

AFFIDAVIT OF MAILING

STATE OF WISCONSIN)
) ss.
COUNTY OF DANE)

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

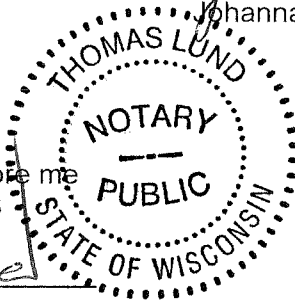
1. She is a Program Assistant 3 with the Office of the City Engineer, City of Madison, Dane County, Wisconsin, and did on the day of AUGUST 24, 2018 placed in envelopes addressed to each interested owner of respective addresses as indicated by attached assessment list, a true and correct copy of the notice of assessments for the project titled **SHEPARD TERRACE, CHAMBERLAIN AVENUE, VAN HISE AVENUE AND MASON STREET ASSESSMENT DISTRICT - 2018** attached hereto.
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

Johanna L. Johnson

Subscribed and sworn to before me
this 24 day of AUGUST, 2018

Thomas Lund



Notary Public, State of Wisconsin
My Commission expires: 05/24/2019



Department of Public Works
Engineering Division
Robert F. Phillips, P.E., City Engineer

Parcel Number: 0709-212-1504-6
Situs Address: 313 Shepard Ter
HAWKINS, MARGARET R
313 SHEPARD TER
MADISON, WI 53705-0000

Deputy City Engineer
Gregory T. Fries, P.E.
Deputy Division Manager
Kathleen M. Cryan
Principal Engineer 2
Christopher J. Petykowski, P.E.
John S. Fahrney, P.E.
Principal Engineer 1
Christina M. Bachmann, P.E.
Mark D. Moder, P.E.
Janet Schmidt, P.E.
Facilities & Sustainability
Jeanne E. Hoffman, Manager
Bryan Cooper, Principal Architect
Mapping Section Manager
Eric T. Pederson, P.S.
Financial Manager
Steven B. Danner-Rivers

August 24, 2018

To: Property Owners along Shepard Terrace, Chamberlain Avenue, Van Hise Avenue & Mason Street

Re: Proposed Street Resurfacing & Utility Project & Public Hearing

The City of Madison is planning a 2019 construction project Shepard Terrace, Chamberlain Avenue, Van Hise Avenue and Mason Street. The proposed project will include street improvements including connecting partial areas of existing sidewalk together and replacement of sanitary sewer main and laterals. Enclosed with this letter is a fact sheet with some details on the proposed project, which includes a map of the proposed project limits. Also enclosed is a notification for the Public Hearing before the Board of Public Works. The date, time and location of the public hearing is on the notification.

This project will involve special assessments to the owners of property adjacent to the project. The property owners will be assessed for various items included with this proposed project, and the costs of some of those items are assessed entirely to the owner. A table detailing the City's standard assessment policy for the items of work is included on the fact sheet.

Also enclosed is a Schedule of Assessments, which shows the estimated costs for each property adjacent to the project. After the work is complete, a final assessment will be calculated based on bid prices and work actually performed. The final assessment, which will be billed after the completion of the project, is payable in one lump sum or over a period of 8 years, with 3% interest charged on the unpaid balance.

To request accommodations for special needs or disabilities or if you have any other questions regarding this project, please contact Andrew Zwiég, Project Manager, (608) 266-9219, azwieg@cityofmadison.com. This includes requests relating to the Public Hearing and also requests relating to the actual operations of construction. A list of contacts for this project can be found on the enclosed fact sheet.

Sincerely,

Robert F. Phillips, P.E.
City Engineer

RFP:ajz
Cc by email:

Ald. Bidar-Sielaff
Mark Moder, City Engineering
Elia Acosta, City Engineering

Christy Bachmann, City Engineering
Janet Schmidt, City Engineering
Adam Wiederhoeft, Water Utility

Yang Tao, Traffic Engineering
Charles Romines, Streets Division
Tim Sobota, Madison Metro Transit
Cindy Mierow, Police Department
Jason Fenske, Badger Bus Lines, jasonf@badgerbus.com
Mick Howan, School District Transportation, mjhowan@madison.k12.wi.us
Jeff Fedler, Madison School District Transportation Coordinator, jfedler@madison.k12.wi.us

