



PUBLIC WORKS COMMISSION MEETING AGENDA

TUESDAY, AUGUST 13, 2024 AT 5:30 PM

CITY OF WATERTOWN MUNICIPAL BUILDING - 106 JONES STREET, WATERTOWN, WI 53094
- RM 2044

Virtual Meeting Info: <https://us06web.zoom.us/join> Meeting ID: 225 151 7335 Passcode: 589577 One tap mobile +16469313860

<https://us06web.zoom.us/j/9178580897?pwd=eUOpCUyvIV65zIPMYImMdPU1LVLx5I.1>

All public participants' phones will be muted during the meeting except during the public comment period.

1. CALL TO ORDER

2. COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

Each individual who would like to address the Committee will be permitted up to three minutes for their comments

3. REVIEW AND APPROVE MINUTES

A. Public Works Commission minutes from July 23, 2024

B. Bike and Pedestrian Task Force minutes from May 14, 2024

4. BUSINESS

A. Review and take possible action: Weed Ordinance Dispute - 118 N Third Street

B. Review and take possible action: S. Tenth Street pavement condition assessment - Western Avenue south to railroad tracks

C. Review and take possible action: S. Tenth Street railroad crossing sidewalk condition assessment

D. Review and take possible action: Award Bike and Pedestrian Master Plan Project to HKGi for \$99,700 and enter into three-party agreement

E. Update, no action required: S. Church Street Shared-use Path TAP Grant

F. Review and take possible action: Sidewalk repair orders for 116 E Main Street and 214 N Ninth Street

G. Update, no action required: Tivoli Island Historic Bridge Study

H. Review and take possible action: E. Main Street Parking between Market Street and Irene Street in conjunction with WisDOT roadway improvement project

5. ADJOURNMENT

Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at mdunneisen@CityofWatertown.org, phone 920-262-4006

A quorum of any City of Watertown Council, Committee, Board, Commission, or other body, may be present at this meeting for observing and gathering of information only

PUBLIC WORKS COMMISSION MEETING
TUESDAY, JULY 23, 2024 AT 5:30 PM

Commission members present: Dan Bartz, Fred Smith, Pete Thompson Bob Wetzel
City employees present: Water Department Manager Pete Hartz (remote)
Assistant Water Department Manager Tim Hayden

1. Meeting was called to order at 5:30 p.m.

2. COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

3. REVIEW AND APPROVE MINUTES

Public Works minutes from July 9, 2024

Motion to approve Ald. Bartz

2nd Ald. Wetzel

Carried unanimously

4. BUSINESS

A. Review and take possible action: approve license agreement between City of Watertown and T-Mobile for equipment located on the O'Connell Water Tower (Cellular Site ML82089A). Tim Hayden was on hand to explain the nuances of the new agreement. Pete and he recommended approval of the new agreement which includes a new lease term and the new equipment upgrades.

Motion to approve Ald Bartz

2nd Ald Wetzel

Carried by unanimous voice vote

B. Review and take possible action: approve entering into an agreement with Elhers Public Finance Advisors to provide a study of the current water rates.

Pete Hartz gave an update on plans for the city-wide private and public lead service replacements (1,500) and recommended initiating the water rate study and review promptly to ensure that the city stays on schedule, The water department has submitted all the necessary application materials to the Wisconsin Department of Natural Resources. As part of this process the Public Service Commission of Wisconsin will require a conventional rate case review to authorize Watertown's city-wide replacement project. Typically, the rate case review process takes approximately 6 – 9 months. Our goal is to commence the project in the second quarter of 2025. The estimated lead service replacement is approximately \$14.5 million, although the loan amount and debt service payment is still pending with the State. Some of the loan may qualify for principal forgiveness, but it will not be 100% as it has been in the past few years.

The 1500 lead service replacements will complete this multi-year project.

Ald. Bartz asked what other company was involved in the process. Tim Hayden said that Baker Tilly was the other party.

Motion to approve Ald Smith

2nd Ald Bartz

5. ADJOURNMENT

Motion to adjourn Ald Bartz
2nd Ald Smith
Carried by unanimous voice vote
Meeting adjourned at 5:40 p.m.

Respectfully submitted,

Bob Wetzel
Acting Public Works Commission Chair

Note: These minutes are uncorrected, and any corrections made thereto will be noted in the proceedings at which these minutes are approved.

