337.78	\$ 1,185.07
South Side					
100 Forest Street	66 460 0050	Frontier Communications of MN	\$ 2,076.36	\$ 2,668.89	\$ 592.54
515 First Street	66 460 0070	Westphal, Richard G.	\$ 7,499.72	\$ 8,897.05	\$ 1,397.33
509 First Street	66 460 0080	Erickson, Arlene	\$ 7,499.72	\$ 8,897.05	\$ 1,397.33
103 Spring Street	66 460 0090	Petricka, Brandina R.	\$ 4,177.55	\$ 4,626.82	\$ 449.28
Spring Street to Bullis Street (Segment C)					
North Side					
420 First Street	66 240 0190	Opsal, Walter	\$ 3,875.86	\$ 5,038.46	\$ 1,162.60
418 First Street	66 240 0140	Lozon, Carol J. G	\$ 7,468.04	\$ 11,127.54	\$ 3,659.50
416 First Street	66 240 0120	Warneke, Carol J.	\$ 3,875.86	\$ 5,038.46	\$ 1,162.60
no address	66 660 0310	Warneke, Carol J.	\$ 2,214.78	\$ 2,879.12	\$ 664.34
no address	66 180 0030	City of Kenyon	\$ 3,322.17	\$ 4,318.68	\$ 996.51
South Side					
104 Spring Street	66 240 0010	Laugerude, Melissa & Steve	\$ 4,411.82	\$ 6,895.39	\$ 2,483.58
419 First Street	66 240 0020	Hermann, Charlotte N.	\$ 5,536.95	\$ 7,197.80	\$ 1,660.85
415 First Street	66 240 0050	Eckloff, Larry G.	\$ 4,152.71	\$ 5,398.35	\$ 1,245.64
103 Bullis Street	66 240 0080	Solberg, Lacia	\$ 1,074.17	\$ 1,396.37	\$ 322.20
Totals			\$ 172,653.75	\$ 197,772.01	\$ 25,118.26

Member _____ introduced the following resolution and moved this adoption:

**RESOLUTION NO. 2015-21
CITY OF KENYON
COUNTY OF GOODHUE
STATE OF MINNESOTA**

**RESOLUTION RECEIVING FEASIBILITY REPORT AND ORDERING
IMPROVEMENT AND PREPARATION OF PLANS**

WHEREAS, it is proposed to improve sanitary and storm sewer, curb, gutter and streets in the area of First Street from Red Wing Avenue to Bullis Street, and to assess the benefited properties for all or a portion of the cost of the improvement (the "Proposed Improvement"), pursuant to Minnesota Statutes, Chapter 429; and

WHEREAS, in all locations, the sanitary sewer mains will be constructed in the street right of way with manholes and service lines for each property that will be stubbed to the property line and connected. All private properties will be responsible to install piping from the serviced structures on the private properties to the new service line located at the property line; and

WHEREAS, a resolution of the Kenyon City Council adopted the 13th day of October, 2015, fixed a date for a council hearing on the Proposed Improvement, and to assess the benefited properties for all or a portion of the cost of the Proposed Improvement pursuant to Minnesota Statutes, Chapter 429; and

WHEREAS, ten days' mailed notice and two weeks' published notice of the hearing was given, and the hearing was held thereon on the 10th day of November, 2015, at which all persons desiring to be heard were given an opportunity to be heard thereon, and

WHEREAS, the Proposed Improvement was previously referred to the City Engineer for study and he has provided the City Council with a feasibility report that: a) finds that the Proposed Improvement is necessary, cost-effective, and feasible; b) provides the estimated cost of the Proposed Improvement; and c) provides a description of the methodology used to calculate individual assessments for affected parcels.

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

1. The feasibility report is hereby accepted.
2. The Proposed Improvement is necessary, cost-effective, and feasible as detailed in the feasibility report.
3. The Proposed Improvement is hereby ordered.
4. The Proposed Improvement has no relationship to the comprehensive municipal plan.

5. Joe Rhein of Bolton and Menk is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.

6. The City Council declares its official intent to reimburse itself for the costs of the improvement from the proceeds of tax exempt bonds.

7. The City Council, staff and consultants are authorized to take all necessary further action to implement this Resolution.

Adopted by the City Council of the City of Kenyon on this 10th day of November, 2015.

