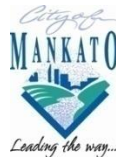


2025 PETITION ALLEY

Project Feasibility Report

City Project Number 11125

January 27, 2025



Project Feasibility Report

2025 Petition Alley
City Project Number 11125
City of Mankato

I. TABLE OF CONTENTS

I.	TABLE OF CONTENTS	2
II.	CERTIFICATION PAGE.....	3
III.	PROJECT CONTACTS.....	3
IV.	EXECUTIVE SUMMARY	4
V.	PROJECT INTRODUCTION.....	4
VI.	EXISTING CONDITIONS.....	4
A.	ALLEY 18-301.....	4
B.	SUBSURFACE CITY UTILITIES	4
C.	OTHER UTILITIES	4
VII.	PROPOSED IMPROVEMENTS	5
A.	ALLEY 18-301.....	5
B.	SUBSURFACE CITY UTILITIES	5
C.	OTHER UTILITIES	5
VIII.	RIGHT-OF-WAY AND EASEMENT	5
IX.	APPROVALS/PERMITS	5
X.	PROJECT COST ESTIMATE AND FINANCING.....	5
XI.	POSSIBLE SCHEDULE	6
XII.	CONCLUSION AND RECOMMENDATIONS	6
XIII.	APPENDIX	7
A.	FIGURE 1: ALLEY 18-301 LOCATION.....	7
B.	PRELIMINARY ASSESSMENT ROLL.....	8

Project Feasibility Report

2025 Petition Alley
City Project Number 11125
City of Mankato

II. CERTIFICATION PAGE

CERTIFICATION

I hereby certify that this report was prepared by me or under my direct supervision and that I am a duly registered professional engineer under the laws of the state of Minnesota.



Alec W Pietz
Reg. No. 59617

January 27, 2025
Date

III. PROJECT CONTACTS

TITLE	NAME	PHONE	EMAIL
Mayor	Najwa Massad	507.387.9693	nmassad@mankatomn.gov
Councilor at Large	Mike Laven	507.720.8674	mlaven@mankatomn.gov
Councilor Ward 1	Michael McLaughlin	507.720.1093	mmcclaughlin@mankatomn.gov
Councilor Ward 2	Dennis Dieken	507.720.1817	ddieken@mankatomn.gov
Councilor Ward 3	Kevin Mettler	507.995.0070	kmettler@mankatomn.gov
Councilor Ward 4	Jenn Melby-Kelley	507.720.2502	jmelby-kelley@mankatomn.gov
Councilor Ward 5	Jessica Hatanpa	507.613.8067	jhatanpa@mankatomn.gov
City Manager	Susan Arntz	507.387.8695	sarntz@mankatomn.gov
Public Works Director	Jeffrey Johnson	507.387.8640	jjohnson@mankatomn.gov
Project Engineer	Alec Pietz	507.387.8643	apietz@mankatomn.gov
Project Operations	Kari Lozinski	507.387.8634	klozinski@mankatomn.gov
Project Designer	Ethan Kuznia	507.995.4089	ekuznia@mankatomn.gov
Project Representative	Ethan Kuznia	507.995.4089	ekuznia@mankatomn.gov

Project Feasibility Report

2025 Petition Alley
City Project Number 11125
City of Mankato

IV. EXECUTIVE SUMMARY

The 2025 Petition Alley project is a petition project for Alley 18-301 and will provide necessary work to improve the function of the alley. The petitioned alley is:

- Petition Alley 18-301 – Approximately 465-ft of alley encompassed south of Lincoln Street, north of Pleasant Street, east of Byron Street, and west of Center Street.

Suggested improvements include site grading, pavement replacement, and driveway reconstruction as necessary. The estimated cost of these necessary improvements is approximately \$107,196.44.

From an engineering standpoint, the proposed improvements are necessary, cost effective, and feasible. This can best be accomplished by letting competitive bids for the work. It is recommended that the Council accept this project feasibility report, order the City Engineer to prepare final plans and specifications, and instruct the City Manager to advertise for bids in accordance with the requirement of law.