DATE: 5/8/24

RE: May 14, 2024 Bicycle and Pedestrian Path Plan Task Force Meeting in Room 0041 @
4:30 p.m. Meeting Minutes

Bicycle, Pedestrian Path Task Force Room 0041

May 14, 2024, 4:30 – 5:30 PM (America/Chicago)

Present: Andrew Beyer, Kristine Butteris, Joe Kallas, Rod Laudenslager, Carol Quest, Eric Schmid

Agenda Items:

1. Call to Order Andrew Called to order at 1640
2. Review and take possible action: Motion to approve minutes of February 13, 2024 meeting and forward to the Public Works Commission for review and acknowledgement
Motion: Kallas
Second: Laudenslager
Passed Unanimously
3. TAP Grant Update: City-Wide Bicycle and Pedestrian Master Plan RFP Results and Summary
There was no reply to RFP.
Going Back out for RFP-more to come.
4. Review and Take Possible Action: With no response motion to bring back at a later date.
Motion: Kallas
Second: Schmid
Passed Unanimously
5. TAP Grant Update: S. Church Street Grant Application
 - Awaiting rankings and awards from Wisconsin Department of Transportation
Anticipated build from Jefferson Rd to Airpark Drive
6. Update on Public GIS paths layer update
 - The current Bike Facilities layer in GIS has been updated and added to the public GIS tool, accessible under Engineering Division > Maps on the City website.
<https://gis.cityofwatertown.org/apps/watertownpublicgis/>

7. Update: Development of the Collective property to plan for pedestrian/bike trails in it
 - Recommendations for connector paths on the Collective property are anticipated to included in the City-wide Bicycle and Pedestrian Network Master Plan.Brooke Alexander-Community Member concerned about access over the railroad and the Hoffmann property. Will work with consultants to consider how to work with Railroad.
8. Review and discuss: Future agenda items
Next meeting vote on Chair and Recording secretary.
Updates on items from today.
9. Review 2024 meeting schedule
Tuesday, August 13, 2024
Tuesday, November 12, 2024
10. Adjourn
Motion: Laudenslager
Second: Schmid
Passed Unanimously



MEMO

TO: Public Works Commission
FROM: Kristine Butteris, Director of Parks, Recreation, & Forestry
DATE: August 13, 2024
RE: Public Works Commission Meeting, August 13, 2024

Review and take possible action: Weed Ordinance Appeal for Marsha Moreno, 118 N. 3rd St.

BACKGROUND:

A weed ordinance complaint came into the office on June 24th. Jeff Doyle, the weed commissioner's designee, requested a letter be sent for overgrown lawn and weeds. A letter was sent to the above address on June 26th, 2024. The property was checked on July 11th and again on July 15th by Doyle. Doyle instructed crews to mow the property on July 16th. Invoice was sent on July 19th.

Ms. Moreno stopped into the Park and Recreation Office on Friday, August 2, 2024 stating that she had just acquired the property and was on vacation so she was not aware of the letter.

Attachments:

Letter

Kristine Butteris
Director

Andrea Draeger
Office Manager

Jeff Doyle
Parks Supervisor

Megan Schwefel
Administrative Assistant

June 26, 2024

Fermin Rivera
201 N 9th Street
Watertown, WI 53094

Fermin,

Our records show that *Fermin Rivera Trust* owns or has control of the following described properties. The property is located at, and the parcel number is:

118 N 3rd St /# 291-0815-0412-163

The aforesaid property contains weeds, grass or brush in violation of **City Ordinance, Chapter 446**. Notice is hereby given that if the weeds, grass or brush is not removed from the above named premises within seven (7) days from the date hereof, the **City of Watertown will cause the weeds, grass or brush to be removed. The cost of such removal will be assessed against the said owned property. The current rate is \$250.00 per hour with a minimum two hour charge.** The fee is intended to be a penalty/incentive for the property owner, so they may handle the problem themselves. The City of Watertown does not wish to be in the weed cutting business. If any City equipment is damaged while mowing the property, all charges for repairing said damage will be added to the Weed Bill.

2. 446-23 Noxious weeds, grasses and brush prohibited; height limit.

