

Department of Public Works
Engineering Division
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Parcel Number: «Parcel_No»

Situs Address: «Situs_Address»
Principal Engineer 2 John S. Fahrney, P.E. Janet Schmidt, P.E.
«OwnerLine1»
Principal Engineer 1
Mark D. Moder, P.E.
«OwnerLine2»
Andrew J. Zwieg, P.E.
«OwnerLine3»
Financial Manager
«OwnerLine4»

February 9, 2024

## To: Property Owners and Residents along Rutledge Street and Division Street

## Re: Proposed Street Reconstruction Project \& Public Hearing

The City of Madison is planning a 2024 reconstruction project on Rutledge Street (Riverside Drive to Division Street/Lakeland Avenue), along with resurfacing Division Street (Rutledge Street/Lakeland Avenue to Jenifer Street/Oakridge Avenue) and two spot pavement replacements on Yahara Place to lower sanitary structures. The proposed project will include replacement of the sanitary sewer main and laterals, water main, storm sewer main and laterals, gravel base, curb \& gutter, driveway aprons, asphalt pavement, pavement markings, signs, as well improved pedestrian crossings, and spot replacement of sidewalk, as needed. Enclosed with this letter is a fact sheet with some details on the proposed project. 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. At the hearing, staff will make a brief presentation on the project, which will include a discussion of the different design options. Additional details are on the fact sheet.

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.

Below is a preliminary Schedule of Assessments, which shows the estimated costs for your property adjacent to the project. The Schedule of Assessments for all properties adjacent to the project is available on the project website: https://www.cityofmadison.com/RutledgeStreetReconstruction, a hard copy can be mailed to you upon request. The frontage and lot areas of each property to be assessed are listed on the full schedule. After work is complete, a final assessment cost will be calculated based on bid prices and work actually performed. The final assessment cost, which will be billed after the completion of the project, is payable in one lump sum or over a period of 8 years, with $5 \%$ 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 Nashaly Gutierrez, Project Engineer, at (608) 266-4414, ngutierrez@cityofmadison.com. This includes requests relating to the Public Hearing and operations of construction.


James M. Wolfe, P.E.
City Engineer

## Project Limits: Rutledge St: Riverside Dr to Division St, Division St: Rutledge St to Jenifer St

Project ID: 14076
Owner:
«OwnerLine1»
«OwnerLine2»
Parcel(s) being assessed:
Parcel Number: «Parcel_No»
Parcel Location: «Situs_Address»

| Remove and Replace Driveway and Terrace Items |  |  |  |
| :---: | :---: | :---: | :---: |
| Item 1 | Item 2 | Item 3 | Subtotal |
| «Cost1» | «Cost2» | «Cost3» | «SubT1» |


| 10' Pavement Reconstruction Items |  |  |
| :---: | :---: | :---: |
| Item 4 | Item 5 | Subtotal |
| «Cost4» | «Cost5» | «SubT2» |


| Sanitary and Storm Sewer Items |  |  |  |
| :---: | :---: | :---: | :---: |
| Item 6 | Item 7 | Item 8 | Subtotal |
| «Cost6» | «Cost7» | «Cost8» | «SubT3» |


| $\overline{\text { Subtotal }}$ | $\overline{\text { Subtotal }}$ | $\overline{\text { Subtotal }}$ | Total |
| :---: | :---: | :---: | :---: |
| «SubT1» | «SubT2» | «SubT3» | «Total» |

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

JMW:ngv cc by email:

| Marsha Rummel, District 6 Alder | Andrew Zwieg, City Engineering | Mark Moder, City Engineering |
| :--- | :--- | :--- |
| Janet Schmidt, City Engineering | Kyle Frank, City Engineering | Yang Tao, Traffic Engineering |
| Thomas Mohr, Traffic Engineering | Alexandra Heinritz, Traffic Engineering | Nathan Mendez, Water Utility |
| Adam Wiederhoeft, Water Utility | Lorissa Banuelos, Common Council | Charles Romines, Streets |
| Hannah Mohelnitzky, City Engineering | Brad Hofmann, City Forestry | Aaron Leair, City Forestry |
| Tim Sobota, Madison Metro Transit | Bill Sullivan, Fire Department | Dane County 911 |
| Jennifer Hannah, Police Department | Amanda J Nagel ajnagel@madison.k12.wi.us |  |
| Cedric D Hodo cdhodo@madison.k12.wi.us Dana S Scheel dsscheel@madison.k12.wi.us |  |  |
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| Vanessa Cruz vacruz@madison.k12.wi.us |  |  |

Department of Public Works

## Fact and Details Sheet: PROPOSED RUTLEDGE STREET RECONSTRUCTION

## Project Details - Proposed Work

Sanitary Sewer: The City will replace the existing sewer mains with new 10" PVC pipes from Riverside Drive to Walton Place, and 8" PVC from Walton Place to Division Street. Sanitary laterals connected to mains being replaced will also be replaced from the main to the property line as needed (laterals assessable). 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 Project Manager.

