



Department of Public Works
Engineering Division
 James M. Wolfe, P.E., City Engineer

City-County Building, Room 115
 210 Martin Luther King, Jr. Boulevard
 Madison, Wisconsin 53703
 Phone: (608) 266-4751
 Fax: (608) 264-9275
engineering@cityofmadison.com
www.cityofmadison.com/engineering

Assistant City Engineer

Bryan Cooper, AIA
 Gregory T. Fries, P.E.
 Chris Petykowski, P.E.

Deputy Division Manager

Kathleen M. Cryan

Principal Engineer 2

John S. Fahrney, P.E.
 Janet Schmidt, P.E.

Principal Engineer 1

Mark D. Moder, P.E.
 Andrew J. Zwieg, P.E.

Financial Manager

Steven B. Danner-Rivers

«OwnerLine1»
 «OwnerLine2»
 «OwnerLine3»
 «OwnerLine4»

March 11, 2024

Project Name: Lowell Street Assessment District - 2024

Project Limits: Lowell Street between W Lakeside Street and S Shore Drive

Project ID: 14078

Owner:

«OwnerLine1»
 «OwnerLine2»

Parcel(s) being assessed:

Parcel Number: «Parcel_No»

Parcel Location: «Situs_Address»

Street Construction items			
Remove Concrete Driveway Apron	Replace Concrete Driveway Apron	10" Pavement Reconstruction	Subtotal
«Cost1»	«Cost2»	«Cost3»	«SubT1»

Sanitary/Storm Sewer Construction Items			
Sanitary Sewer Reconnect	Remove & Replace Sanitary Lateral	Private Storm Sewer Connection	Subtotal
«Cost4»	«Cost5»	«Cost6»	«SubT2»

Street Subtotal	Sewer Subtotal	Total
«SubT1»	«SubT2»	«Total»

The Schedule of Assessments for all properties adjacent to the project is available on the project webpage at: <https://www.cityofmadison.com/engineering/projects/lowell-street-reconstruction>; a hard copy can be mailed to you upon request. The full Schedule includes greater details for the cost determination.



Finance Department

Room 406
210 Martin Luther King, Jr. Boulevard
Madison, Wisconsin 53703-3345
PH 608 266 4671
FAX 608 267 8705
finance@cityofmadison.com

Dear Property Owner:

The City of Madison has levied a special assessment on your property as shown on the enclosed Common Council resolution. This is an estimated assessment. When construction has been completed, the actual cost of the improvement will be determined. The amount of the assessment will then be adjusted accordingly, and a formal bill sent to you. The final bill will be equal to or less than the estimate unless you authorize additional work.

When you receive the bill, there are two options for payment: (1) the entire amount may be paid without interest by October 31 of the year you receive the bill (usually the next calendar year after the actual construction); or (2) if not paid in full by October 31, the assessment may be paid in installments with one equal part of the assessment plus interest included on your tax bill at the end of each year. Interest on each installment is calculated at five percent (5.0%) per year. In the first year of the assessment, interest is calculated only from the date of bill.

There may be situations, such as selling or refinancing your property, where you will be required at the closing to pay the estimated assessment before the work is completed. If the final amount is more than the estimate, any payments you have made will be credited and a bill sent out for the difference. If the final bill is less, any overpayment of principal and interest will be refunded. Refunds will be issued to the owner of record at the time of refund unless you provide the Finance Department with other refund instructions separate from the payment itself.

If your gross annual income is less than \$66,399 (for a single person, more for a family) and you live on the property where the work is done, you may qualify for a loan to pay the assessment. For information on the loan criteria, please visit www.cityofmadison.com/homeloans or call (608) 266-4223.

We hope this letter will assist you in understanding the special assessment payment procedure. If you have any questions, please contact the City Finance Department, Room 406, 210 Martin Luther King, Jr. Blvd. or call (608) 266-4008.

Sincerely,

David Schmiedicke
Finance Director

Enclosure



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 81409

File ID: 81409	File Type: Resolution	Status: Passed
Version: 1	Reference:	Controlling Body: Engineering Division
Lead Referral: BOARD OF PUBLIC WORKS	Cost:	File Created Date : 01/03/2024
File Name: Approving Plans, Specifications, And Schedule Of Assessments For Lowell Street Assessment District - 2024.		Final Action: 01/23/2024
Title: Approving Plans, Specifications, And Schedule Of Assessments For Lowell Street Assessment District - 2024. (District 13)		

Notes: Rachel Dudley

Code Sections:

CC Agenda Date: 01/23/2024

Indexes:

Agenda Number: 6.

