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 JANUARY 11, 2019 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 GROVELAND TERRACE ASSESSMENT DISTRICT 2019 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.

ohanna L. Johnson

Subscribed and sworn to before me this 11 day of JANUARY, 2019

Notary Public, State of Wisconsin My Commission expires: 3.27.203.2



Department of Public Works

Engineering Division

Robert F. Phillips, 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

Parcel Number: 0710-212-0201-6 Situs Address: 601 Pflaum Rd SHILTS, JEANNE M 601 PFLAUM RD MADISON, WI 53716-2164 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

January 11, 2019

To: Property Owners along Groveland Terrace

Re: Project 11872 Proposed Street Reconstruction Project & Public Hearing

The City of Madison is proposing to reconstruct Groveland Terrace in 2019 from Tompkins Drive to Pflaum Road. Enclosed with this letter is a fact sheet with some details on the proposed project along with a notification for the Public Hearing before the Board of Public Works. The date, time and location of the public hearing can be found 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. The costs of some items are shared between the property owner and the City, while other costs are assessed entirely to the property owner. A table detailing the City's standard assessment policy for these items is included in the fact sheet.

Also enclosed is a Schedule of Assessments, which shows the property owner's share of 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 15 years, with 4.0% interest charged on the unpaid balance. Normally the payback is over a period of eight years; however for this project we are requesting approval of a 15 year payback period.

Note that the standard assessment policy for this type of project indicates that the costs of new sidewalk are to be assessed entirely to the adjacent property owners. A "Safe Routes" grant is currently included as part of the adopted 2019 City budget. The amount due for the sidewalk installation will be reduced by half upon approval of the proposed sidewalk installation and approval of the grant funds. The enclosed estimated assessments for each property include the entire costs for the sidewalk installation; if approved, the grant would be applied to the amount due with the final assessments.

To request accommodations for special needs or disabilities, or if you have any other questions regarding this project, please contact Chris Dawson, the Project Engineer at 261-5537 or email at cdawson@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. Hearing impaired person may contact the City's TDD number at 1-866-704-2315 to make arrangements for assistance during the meeting.

Sincerely,

Robert F. Phillips, P.E. City Engineer

RFP: cwd

CC by email: Ald. Mike Tierney

Christy Bachmann, City Engineering

Chris Kelley, Streets Division Jeff Belshaw, Water Utility

Tim Sobota, Madison Metro Transit Theresa Nelson, City Engineering

Greg Fries, City Engineering Ed Ruckriegel, Fire Department Mark Moder, City Engineering Jeff Heinecke, City Forestry

Alexandra Heinritz, Traffic Engineering

Phil Gaebler, City Engineering Carl Strasburg, Police Department Cindy Mierow, Police Department

Dane County 911

De'Kendra Stamps, School District Trans Coordinator, dbstamps@madison.k12.wi.us

Jason Fenske, Badger Bus Lines, jasonf@badgerbus.com Michael LaCount, MMSD mlacount@madison.k12.wi.us

Mick Howan, Madison School District Transportation, mjhowan@madison.k12.wi.us Jeff Fedler, Madison School District Transportation Coordinator, jfedler@madison.k12.wi.us Bob Byington, Madison School District Transportation, rlbyington@madison.k12.wi.us

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, JANUARY 23, 2019 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 four (4%) 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

<u>GROVELAND TERRACE ASSESSMENT DISTRICT - 2019</u> REETZ ROAD AND ALTEM CIRCLE RESURFACING ASSESSMENT DISTRICT - 2019

> By Order of the Board of Public Works Madison, Wisconsin

PUB: WSJ January 11, 2019

Fact and Details Sheet Proposed Groveland Terrace Reconstruction - 2019 Project 11872

Project Details - Proposed Work

Sanitary Sewer: The City will replace existing mains (installed in 1954) 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: The existing water main is proposed to remain in place.

Storm Sewer: Install storm sewer on Groveland Terrace at intersections with Douglas Trail and Acacia Lane to improve drainage and connect to recently installed storm sewer to the east. If you are aware of any existing private storm sewer or private connections (either to the curb or to a structure) from your property, please contact the Storm Sewer contact listed at right (private connections assessable).

Street: Replace the payement and driveway aprons and install sidewalk and curb (assessable). Grade changes will be made to the roadway to improve drainage.

Terrace Areas: Existing concrete terrace walkways will be replaced with the project (assessable), unless the property owner requests that they are removed. Owners must remove any encroaching plantings, structures or special landscaping features from the terrace area and public right-of-way, prior to the start of construction, including raised planting beds, stone landscaping, retaining walls, railings, pavers, planters, etc. If left in place, these items will be removed by the contractor. The contractor will not replace these items following completion of the project.

