



**AGENDA**  
**SPECIAL ASSESSMENT COMMISSION**  
**MEETING AND TOUR**  
**JULY 24, 2024**  
**DYKSHOORN ROOM**  
Mandan City Hall  
**2:00 PM**  
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**A. ROLL CALL**

Special Assessment Commission Members: Sherwin Wanner, Mike Kennedy, and Chairman Keith Winks  
City Officials: City Engineer Jarek Wigness, Assistant City Engineer Riley McAdoo-Roesler

**B. CONSIDER APPROVAL OF MINUTES**

1. September 6, 2024 Minutes

**C. DISCUSSION ON THE FOLLOWING DISTRICTS**

Information gathering, and committee input on the proposed special assessments for the following districts to be assessed in 2024:

1. **Street Improvement District #222 (19th Street Trail)**  
**Description of Work:** The project constructed a new segment of share use path along 19th Street southeast. The new segment spans from ND 6 to Macedonia Ave SE.
  
2. **Street Improvement District #224 (Sunrise View Estates & Rockwood)**  
**Description of Work:** The project constructed new asphalt streets, new curb and gutter, lighting improvements and chip seal that benefit the Rockwood and Sunrise View Estates subdivisions. The new subdivision is north of Beretta St NW and west of HWY 1806.
  
3. **Street Improvement District #226 (West Hills Fifth Add.)**  
**Description of Work:** The project constructed new asphalt streets, new curb and gutter, lighting improvements and chip seal that benefit the West Hill Fifth subdivision. The new subdivision is north of Crown Point Rd NW and west of Cortez Circle NW.

4. **Street Improvement District #227 (Heck Addition - New High School Area)**  
**Description of Work:** The project constructed new asphalt streets, new curb and gutter, lighting improvements, pedestrian facilities, chip seal, storm sewer, utility water lines, and sanitary sewer. The general location is north of Old Red Trail, south of 27th St N, East of Walmart to HWY 1806.
  
5. **Street Improvement District #229 (Shores At Lakewood)**  
**Description of Work:** The project constructed new asphalt streets, new curb and gutter, lighting improvements and chip seal that benefit the Shores at Lakewood subdivision. The new subdivision is to the west of Lakewood Elementary School north of Mckenzie Dr SE.
  
6. **Street Improvement District #232 (2023 Street Improvement Project)**  
**Description of Work:** Preventative maintenance focused street improvements in the northwest region of the city that is south of the interstate with some work being done in the south part of the city near 27th St SE. The work being done was predominately chip seals, with some mill & overlays area, and some reconstruction areas. Other work that occurred on this project was adjustment of manholes, lighting improvements, striping, asphalt patching and concrete repairs. Area 1 can generally be described as north of Division St NW, west of 8th Ave NE and south of the interstate. Area 2 can be described as south of 27th St SE, with portions of 14th Ave SE and East View PI SE.

**D. SET FOR APPROVAL THE PUBLICATION AND PUBLIC HEARING DATES FOR THE LISTED PROJECTS**

**E. ADJOURN**

**PUBLIC HEARING MINUTES**  
**Mandan Special Assessment Commission September 6, 2023**

The Special Assessment Commission (SAC) met in the “Bosh Froehlich Meeting Room” at Mandan City Hall on September 6, 2023 at 5:30 p.m.

A. Roll Call

Special Assessment Commission – Members Sherwin Wanner, Mike Kennedy and Chairman Keith Winks

City Officials – City Engineer Jarek Wigness, Administrative Assistant Nancy Moser

B. Public Hearing on the following districts:

1) **Street Improvement District #214 (16<sup>th</sup> Street NE and 8<sup>th</sup> Avenue NE)**

Street, water main, sanitary sewer, storm sewer and parking lot improvements. The project built a new segment of 16<sup>th</sup> Street between the existing 16<sup>th</sup> Street to the east and looped north to Old Red Trail. There was no road there and 8<sup>th</sup> Ave NE was gravel and is now paved with curb and gutter/storm sewer. The City Commission allowed water, sewer and parking lot for the Park’s District Tennis Center in this project, being it is a public entity. Most of the work was done in the 2022 construction season with light work carried over into this year. Main participants in this district is the Park District and Kupper Properties. Properties east of 8<sup>th</sup> Avenue is included to lesser amounts. Assessments costs are lower than the original estimates.