Water Main: The City will replace water main in poor condition and reconnect water services to the new main within the project limits.

Storm Sewer: The City will replace existing storm sewer and add new 18" concrete pipes from Clemons Avenue to Walton Place and 36" concrete pipes from Russell Street to Russell Street.

Street - Reconstruction: The City will replace all of the existing pavement and gravel base, driveway aprons, curb \& gutter, pavement markings, signs, and spot
 replace sidewalk where necessary for repairs and improvements. The City will improve pedestrian crossings at intersections with Walton Place and Russell Street by narrowing the street to 22 ft , and installing new ramps (10 ft pavement and driveway aprons are assessable).

Following the input received from the neighborhood at the public information meeting, City Traffic Engineering, the Transportation Commission meeting, and Metro Transit, City staff have narrowed down the street layout options and would like your feedback for Rutledge Street. Please note that the feedback will not be the ultimate decision on the street design but will be taken into consideration by the Board of Public Works, and the Common Council, who are ultimately responsible for approving the final design. A new survey has been posted to the project page and will close by Feb. 14. Please review the options below and provide feedback on that survey.

As you review the possible options for Rutledge St., here are some considerations for the different designs, which City staff are also weighing with these options. With limited crossings of the Yahara River, having flexibility for future transportation needs on Rutledge could be beneficial (for example, if transit service would ever be added to Rutledge), especially since the new street should last several decades. A street with the same width as existing ( $28^{\prime}$ curb to curb) would provide more flexibility. The City has heard concerns about traffic calming, and narrower streets, or at least perceived narrower streets, can help calm traffic, which can be achieved either by just a narrower street to begin with or through other measures such as bump outs at intersections, alternating parking, etc.

With that context, please review the different options.

Option 1A proposed reconstruction width of 28 ft (same as existing) from face of curb to face of curb with parking on one side (north side).

Option 1C proposed reconstruction width of 28 ft (same as existing) from face of curb to face of curb with parking allowed on both sides, providing additional parking but also helping to provide some traffic calming effects.

Option 2A propose a reconstruction width of 26 ft from face of curb to face of curb with parking only on the north side (same as existing).

Street - Resurfacing: The City is planning to resurface Division Street (Rutledge Street/ Lakeland Avenue to Jenifer Street/ Oakridge Avenue). The work includes removing and replacing the 2 " of asphalt pavement (10 ft. pavement assessable).

Street - Spot Replacement: The City is planning two spot pavement replacements at 2 locations on Yahara Place to lower sanitary sewer structures. The locations are at the intersection with Russell Street and at the bend along 2034 Yahara Place.

Driveway Aprons: Driveway aprons constructed with the project will be replaced with concrete. Driveway widths will be replaced per the City of Madison standard detail (driveway aprons assessable).

Bus Pad: Existing concrete bus pads no longer in use will be removed within the project limits.
Streetlights: Street lighting on existing MG\&E wood poles will remain.

Trees: Terrace trees will be pruned prior to construction to provide required clearance for construction equipment. There are 4 ((1848 Rutledge Street 1-Norway Maple), (1834 Rutledge Street 1-Chinkapin Oak), (1710 Rutledge Street 1-Maple), (2009 Rutledge Street 1-Dogwood)) planned tree removals because of poor condition. If, during 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. Initial coordination with Forestry has been completed for potential new planting locations and will continue during design and after project completion.

Terrace Areas: Existing landscaping plantings within the terrace (area between curb \& sidewalk) will be impacted. If you wish to save any landscaping, it should be removed prior to the start of work in 2024. Stone or brick pavers within the terrace you wish to save should be removed prior to construction \& reinstalled by you after construction is complete.

Assessments: The project will have special assessments for the street construction. The assessments are a special charge for work being done that has direct benefit to the property. The preliminary assessments are mailed during the design phase and will give the property owner an estimated cost due after construction is complete. The final assessments bill will be mailed in 2025 to adjacent property owners. The bill is calculated based on measured quantities for driveway aprons, pavement, and terrace walks are based on 2024 street improvements rates and will carry over from the preliminary assessments to the final assessments. The sanitary sewer laterals and private storm sewer connections will also be billed based on bid prices and measured quantities during construction. The property payment options include payment by lump sum or over 8 years with a $5 \%$ interest.

Project Website: Please visit the project website for the latest information and to fill-out a second questionnaire. Sign-up for project email updates on the website. https://www.cityofmadison.com/RutledgeStreetReconstruction.

## Construction Schedule \& Impacts

Tentative Schedule: This project is scheduled to be bid in spring of 2024. Construction is expected to begin in late spring/early summer 2024 and be finished in fall 2024.

