

**2K. Consideration of adopting Resolution 2023-06 authorizing the preparation of a Feasibility Report for the 7<sup>th</sup> Street Retaining Wall and Sidewalk Improvements project and approval of a contract with SEH to provide engineering services at a price of \$60,100**

<b>Prepared by:</b> PW Director/City Engineer	<b>Meeting Date:</b> 1/9/2023	<input checked="" type="checkbox"/> <b>Consent Agenda Item</b> <input type="checkbox"/> <b>Regular Agenda Item</b>
<b>Reviewed by:</b> Finance Director	<b>Approved by:</b> City Administrator	

**ACTION REQUESTED**

Motion to authorize the preparation of a feasibility report and approval of a contract with SEH to provide engineering services for the 7<sup>th</sup> Street Retaining Wall and Sidewalk Improvements Project.

**REFERENCE AND BACKGROUND**

A section of retaining wall along 7<sup>th</sup> Street located west of State Highway 25 and adjacent to the Cub Foods parking lot needs to be repaired due to deterioration. Staff propose to replace this section of wall with material similar to what was used at the intersection of 7<sup>th</sup> Street and State Highway 25 along Hillside Cemetery.

In addition, staff propose to include construction of new sidewalk on 7<sup>th</sup> Street east as part of this project. A large section of the existing gap on the south side of 7<sup>th</sup> Street will be completed during construction of the Wiha Tools project expected to start in the spring of 2023. City staff propose to further close this gap with City construction of approximately 1,000' of missing sidewalk, allowing for safer pedestrian passage in this area.

A request for proposals was posted on the League of MN Cities website and the City website and four proposals were received. Proposed costs were:

- SEH - \$60,100
- Moore Engineering - \$60,350
- Hakanson Anderson - \$61,200
- WSB - \$207,087

Both parts of the project would be assessed to benefiting property owners per the City's current assessment policy. Minnesota Statutes section 429.021 and 459.14, subd. 7 allow municipalities to recover costs for maintaining and enhancing public improvements through assessments to benefiting properties. These projects can be either initiated by property owner

petitions or by the City Council ordering the improvement. For a City Council ordered improvement, the typical process is as follows:

- Preparation of a Feasibility Study is authorized to evaluate where the proposed project is necessary, cost-effective, and how the project should be assessed including the preparation of a preliminary assessment.
  - City Council can either accept or reject the feasibility report. If accepted, a public hearing is ordered on the improvements.
  - Hearing notices are posted, and property owner notices are mailed to affected property owners.
  - City Council adopts or rejects ordering the improvement to be constructed and advertisement of bids.
  - City Council awards or rejects the project. If awarded the preparation of an assessment roll and ordering a public hearing is approved.
  - City Council conducts assessment hearing and if approved certified assessments are submitted to the County Auditor.
- I. **Budget Impact:** The 2023 Capital Projects Fund budget includes \$400,000 for the replacement of the west 7<sup>th</sup> Street Retaining Wall. The sidewalk improvements were not included in the initial project scope and are thus unbudgeted. The sidewalk construction is estimated to cost \$75,000 and can be paid for using existing fund balance in the Capital Projects Fund.
- II. **Staff Workload Impact:** Marginal staff workload is expected with this project.
- III. **Comprehensive Plan Impact:** N/A

**STAFF RECOMMENDED ACTION**

City staff recommend approval of the contract with SEH to provide engineering services at a price of \$60,100.

**SUPPORTING DATA**

- Resolution

**CITY OF MONTICELLO  
WRIGHT COUNTY, MINNESOTA  
RESOLUTION NO. 2023-06**

**AUTHORIZING FEASIBILITY REPORT FOR 7<sup>TH</sup> STREET RETAINING WALL AND SIDEWALK  
IMPROVEMENTS PROJECT**

**WHEREAS**, it is proposed to improve and/or construct sidewalk improvements, for section of 7<sup>TH</sup> Street between State Highway 25 and Washington Street; and

**WHEREAS**, it is proposed to reconstruct retaining wall along 7<sup>th</sup> Street West of State Highway 25 adjacent to the Cub Foods parking lot.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MONTICELLO, MINNESOTA:** That the proposed improvement be referred to SEH for study and that they are instructed to report to the Council with all convenient speed advising the Council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible and as to whether it should best be made as proposed or in connection with some other improvement, and the estimated cost of the improvement as recommended.

**ADOPTED BY** the Monticello City Council this 9<sup>th</sup> day of January, 2023.

CITY OF MONTICELLO

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Lloyd Hilgart, Mayor

ATTEST:

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Jennifer Schreiber, City Clerk