Rain Gardens: Rain gardens may be installed at suitable sites, at the request of the property owner, if terrace is deemed by the City to be suitable for a rain garden (wide, flat, adequate space between driveways/trees, no utility conflicts, etc.) If you are interested in having a rain garden please contact the rain garden contact listed at right by 2/1/19 (assessable). More info on the terrace rain garden program is available here:

http://www.cityofmadison.com/engineering/stormwater/raingardens/terraceraingardens.cfm

Trees: Tree removals are planned at the following addresses: Groveland: 5305, 5308, 5309, 5313 (2 trees), 5320, 5400 (2 trees), 5401, 5405, 5408, 5409, 5412, 5413, 5417, 5500, 5504, 5505 (2 trees); Pflaum: 509; Tompkins: 508. Six of these tree removals are due to poor condition or safety concerns while the remaining removals are due to conflict with proposed excavation. At some locations, easements for sidewalk installation would prevent the need to remove certain trees. Where this scenario exists, property owners will be mailed a separate letter with further information. 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 be pruned, and/or the roots may be trimmed. Some of the trimming may occur in advance of the project. Terrace areas will be evaluated by Forestry for new trees or replacements following the project. For additional information from Forestry, see the back of this

Project Website: Updates, including a copy of tonight's presentation will be posted here: https://bit.ly/2PlnP2W

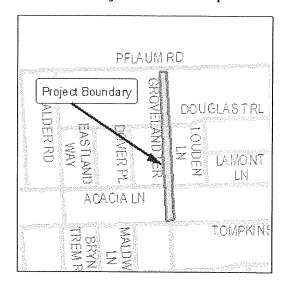
Construction Schedule & Impacts

Tentative Schedule: Once construction begins, the project is expected to last approximately 3 months. This contract will be flexible so that work can begin as early as mid April but everything must be completed by mid-October. A construction notice will be mailed to all properties along the project in advance of construction beginning.

Traffic Impacts: The streets will be closed to through traffic within the project limits, but will be open to local traffic (residents). Parking will be restricted during the day for the project duration, however, overnight parking will be available to local traffic. Residential driveways may be closed for up to 3 weeks. Residents will be given advanced notice when access to driveways will be restricted.

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.

Project Location Map



Project Contacts

Project Manager: Chris Dawson – 261-5537, cdawson@cityofmadison.com

Storm Sewer, Sanitary Sewer: Theresa Nelson - 266-4913 tnelson3@cityofmadison.com

Rain Gardens: Carissa Wegner - 261-9822 cwegner@cityofmadison.com

Traffic Engineer: Ali Heinritz – 267-1102 aheinritz@cityofmadison.com

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

Forestry: Jeff Heinecke – 266-4890. jheinecke@cityofmadison.com

Assessment Policy Breakdown City Owner Share Share Concrete drive aprons 50% 50% Sanitary Laterals 75% 25% Concrete sidewalk & curb 0% 100% Asphalt Pavement 24 ft. 4 ft. Sanitary & Storm Mains 100% 0% Sidewalk Ramps 100% 0% Terrace Walkways 0% 100% Rain Gardens (optional)

balance

\$100

Assessments are payable as a lump sum or over 15 years with 4% interest.

Supplemental Forestry Info

Tree pruning in advance of the project is required to reduce the risk of damage to the trees during construction. The City of Madison Forestry Section will perform the necessary work. For certain species, especially oak and elm trees, the pruning must be completed by April 1st to reduce the chance of disease. If additional trees need to be removed, City Forestry or City Engineering will notify the adjacent property owner prior to removal.

All ash street trees within the project limits have been evaluated for potential chemical treatment for Emerald Ash Borer (EAB). Ash trees with trunks measuring less than 10" in diameter at 4.5 ft (DBH) from the ground, and ash that are in poor condition will not be treated as outlined the City's EAB Plan. Ash trees that do not meet the treatment criteria will be removed prior to construction, and will be removed regardless of the construction project schedule. Including ash removals as part of the project will allow for a faster replacement timeframe. For more information about EAB and the City of Madison EAB response plan please see: http://www.cityofmadison.com/parks/services/forestry/pests/EAB/index.cfm.

Street trees provide many benefits to our city and are considered an important part of the city's infrastructure. Forestry Section staff will evaluate the terrace for new planting sites and potential replacement sites when the project is complete. There is no additional cost to the adjacent property owner for a tree planting. Street trees are typically planted in the spring of the year following the completion of the construction project. Per Madison General Ordinance 10.10, City Forestry determines tree species and planting locations. Residents cannot choose or plant their own tree in the terrace.

For any questions regarding street tree maintenance or planting, please contact Jeff Heinecke at 266-4890.

Project Name: Groveland Terrace Assessment District - 2019
Project Limits Thann Road to Tompkins Drive
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Groveland Ter
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*A factor has been applied for sidewalk and curb and gutter work adjacent to lots that abut more than one street and are single-family or two-family residential dwellings. City of Madison Engineering Division - Schedule of Assessments
, 01 //11/2019
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Project Name: Groveland Terrace Assessment District - 2019 Project Limits: Pflaum Road to Tompkins Drive City of Madison Engineering Division - Schedule of Assessments , 01 /11/2019
Project Dame: Groveland Terrace Assessment Di 11872 Project Limits: Pflaum Road to Tomnkins Drive

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