Sean Malloy, Traffic Engineering
Marla Eddy, City Forestry
Ed Ruckriegel, Fire Department
Dane County 911

**NOTICE OF PUBLIC HEARING
BEFORE THE BOARD OF PUBLIC WORKS
FOR
PLANS, SPECIFICATIONS, AND SPECIAL ASSESSMENTS
FOR
PUBLIC WORKS IMPROVEMENTS
MADISON, WISCONSIN**

PART I

The Common Council of the City of Madison, Wisconsin, having heretofore decided that it is expedient and necessary that the improvements as listed in Part II hereof be improved at the expense of the property thereby on which would be conferred some special benefit.

NOW, THEREFORE, NOTICE IS HEREBY GIVEN:

That the City Engineer has prepared plans, specifications, a proposed schedule of assessments, and an estimate of the entire costs of the improvement for each of the districts listed in Part II hereof, and;

That the plans, specifications, a proposed schedule of assessments, and an estimate of the entire cost of the improvements listed hereto are available and open to inspection by all interested persons in the office of the City Engineer, Room 115, City-County Building, 210 Martin Luther King Jr. Blvd., between the hours of 7:30 a.m. and 4:00 p.m., Monday through Friday, and will so continue to be for ten (10) working days from the first published date of this notice, and;

That on WEDNESDAY, SEPTEMBER 5, 2018 AT 5:30 P.M., the Board of Public Works will hold a public hearing in ROOM 108 (PARKS CONFERENCE ROOM) OF THE CITY COUNTY BUILDING and will consider any objections that may be filed in writing or in person and hear all persons desiring to be heard, and;

That special assessments may be paid over an eight (8) year period, with the owner paying 1/8 of the principal each year plus three (3%) percent interest on the unpaid balance, as determined by the Board of Public Works.

That if the total assessment is paid in full before October 31st in the year that the billing is made, irrespective of project completion, then no interest shall be charged.

If you require an interpreter, materials in alternate formats, or other accommodations to access this public hearing, please contact the Engineering Division at phone (608) 266-4751 or email us at engineering@cityofmadison.com. Please make contact at least 24 hours prior to the date of this public hearing so that we can make proper accommodations.

PART II

**SHEPARD TERRACE, CHAMBERLAIN AVENUE, VAN HISE AVENUE AND MASON STREET
ASSESSMENT DISTRICT - 2018**

By Order of the Board of Public Works
Madison, Wisconsin

PUB: WSJ AUGUST 24, 2018

Fact and Details Sheet

Proposed Shepard Tr, Chamberlain Ave, Van Hise Ave & Mason St Resurfacing with Utilities

Project Details – Proposed Work

Sanitary Sewer: The City will replace the existing sewer main with 8" PVC pipe (existing 8" clay main installed in the 1940s), and in most cases replace laterals from the main to the property line. In limited cases where the existing lateral is cast iron, appears to be in good condition upon inspection, and runs under a tree, the lateral will only be replaced to the back of curb. In those cases, the owner will not be assessed for the additional footage of replacement that is not completed. If you would like a full lateral replacement to the property line in cases such as this, please contact the Sanitary Sewer Contact listed at right (*laterals assessable*).

Water Main: Replace undersized main on around the Shepard Tr cul-de-sac and resolve some valve/hydrant problems in the neighborhood.

Storm Sewer: Add inlets to the intersection of Shepard Tr and Chamberlain Ave and along Shepard Tr near the Hoyt Park staircase. Remove and replace inlets as necessary on the west side of Chamberlain Ave, Van Hise Ave and Mason St intersections with N Franklin Ave. If you are aware of any existing private storm sewer or private connections that discharge to the curb or to a structure from your property, please contact the Storm Sewer contact listed at right (*private connections assessable*).

Street: Replace asphalt, stone base, curb and gutter and driveway aprons on all streets (*curb & gutter and driveway aprons assessable*). The street width will remain similar as it is now 30-feet from face of curb to face of curb. Driveway aprons constructed with the project will match your existing driveway material. Driveway widths will be replaced per the City of Madison standard detail and driveway request forms will be provided in future mailings. Disturbed areas will be restored with 6-inches of topsoil and grass seed, which will be watered as needed by the contractor for the first 10 days.