Sponsors: BOARD OF PUBLIC WORKS

Effective Date: 01/26/2024

Attachments: 14078 Lowell St BPW Exhibit.pdf, LowellSt_BPWnotes_1-10-2024.pdf, BPW Lowell St Public Hearing.pdf, CC Mailing_Lowell Street Assessment District.pdf

Enactment Number: RES-24-00030

Author: Jim Wolfe, City Engineer

Hearing Date:

Entered by: hfleegel@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	1/16/2024	Robert Mulcahy	Approve	1/17/2024

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	01/04/2024	Refer	BOARD OF PUBLIC WORKS	01/10/2024	01/10/2024	
Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS due back on 1/10/2024							
1	BOARD OF PUBLIC WORKS	01/10/2024	RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING				Pass
Action Text: A motion was made by Williams, seconded by Kliems, to RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING. The motion passed by voice vote/other.							

1 COMMON COUNCIL 01/23/2024 Adopt and Close the Public Hearing

Pass

Action Text: A motion was made by Currie, seconded by Figueroa Cole, to Adopt and Close the Public Hearing. The motion passed by voice vote/other.

Text of Legislative File 81409

Fiscal Note

The proposed resolution approves plans and specifications and authorizes the Board of Public Works to advertise and receive bids for the Lowell Street Assessment District - 2024. The total estimated cost of the project is \$1,141,865, comprised of \$1,092,572.12 in City costs and \$49,292.88 in assessments. Funding for the City costs is available in MUNIS project #14078. No additional appropriation is required.

Title

Approving Plans, Specifications, And Schedule Of Assessments For Lowell Street Assessment District - 2024. (District 13)

Body

The Board of Public Works and the City Engineer having made reports of all proceedings in relation to the improvement of Lowell Street Assessment District - 2024 pursuant to a resolution of the Common Council, RES-23-00713, ID No. 80660, adopted 11/21/2023 which resolution was adopted thereto, and the provisions of the Madison General Ordinances and the Wisconsin Statutes in such case made and provided, and the Common Council being fully advised.

BE IT RESOLVED:

1. That the City at large is justly chargeable with and shall pay the sum of \$ 1,092,572.12 of the entire cost of said improvement.
2. That for those eligible property owners requesting construction of a rain garden in the public right-of-way adjacent to their property shall execute the necessary waiver of special assessments on forms provided by the City Engineer;
3. That the sum assigned to each separate parcel, as indicated on the attached schedule of assessment, is hereby specially assessed upon each such parcel.
4. That the Common Council determines such special assessments to be reasonable.
5. That the work or improvement be carried out in accordance with the reports as finally approved.
6. That such work or improvement represents an exercise of the police power of the City of Madison.
7. That the plans & specifications and schedule of assessments in the Report of the Board of Public Works and the Report of the City Engineer for the above named improvement be and are hereby approved.
8. That the Board of Public Works be and is hereby authorized to advertise for and receive bids for the said improvements.
9. That the due date by which all such special assessments shall be paid in full is October 31st of the year in which it is billed, or,
10. That such special assessments shall be collected in eight (8) equal installments, with interest thereon at 5.0 percent per annum, except those special assessments paid in full on or before October 31st of that year.
11. That the Mayor and City Clerk are hereby authorized to accept dedication of lands and/or easements from the Developer/Owner for public improvements located outside of existing public fee title or easement right-of-ways.

INSTALLMENT ASSESSMENT NOTICE

Notice is hereby given that a contract has been (or is about to be) let for Lowell Street Assessment District - 2024 and that the amount of the special assessment therefore has been determined as to each parcel of real estate affected thereby and a statement of the same is on file with the City Clerk; it is proposed to collect the same in eight (8) installments, as provided for by Section 66.0715 of the Wisconsin Statutes, with interest thereon at 5.0 percent per annum; that all assessments will be collected in installments as above provided except such assessments on property where the owner of the same has paid the assessment to the City Treasurer on or before the next succeeding November 1st.

NOTICE OF APPEAL RIGHTS

"Pursuant to Sec.4.09(14), Madison General Ordinances, as authorized by Sec. 66.0701(2), Wisconsin Statutes, any person against whose land a special assessment has been levied by this resolution has the right to appeal therefrom in the manner prescribed in Sec. 66.0703(12), Wisconsin Statutes, within forty (40) days of the day of the final determination of the Common Council, said date being the date of adoption of this resolution."

City of Madison Engineering Division - Preliminary Schedule of Assessments

Date: January 10, 2024
 Project ID: 14078
 Project Name: Lowell Street Assessment District - 2024
 Project Description: Lowell Street between W Lakeside Street and S Shore Drive

*A factor has been applied for 10 ft of pavement reconstruction work adjacent to lots that abut more than one street and are single-family or two-family residential dwellings.