Michael Engel, Mayor

ATTEST:

Mark Vahlsing, City Administrator

The motion for the adoption of the foregoing resolution was duly seconded by member _____, and upon vote being taken thereon, the following voted in favor thereof:

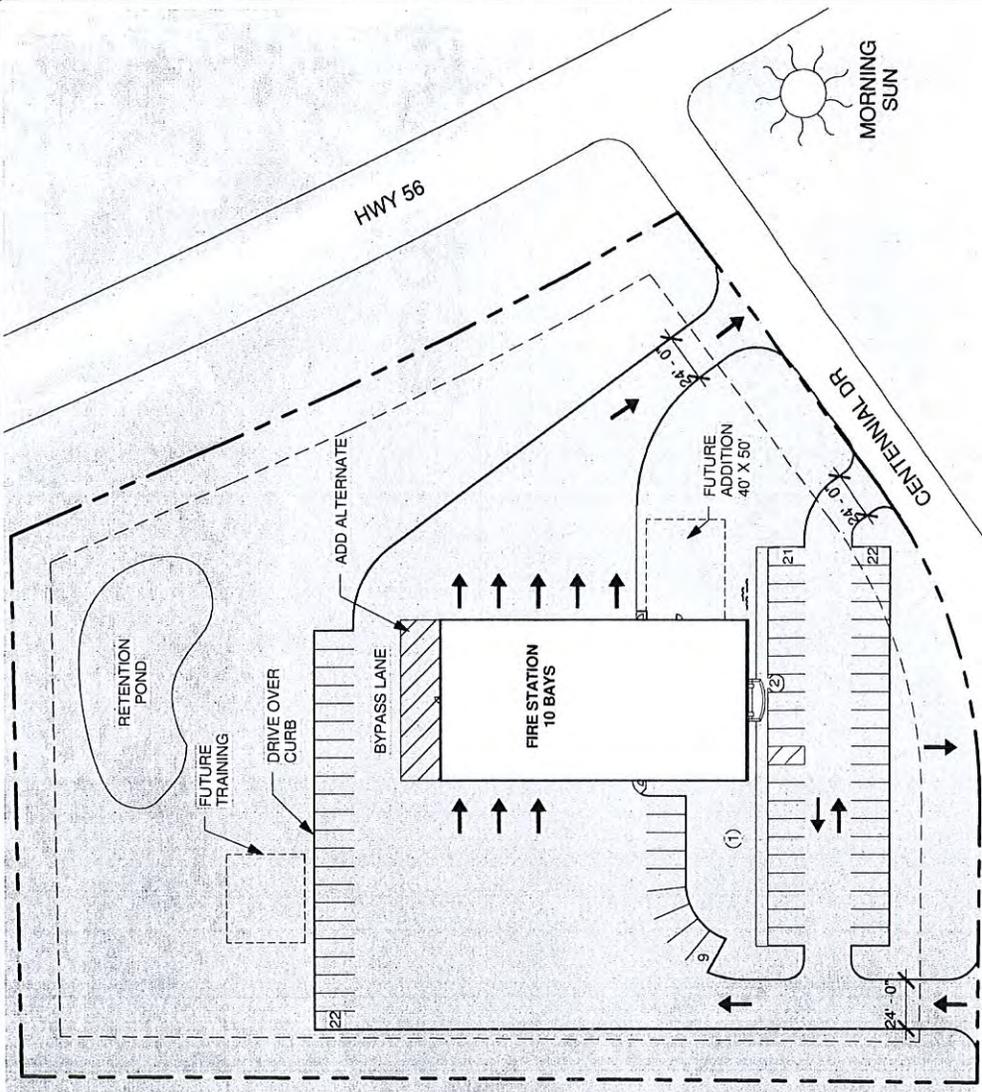
The following voted against the same:

Whereupon said resolution was declared duly passed and adopted.



CITY OF KENYON FIRE STATION
KENYON, MN

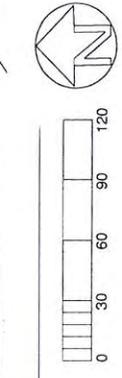




GENERAL NOTES:

