



## MEMORANDUM

**TO:** City Council Members

**CC:** Special Assessment Board

**FROM:** Duncan Schwensohn, Senior Engineer  
730-5107

**DATE:** February 2, 2021

**RE: Riverwest Construction and Kayak Bay Gas Main Lowering Projects  
City Project Nos. 1805 and 1403**

Pursuant to Section 61 of the Duluth City Charter, upon completion of the public hearing, the SAB “..shall transmit to the council the plans, specifications and estimates filed with it and shall report to the council its findings as to the necessity of the proposed public improvement and its recommendation therefore, and its recommendations as to the assessment, if any, of the cost thereof.”

Plans and specifications will be available for review at the office of the City Engineer.

A public hearing was held virtually on January 28, 2021 with the Special Assessment Board. The meeting was continued and recommenced on February 2, 2021. Minutes of the hearing are attached. Oral comments were heard and written comments were received at the public hearing. There was discussion of the construction project and the assessment process. The Special Assessment Board then recommended that an ordering-in resolution for the above Projects be on the agenda for the February 22, 2021 council meeting.

The Special Assessment Board recommended that the Riverwest Gas Main Lowering Project be assessed on a front foot basis, with 140 front feet assigned to both Lot 1, Block 2 and Lot 2, Block 1. The developer agreed to contribute 48% of the estimated project which equals \$87,631.25, and will be assessed to the benefiting properties listed above.

The Special Assessment Board recommended that the Riverwest project which includes construction of a new road, sanitary sewer, water main, storm sewer, and gas main be assessed to the following lots, Lot 1, Block 2, Lot 2 Block 1, Lot 1 Block 3, Lot 1 block 4 and Lot 2 Block 4. In the event that a public road is constructed to connect Riverwest Drive to Lot 1, Block 1 or---and Lot 1 and Block 5 or both prior to the assessment role being finalized for the project, the Special Assessment Board recommends including the connected lots for assessment as well. The developer will contribute 20% of the estimated cost. The estimated assessable cost for project 1403 is \$1.7 million, and will be assessed to the benefiting properties listed above.