Sidewalk: Existing sidewalk along Shepard Tr will be replaced. Connect sidewalk from the Hoyt Park staircase to Kendall Ave along west side of Shepard Tr. As well as from the Hoyt Park staircase along the west side of Shepard Tr to new sidewalk along south side of Mason St. Connect sidewalk from the Shepard Tr/Mason St intersection to the existing mid-block portion along south side of Mason St. As well as from the Shepard Tr/Van Hise Ave intersection to the existing mid-block portion and from the existing mid-block portion to N Franklin Ave along south side of Van Hise Ave (*sidewalk assessable*). Property owners receiving new sidewalk are eligible for the Safe Route Grant which covers 50% of the cost, this reduction is not reflected in the attached assessment.

Street Lights: There are no proposed changes to the street lighting.

Trees: Terrace trees may be pruned prior to construction to provide required clearance for construction equipment. Efforts have been made in the street design to save as many of the existing trees as possible. There are eight (122 Shepard Tr (Cottonwood), 217 Shepard Tr (Turkish Filbert), 2819 Chamberlain Ave (Norway Maple), 2814 Chamberlain Ave (Hickory), 214 N Franklin Ave (Silver Maple), 2821 Van Hise Ave (Norway Maple), 25 Shepard Tr (Silver Maple) and 2819 Mason St (Norway Maple)) planned tree removals with this project because of poor health/condition. There are two (202 Shepard Tr (Crabapple), 126 N Franklin Ave (Arbor Vitae)) planned tree removals with this project because of new sidewalk installation. If, during the course of construction, it is determined that any additional trees must be removed, adjacent property owners will be notified, prior to removal of the tree. The trees within the project limits that remain may have the roots trimmed during construction. Terrace areas will be evaluated by Forestry for new trees or replacements following the project.

Project Website: <http://www.cityofmadison.com/engineering/projects/shepard-tr-chamberlain-ave-van-hise-ave-and-mason-st-resurfacing>

Construction Schedule & Impacts

Tentative Schedule: April 2019 – July 2019.

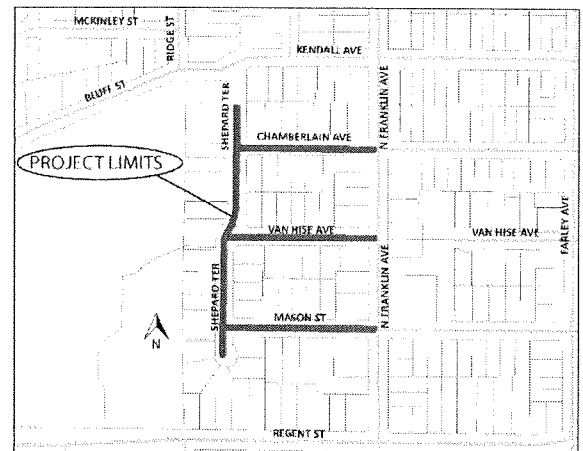
Water Main: An average of two water shut-offs are expected for each property within the project limits. A minimum of 48 hours of notice will be provided prior to the shut-offs. Each shut-off may last up to 8 hours, but typically lasts about 4 hours.

Traffic Impacts: Shepard Tr, Chamberlain Ave, Van Hise Ave and Mason St will be closed to thru traffic within the construction limits. Local access will be provided, but driveways may not be accessible at times when work is being performed in front of the driveway and while new curb and gutter and driveway aprons are constructed. Driveway closures may last up to a cumulative total of 20 days. No parking is allowed within the construction zone during working hours (7AM to 7PM), so when your driveway is not accessible, you will need to park on the adjacent street (i.e. N Franklin Ave).

Refuse Collection: It will be the contractor's responsibility to allow for refuse collection to continue during construction. Please mark your address on your cart to make sure it is returned if moved.

Landscaping: Existing timber, brick or stone walls and landscaping plantings along the street or within the right-of-way will likely be impacted if it conflicts with curb & gutter, sidewalk or sanitary sewer installation. If you wish to save any landscaping, it should be removed prior to the start of work in the spring of 2019. Stone or brick pavers within the right-of-way on or adjacent to your driveway that you wish to save should be removed prior to construction and reinstalled by you after construction is complete.