V. PROJECT INTRODUCTION

The recommended improvements as noted in the Executive Summary are being proposed for the summer of 2025. In accordance with Minnesota Statutes, Chapter 429, the City Council has authorized the preparation of a project feasibility report to define the scope and determine the reasonableness of the project. The specific objectives of this preliminary engineering report are to:

- Evaluate the need for this project.
- Determine the necessary improvements.
- Provide information on the estimated costs for the proposed project.
- Determine the project schedule.
- Determine the feasibility of the proposed project.

This project, as proposed, consists of the following anticipated improvements to Alley 18-301:

- Pavement replacement.
- Installation of aggregate base.

VI. EXISTING CONDITIONS

A. ALLEY 18-301

The alley is currently improved with pavements appearing to have bituminous pavement overlaid on concrete pavement. The pavement condition of the alley is incredibly poor such that extreme signs of wear and tear of the surfaces are present. Improvements are necessary to prevent complete failure of the alley. The alley locations are shown in Figure 1 in the Appendix.

B. SUBSURFACE CITY UTILITIES

City owned utilities such as watermain, sanitary sewer, and storm sewer exist in the adjacent streets to the alley, but no known utilities are in the alley.

C. OTHER UTILITIES

Project Feasibility Report

2025 Petition Alley
City Project Number 11125
City of Mankato

Other non-municipal-owned utilities may be present in the right-of-way. These include natural gas, electric, and telecommunications. The condition of these utilities is unknown and their replacement is beyond the scope of this report.

VII. PROPOSED IMPROVEMENTS

A. ALLEY 18-301

The alley is proposed to have its existing pavement removed followed by replacing the aggregate base and new bituminous pavement largely matching the existing width. While the existing condition appears that some concrete surfacing is beneath a bituminous overlay, it is recommended that the new surface be bituminous as the alley is a residential use and has adequate topography to drain bituminous well. Many driveways and various private improvements are adjacent to or within the alley right-of-way. These improvements will be further evaluated during final design with priority to minimize impacts. The alley street section is proposed to consist of 3-inches of bituminous pavement over 8-inches of aggregate base, which is typical for City alleys.

Any temporary damage that occurs to green spaces during construction is proposed to have turf reestablished. Trees, bushes, and other vegetation located in the construction zone will be protected where possible; however, some trees and bushes may need to be removed as part of construction due to direct conflict with the proposed utilities or due to unavoidable root damage.

B. SUBSURFACE CITY UTILITIES

No utility work on City facilities is anticipated within the project limits.

C. OTHER UTILITIES

The design of the proposed improvements will be coordinated with the owners of private utilities such as natural gas, electric, telephone, and cable television. A design coordination meeting will be held with all private utility companies to identify those utilities that are in conflict with the proposed improvements. Private utility companies will be requested to submit proposed designs and construction schedules for any relocation. The construction schedule for the proposed improvements will be coordinated with the utility relocation schedule to avoid unnecessary delays.

VIII. RIGHT-OF-WAY AND EASEMENT

No right-of-way or easement acquisition is required with this project.

IX. APPROVALS/PERMITS

Approvals and permits are required from various agencies for the construction of the project. They include:

- City of Mankato Land Disturbance Permit.

X. PROJECT COST ESTIMATE AND FINANCING

Estimated costs for the projects are summarized below.

ITEM	COST
	ALLEY 18-301
Street and Landscaping	\$79,059.75

Project Feasibility Report

2025 Petition Alley
City Project Number 11125
City of Mankato

Stormwater Pollution Prevention	\$4,950.00
TOTAL CONSTRUCTION	\$84,009.75
Construction Contingency	\$8,400.98
Administration	\$5,544.64
Engineering	\$9,241.07
TOTAL PROJECT COST	\$107,196.44

Funding for the proposed improvements is shown in the table below.