*Chairman Winks opened the public hearing and asked for anyone to come forward to speak. There were no comments and the public hearing closed.*

*Kennedy made the motion to accept the assessments for Street Improvement District 214. Wanner seconded the motion. The motion passed unanimously.*

b) **Street Improvement District #223 (38<sup>th</sup> Avenue SE)**

Street improvements to 38<sup>th</sup> Ave SE, includes water main installation, sanitary sewer main installation, curb and gutter, asphalt, storm sewer, street lights, chip seal. The project built a new segment of 38<sup>th</sup> Avenue between McKenzie Drive and 24<sup>th</sup> Street SE. This is a new road built between McKenzie Dr. and 24<sup>th</sup> Street NE. Will serve as access to Lakewood Elementary. To the east is Heart River Villas (medium density residential). City Commission approved including water & sewer because this also is a public entity. There are about 65 properties on the assessment list. The \$464,000 assessment is the schools. The smaller lots are just over \$5,000 each. This is very close to the estimate.

*Chairman Winks opened the public hearing and asked for anyone to come forward to speak. There were no comments and the public hearing closed.*

*Kennedy made the motion to accept the assessments for Street Improvement District 223. Wanner seconded the motion. The motion passed unanimously.*

c) **Street Improvement District #225 (Plainview)**

**Description of Work:** Preventative maintenance focused street improvements in the southeast region of the city that is west of the Heart River. The work done was predominately chips seal and also included some spot full depth repair and some concrete repair work. The area is generally described as 8<sup>th</sup> Avenue SE and east to Hwy. 1806 as well as some areas west of 8<sup>th</sup> Avenue that are south of Ft. Lincoln Elementary. Also, from 27<sup>th</sup> Street SE and north to the Heart River.

There was chip seal and some mill and overlay/patching done. Area is south of Heart River and west of 1806. Last May the contractor started milling and discovered the sub base failed on Plainview Drive, 10<sup>th</sup> Ave SE and 27<sup>th</sup> Street and there was not good structure underneath and nothing to mill and overlay. The city tried putting together an assessment district just to get these streets reconstructed but it was protested out. Because it was protested, the assessment amount was locked to 40% over the estimate amount. So, instead of a new district, these projects were assessed 40% over what was noticed and partial reconstruct was done with what was reasonable.

*Chairman Winks opened the public hearing and asked for anyone to come forward to speak.*

Gerald Kautzman, 1209 19<sup>th</sup> Street SE, has questions about this project. He noticed several lots on the list had \$0 special assessments. City Engineer, Jarek Wigness, explained those addresses were included in the first bid that included Plainview Drive, 10<sup>th</sup> Ave SE and 27<sup>th</sup> Street. Because of the failed sub base, it was scheduled to be reconstructed this year and the district was cut off at that point. Those addresses will have their special assessments deferred for another year. Gerald also had questions about how the cost is spread out. The mill & overlay was spread out amongst everybody. Gerald comments on how these projects are not always spread out amongst everybody, but he understands everybody benefits.

*Wanner made the motion to accept the assessments for Street Improvement District 225. Kennedy seconded the motion. The motion passed unanimously.*

d) **Street Improvement District #228 (Cemetery Roads)**

**Description of Work:** Construction of a concrete paved road from Mandan Avenue to the cemetery entrance gate, aggregate snow site entrances, some chip seal and patch work on the roads within the cemetery and curbing around the columbarium. Street signs were also added.

This project was initiated by the city for the Mandan Union Cemetery. The main entrance road from Mandan Avenue to the entrance gate of the cemetery was reconstructed from a poor asphalt. The road was reconstructed with quality concrete. This road is used not just for cemetery patrons, but for snow removal storage as well. There is future cemetery expansion land that is now being

used for snow storage and heavy trucks use the road frequently in the winter. The other roads in the cemetery itself were chip sealed throughout with new curb around the courtyard area and street signs were added for all the roads.

*Chairman Winks opened the public hearing and asked for anyone to come forward to speak. There were no comments and the public hearing closed.*

*Kennedy made the motion to accept the assessments for Street Improvement District 228. Wanner seconded the motion. The motion passed unanimously.*

e) **Old Red Trail Phase II Trail #233**

**Description of Work:** Trail resurfacing from Sunset Drive to Collins Avenue. Assessed to Mandan Park District.

Reconstruction of the stretch of trail between Sunset Dr. and Collins Ave. The Park District is assuming all assessments.

*Chairman Winks opened the public hearing and asked for anyone to come forward to speak. There were no comments and the public hearing closed.*

*Wanner made the motion to accept the assessments for Street Improvement District 233. Kennedy seconded the motion. The motion passed unanimously.*

**C. Consider approving the August 16, 2022 and August 8, 2023 meeting minutes.**

*Wanner made the motion to approve the August 16, 2022 and August 8, 2023 meeting minutes. Kennedy seconded the motion. The motion passed unanimously.*

**D. Adjourn**

*Wanner motions to adjourn. Kennedy seconds. Motion passes. The meeting adjourns at 6:06 p.m.*

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Keith Winks, Chairman

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Date