Traffic Impacts: Rutledge Street will be closed to through traffic within the project limits but will be open to local traffic (residents). Per City's standard

| Item | Property <br> Owner <br> Share | City <br> Share |
| :--- | :--- | :--- |
| $10^{\prime}$ Pavement Replacement* | $100 \%$ | $0 \%$ |
| $10^{\prime}$ Pavement Resurfacing* | $100 \%$ | $0 \%$ |
| Driveway Aprons <br> Replacement | $50 \%$ | $50 \%$ |
| Remove \& Replace Terrace <br> Walk | $50 \%$ | $50 \%$ |
| Curb \& Gutter Replacement | $0 \%$ | $100 \%$ |
| Sidewalk Replacement | $0 \%$ | $100 \%$ |
| Sanitary Sewer Main | $0 \%$ | $100 \%$ |
| Sanitary Laterals to property <br> line | $25 \%$ | $75 \%$ |
| Water Main | $0 \%$ | $100 \%$ |
| Water Main Services | $0 \%$ | $100 \%$ |
| Storm Sewer Main | $0 \%$ | $100 \%$ |
| Private Storm Connections (if <br> any) | $0 \%$ | $100 \%$ |

*Pavement assessed per linear ft. of frontage specs, residential driveways may be closed for a cumulative of 20 days during the project, primarily when driveway aprons, curb \& gutter, and sidewalks are being installed. 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 streets, Yahara Place, Spaight Street, Clemons Avenue, Walton Place (north of Rutledge Street), Russell Street (north of Rutledge Street), Lakeland Avenue, Jenifer Street, Oakridge Avenue, and Riverside Drive. The contractor will notify impacted residents prior to the driveway access being closed for an extended period, but there likely be several short-duration closures during utility work and asphalt paving that may not have much advance notice.

During these shorter disruptions, the Contractor will work with residents to provide access as quickly as possible. Contact the project manager if you have accessibility concerns and need to request special accommodations.

Water Shut-offs: 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 shutoffs. Each shutoff may last up to 8 hours, but typically last about 4 hours. The water will be shutoff when the new water main is connected to the existing main and connecting the services to the new main. At the start of construction, the existing main will remain in service until the new main is installed and connected to; emergency shutoffs may occur if the old, brittle main is damaged during construction. If this happens, crews will work to notify affected properties as quickly as possible.

Refuse Collection \& Mail Delivery: It will be the contractor's responsibility to allow for refuse collection and mail delivery to continue during construction. Please mark your address on your cart to make sure it is returned if moved. We ask that you place your carts at the street the evening prior to or at the very latest 6:00 a.m. the morning of your scheduled refuse/recycling day.

Rain Gardens: Property owners may be eligible for a terrace rain garden installation as part of this street project if the site meets certain criteria. The terrace must have a minimum area of $10^{\prime} \times 15^{\prime}$ in a relatively flat, open space away from trees and utilities. Rain gardens are partially assessable up to $\$ 100$. Rain garden maintenance would be the homeowner's responsibility if installed. If you are interested, please contact Sarah Lerner of City Engineering at 261-8592 or at SLerner@cityofmadison.com. More information on the terrace rain garden program is available at www.cityofmadison.com/engineering/stormwater/raingardens/terraceraingardens.cfm

## Supplemental Forestry Information

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 June 1st to reduce the chance of disease. If additional trees need to be removed, City Engineering will notify the adjacent property owner prior to removal.

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 the general forestry line at 266-4816.

# 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. and will so continue to be for ten (10) working days from the first published date of this notice, (please email Board of Public Works, boardofpublicworks@cityofmadison.com) and;

That on WEDNESDAY, FEBRUARY 21, 2024 AT 5:30 P.M., the Board of Public Works will be held remotely and the public can attend using a laptop or call in by phone. If you would like instruction on how to participate, please email boardofpublicworks@cityofmadison.com The Board 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 five (5\%) 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 72 hours prior to the date of this public hearing so that we can make proper accommodations.

## PART II

WEST WASHINGTON AVENUE AND SOUTH HENRY STREET RESURFACING ASSESSMENT DISTRICT 2024

## RUTLEDGE ST RECONSTRUCTION ASSESSMENT DISTRIST - 2024

KNUTSON DRIVE AND GREEN AVENUE ASSESSMENT DISTRICT - 2024

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

PUB: WSJ February 9, 2024

## AFFIDAVIT OF MAILING

## STATE OF WISCONSIN )

 ) ss.COUNTY OF DANE )
ISAAC GABRIEL, being first duly sworn on oath, deposes and says that:

1. He is an Program Assistant 1 with the Office of the City Engineer, City of Madison, Dane County, Wisconsin, and did on the 9th day of February, 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 their property for the project titled RUTLEDGE ST RECONSTRUCTION ASSESSMENT DISTRICT - 2024 attached hereto.
2. He delivered the envelopes to the custody of 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.

Subscribed and sworn to before me this $9^{\text {Th }}$ day of February, 2024