FUNDING SOURCE	AMOUNT	PERCENT
Special Assessments	\$22,507.91	21.00%
General Obligation Bonds	\$84,688.53	79.00%
TOTAL FUNDS	\$107,196.44	100.00%

XI. POSSIBLE SCHEDULE

The following is a possible schedule for the proposed improvements of City Project Number 11125:

01/27/2025	Call for Hearing
02/12/2025	Project Informational Meeting
02/24/2025	Project Improvement Hearing
03/10/2025	Advertise for Bids
04/11/2025	Bid Opening
04/28/2025	Award Bid
05/19/2025	Begin Construction
09/01/2025	Final Completion
Fall 2025	Final Assessment

XII. CONCLUSION AND RECOMMENDATIONS

The existing conditions of Alley 18-301 are unfavorable with only further deteriorations to come. If the proposed improvements are not made, maintenance costs will increase, and usability will decrease. From an engineering standpoint, this project is cost effective, necessary, and feasible. The best way to accomplish this project is by letting competitive bids for the work. Feasibility is contingent upon City Council findings with respect to project financing.

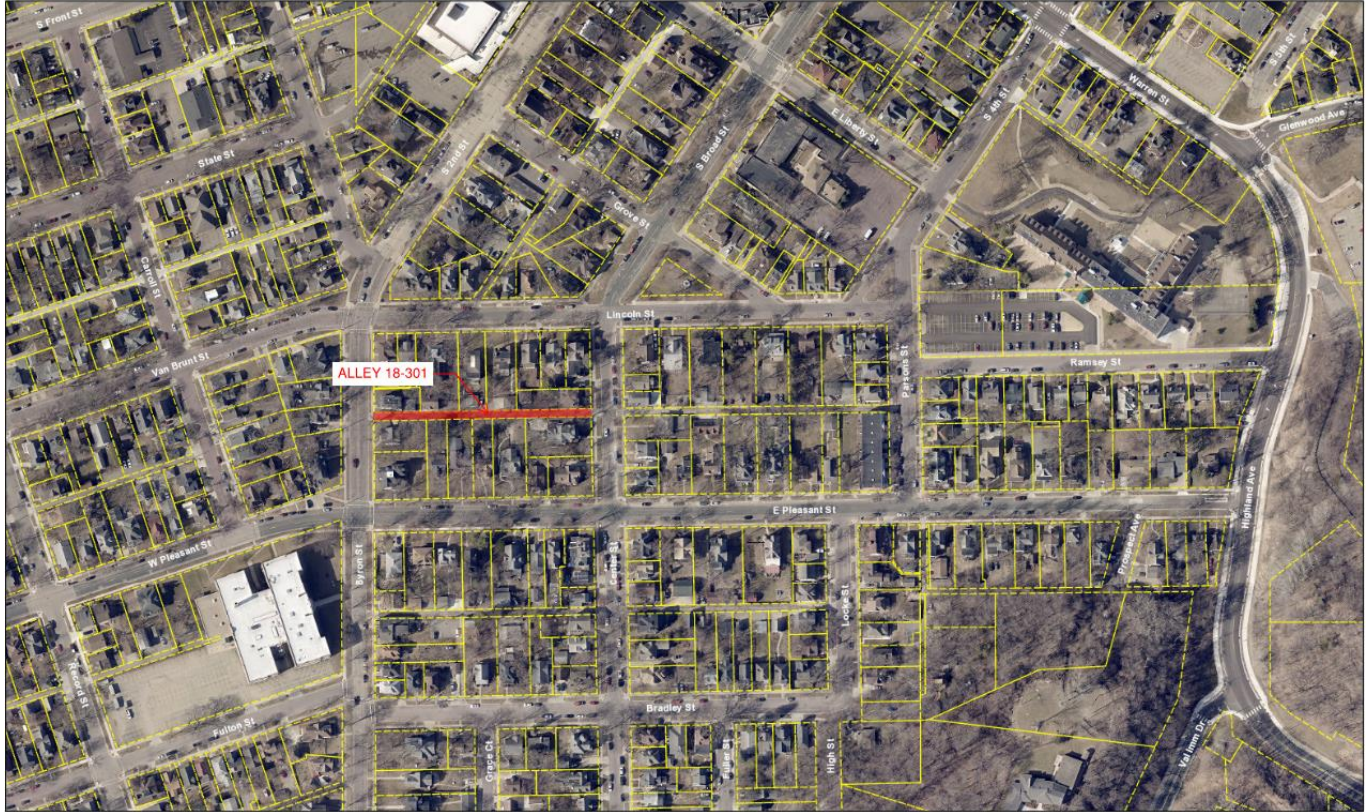
It is recommended that the Council accept this project feasibility report, order the City Engineer to prepare final plans and specifications, and instruct the City Manager to advertise for bids in accordance with the requirement of law.