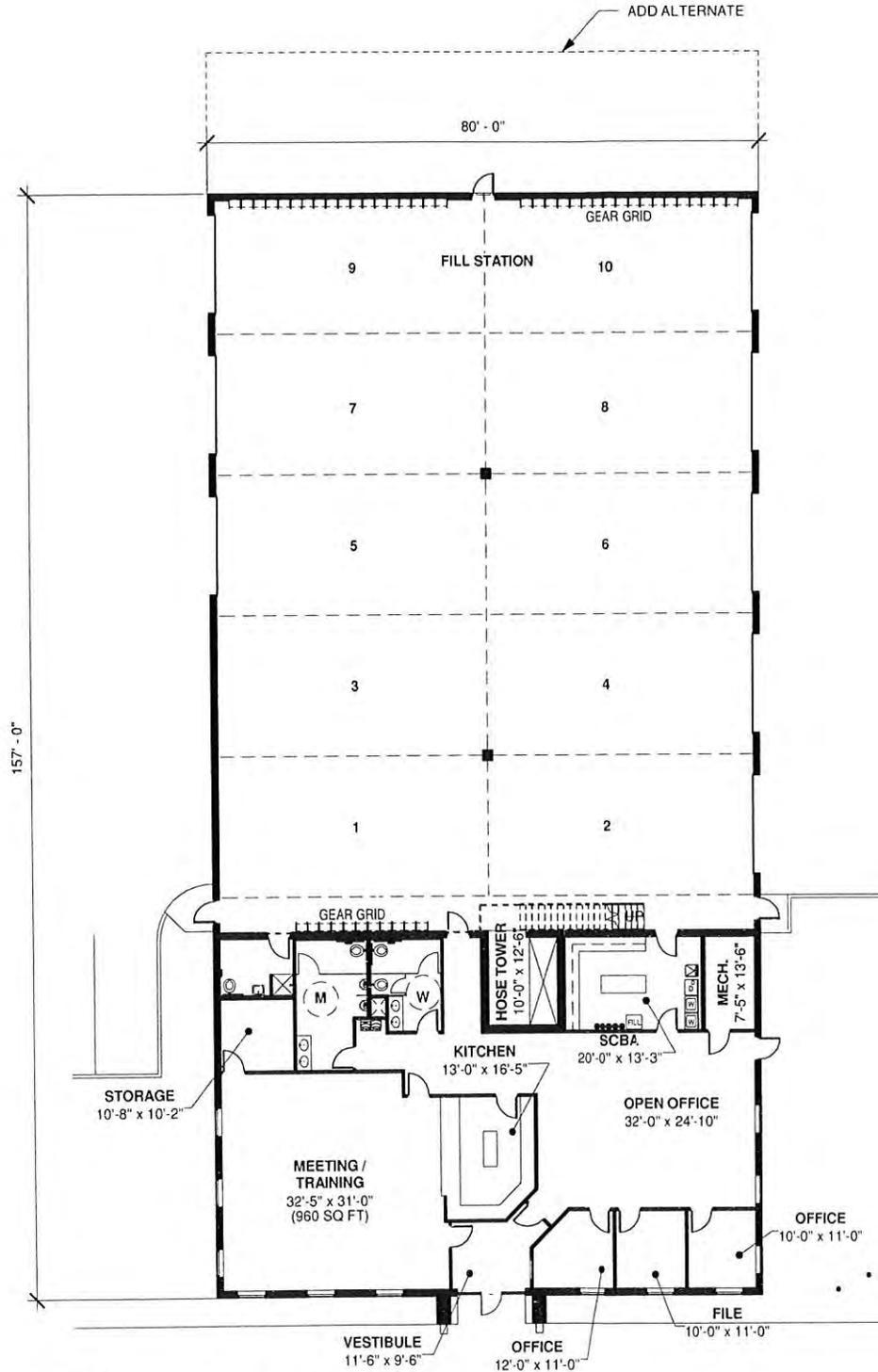
- (1) BUILDING SHIELDS ENTRANCES FROM NW PREVAILING WINDS
- (2) ENTRANCE ON SOUTH SIDE OF BLDG TO KEEP WALKS CLEAR OF ICE/SNOW

① SITE PLAN
1" = 60'-0"



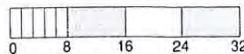
CITY OF KENYON FIRE STATION
KENYON, MN



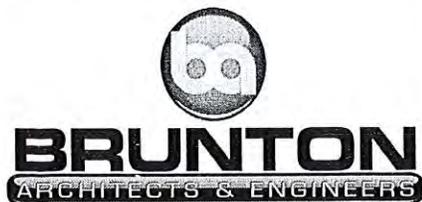


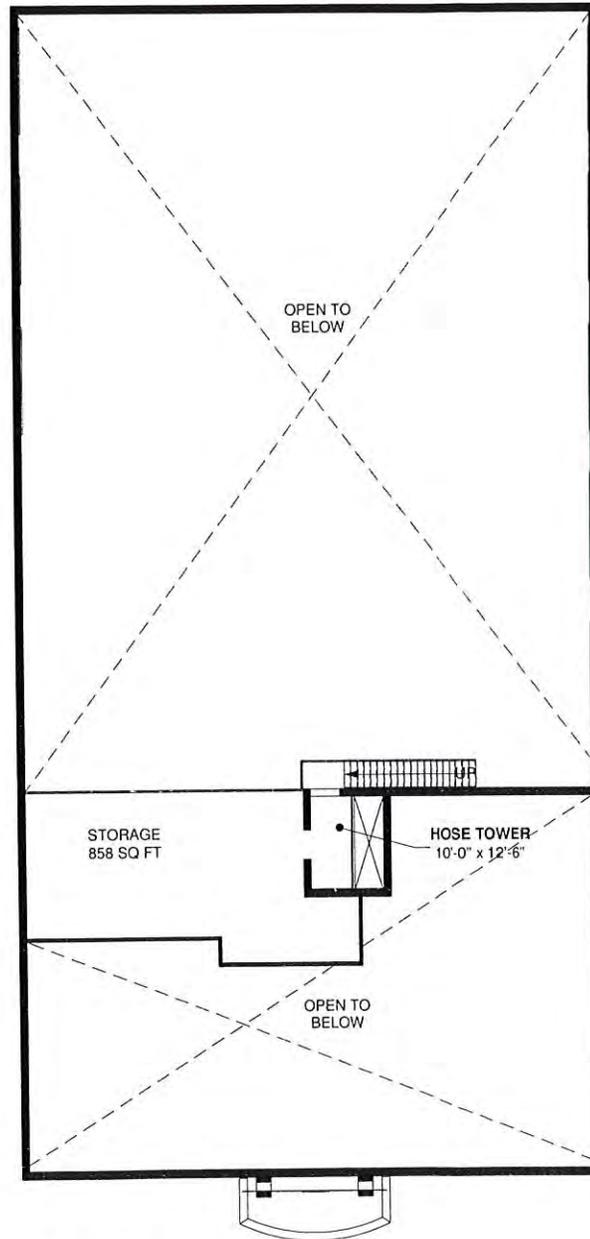
1 FIRST FLOOR - OPTION A
1/16" = 1'-0"

