



STAFF MEMO

Prepared by: Admin/Engineer	Meeting Date: 02/02/2026	<input type="checkbox"/> Consent Agenda Item <input type="checkbox"/> Regular Agenda Item	Agenda Item # 5a
Reviewed by:	Item: Resolution 2026-011 Ordering Improvement and Preparation of Plans		
Council Priority: <input type="checkbox"/> Dispensary <input type="checkbox"/> Industrial Park Expansion <input type="checkbox"/> Housing <input type="checkbox"/> Public Safety Facility/Safe Crossing of CSAH 75 <input checked="" type="checkbox"/> N/A			

ACTION REQUESTED

Approve Resolution 2026-011, ordering improvements and preparation of plans and specifications for the 2026 Street & Utility Improvements project.

Authorize staff to engage Nagell Appraisals to conduct the benefit analysis report.

BOARD/COMMISSION/COMMITTEE RECOMMENDATION

PREVIOUS COUNCIL ACTION

Consideration of 2026 project scope of improvements at workshop meeting.

Acceptance of 2026 Street & Utility Improvements Feasibility Report

Public Improvement Hearing

REFERENCE AND BACKGROUND

This action authorizes city staff to enter into an agreement with SEH to provide engineering design services for the 2026 Street & Utility Improvements project.

BUDGET IMPACT

STAFF RECOMMENDED ACTION

Approve Resolution 2026-011.

Authorize staff to engage Nagell Appraisals to conduct the benefit analysis report.

SUPPORTING DATA/ATTACHMENTS

Resolution 2026-011



RESOLUTION 2026-011
ORDERING IMPROVEMENT AND PREPARATION OF PLANS
2026 Street & Utility Improvements

WHEREAS, a resolution of the city council adopted on the 15th day of December, 2025, fixed a date for a council hearing for the 2026 Street & Utility Improvements which includes street resurfacing in parts of the College Subdivision 2nd Addition (Callaway Street E), Rivers Bend Subdivision (Jade Road), Liberty Point Subdivision (Dale Street), Buettner Business Park Subdivision (Elm Street E, 15th Avenue NE), Borgert Industrial Park Plat 2 Subdivision (Elm Street E, 19th Avenue NE), Rennie Subdivision (19th Avenue NE), Northland Heights Subdivision (Iris Lane, 13th Avenue NE, 14th Avenue NE, Jasmine Lane E), parking lot improvements at Klinefelter Park, trail/sidewalk improvements and street resurfacing improvements in parts of the Cloverdale Estates 2nd Addition Subdivision (Baker Street), and street and utility improvements in parts of the Foxmore Hollow Subdivision (1st Avenue SW, Foxmore Way, 2nd Avenue SW), Reischls Hillside Estates subdivision (Hill Street W, 2rd Avenue SW), Morningside Acres Second Addition Subdivision (Iverson Street W, Morningside Loop), hereinafter called “The Project; and to assess the benefited property for a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429; and

WHEREAS, ten days mailed notice and two weeks published notice of the hearing was given, and the hearing was held thereon on the 20th day of January 2026, at which all persons desiring to be heard were given an opportunity to be heard thereon; and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ST. JOSEPH, MINNESOTA:

1. Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report.
2. Such improvement is hereby ordered as proposed in the council resolution adopted this 2nd day of February, 2026.
3. SEH is here by designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.
4. In accordance with Resolution 2020-031, the City intends to reimburse itself for project expenditures incurred by the City prior to the issuance of project bonds as stated in Exhibit A.

Adopted by the council on this 2nd day of February, 2026.

Adam Scepaniak, Mayor

ATTEST

David Murphy, City Administrator

EXHIBIT A
Declaration of Official Intent

The undersigned, being the duly appointed and acting City Administrator of the City of St. Joseph, Minnesota (the "City"), pursuant to and for purposes of compliance with Treasury Regulations, Section 1.150-2 (the "Regulations"), under the Internal Revenue Code of 1986, as amended, hereby states and certifies on behalf of the City as follows:

1. The undersigned has been and is on the date hereof duly authorized by the City Council of the City to make and execute this Declaration of Official Intent (the "Declaration") for and on behalf of the City.
2. This Declaration relates to the following project, property or program (the "Project") and the costs thereof to be financed:
3. The City reasonably expects to reimburse itself for the payment of certain costs of the Project out of the proceeds of a bond issue or similar borrowing (the "Bonds") to be issued after the date of payment of such costs. As of the date hereof, the City reasonably expects that 6,547,700 is the maximum principal amount of the Bonds which will be issued to finance the Project.
4. Each expenditure to be reimbursed from the Bonds is or will be a capital expenditure or a cost of issuance, or any of the other types of expenditures described in Section 1.150-2(d)(3) of the Regulations.
5. As of the date hereof, the statements and expectations contained in this Declaration are believed to be reasonable and accurate.

Date: February 2, 2026.

City Administrator
City of St. Joseph, Minnesota