



REQUEST FOR COUNCIL ACTION

MEETING DATE: February 7, 2022
PREPARED BY: Jupe Hale, P.E., Asst. Public Works Director/Asst. City Engineer
AGENDA ITEM: Administrative and Special Assessment Transfers

PREVIOUS ACTIONS:

The city annually transfers administrative and special assessment fees for projects completed and/or assessed in its annual Capital Improvement Program.

RECOMMENDED COUNCIL ACTION:

Motion to approve the transfer of administrative, special assessment and engineering fees from the respective project funds to the general fund in the amount of \$837,002.48.

COMMENTS:

The improvement project administrative and engineering fees for the respective project funds are as follows:

Project Administrative Costs

Project No.	Description	Administration	Assessing	Total
18-08	Rush Creek Apartments	\$19,742.83	\$5,126.08	\$24,868.91
19-08	Territorial Greens East	\$52,515.81	\$13,849.27	\$66,365.08
19-09	Territorial Greens West	\$18,777.66	\$4,951.97	\$23,729.63
20-08	Elm Road	\$207,845.54	\$52,050.42	\$259,895.96
21-06	Avery Park	\$97,783.64	\$23,308.70	\$121,092.34
Administrative Subtotal:			\$ 495,951.92	

Engineering Department Staff Time

Project No.	Description	Admin/Mgmt	Design	Total
2018-16	PALISADES AT NOTTINGHAM 2ND	\$ 895.04		\$ 895.04
2019-01	GLADSTONE RECONSTRUCTION	\$ 91.64		\$ 91.64
2019-04	ARBOR LAKES CORPORATE CENTER	\$ 177.94		\$ 177.94
2019-08	TERRITORIAL GREENS	\$ 14,496.16		\$ 14,496.16
2019-17	SOUTHWEST CROSSROADS 4TH	\$ 2,447.58		\$ 2,447.58
2019-18	THE GROVE 12TH ADDITION	\$ 636.14		\$ 636.14
2019-21	MINNESOTA HEALTH VILLAGE	\$ 8,512.47		\$ 8,512.47
2019-22	HOWELL MEADOWS	\$ 549.84		\$ 549.84
2020-01	STREET RECONSTRUCTION	\$ 7,331.20		\$ 7,331.20
2020-02	CHAPEL WOOD STREET RECON	\$ 1,099.68		\$ 1,099.68
2020-03	WEAVER LAKE HGHLNDS STREET RECON	\$ 2,871.07		\$ 2,871.07
2020-04	TIMBER CREST STREET RECON	\$ 984.01		\$ 984.01
2020-06	SOUTH PROMINENCE	\$ 1,274.95		\$ 1,274.95
2020-08	ELM ROAD CONSTRUCTION	\$ 24,149.44		\$ 24,149.44
2020-19	TERRITORIAL RD ROUNDABOUT	\$ 5,734.00		\$ 5,734.00
2021-01	STREET RECONSTRUCTION	\$ 61,577.70	\$193,034.40	\$ 254,612.10
2021-06	TIMBER CREST STREET RECON	\$ 9,148.93		\$ 9,148.93
2021-09	PALISADES AT NOTTINGHAM 3RD	\$ 3,904.49		\$ 3,904.49
2021-11	TRICARE 4TH ADDITION	\$ 2,133.88		\$ 2,133.88
Engineering Subtotal:				\$ 341,050.56

Request for Council Action
Administrative and special assessment transfers
February 7, 2022
Page 3

ATTACHMENTS:

None.