12,560 SQ FT

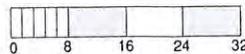


CITY OF KENYON FIRE STATION
KENYON, MN



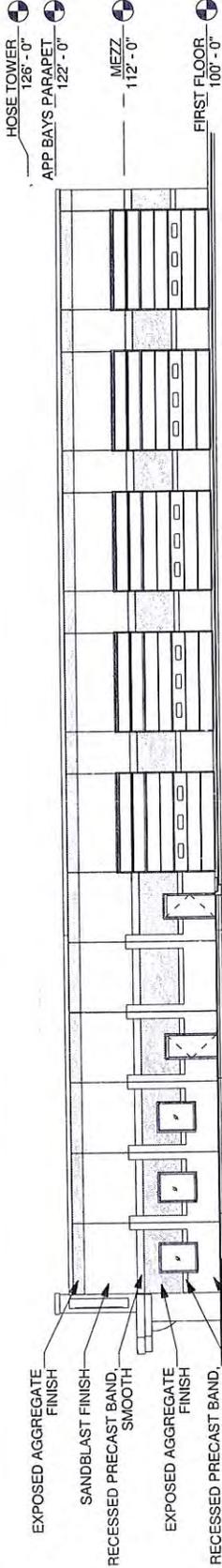


1 MEZZ - OPTION A
1/16" = 1'-0"

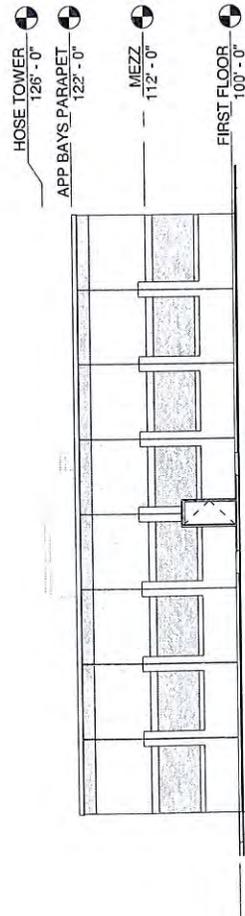


CITY OF KENYON FIRE STATION
KENYON, MN

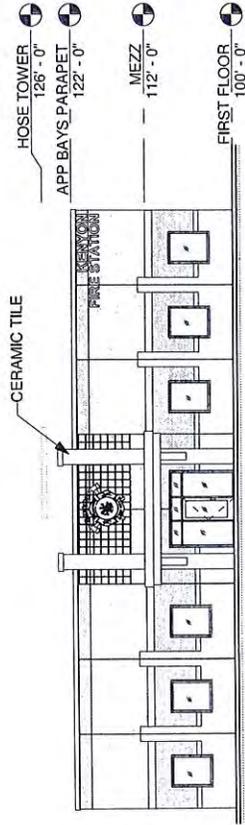




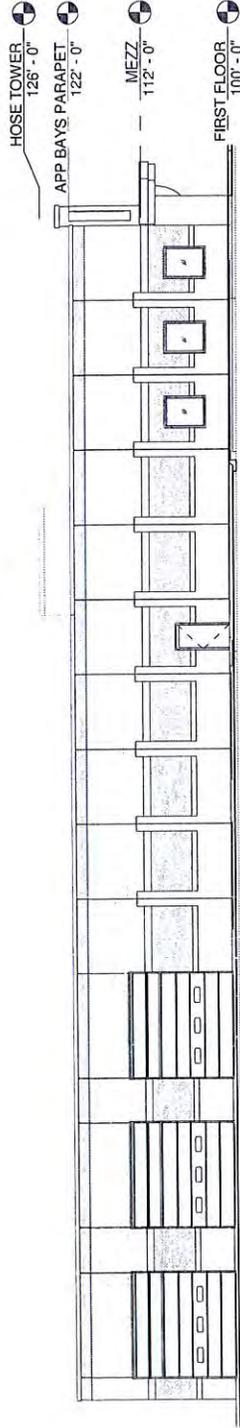
1 EAST ELEVATION - OPTION A
1/16" = 1'-0"