Project Feasibility Report

2025 Petition Alley
City Project Number 11125
City of Mankato

XIII. APPENDIX

A. FIGURE 1: ALLEY 18-301 LOCATION



Project Feasibility Report

2025 Petition Alley
City Project Number 11125
City of Mankato

B. PRELIMINARY ASSESSMENT ROLL

1. Special Assessments

The estimate assessment for each property consists of two items. The street assessment and the driveway cost. Additional items can be added to the assessment as a part of the project. This project's alley assessments are proposed at the 2025 rate of \$22.27 per foot for homestead properties and non-homestead properties are assessed at a rate of \$49.01 per foot that are abutting the project. Three methods are used to determine the residents' proposed street assessment: straight frontage, corner credit, and the offset measurement. The lengths of the frontage used to calculate assessments is provided the Blue Earth County Property Information System.

a. Alley Assessment – example for a homestead lot

The simplest assessment method used for an interior lot not on a corner is multiplying front footage by the assessment rate. If a homestead lot is 100 feet wide, it would result in an assessment of 100 feet x \$22.27 = \$2,227.

Lots that are on a corner of two streets are given a corner credit. This is done to normalize the frontage length of the long side of the lot. The corner credit is equal to one-third of the first 120 feet, plus any length in excess of 120 feet. If a lot was 40 feet wide on the side street and 140 feet wide along the project frontage, the corner credit would be calculated for the long side of the property. The assessable frontage would be determined by one-third of 120 feet ($120/3=40$) plus the length in excess of 120 feet ($140-120=20$). The result of the assessable frontage would be $40+20 = 60$ feet. The assessment for this property is 60 feet x \$22.27 = \$1,336.20. If the project abuts the short side of the lot the assessment would be calculated using the previous method for straight frontage.

Lots that are on a curve, cul-de-sac or otherwise irregular shaped have the assessment calculated using the offset measurement. In this type of measurement, the lot line is offset 40 feet parallel to the front line, making the dimension larger. Residents with offset measurements should contact engineering personnel to go over assessments individually, if desired.

b. Driveway Approaches

Driveway approaches are assessed at the full contract cost. Any driveways listed in the preliminary assessment roll were measured using aerial photography or a project survey. The cost shown on the assessments are estimated at \$93.65 per square yard for and will be adjusted to actual contract cost once a construction contract is awarded along with the actual constructed amount for each parcel. For example, a 16-foot wide by 15-foot depth driveway approach will cost $26.66 \text{ SY} \times \$93.65 = \$2,496.70$. This adjustment will be made on the final assessment roll.

c. Additional assessment items

Other items that may be added to the assessment include complete driveway replacement, outwalk replacement and sewer and water services from the right-of-way into the home.

The process to add one or all of these items to an assessment for a property is as follows:

- 1) Obtain a petition form from the engineering department.

Project Feasibility Report

2025 Petition Alley

City Project Number 11125

City of Mankato

- 2) Have the work completed by the contractor of the property owners choosing.
- 3) Submit the contractor bill and signed assessment form to the engineering department once the property owner is satisfied with the work.
- 4) The city will pay the bill and add the cost to the final assessment.
- 5) Property owners (not the contractor) need to complete and submit the petition forms.
- 6) Petition for extra work need to be submitted prior to adoption of the final assessment by the City Council.

d. Levies and hardship deferrals

Project assessments are scheduled to be levied in the fall of 2025 over a 5-year period beginning with the first half of 2026 property taxes. If a total assessment is more than \$5,000, residents may have it levied over a 15-year period. To do so, write a letter indicating the desire to do this and send it to the engineering department. Staff will note this on the final assessment.

Property owners may apply for a hardship deferral if they are: The property owner of homesteaded property and will be over 65-years-old prior to adoption of the final assessments for whom it would be a hardship to make the payments; the property owner of homesteaded property who is retired by virtue of a permanent and total disability for whom it would be a hardship to make the payments; a member of the National Guard or military reserves ordered to active duty, for whom it would be a hardship to make the payments. A member of the National Guard or military reserves ordered to active duty, for whom it would be a hardship to make the payments.

