



**MEMORANDUM**

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**DATE:** April 12, 2021

**TO:** Honorable Mayor and City Councilmembers  
David Perrault, City Administrator

**FROM:** David Swearingen, Interim Public Works Director

**SUBJECT:** 2021 PMP Street and Utility Improvement Project – Adopt Assessment Roll

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**Council Should Consider**

Motions to approve, table, or deny the following:

- Approving Resolution 2021-020 Adopting Assessment Roll for the 2021 PMP Street and Utility Improvement Project.

*All items need a simple majority for action unless otherwise noted.*

**Background/Discussion**

On January 25, 2021, the City Council adopted Resolution 2020-037 Approving the Plans and Specifications and Ordering the Advertisement for Bids. Bids were solicited during February and opened on Wednesday, February 24, 2021. The assessment hearing was held on April 12, 2021.

A portion of the costs for the 2021 PMP Street and Utility Improvement Project are proposed to be assessed against the benefitting properties according to the City’s Assessment Policy. In order to assess these costs, the City must follow the process outlined in State Statute 429. On March 8, 2021, after the bids were opened, the City Council adopted Resolution 2021-013 Declaring Costs to be Assessed and set today as the date for the assessment hearing. A public hearing prior to adopting the assessments is a requirement of State Statute 429. The proposed assessment area is shown on Attachment A.

The project is proposed to be assessed consistent with the City’s Assessment Policy and past practices, which states that 50% of the costs for roadway improvements will be assessed in residential areas, with the remaining portion financed by City funds. Financing for the project is consistent with City policy and past practice and is summarized in the table below. The project costs include 27% engineering and overhead costs.

The calculation of the amount to be assessed as approved by Council Resolution 2021-013 is shown below. Also, the Council established that the interest rate would be 3.15% and the term would be 10 years.

**STREET RECONSTRUCTION**

<b>Item</b>	<b>Calculation</b>	<b>Result</b>
Half of Construction Cost	\$874,637.97/2	\$437,318.98
Add 27% Overhead	\$437,318.98 x 1.27	\$555,395.11
Divide by Assessable Units	\$555,395.11/80	\$ 6,942.44

**STREET RECLAMATION**

<b>Item</b>	<b>Calculation</b>	<b>Result</b>
Half of Construction Cost	\$231,278.11/2	\$115,639.06
Add 27% Overhead	\$115,639.06 x 1.27	\$146,861.60
Divide by Assessable Units	\$146,861.60/58	\$ 2,532.10

The full detailed assessment roll is attached as Exhibit B.

**Attachments**

- Attachment A: Assessment Area Map
- Attachment B: Assessment Roll
- Attachment C: Resolution 2021-020