2 NORTH ELEVATION - OPTION A
1/16" = 1'-0"



3 SOUTH ELEVATION - OPTION A
1/16" = 1'-0"

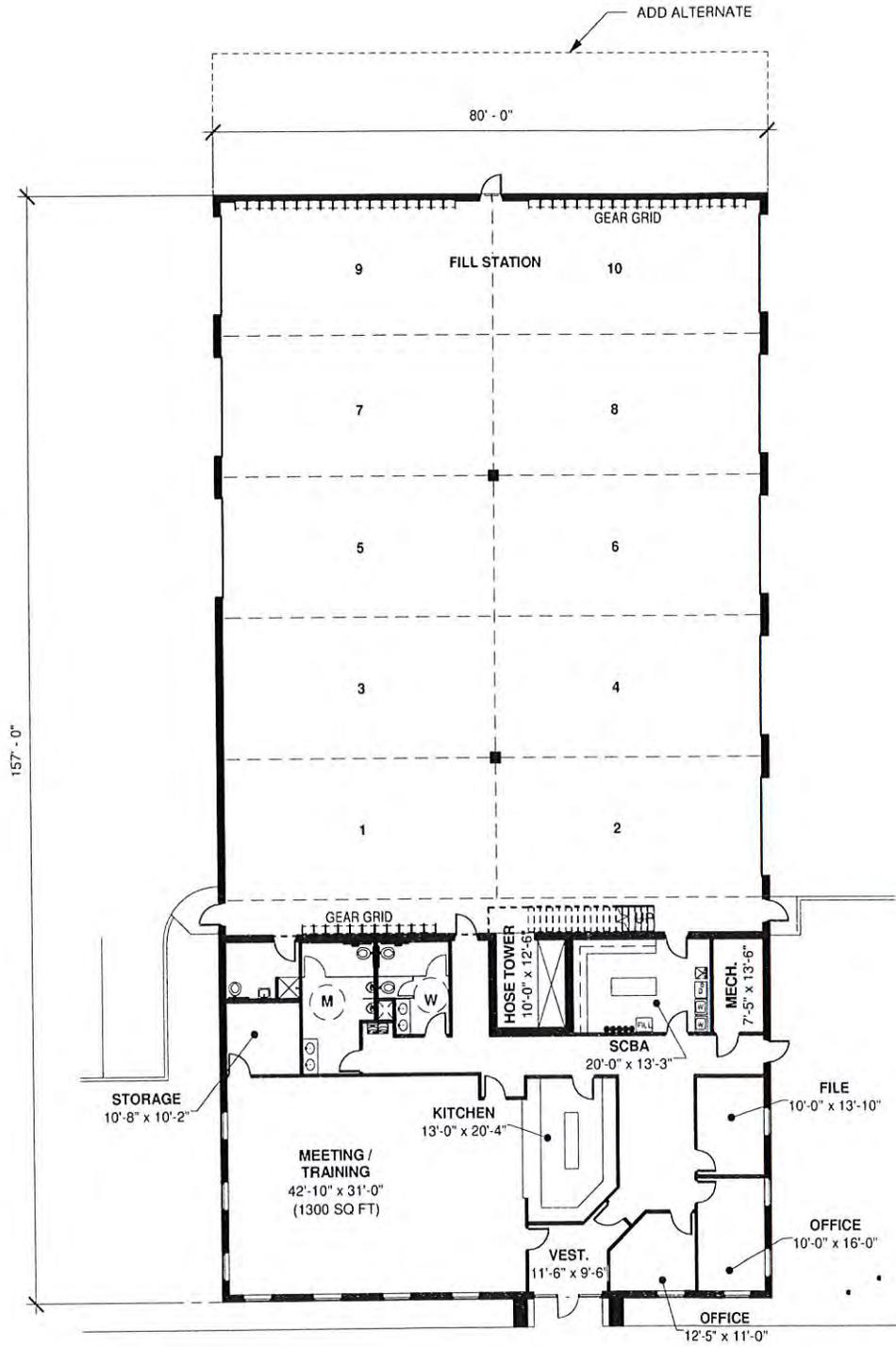


4 WEST ELEVATION - OPTION A
1/16" = 1'-0"

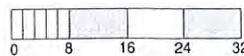


BRUNTON
ARCHITECTS & ENGINEERS

CITY OF KENYON FIRE STATION
KENYON, MN

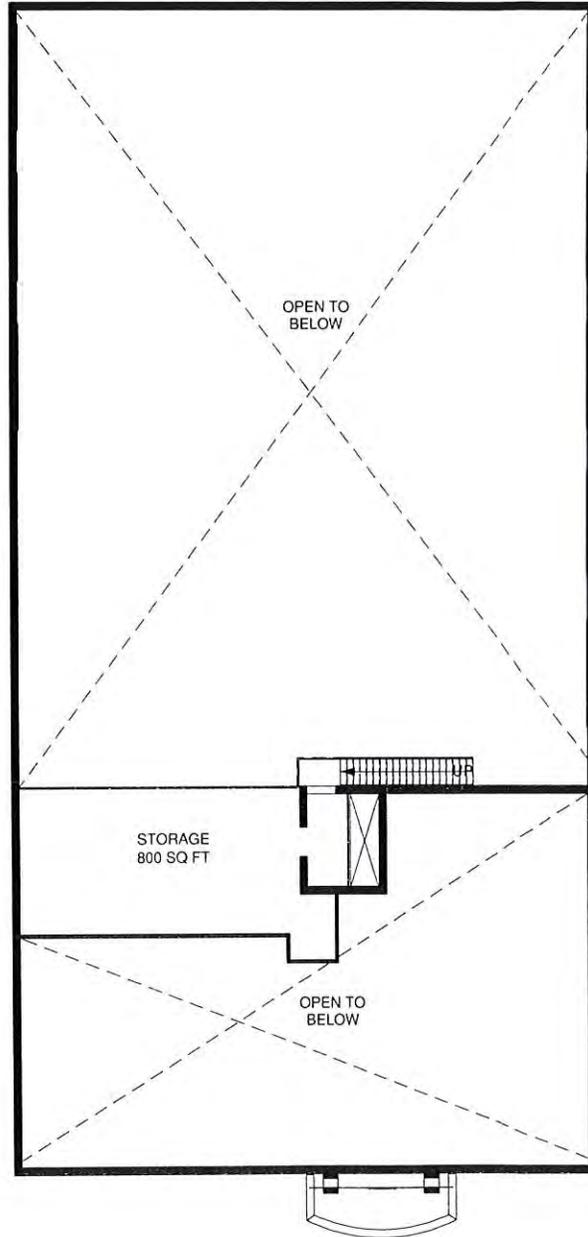


1 FIRST FLOOR - OPTION B 12,560 SQ FT
1/16" = 1'-0"

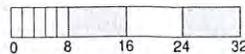


CITY OF KENYON FIRE STATION
KENYON, MN