Project Location Map



Item	Property Owner Share	City Share
Curb & Gutter Replacement*	50%	50%
Sidewalk Replacement	50%	50%
Driveway Aprons	50%	50%
New Sidewalk	100%	0%
Intersection Curb & Pavement	0%	100%
Sanitary Sewer Main	0%	100%
Sanitary Laterals to Property Line	25%	75%
Water Main	0%	100%
Water Main Laterals	0%	100%
Storm Sewer Main	0%	100%
Private Storm Connections (if any)	100%	0%

*Curb assessed per linear feet of property frontage

Project Contacts

Project Manager: Andrew Zwieg – 266-9219, azwieg@cityofmadison.com

Traffic: Sean Malloy – 266-5987, smalloy@cityofmadison.com

Storm Sewer, Sanitary Sewer: Elia Acosta – 266-4096, eacosta@cityofmadison.com

Water: Adam Wiederhoeft – 266-9121, awiederhoeft@cityofmadison.com

Construction: John Fahrney – 266-9091, jfahrney@cityofmadison.com

Forestry: Marla Eddy – 266-4450, meddy@cityofmadison.com

**NOTICE OF PUBLIC HEARING
BEFORE THE BOARD OF PUBLIC WORKS
FOR
PLANS, SPECIFICATIONS, AND SPECIAL ASSESSMENTS
FOR
PUBLIC WORKS IMPROVEMENTS
MADISON, WISCONSIN**

