



## City of Columbia Heights

590 40<sup>th</sup> Avenue NE, Columbia Heights, MN 55421-3878 (763) 706-3600 TDD (763) 706-3692  
Visit our website at: [www.columbiaheightsmn.gov](http://www.columbiaheightsmn.gov)

Mayor  
Donna Schmitt  
Councilmembers  
Robert Williams  
John Murzyn, Jr.  
Connie Buesgens  
Nick Novitsky  
City Manager  
Kelli Bourgeois

The following is the agenda for a Special Meeting of the City Council for the Assessment Levy Hearing to be held at 6:15 PM on Monday, October 5, 2020 in the Community Room, Columbia Heights Public Library, 3939 Central Avenue N.E., Columbia Heights, Minnesota.

1. CALL TO ORDER
2. ROLL CALL
3. SPECIAL ASSESSMENT LEVY HEARING: 2019 STREET REHABILITATION IMPROVEMENTS – CONCRETE CURB AND GUTTER CONSTRUCTION, MADISON STREET NE, 37<sup>TH</sup> AVENUE TO 300' NORTH OF 37<sup>TH</sup> AVENUE
  - A. Street Rehabilitation Project
    - 1) Presentation of Information on Street Rehabilitation Project by Staff
    - 2) Questions and Comments on Street Rehabilitation Project
  - B. Close the Public Hearing  
MOTION: Move to close the Public Hearing of the 2019 Street Rehabilitation, Project Number 1902.
  - C. Consideration of Resolution  
MOTIONS: Move to waive the reading of Resolution 2020-81, there being ample copies available for the public.  
  
Move to adopt Resolution 2020-81 being a resolution levying and adopting the assessment for 2019 Street Rehabilitation – Curb and Gutter Construction, City Project 1902.
4. ADJOURNMENT

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Kelli Bourgeois, City Manager

Auxiliary aids or other accommodations for disabled persons are available upon request when the request is made at least 48 hours in advance. Please contact the City Clerk at 763-706-3611 or [ntingley@columbiaheightsmn.gov](mailto:ntingley@columbiaheightsmn.gov), to make arrangements.



AGENDA SECTION	2020 HEARING MADISON ST
ITEM NO.	
MEETING DATE	OCTOBER 5, 2020; 6:15 PM

**CITY OF COLUMBIA HEIGHTS - COUNCIL LETTER**

ITEM:	ADOPT RESOLUTION 2020-81 BEING A RESOLUTION LEVYING AND ADOPTING THE ASSESSMENT FOR 2019 STREET REHABILITATION, MADISON STREET – CURB AND GUTTER CONSTRUCTION		
DEPARTMENT:	Public Works	CITY MANAGER'S APPROVAL:	
BY/DATE:	Kevin Hansen / October 1, 2020	BY/DATE:	

**BACKGROUND:**

The Madison Street improvement project was approved on February 4, 2019, as part of the City's comprehensive Street Rehabilitation program. The project consisted of concrete curb and gutter construction. The street(s) included in the project are:

**CURB AND GUTTER CONSTRUCTION**

1. Madison Street NE, 37<sup>th</sup> Avenue to 300' North of 37<sup>th</sup> Avenue

Attached are the resolution adopting the proposed assessments including assessment roll, assessment costs breakdown, maps identifying the assessment area, and the Notice of Public Hearing.

**ANALYSIS/CONCLUSIONS:**

The final assessment rates are the same as what was proposed at the Public Improvement Hearing. Specifically, the final rates of the assessment are shown below. The length or term of the assessment is 10 years. In accordance with past practice, the City will accept partial or full payment without interest until 4:15 p.m. on November 13, 2020 rather than 30 days after the hearing (November 4, 2020). The unpaid balance with interest would be added to the property taxes beginning in 2021.

<u>Construction Type</u>	<u>Type</u>	<u>Proposed Improvement Hearing</u>	<u>Final Assessment Rate</u>
Curb and Gutter Construction			
	Non-residential Street Rate*	\$7,170.00/Parcel	\$7,170.00/Parcel
	Non-residential Avenue Rate*	\$2,390.00/Parcel	\$2,390.00/Parcel

\* Includes multi-family

As part of the Levy Hearing, the City Council establishes the interest rate prior to levying the assessment. All mailed assessment notices were noticed with a 5.5% interest rate. For informational purposes, the Council established 4.5% for the Street Rehabilitation project assessments at the 2018 hearing in October.

**RECOMMENDED MOTION(S):** Move to waive the reading of Resolution 2020-81, there being ample copies available to the public.

Move to adopt Resolution 2020-81 being a resolution levying and adopting the assessment for 2019 Street Rehabilitation – Curb and Gutter Construction, Project 1902.

**ATTACHMENT(S):** Resolution 2020-81 with Assessment Roll, Project Cost, Project Map(s)  
Notice of Public Assessment Hearing

## RESOLUTION NO. 2020-81

A resolution of the City Council for the City of Columbia Heights, Minnesota,

WHEREAS, the City Council of Columbia Heights is adopting the assessment roll according to the City Charter for the following local improvements and determining that said improvements have been made and ratifying and conforming all other proceedings, heretofore had: Special Assessment numbered 2019-Z7-09-001: Concrete Curb and Gutter Construction on Madison Street NE from 37<sup>th</sup> Avenue to 300' North of 37<sup>th</sup> Avenue, all in project 1902; and,

WHEREAS, the City Council of the City of Columbia Heights, Minnesota, met at 6:15 o'clock p.m. on the 5th day of October, 2020, in the Community Room of the Columbia Heights Public Library, 3939 Central Avenue NE, Columbia Heights, Minnesota, being the time and place set when and where all persons interested could appear and be heard by the Council with respect to benefits, and to the proportion of the cost of making the local improvements above described, a notice of such hearing having been heretofore duly published as required by law, and a notice mailed to each property owner of record, stating the proposed amount of the assessment; and,

WHEREAS, this Council has heretofore estimated and fixed the cost of such local improvements and has prepared an assessment roll therefore,

Now, therefore, in accordance with the foregoing, and all ordinances and regulations of the City of Columbia Heights, the City Council of the City of Columbia Heights makes the following:

### FINDINGS OF FACT

- Section 1. That this Council does hereby adopt the aforesaid assessment roll for local improvements known and described as "Zone 7 Curb and Gutter" numbered 2019-Z7-09-001, Project 1902, a copy of which is attached hereto and made a part hereof.
- Section 2: That this Council hereby finds and determines that each of the lots and parcels of land enumerated in said assessment roll was and is especially benefited by such improvement in an amount not less than the amount set opposite in the column headed "Actual Assessment Amounts". And this Council further finds and determines that the proper proportion of the cost of such improvements to be specially assessed against such lot or parcel of land is the amount set opposite the description of each such lot or parcel of land respectively in said assessment roll.
- Section 3: That said assessments may be paid in part or in full without interest on or before 4:15 p.m. on November 13, 2020. Any unpaid amount will be certified to Anoka County for collection with the real estate taxes beginning with the taxes payable in the year 2021. The annual principal installments, together with 5.5% interest accrued on the unpaid balance are due and payable with the real estate taxes for a period of ten years or less as designated on the assessment roll.
- Section 4: That this Council did hereby determine and re-determine to proceed with said improvement, does ratify and confirm all other proceedings heretofore had in regard to this improvement, and said improvement shall hereafter be known and numbered as Local Improvement numbered 2019-Z7-09-001, Project 1902.

Section 5: This resolution shall take effect immediately upon its passage.

ORDER OF COUNCIL

Passed this 5th day of October, 2020

Offered by:

Seconded by:

Roll Call:

Attest:

\_\_\_\_\_  
Donna K. Schmitt, Mayor

\_\_\_\_\_  
Nicole Tingley, City Clerk/Council Secretary



City of Columbia Heights  
590 40th Avenue NE  
Columbia Heights, MN 55421-3878  
P: 763-706-3700  
www.columbiaheightsmn.gov

## Actual Assessment Amounts (summary)

Project 2019-Z7-09-001      Zone 7      Curb & Gutter

Assessment Term (Years): 10      Proposed Interest Rate: 5.500%

<b>PIN</b>	<b>Address</b>	<b>Actual Assessment Amounts</b>
35-30-24-43-0008	637 38TH AVENUE	\$18,642.00
35-30-24-43-0017	647 37TH AVENUE	\$5,975.00
35-30-24-43-0018	675 37TH AVENUE	\$28,680.00
	<b>Total for the Project:</b>	<b>\$53,297.00</b>

2019 STREET REHABILITATION PROJECTS

CONCRETE CURB AND GUTTER

P.I.R. 2019-Z7-09-001 - COLUMBIA HEIGHTS PROJECT 1902

MADISON STREET NE

37TH AVENUE TO 300 FEET NORTH OF 37TH AVENUE

ESTIMATED COSTS:

CONSTRUCTION	\$48,451.82
ENGINEERING AND ADMINISTRATION	<u>\$4,845.18</u>
TOTAL PROJECT COST	\$53,297.00

ASSESSMENT:

- 6.6 PARCELS AT C, I, MF STREET RATE
- 2.5 PARCELS AT C, I, MF AVENUE RATE  
(COMMERCIAL, INDUSTRIAL, MULTI-FAMILY)

ASSESSMENT RATE:

$$\frac{\$53,297.00}{7.433333} = \$7,170.00 / \text{PARCEL}$$

ESTIMATED COST SHARING:

TOTAL PROJECT COST	\$53,297.00
CITY INFRASTRUCTURE SHARE	<u>\$0.00</u>
ASSESSED COST	\$53,297.00

PROPOSED ASSESSMENT RATES:

C, I, MF STREET	<u>\$47,322.00</u>	=	\$7,170.00 / PARCEL
	6.6		
C, I, MF AVENUE	<u>\$5,975.00</u>	=	\$2,390.00 / PARCEL
	2.5		



City of  
Columbia Heights

### CONCRETE CURB AND GUTTER CONSTRUCTION

MADISON STREET,  
37TH AVENUE TO  
300 FT NORTH

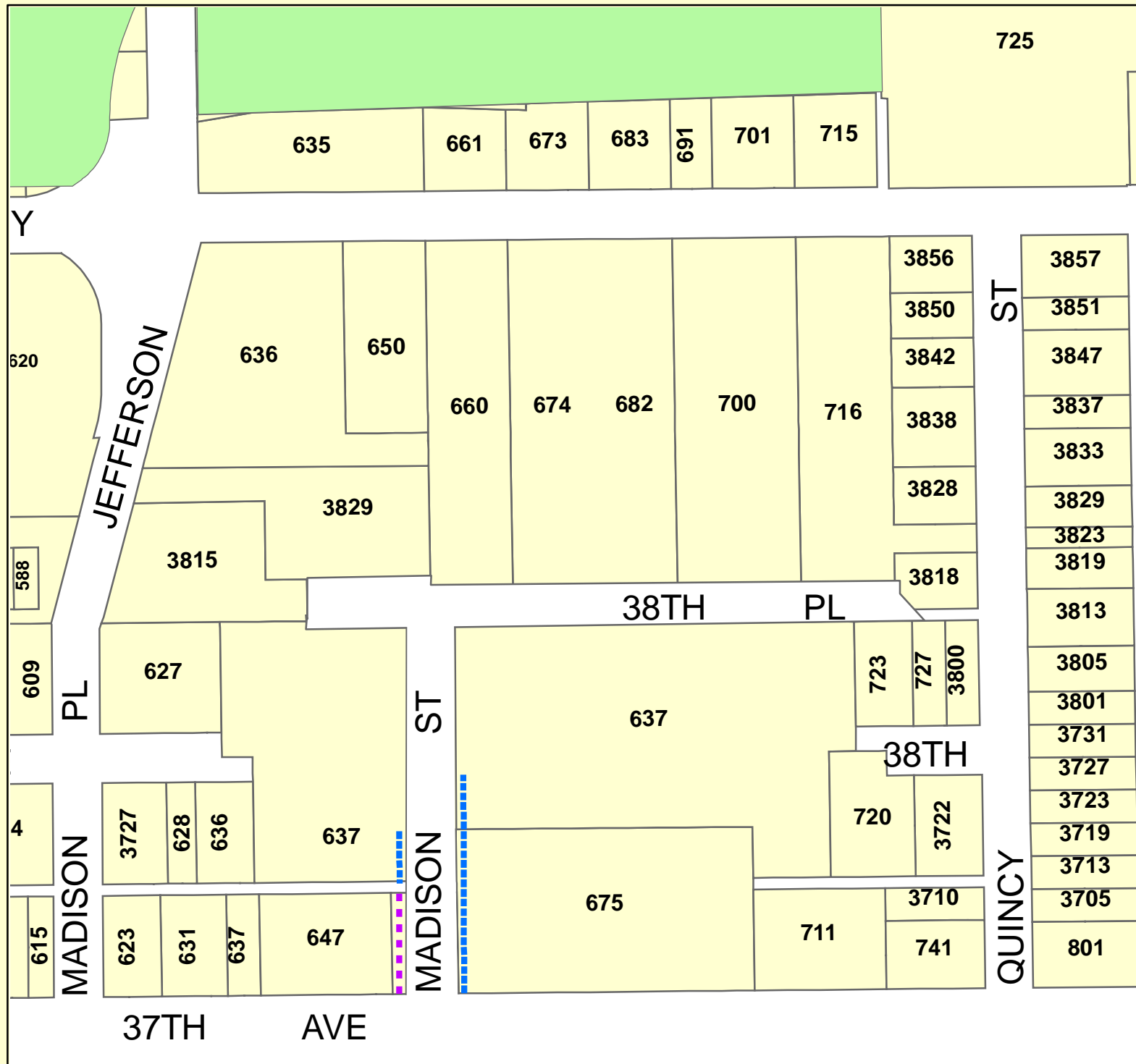
#### LEGEND

-  Residential Street Assessment
-  Residential Avenue Assessment
-  Multi-Family, Commercial, Industrial, Street Assessment
-  Multi-Family, Commercial, Industrial, Avenue Assessment



CITY OF COLUMBIA HEIGHTS  
GIS / ENGINEERING DEPT

Map Date: October 2020  
Map Author: K Young



Y

ST

QUINCY

JEFFERSON  
PL

MADISON  
PL

MADISON  
ST

38TH  
PL

38TH

37TH  
AVE

635 661 673 683 691 701 715

725

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3813

3805

3801

3731

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3719

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3705

801

CITY OF COLUMBIA HEIGHTS  
ANOKA COUNTY, MINNESOTA  
NOTICE OF HEARING FOR PROPOSED SPECIAL ASSESSMENTS

PURSUANT TO CITY CHARTER, Notice is hereby given that the City Council of Columbia Heights, Minnesota will conduct a public hearing on Monday, October 5, 2020 in the Community Room of the Columbia Heights Public Library – 3939 Central Avenue NE, Columbia Heights, Minnesota for the purpose of adopting an assessment roll for the following improvements, heretofore approved and construction substantially completed:

6:15 PM, MONDAY, OCTOBER 5, 2020  
2019 Street Rehabilitation Improvements - City Project 1902  
Concrete Curb and Gutter - P.I.R. 2019-Z7-09-001

CONCRETE CURB AND GUTTER CONSTRUCTION  
P.I.R. 2019-Z7-09-001

AREA PROPOSED TO BE ASSESSED: MADISON STREET NE, 37<sup>TH</sup> AVENUE TO 300' NORTH OF 37<sup>TH</sup> AVENUE  
(SECTION 35, T30, R24)

TOTAL AMOUNT OF PROPOSED ASSESSMENTS:

The total amounts of the proposed assessments for the improvements and appurtenances are as follows:  
CURB AND GUTTER CONSTRUCTION Assess 10 years at 5.5% interest \$53,300.

The properties to be assessed are set forth below identified by Parcel Identification Number (PIN).  
To find your tax parcel identification number, check your real estate tax statement.

35-30-24-43-0008                      35-30-24-43-0017                      35-30-24-43-0018

ASSESSMENT ROLL AVAILABLE FOR INSPECTION

The proposed assessment rolls are now on file for public inspection at the City of Columbia Heights Clerk's Office, 590 - 40th Avenue NE, Columbia Heights, Minnesota. You are invited to examine the assessment rolls prior to the hearing during business hours. The assessment rolls will also be available for examination at the hearing.

OBJECTIONS AND APPEALS

Written and oral objections will be considered at the hearing. The City Council may adopt the assessments at the hearing or at a subsequent meeting. Minnesota Statute, Section 429.061, states that no appeal may be taken as to the amount of the assessment unless a written objection, signed by the affected property owner, is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing. An owner may appeal an assessment to the District Court pursuant to Minnesota Statute, Section 429.081, by serving notice of the appeal upon the Mayor or the Clerk of the City within thirty (30) days after the adoption of the assessment and filing such notice with the District Court within (10) days after service upon the Mayor or the Clerk.

SENIOR CITIZEN DEFERMENT

Under Minnesota Statutes, Section 435.193 to 435.195, the Columbia Heights City Council may, in its discretion, defer the payment of special assessments for any homestead property owned by a person 65 years of age or older or retired by virtue of a permanent and total disability for whom it would be a hardship to make the payments. This deferral procedure shall apply only to assessments which are payable in five or more annual installments. When deferral of the special assessments has been granted and is terminated for any reason provided by law, all amounts accumulated, plus applicable interest, become due. Any assessed property owner meeting the requirements of this law and Resolution No. 2019-99, adopted under it, may apply to the City Clerk on the prescribed form for such deferral of payments of these special assessments. If you qualify and wish a deferral, then contact the City Clerk.

AUTHORITY TO SPECIALLY ASSESS

The proposed assessments are to be levied pursuant to Minnesota Statutes, Chapter 429. The improvements are proposed to be assessed on an area, lot or frontage basis, or combination of these methods against properties abutting or tributary to said improvements. The areas, parcels, lots and pieces of property, as specifically described herein, are subject to said assessments. The amounts set forth in this Notice are the proposed final assessments. The City Council may levy and adopt special assessments that are the same or different than the proposed amounts.



## PAYMENTS OF SPECIAL ASSESSMENTS

Once the special assessments are levied and adopted, the special assessments will be certified to the Anoka County Auditor to be extended on the property tax lists for collection with real estate taxes. Prior to this certification, however, the property owner may prepay a portion of or the entire amount of the special assessments without any interest thereon provided the prepayment is received no later than 4:15 pm on November 13, 2020. If the property owner wishes to prepay the special assessments without any interest, then such payment must be made to the City of Columbia Heights at City Hall, 590 - 40th Avenue NE, Columbia Heights, Minnesota 55421.

If prepayment is not received before 4:15 on November 13, 2020 then:

- (a) The annual principal installments, together with interest accrued on the unpaid balance, are due and payable together with real estate taxes.
- (b) Interest on the entire special assessments, from the date of levy to December 31<sup>st</sup> of the year in which the first installment is payable, is added to the first principal installment. The first installment will be due and payable in 2021.
- (c) If in the future the property owner wishes to pay off the remaining balance of the assessments, then Minnesota Statute, Section 429.061, Subdivision 3, provides that such payment may be made to the City of Columbia Heights, together with interest accrued to December 31<sup>st</sup> of the year in which payment is made as long as payment is made prior to November 15<sup>th</sup>; if the payoff occurs on or after November 15<sup>th</sup>, then interest for the next year is also added. Partial payment of the special assessments is not allowed by the City; the payment must be for the entire amount of the special assessments.

If the adopted assessments differ from the proposed assessments as to any particular lot, piece or parcel of land, then the City will mail to the owner a notice stating the amount of the adopted assessments. Owners will also be notified, by mail or at the assessment hearing, if the City Council adopts any changes in the interest rate or prepayment requirements from those contained in this Notice of Hearing.

Auxiliary aids for handicapped person are available upon request when the request is made at least 96 hours in advance. Call the City Council Secretary at 763-706-3611, or TDD 763-706-3692 (for deaf only) to make arrangements.

THE CITY OF COLUMBIA HEIGHTS

Kelli Bourgeois, City Manager

Publish in LIFE on September 18, 2020.