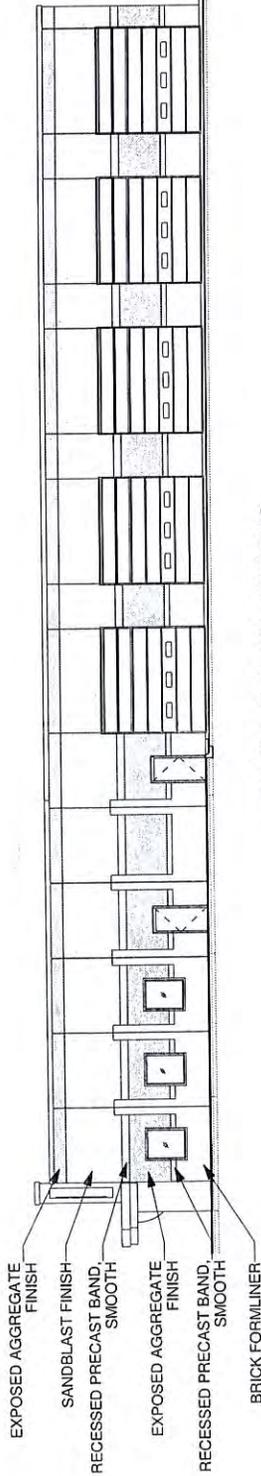
① MEZZ - OPTION B
1/16" = 1'-0"



CITY OF KENYON FIRE STATION
KENYON, MN

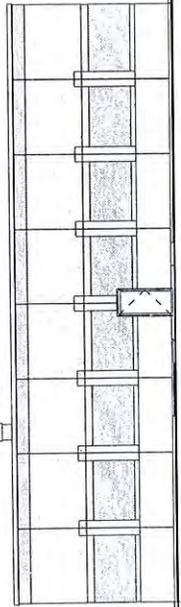


HOSE TOWER 126'-0"
 APP BAYS PARAPET 122'-0"
 MEZZ 112'-0"
 FIRST FLOOR 100'-0"



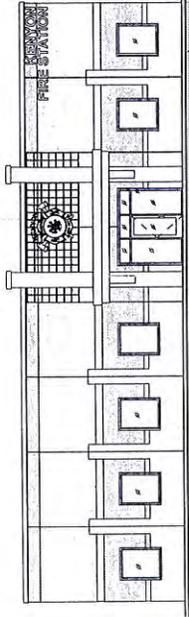
1 EAST ELEVATION - OPTION B
 1/16" = 1'-0"

HOSE TOWER 126'-0"
 APP BAYS PARAPET 122'-0"
 MEZZ 112'-0"
 FIRST FLOOR 100'-0"



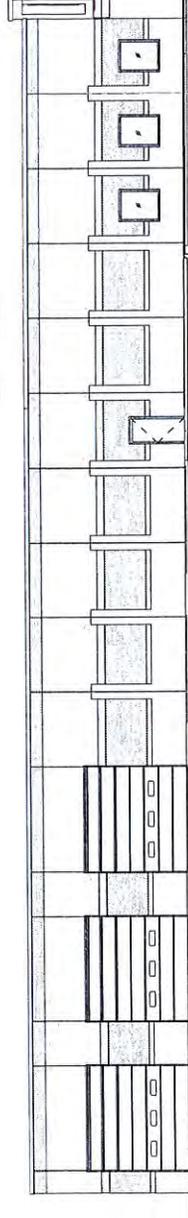
2 NORTH ELEVATION OPTION B
 1/16" = 1'-0"