Parcel Information			Frontage					Street Reconstruction Items			Sanitary Sewer Construction Items				Storm Sewer Construction Item		Total Assessment					
			Parcel No./ Zoning	Owner Name/ Mailing Address	Situs Address/ Parcel Location	LF	LF	Frontage Street	Frontage Street	LF	Remove Concrete Driveway Assessment Apron @	Replace Concrete Driveway Apron Assessment @	10' Pavement Reconstruction Assessment @	Sanitary Sewer Reconnect Assessment @	Remove & Replace Sanitary Lateral Assessment @	Private Storm Sewer Connection Assessment @						
									\$3.01 per SF	\$9.11 per SF	\$44.52 per LF	\$1,350.00 per Each	\$35.00 per LF	\$3,200.00 per Each								
									SF	Cost	SF	Cost	Factor*	LF	Cost	Each	Cost	LF	Cost	Each	Cost	
070926202014 TR-C2	O'BRIEN, COLIN D & NORA C CECCHINI 908 LOWELL ST MADISON, WI 53715-1736	908 Lowell St	50.00	---	Lowell St	---	50.00		200.00	\$602.00	200.00	\$1,822.00	1.0	50.00	\$2,226.00	1.00	\$1,350.00	35.00	\$1,225.00	0.00	\$0.00	\$7,225.00
070926202022 TR-C2	BECK, JUSTIN K & EMILY M 803 SOUTH SHORE DR MADISON, WI 53715	803 South Shore Dr	126.60	51.00	Lowell St	South Shore Dr	126.60		300.00	\$903.00	300.00	\$2,733.00	0.5	126.60	\$2,818.12	1.00	\$1,350.00	35.00	\$1,225.00	0.00	\$0.00	\$9,029.12
070926202345 TR-C2	HOPPE, JAMIE W & JANE P 802 W LAKESIDE ST MADISON, WI 53715	802 W Lakeside St	120.00	50.00	Lowell St	W Lakeside St	120.00		300.00	\$903.00	300.00	\$2,733.00	0.5	120.00	\$2,671.20	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	\$6,307.20
070926203070 TR-C2	HARTKE, CARL JOHN KIM HARTKE 723 SOUTH SHORE DR MADISON, WI 53715	723 South Shore Dr	136.00	50.00	Lowell St	South Shore Dr	136.00		200.00	\$602.00	200.00	\$1,822.00	0.5	136.00	\$3,027.36	1.00	\$1,350.00	35.00	\$1,225.00	1.00	\$3,200.00	\$11,226.36
070926203088 TR-C2	MCGRATH, MITCHAL W 909 LOWELL ST MADISON, WI 53715	909 Lowell St	50.00	---	Lowell St	---	50.00		0.00	\$0.00	200.00	\$1,822.00	1.0	50.00	\$2,226.00	1.00	\$1,350.00	35.00	\$1,225.00	0.00	\$0.00	\$6,623.00
070926203096 TR-C2	WAGNER, BRADLEY T 3314 LEYTON LN MADISON, WI 53713	722 W Lakeside St	120.00	50.00	Lowell St	W Lakeside St	120.00		300.00	\$903.00	300.00	\$2,733.00	0.5	120.00	\$2,671.20	1.00	\$1,350.00	35.00	\$1,225.00	0.00	\$0.00	\$8,882.20
TOTALS									1,300.00	\$3,913.00	1,500.00	\$13,665.00	---	602.60	\$15,639.88	5.00	\$6,750.00	175.00	\$6,125.00	1.00	\$3,200.00	\$49,292.88

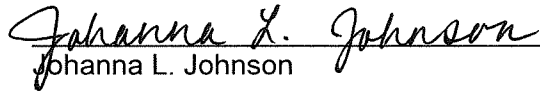
AFFIDAVIT OF MAILING

STATE OF WISCONSIN)
) ss.
COUNTY OF DANE)

 JOHANNA JOHNSON, being first duly sworn on oath, deposes and says that:

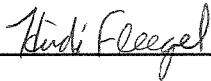
1. She is a Program Assistant 3 with the Office of the City Engineer, City of Madison, Dane County, Wisconsin, and did on the day of **MARCH 11, 2024** placed in envelopes addressed to each interested owner of respective addresses as indicated by attached assessment list, a true and correct copy of the notice of assessments for the project titled **LOWELL STREET ASSESSMENT DISTRICT - 2024**

2. She did and delivered the envelopes to the Mail Room of the Dane County Printing and Services Division, 210 Martin Luther King, Jr. Blvd., in the city of Madison, Dane County Wisconsin, for postage and depositing in the United States Mail.



Johanna L. Johnson

Subscribed and sworn to before me
This 11 day of MARCH, 2024



HEIDI FLEEGEL

Notary Public, State of Wisconsin
My Commission expires: APRIL 28, 2026

