**4-Alt. Alternate Resolution Ordering Preparation of Report on Improvement**[[1]](#endnote-2)

WHEREAS, it is proposed to improve \_\_\_\_\_\_\_\_\_ Street between the \_\_\_\_\_\_\_\_\_ line of \_\_\_\_\_\_\_\_\_ Street and the \_\_\_\_\_\_\_\_\_ line of \_\_\_\_\_\_\_\_\_ Street by \_\_\_\_\_\_\_\_\_[[2]](#endnote-3) and to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF \_\_\_\_\_\_\_\_\_\_\_\_\_\_, MINNESOTA:

That the proposed improvement, called Improvement No. \_\_\_\_\_\_\_\_\_ be referred to \_\_\_\_\_\_\_\_\_[[3]](#endnote-4) for study and that that person is instructed to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.[[4]](#endnote-5)

Adopted by the council this \_\_\_\_\_ day of (month) , (year) .

 Mayor

 \_\_\_\_\_\_\_\_\_\_\_

City Clerk

**END OF FORM**

1. This resolution may be used to commence proceedings under the improvement code in all cases where the council proceeds on its own motion without petition. It need not be published except where publication of resolutions is required by the city’s charter. [↑](#endnote-ref-2)
2. Insert a brief description of the type of improvement. [↑](#endnote-ref-3)
3. The law requires that this report be made by the city engineer or some competent person selected by the council. If a consulting engineering firm or someone other than a city employee is retained to prepare the report, compensation for the report must not be based primarily on a percentage of the estimated cost of the local improvement. [↑](#endnote-ref-4)
4. A reasonable estimate of the total amount to be assessed and a description of the methodology used to calculate individual assessments for affected parcels must be available at the hearing. [↑](#endnote-ref-5)