HOSE TOWER 126'-0"
 APP BAYS PARAPET 122'-0"
 MEZZ 112'-0"
 FIRST FLOOR 100'-0"



3 SOUTH ELEVATION OPTION B
 1/16" = 1'-0"

HOSE TOWER 126'-0"
 APP BAYS PARAPET 122'-0"
 MEZZ 112'-0"
 FIRST FLOOR 100'-0"



4 WEST ELEVATION OPTION B
 1/16" = 1'-0"



BRUNTON
 ARCHITECTS & ENGINEERS

CITY OF KENYON FIRE STATION
 KENYON, MN

CITY OF KENYON, MINNESOTA

RESOLUTION NO. 2015-19

ADOPTING A CAPITAL IMPROVEMENT PLAN AND PROVIDING PRELIMINARY APPROVAL FOR THE ISSUANCE OF BONDS THEREUNDER

WHEREAS, pursuant to Minnesota Statutes, Section 475.521, as amended (the "Act"), cities are authorized to adopt a capital improvement plan and carry out programs for the financing of capital improvements; and

WHEREAS, the City of Kenyon, Minnesota (the "City"), has caused to be prepared the "2016 through 2020 Five-year Capital Improvement Plan for the City of Kenyon, Minnesota" (the "Capital Improvement Plan"); and

WHEREAS, on the date hereof, the City Council of the City (the "Council") conducted a duly noticed public hearing regarding adoption of the Capital Improvement Plan pursuant to the requirements of the Act and the issuance of one or more series of general obligation bonds thereunder in a maximum principal amount of \$2,500,000 to provide for the undertaking of certain capital improvements described in the Capital Improvement Plan, including but not limited to the construction of a new fire hall; and

WHEREAS, in considering the Capital Improvement Plan, the Council has considered for each project and for the overall Capital Improvement Plan:

1. the condition of the City's existing infrastructure, including the projected need for repair and replacement;
2. the likely demand for the improvement;
3. the estimated cost of the improvement;
4. the available public resources;
5. the level of overlapping debt in the City;
6. the relative benefits and costs of alternative uses of the funds;
7. operating costs of the proposed improvements; and
8. alternatives for providing services more efficiently through shared facilities with other local government units.

NOW, THEREFORE, BE IT RESOLVED BY the City Council of the City of Kenyon, Goodhue County, Minnesota, as follows:

1. The Capital Improvement Plan is hereby approved.
2. City staff are hereby authorized to do all other things and take all other actions as may be necessary or appropriate to carry out the Capital Improvement Plan in accordance with any applicable laws and regulations.
3. The City gives preliminary approval to the issuance of the bonds in the maximum principal amount of \$2,500,000, provided that if a petition requesting a vote on issuance of the bonds, signed by voters equal to five percent (5%) of the votes cast in the last general election, is filed with City Administrator by December 10, 2015, the City may issue the bonds only after obtaining approval of a majority of voters voting on the question at an election.

Approved by the City Council of the City of Kenyon, Minnesota this 10th day of November, 2015.

Mike Engel, Mayor

ATTEST:

Mark Vahlsing, City Administrator

RESOLUTION NO. 2015-20
CITY OF KENYON
COUNTY OF GOODHUE
STATE OF MINNESOTA

RESOLUTION ADOPTING ASSESSMENT FOR DELINQUENT UTILITY BILLS

WHEREAS, pursuant to proper notice duly given as required by law, the council has met and heard and passed upon all objections to the proposed assessment for electric service, water and sewer charges, maintenance fees, garbage, recycling and sales tax which have been provided and billed and which are currently delinquent in the City of Kenyon, County of Goodhue and State of Minnesota.

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

1. Such proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein.
2. Assessment shall be payable in equal annual installments extending over a period of five (5) years, the first of the installments to be payable on or before the first Monday in January 2016, and will bear interest at the rate of 3.75 percent per annum from the date of the adoption of the assessment resolution. To the first installment shall be added interest on the entire assessment from the date of the assessment resolution until December 31, 2015. To each subsequent installment when due shall be added interest for one 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, with interest accrued to the date of payment, to the city treasurer, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of this resolution. The owner may, at any time thereafter, pay to the city treasurer the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the next succeeding year.
4. The clerk shall forthwith transmit a certified duplicate of this assessment to the county auditor to be extended on the property tax lists of the county. Such assessments shall be collected and paid over in the same manner as other municipal taxes.

Adopted by the City Council of the City of Kenyon on this 10th day of November, 2015.