No owner of property within the City shall permit to grow or pollinate upon his or her property or upon any lands between the lot line of his or her property and the curb or pavement fronting such property any noxious weeds, grasses or brush that may cause or produce hay fever in human beings, produce unpleasant or noxious odors or conceal filthy deposits or provide a place for the accumulation of trash or litter. In order to prevent such growth and pollination, every property owner shall mow or cause to be mowed upon his or her property all weeds and grasses exceeding eight inches in height and all brush exceeding one foot in height. If any owner in the City neglects or fails to cut the same after having been given a seven-day written notice (only one such notice need be issued per property per calendar year, thereafter enforcement action may proceed without prior notice) by the Weed Commissioner or his or her designee, the Weed Commissioner or Weed Commissioner's designee is authorized to enter upon such property and cause the weeds, grasses or brush in violation of this section to be cut or mowed in conformity with this section. Written notice under this section shall be issued to the owner of such property and shall state that such weeds and grasses have exceeded a height of eight inches and that such shall be cut within a time designated by the Weed Commissioner or Weed Commissioner's designee. The notice shall be sent by first-class mail, postage prepaid, to the owner's last known and reasonably ascertainable address.

A. Exemptions. The height requirement of this section shall not apply to the following:

- (1) Zoned wetland.
- (2) Zoned agricultural with only one seasonal harvest.
- (3) Permit from DNR to grow wild grasses for wildlife.
- (4) Special characteristics of land and location.

514 S. First Street • Watertown, WI 53094 • Phone 920.262.8080 Fax: 920.262.8087

kbutteris@watertownwi.gov

jdoyle@watertownwi.gov

adraeger@watertownwi.gov

mschwefel@fwatertownwi.gov

Opportunity Runs Through It

- (a) Remote location as determined by the Weed Commissioner or Weed Commissioner's designee.
- (b) Historical character.
- (c) Presently rough, wet or wild.
- (d) Environmentally sensitive areas.

Section 4, Item A.

- (5) Approved natural landscapes pursuant to Chapter 356, Article I, of this Code.
- (6) Government programs.

B. Review of exemptions. All property exemptions will be reviewed on a case-by-case basis by the Public Works Commission and the Weed Commissioner.

[Amended by Ord. No. 05-29]

C. Waiver. The Weed Commissioner or Weed Commissioner's designee may waive the provisions of this section in whole or part when, in the Weed Commissioner or Weed Commissioner's designee's opinion, an application for waiver is justified relative to grasses and other plants. A waiver may be granted if the waiver will not cause a detracting from the aesthetics of an area, not create a nuisance, and not otherwise detract from the health, safety and welfare of near and neighboring residents, and for other reasons in the sole judgment of the Weed Commissioner or Weed Commissioner's designee.

446-24 **Enforcement.**

This article shall be enforced by the Weed Commissioner or his or her designee.

446-25 **Costs and fees; forfeiture.**

The fee for mowing or removal of noxious weeds, grasses or brush by the City's Weed Commissioner or Weed Commissioner's designee shall be no less than \$500 in each instance of any such expended labor. Any time spent on a property in excess of three hours shall be billed at the rate of \$250 per hour. In the event that City equipment is damaged while mowing or otherwise applying an effort to bring property into compliance with this article, the cost to repair the equipment shall be added to the bill. If such fees and/or costs are not paid by November 15 of the year in which they are billed, an administrative fee equal to 10% of the actual cost shall also be charged to the property owner. In the event of nonpayment thereafter, all such charges, costs and fees shall be placed on the tax roll pursuant to § 66.0627, Wis. Stats. The owner of such premises shall also be subject to a forfeiture for violation of this article.

Please contact Jeff Doyle, Weed Commissioner, if you intend to have someone cut the weeds, grass or brush for you. Then a "grace period" will be given, up to the date you give him for taking care of this matter. If the weeds, grass or brush are not removed by this set date, the property will be cut by the city. **If for whatever reason, you cannot remove the weeds, grass or brush by the end of your set date, you must again call the Weed Commissioner for another extension.** The best times to call are Monday – Friday, between 8:00 a.m. – 4:00 p.m. The phone number is (920) 262-8080, and the address is 514 S. First Street, Watertown, WI 53094.

