

Memorandum

TO: City Council
FROM: Stephanie Smith , City engineer
DATE: July 21, 2025
SUBJECT: Assessment public hearing and adopting assessment roll for the Lexington Avenue Reconstruction, city project 21-01
ITEM NUMBER: 9.b
SECTION: PUBLIC HEARINGS

REQUESTED MOTION

Motion #1

To close the public hearing.

Motion #2A

To approve Resolution 25-47 adopting the assessment roll for the Lexington Avenue Reconstruction, city project 21-01, with any previously noted revisions, spreading said assessment over 10-years, per policy, at 5.00 percent interest, with said installments to be equal payments.

or

Motion #2B

To defer action adopting the assessment roll for the Lexington Avenue Reconstruction, city project 21-01, to the meeting of August 4, 2025.

INTRODUCTION

At the June 16, 2025 meeting, the city council set July 21, 2025, as the date for the public assessment hearing, to hear all comments, objections and concerns with regard to assessing benefited properties for the Lexington Avenue Reconstruction, city project 21-01. All affected property owners have been notified of the assessment hearings as per state statute.

Detailed information regarding the proposed assessments is included in the discussion of the report, and the assessment roll is attached. A public hearing shall be held as described below:

1. The **Mayor** calls the meeting to order and for each hearing announces the purpose of the hearing - "This is a public hearing to consider the special assessment roll for city project 21-01, Lexington Avenue Reconstruction. Tonight the Council will review the proposed assessment roll and hear testimony from the public regarding the proposed assessment. The Council may, by simple majority, vote to approve the assessment roll."
2. The **City Attorney** provides comments regarding the adequacy of published and mailed notices.
3. The **City Engineer** will present a summary of the improvements, the areas involved, and final project costs with a summary of project financing and assessments.

4. The **City Manager** acknowledges any objections that may have been submitted from affected property owners prior to the hearing.
5. The **Mayor** opens the hearing to the public. Speakers are requested to identify themselves and the street address to which they are referring.
6. The **Mayor** closes the public hearing. After all citizen comments have been completed, the Mayor should indicate that the public hearing is closed and turn the hearing over to the City Council for action.
7. The **City Council** takes action on the project. If there are no objections, or if objections are adequately addressed at the meeting, it is recommended that the council move Motion #2A to adopt the assessment roll this evening with the attached resolution. If it is not possible to respond to objections or concerns at the time of the meeting, it is recommended that the council move Motion #2B to defer action adoption the assessment roll to the meeting of August 4, 2025.

SCHEDULE

The following schedule outlines the remaining steps in the assessment process:

July 21, 2025 - Hold public assessment hearing. Adopt assessment if no objections or objections addressed at meeting.

July 22, 2025 - Mail notice of adoption.

August 20, 2025 - 30-day pre-payment period ends, city staff certifies the assessment roll to Ramsey County Property, Tax and Election Services Department

DISCUSSION

The Lexington Avenue Reconstruction Project, city project 21-01 was led by Ramsey County to reconstruct Lexington Avenue, including curb and gutter, pavement, traffic signal, sanitary sewer and watermain work.

The traffic signal included city streets, which are part of the county's cost participation policy. Assessments proposed are for the benefitting commercial properties adjacent to the new signal. The final assessments proposed are the same amounts as presented at the previous hearing, when the council ordered the improvement project. The affected properties assessments are to be spread over 10-years at 5.00% interest.

The assessment roll and area map are attached.

RECOMMENDATION

If there are no objections and/or the city council is satisfied with the responses to any objections raised at the meeting, **Motion #2A** is provided that would approve Resolution No. 25-47 adopting the assessment roll, which would start the 30-day prepayment period.

ATTACHMENTS

[Lexington Avenue Project 21-01 assessment map](#)
[Lexington Avenue Project 21-01 assessment roll](#)