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PART II

**SHEPARD TERRACE, CHAMBERLAIN AVENUE, VAN HISE AVENUE AND MASON STREET
ASSESSMENT DISTRICT - 2018**

By Order of the Board of Public Works
Madison, Wisconsin

PUB: WSJ AUGUST 24, 2018

0706-212-2004-1	DAST, JAMES C & RANCI P MADISON WI	217 Shepard Ter Cumberland Ave	140.00	5,914.00	110.00	\$330.00	100.00	\$600.00	0.00	\$0.00	0.50	200.00	\$400.00	0.50	0.00	\$0.00	0.50	190.00	\$1,710.00	1.00	\$1,250.00	36.00	\$756.00	\$5,046.00
0706-212-1932-9	GRIFFIN, LUANN L LENEE F LANSER MADISON WI	218 Shepard Ter	48.25	7,146.00	\$0.00	\$190.00	\$0.00	\$300.00	0.00	\$0.00	1.00	219.50	\$1,038.00	1.00	0.00	\$0.00	1.00	48.25	\$868.50	1.00	\$1,250.00	36.00	\$756.00	\$4,962.50
0706-212-1564-4	DAST, TERRY P & LINDACANT MADISON WI	301 Shepard Ter Cumberland Ave	120.00	7,150.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.50	35.00	\$0.00	0.50	0.00	\$0.00	0.50	180.00	\$1,620.00	2.00	\$2,500.00	72.00	\$1,512.00	\$6,502.00
0706-212-1913-7	BENNETT, MARK R & TRACY L HORN MADISON WI	302 Shepard Ter	100.00	19,240.00	0.00	\$0.00	35.00	\$210.00	100.00	\$600.00	1.00	715.00	\$2,940.00	1.00	0.00	\$0.00	1.00	130.00	\$2,340.00	1.00	\$1,250.00	36.00	\$756.00	\$8,096.00
0706-212-1564-5	HARRIS, MARGARET R MADISON WI	313 Shepard Ter Kendall Ave	119.39	8,238.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.50	450.00	\$900.00	0.50	0.00	\$0.00	0.50	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	\$900.00
0706-212-2394-5	MCKELVY, STEWART MADISON WI	314 Shepard Ter Kendall Ave	70.80	10,095.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	1.00	0.00	\$0.00	1.00	0.00	\$0.00	1.00	0.00	\$0.00	1.00	\$1,250.00	36.00	\$756.00	\$3,086.00
0706-212-2301-7	CLARK, LINDA R & LARRY R MADISON WI	2809 Van Hise Ave	65.00	6,485.00	95.00	\$385.00	115.00	\$600.00	0.00	\$0.00	1.00	20.00	\$80.00	1.00	0.00	\$0.00	1.00	65.00	\$1,700.00	1.00	\$1,250.00	36.00	\$756.00	\$6,671.00
0706-212-2012-8	RYAN, RICHARD & MARY ANN MADISON WI	2810 Van Hise Ave	\$0.00	\$750.00	105.00	\$115.00	195.00	\$630.00	0.00	\$0.00	1.00	0.00	\$0.00	1.00	0.00	\$0.00	1.00	0.00	\$900.00	1.00	\$1,250.00	36.00	\$756.00	\$3,851.00
0706-212-2012-9	MARCEL, ANANDA MADISON WI	2811 Van Hise Ave	\$0.00	\$750.00	95.00	\$385.00	95.00	\$370.00	0.00	\$0.00	1.00	0.00	\$0.00	1.00	0.00	\$0.00	1.00	0.00	\$900.00	1.00	\$1,250.00	36.00	\$756.00	\$3,761.00
0706-212-2013-4	CALDWELL, ANDREW H MADISON WI	2817 Van Hise Ave	65.00	6,825.00	130.00	\$450.00	150.00	\$900.00	0.00	\$0.00	1.00	125.00	\$500.00	1.00	0.00	\$0.00	1.00	65.00	\$1,700.00	1.00	\$1,250.00	36.00	\$756.00	\$5,026.00
0706-212-2010-2	KLOPPER, JAMES B LAINE KLOPPER MADISON WI	2818 Van Hise Ave	\$0.00	\$750.00	130.00	\$390.00	130.00	\$780.00	0.00	\$0.00	1.00	0.00	\$0.00	1.00	0.00	\$0.00	1.00	0.00	\$900.00	1.00	\$1,250.00	36.00	\$756.00	\$4,076.00
0706-212-2011-7	TRAYNERS, BRITTANY G RYAN BROWNE MADISON WI	2821 Van Hise Ave	65.00	7,150.00	185.00	\$55.00	185.00	\$1,110.00	0.00	\$0.00	1.00	150.00	\$600.00	1.00	0.00	\$0.00	1.00	65.00	\$1,700.00	1.00	\$1,250.00	36.00	\$756.00	\$5,441.00
0706-212-2005-5	HUBBARD, LARRY D AND RUTH L MADISON WI	2822 Van Hise Ave	\$0.00	\$350.00	95.00	\$385.00	95.00	\$370.00	0.00	\$0.00	1.00	0.00	\$0.00	1.00	0.00	\$0.00	1.00	0.00	\$900.00	1.00	\$1,250.00	36.00	\$756.00	\$3,761.00
0706-212-2016-9	BARLOW, JACOB B MADISON WI	2825 Van Hise Ave Shepard Ter	108.00	6,480.00	110.00	\$390.00	110.00	\$660.00	0.00	\$0.00	0.50	125.00	\$250.00	0.50	0.00	\$0.00	0.50	0.00	\$2,100.00	1.00	\$1,250.00	36.00	\$756.00	\$6,438.00
0706-212-2008-7	STOJZINBERG, JOHN E & LINDSEY M STOJZINBERG MADISON WI	2825 Van Hise Ave	\$0.00	\$750.00	90.00	\$270.00	90.00	\$340.00	0.00	\$0.00	1.00	0.00	\$0.00	1.00	0.00	\$0.00	1.00	0.00	\$900.00	1.00	\$1,250.00	36.00	\$756.00	\$3,716.00
0706-212-2007-9	SAGE, DAVID J DAVID KOPOR SAGE MADISON WI	2830 Van Hise Ave Shepard Ter	90.00	\$750.00	202.00	\$015.00	205.00	\$1,210.00	0.00	\$0.00	0.50	0.00	\$0.00	0.50	0.00	\$0.00	0.50	0.00	\$750.00	1.00	\$1,250.00	36.00	\$756.00	\$7,636.00
TOTALS			5,301.13	443,561.00	5,750.00	#####	5,805.00	\$44,830.00	1,030.00	\$61,810.00	-	\$1,962.00	\$18,224.80	-	4,144.00	24,560.00	-	4,147.35	\$01,578.45	64.00	\$80,600.00	2,394.00	48,384.00	\$20,397.25

*A factor has been applied for sidewalk and curb gutter adjacent to lots that abut more than one street and are single-family or two-family residential dwellings.