



## MEMORANDUM

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**To:** *Property Owners and Residents*

**From:** *Adam Gadbois, Assistant City Engineer  
City of Minnetrista*

**Date:** *May 21, 2021*

**Re:** *2022 Street Improvement Project  
Virtual Neighborhood Meeting for Proposed Street Improvement Project  
City of Minnetrista, MN*

On May 3, 2021, the Minnetrista City Council provided direction to City Staff to host a **virtual neighborhood meeting** for the proposed 2022 Street Improvement Project. The project includes improvements to Jennings Cove Road, East Cove Lane, West Cove Lane, Upper Cove Road and Cove Circle. The pavement within these streets is proposed to be removed, and new pavement will be placed. Rebuilding the street is an opportune time to preform needed repairs or replacements to the City's existing utilities. There will be minor repairs to the storm sewer system and general drainage, as well as minor repairs to the sanitary sewer. Existing concrete curb and gutter that is structurally deficient or holding water will be removed and replaced with the project.

The improvements are proposed to be funded via the Roads Maintenance Fund, Stormwater Fund, Sewer Fund and special assessments to benefitting property owners. Special assessments will be pursuant to Minnesota Statute Chapter 429, which will be explained further at the meeting. Per the Statute, the City must prepare a feasibility report, which discusses the proposed improvements and preliminary estimated costs. Prior to preparing the feasibility report and plans and specifications for the project, the City would like to provide you with information regarding the proposed project and gather input from property owners and residents.

The City has scheduled a virtual neighborhood meeting as follows:

**Date:** **Monday, June 7, 2021**  
**Time:** **5:30 p.m. – 6:30 p.m.**  
**Location:** **Virtual meeting on GoTo Meeting**

The virtual meeting will be held via GoTo Meeting. To listen live to the neighborhood meeting, call +1 (571) 317-3122 and enter Access Code 185-467-405. You may also join the meeting from your computer, tablet or smartphone by accessing the following:

- <https://global.gotomeeting.com/join/185467405>

**There will be an opportunity to ask questions at the virtual neighborhood meeting, however, your questions and comments can also be sent prior to the meeting directly to the Project Manager, Adam Gadbois, at [agadbois@wsbeng.com](mailto:agadbois@wsbeng.com) or 612-214-2081.** The meeting presentation will be posted to the City's website by Friday, June 4, 2021. Questions and responses received prior to the meeting will be reviewed at the meeting, and a summary will be posted on the website after the meeting.

Enclosure: Project Location Map, Project FAQ Sheet

cc: Mike Barone, City of Minnetrista  
Kris Linqvist, City of Minnetrista  
Gary Peters, City of Minnetrista  
Brian Grimm, City of Minnetrista  
Alyson Fauske, WSB