Deferral requests, or changing to a 15-year assessment period need to be applied for on or before the preliminary assessment hearing.

2025 Petition Alley Improvements

Preliminary Assessment Roll
City Project 11125

CC= Denotes Corner Credit Applied; SB= Denotes Setback; REAR=Denotes Rearage							
Parcel Number / Owner / Address	Property Description	Alley	Property Class	Frontage Charge			Total Preliminary Assessment
				Front Feet cost/ft		Requested Additional Work	
R010918301003 Grace Diel 313 Byron St Mankato, MN 56001	Warrens Addition No 2 South 50' of W91' of Lot 6 Block 21 Exc Beg 107.5' South of Northwest.....	18-301	H	91.00	\$2,026.57		\$2,026.57 5 years
				\$22.27			
R010918301005 Dylan Whitney & Holly Mickelson-Whitney 113 Lincoln St Mankato, MN 56001	Warrens Addition No 2 Lot 5 and the East 18' of North 107.5' & East 13' of S50' of Lot 6 Block 21	18-301	H	79.00	\$1,759.33		\$1,759.33 5 years
				\$22.27			
R010918301006 Dennis J, Dennis C & Linda K Miller 306 E Pleasant St Mankato, MN 56001	Warrens Addition No 2 West 50 Feet of Lot 4 Block 21 (117 Lincoln St)	18-301	NH	50.00	\$2,450.50		\$2,450.50 5 years
				\$49.01			
R010918301007 Tyler L Kietzer 240 Grovebrook Cir Mankato, MN 56001	Warrens Addition No 2 West 49.5' of Lot 3 and East 16' of Lot 4 Block 21 (121 Lincoln St)	18-301	NH	65.50	\$3,210.16		\$3,210.16 5 years
				\$49.01			
R010918301011 Jason H & Rachel E Lowrey 112 Center St Mankato, MN 56001	Warrens Addition No 2 South 40' of East 148.5' of Lots 1-3 Block 21 0.00	18-301	H	148.50	\$3,307.10		\$3,307.10 5 years
				\$22.27			
R010918301012 Robert J Diedrichsen 315 Byron St Mankato, MN 56001	Warrens Addition No 2 North 62.5' of Lot 7 Block 21 0.00	18-301	H	108.00	\$2,405.16		\$2,405.16 5 years
				\$22.27			
R010918301014 Jennifer & Anna Melby-Kelley 116 E Pleasant St Mankato, MN 56001	Warrens Addition No 2 West 41' of Lot 8 Block 21 0.00	18-301	H	41.00	\$913.07		\$913.07 5 years
				\$22.27			
R010918301015 Roger L Yocum 118 E Pleasant St Mankato, MN 56001	Warrens Addition No 2 East 25' of Lot 8 and West 25.5' of Lot 9 Block 21	18-301	H	50.50	\$1,124.64		\$1,124.64 5 years
				\$22.27			

2025 Petition Alley Improvements

Preliminary Assessment Roll
City Project 11125

CC= Denotes Corner Credit Applied; SB= Denotes Setback; REAR=Denotes Rearage							
Parcel Number / Owner / Address	Property Description	Alley	Property Class	Frontage Charge			Total Preliminary Assessment
				Front Feet cost/ft		Requested Additional Work	
R010918301016 David T & Kelliann M Kutschke 120 E Pleasant St Mankato, MN 56001	Warrens Addition No 2 East 40.5' of Lot 9 Block 21 0.00	18-301	H	40.50 \$22.27	\$901.94		\$901.94 5 years
R010918301017 Kevin O'Connor Green 126 E Pleasant St Mankato, MN 56001	Warrens Addition No 2 Lot 10 Block 21 0.00	18-301	H	66.00 \$22.27	\$1,469.82		\$1,469.82 5 years
R010918301018 Paul J & Mary Jo Hustoles Trust Agmts 120 Center St Mankato, MN 56001	Warrens Addition No 2 North Half of Lots 11 and 12 Block 21 0.00	18-301	H	132.00 \$22.27	\$2,939.64		\$2,939.64 5 years