Michael Engel
Mayor

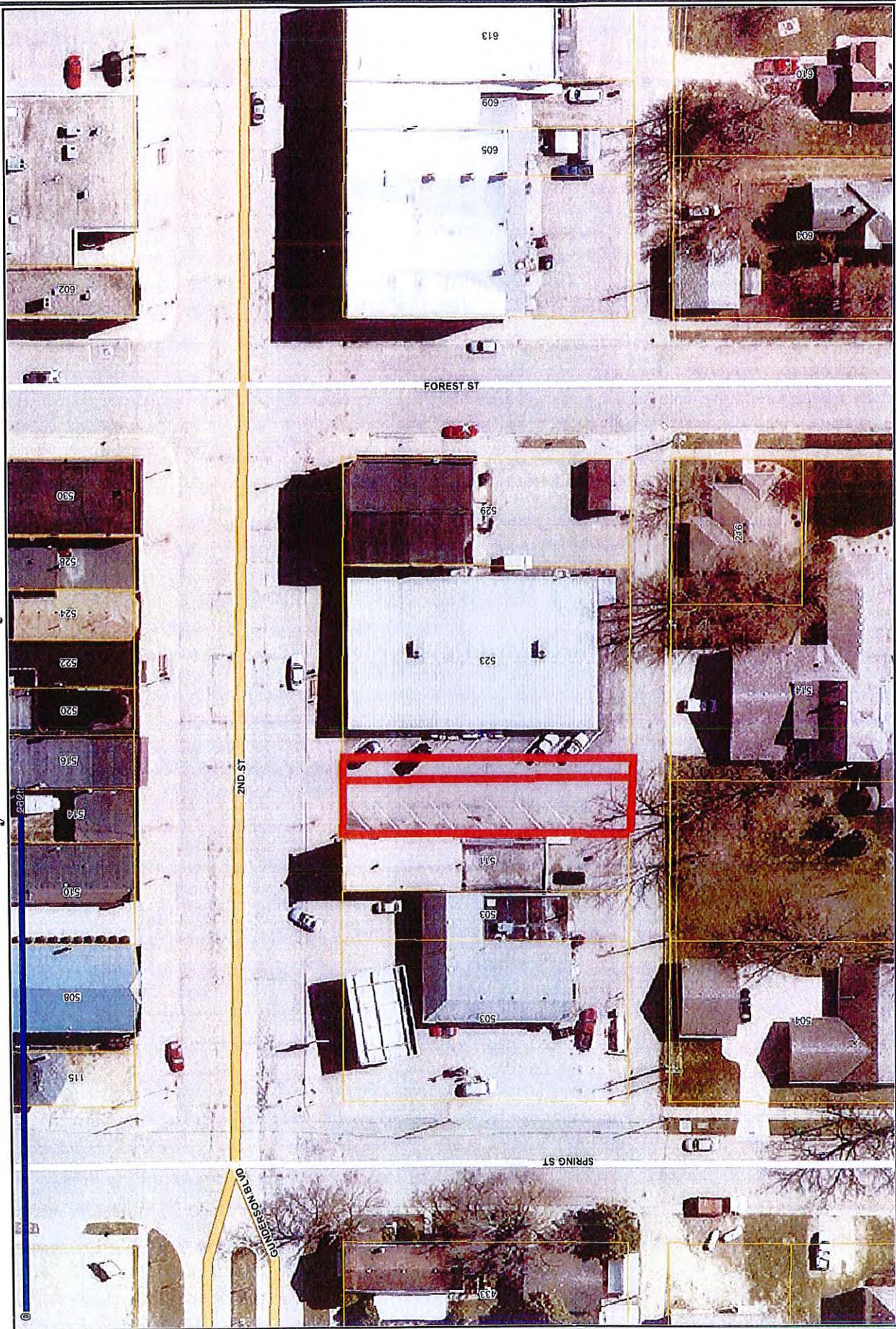
ATTEST:

Mark R. Vahlsing, City Administrator

EXHIBIT A

<u>PARCEL NUMBER</u>	<u>ORIGINAL AMOUNT</u>
66-280-0190	436.36

City-Owned Lots by Ace Hdwe.



This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. Created From Kenyon Online Mapping Site. Sources: Goodhue County, MN; City of Kenyon, MN. Map Created: 11/20/15



CITY OF KENYON
709 2ND STREET
KENYON, MN 55946
 www.cityofkenyon.com
 PHONE: 507-789-6415 FAX: 507-789-5604

Applying For:
 City Council
 Planning Commission
 Other Library Board

APPLICATION TO CITY BOARD OR COMMISSION

APPLICANT INFORMATION

Name: DONALD TROMBLEY
 Address: 115 SPRING ST.
 City: KENYON Email Address: TROMBLEID @GMAIL.COM
 Home Phone: 715 718 1851 Work Phone: _____
 Resident of Kenyon for 1 years.

NOTE: APPLICANT'S NAME, ADDRESS AND HOME PHONE NUMBER WILL BECOME PUBLIC INFORMATION IF APPLICANT IS APPOINTED TO SERVE ON A CITY BOARD OR COMMISSION

EXPERIENCE & ADDITIONAL INFORMATION

Work Experience:

Education:

Civic & Volunteer Activities (past / present):

Please state your reasons for wanting to serve on this Commission. Be as specific as possible, and use additional sheet(s) if necessary.

I UNDERSTAND THIS APPOINTMENT MAY BE DISCUSSED AT A PUBLIC MEETING.

#

Donald Trombley
 Signature of Applicant

11.4.15
 Date: