

City of Glyndon

Minnesota



City Council:

Mayor Tracy Tollefson
Justin Schreiber
Bryant DeVries
Patrick McCoy
Steven Ring

Public Hearing Packet

**Street and Utility Improvements
Charleswood Addition**

**April 26th, 2023, at 6:00 p.m.
City Hall Council Chambers**

Presented by Ulteig Engineering



**PUBLIC
HEARING**

Agenda for Glyndon City Council
Public Hearing – April 26th, 2023, at 6:00 p.m.
Street and Utility Improvements for Charleswood Addition
City Hall Council Chambers

1. **Call to Order:** Mayor Tracy Tollefson
2. **Roll Call:**
3. **Copy of the Notice to Property Owners**
4. **Explanation of Project by City Engineer Kris Carlson**
5. **Open Forum** - **this is the time for the General Public to address the Council regarding this topic. The Open Forum shall not be used to make political statements, political endorsements or for any political campaign purposes.*
6. **Adjournment:**

**City of Glyndon
State of Minnesota
County of Clay**

NOTICE OF PUBLIC HEARING ON IMPROVEMENTS

TO WHOM IT MAY CONCERN:

Notice is hereby given that the City Council of the City of Glyndon will meet in the Glyndon City Hall Council Chambers located at 36 3rd Street SE at **6:00 p.m. on Wednesday, April 26, 2023**, to consider making the improvement of **Charleswood Addition** pursuant to Minn. Stat. §429.011 to 429.111. The area proposed to be assessed for such improvement will include all abutting property. The estimated cost of the improvement is \$2,189,500.00. A reasonable estimate of the impact of the assessment will be available at the hearing. Such persons as desire to be heard with reference to the proposed improvement will be heard at this meeting.

Those unable to attend the Public Hearing may submit written comments to Wendy Affield, City Clerk/Treasurer, P.O. Box 223, Glyndon, MN 56547.

Wendy Affield
City Clerk/Treasurer

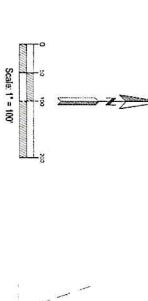
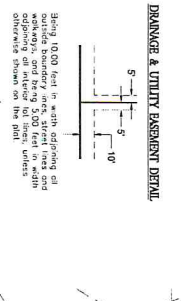
CHARLESWOOD ADDITION

A REPLAT OF LOTS 27 THROUGH 39, BLOCK 3, BLOCK 4, BLOCK 5, BLOCK 6, & BLOCK 7 SOUTHVIEW ADDITION, CITY OF GLYNDEN, CLAY COUNTY, MINNESOTA

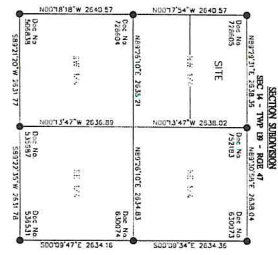
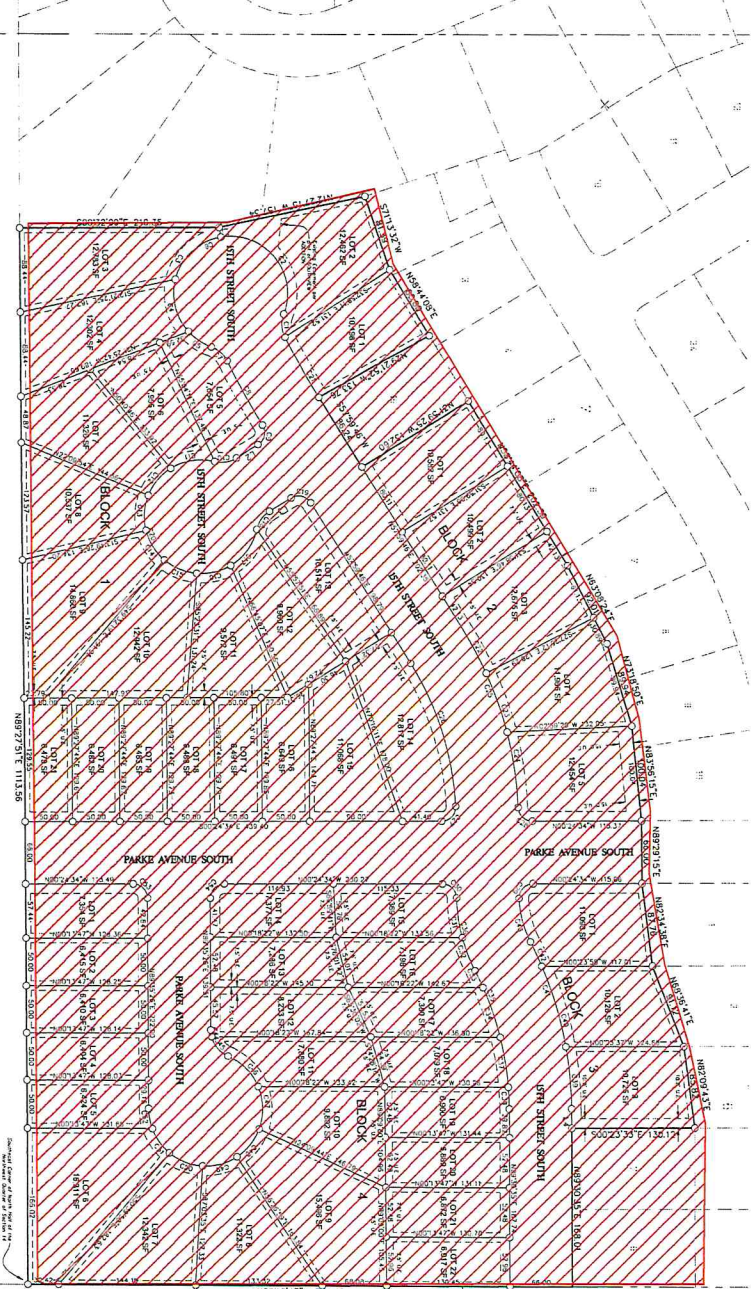
Curve #	Length	Radius	Delta
C1	270.51	32.00	470.274°
C2	19.24	60.00	105.9430°
C3	69.24	60.00	105.9430°
C4	20.00	60.00	37.1213°
C5	20.00	60.00	37.1213°
C6	22.00	60.00	37.0000°
C7	22.00	60.00	43.9247°
C8	31.46	15.00	80.7831°
C9	23.81	30.00	42.9433°
C10	46.00	60.00	45.9538°
C11	37.63	60.00	39.9317°
C12	37.63	60.00	39.9317°
C13	37.63	60.00	39.9317°
C14	37.63	60.00	39.9317°
C15	37.63	60.00	39.9317°
C16	37.63	60.00	39.9317°
C17	37.63	60.00	39.9317°
C18	37.63	60.00	39.9317°
C19	37.63	60.00	39.9317°
C20	37.63	60.00	39.9317°

Curve #	Length	Radius	Delta
C21	270.51	32.00	470.274°
C22	19.24	60.00	105.9430°
C23	69.24	60.00	105.9430°
C24	20.00	60.00	37.1213°
C25	20.00	60.00	37.1213°
C26	22.00	60.00	37.0000°
C27	22.00	60.00	43.9247°
C28	31.46	15.00	80.7831°
C29	23.81	30.00	42.9433°
C30	46.00	60.00	45.9538°
C31	37.63	60.00	39.9317°
C32	37.63	60.00	39.9317°
C33	37.63	60.00	39.9317°
C34	37.63	60.00	39.9317°
C35	37.63	60.00	39.9317°
C36	37.63	60.00	39.9317°
C37	37.63	60.00	39.9317°
C38	37.63	60.00	39.9317°
C39	37.63	60.00	39.9317°
C40	37.63	60.00	39.9317°

Curve #	Length	Radius	Delta
C41	162.42	306.43	270.207°
C42	25.23	306.43	47.1137°
C43	25.23	306.43	47.1137°
C44	25.23	306.43	47.1137°
C45	25.23	306.43	47.1137°
C46	25.23	306.43	47.1137°
C47	25.23	306.43	47.1137°
C48	25.23	306.43	47.1137°
C49	25.23	306.43	47.1137°
C50	25.23	306.43	47.1137°
C51	25.23	306.43	47.1137°
C52	25.23	306.43	47.1137°



ILIA ARCHITECTURE ENGINEERING
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MINNEAPOLIS, MN 55401
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CHARLESWOOD ADDITION
 A REPLAT OF LOTS 27 THROUGH 39, BLOCK 3, BLOCK 4, BLOCK 5, BLOCK 6, & BLOCK 7
 SOUTHWIEW ADDITION, CITY OF GLYNDON, CLAY COUNTY, MINNESOTA

OWNER CERTIFICATE:

JOHN R. KUBIK, JR. HAS THESE INTERESTS: That Sullivan Construction Inc., an S-Corporation, whose address is 1110 1st Ave. NE, Duluth, Minn. 55812, is the owner and proprietor of Lots 27 through 39, Block 3, Block 4, Block 5, Block 6 and Block 7 CHARLESWOOD ADDITION, City of Glyndon, Clay County, State of Minnesota, comprising the proposed plat hereon, on the east of Section 10, the east of the County Highway 202, County of Clay.

Said plat contains 1163 acres, more or less, subject to rights of way and easements of right of record.

SULLIVAN CONSTRUCTION, INC.
 By: *[Signature]*
 President

STATE OF MINNESOTA (North Dakota)
 COUNTY OF CLAY
 } ss

On this 15th day of November, 2017 before a notary public and I, Michelle Goshel, Notary Public, State of Minnesota, do hereby certify that the foregoing is a true and correct copy of the original plat hereon, on the east of Section 10, the east of the County Highway 202, County of Clay.

Said owner has caused the above described tract of land to be surveyed and platted as CHARLESWOOD ADDITION, to the City of Glyndon, Minnesota. Said plat contains 1163 acres, more or less, subject to rights of way and easements of right of record.

SURVEYORS CERTIFICATE AND ACKNOWLEDGMENT:

I, Michelle Goshel, a Notary Public, State of Minnesota, do hereby certify that I have examined the above described plat hereon, on the east of Section 10, the east of the County Highway 202, County of Clay, and find that the same is a true and correct copy of the original plat hereon, on the east of Section 10, the east of the County Highway 202, County of Clay, and that the same is in conformity with the laws of the State of Minnesota relating to the recording of plats of land.

Witness my hand and seal of office on this 15th day of November, 2017.

[Signature]
 Notary Public, State of Minnesota
 My Commission Expires: 11/15/20

STATE OF NORTH DAKOTA
 } ss

COUNTY OF CLAY

On this 15th day of November, 2017 before a notary public and I, Michelle Goshel, Notary Public, State of Minnesota, do hereby certify that the above described plat hereon, on the east of Section 10, the east of the County Highway 202, County of Clay, is in conformity with the laws of the State of Minnesota relating to the recording of plats of land.

[Signature]
 Notary Public, State of Minnesota
 My Commission Expires: 11/15/20



SURVEYORS NOTES:

1. Plans of Survey: The main line of the Northwest Quarter is returned to the corner of Section 10, T149N, R103W, S20E.
2. Easements: A record of easements is shown on the plat hereon, on the east of Section 10, the east of the County Highway 202, County of Clay. Other details that an accretion and curvet this survey may indicate.



CITY PLANNING COMMISSION APPROVAL:

At a regular meeting of the Planning Commission of the City of Glyndon, Minnesota, on the 23rd day of August, 2017, the plat of CHARLESWOOD ADDITION to the City of Glyndon, Clay County, Minnesota, was duly recommended for approval by the City Council.

[Signature]
 City Engineer

[Signature]
 Mayor

CITY ATTORNEY'S APPROVAL:

[Signature]
 City Attorney

CITY ENGINEERS APPROVAL:

[Signature]
 City Engineer

COUNTY HIGHWAY ENGINEERS APPROVAL:

[Signature]
 County Highway Engineer

CITY COUNCILS APPROVAL:

At a regular meeting of the City Council of the City of Glyndon, Minnesota, on the 23rd day of August, 2017, the plat of CHARLESWOOD ADDITION to the City of Glyndon, Clay County, Minnesota, was duly approved.

[Signature]
 Mayor

[Signature]
 City Engineer

CLAY COUNTY ADDITION-TOWNSHIP ENGINEERS CERTIFICATION:


This plat and township entered the 15th day of October, 2017.

[Signature]
 Township Engineer

CLAY COUNTY RECORDERS CERTIFICATE:

I hereby certify that this plat is a duplicate was filed in this office for record on the 14th day of October, 2017, at 10:30:00 a.m., and was duly recorded as document 284892.

[Signature]
 County Recorder, Kimberly S. Savoyreau
 County of Clay, Minnesota




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**Public Hearing
Street & Utility Improvements -
Charleswood Addition**

*Kris Carlson, PE
April 26, 2023
Glyndon, Minnesota*


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Meeting Agenda

- » **Purpose of Hearing**
- » **Project Development**
- » **Proposed Improvements**
- » **Estimated Project Costs and Financing**
- » **Assessment Summary**
- » **Questions and Comments**

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Purpose of a Public Hearing

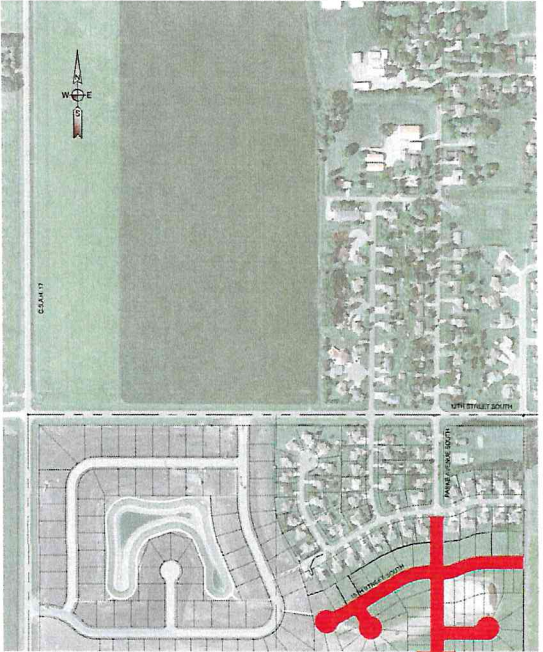
- » **Inform Property Owners of Proposed Project**
- » **Minnesota Statute 429 – Procedure for Assessing Improvements**
 - Preliminary Engineering Report
 - Public Hearing
 - Design and Construction Bid Letting
 - Assessment Hearing
 - Project Construction
- » **Gain Public Comments and Input**

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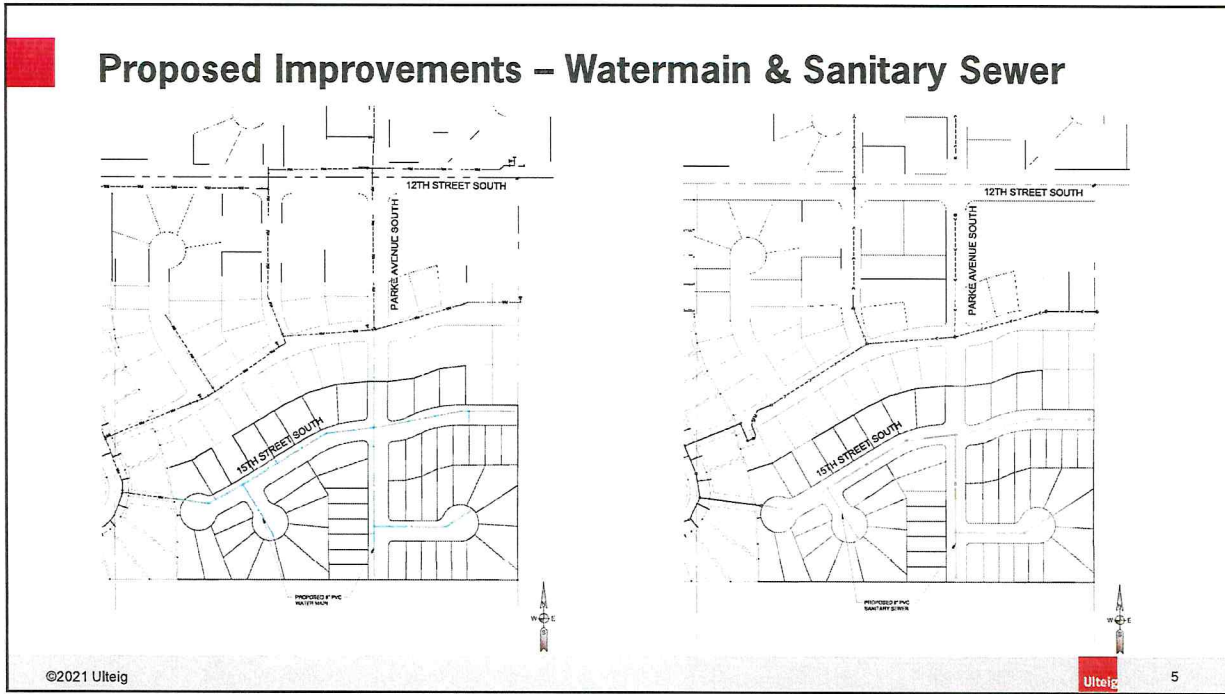
Project Development

- » **Purpose**
 - Installation of underground utilities and surface improvements to support the development of Charleswood Addition to the City of Glyndon.

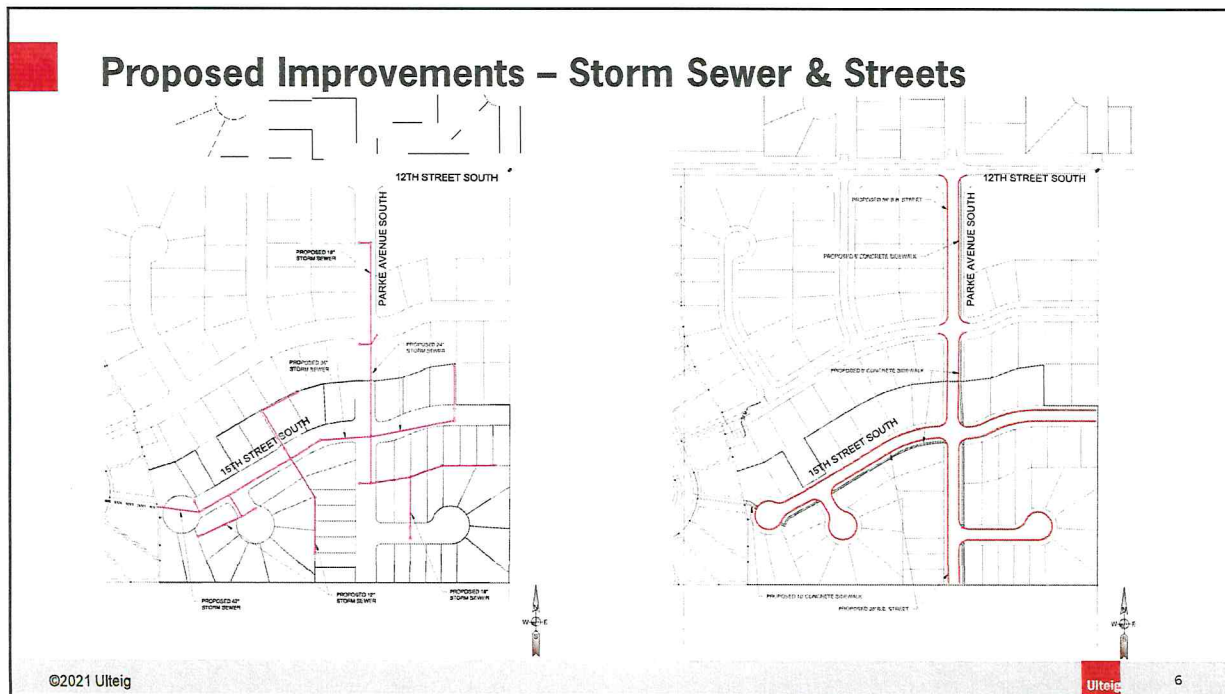


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Project Financing

- » The Proposed Project will be financed through a combination of the following:
- City Funds
 - Special Assessments

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Estimated Project Cost

ITEM	CITY	ASSESSABLE	TOTAL
EARTHWORK	\$ 14,392.50	\$ 273,457.50	\$ 287,850.00
UNDERGROUND UTILITIES	\$ 47,632.50	\$ 905,017.50	\$ 952,650.00
PAVING/CONCRETE SIDEWALKS	\$ 26,225.00	\$ 498,275.00	\$ 524,500.00
CONSTRUCTION TOTAL	\$ 88,250.00	\$ 1,676,750.00	\$ 1,765,000.00
CONTINGENCY (5%)	\$ 4,500.00	\$ 85,500.00	\$ 90,000.00
ENGINEERING - DESIGN	\$ 1,750.00	\$ 33,250.00	\$ 35,000.00
ENGINEERING - CONSTRUCTION	\$ 8,800.00	\$ 167,200.00	\$ 176,000.00
LEGAL/ADMIN	\$ 1,375.00	\$ 26,125.00	\$ 27,500.00
TESTING	\$ 750.00	\$ 14,250.00	\$ 15,000.00
STREET LIGHTING	\$ 2,700.00	\$ 51,300.00	\$ 54,000.00
PARK DEDICATION (\$500/Lot)	\$ -	\$ 27,000.00	\$ 27,000.00
TOTAL ESTIMATED PROJECT COST	\$ 108,125.00	\$ 2,081,375.00	\$ 2,189,500.00
ESTIMATE OF SPECIALS PER LOT (54 TOTAL)		\$ 38,543.98	


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Estimated Project Schedule

» Public Hearing	April, 2023
» Final Plans and Specifications	May, 2023
» Advertise for Bidding	June, 2023
» Receive Bids	June, 2023
» Begin Construction	July, 2023
» Substantial Completion	September, 2023
» Assessment Hearing	October, 2023
» Final Completion	June, 2024

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Questions?

Contact Information
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(218) 846-7728
kris.carlson@ulteig.com

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