Sincerely,



Kristine Butteris

Park Supervisor Parks, Recreation & Forestry, City Weed Commissioner

Enclosure

MEMO

TO: Public Works Commission
FROM: Andrew M. Beyer, P.E., Director of Public Works/City Engineer
DATE: August 7, 2024
RE: Public Works Commission Meeting of August 13, 2024

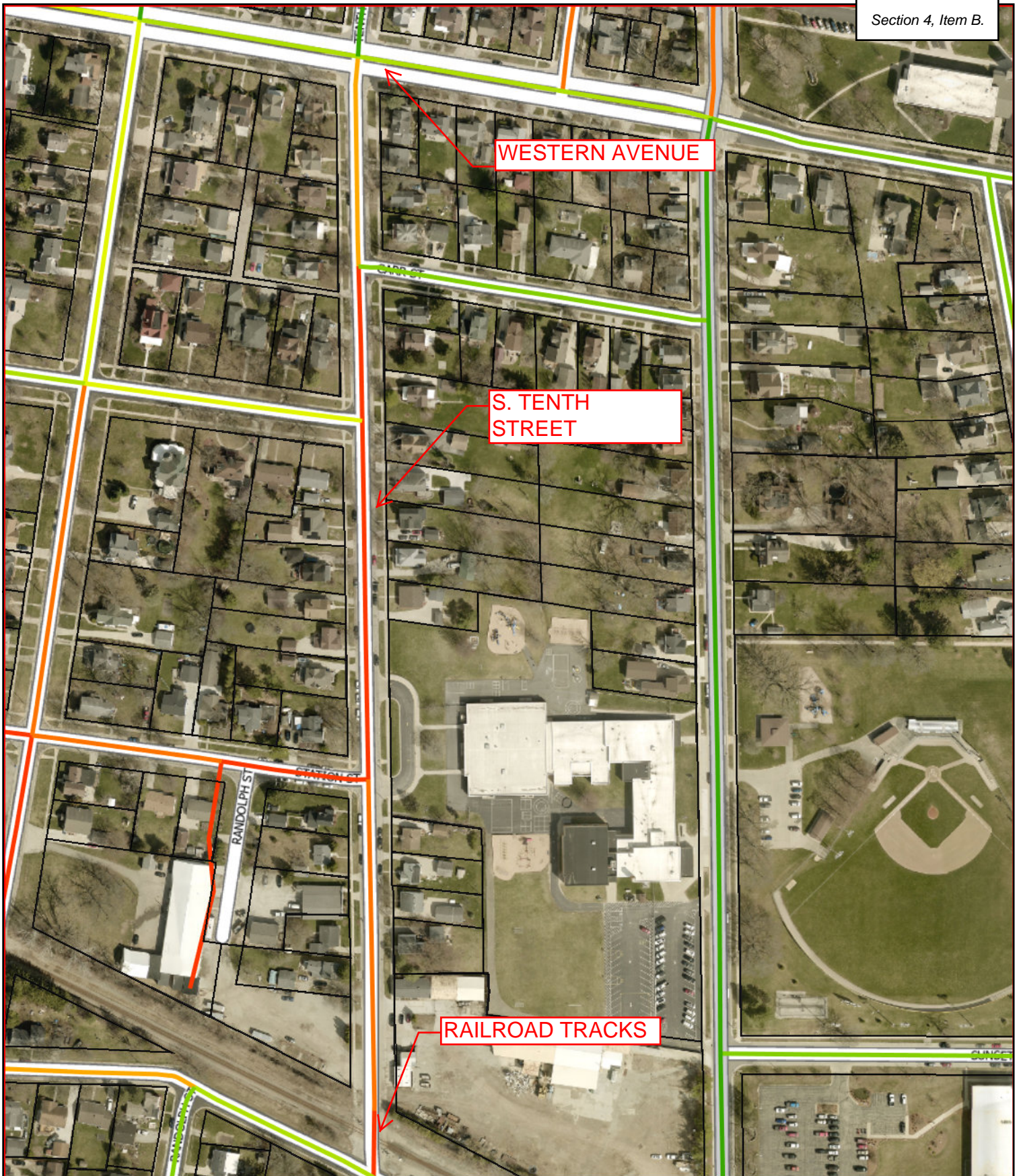
Agenda Item:

Review and take possible action: S. Tenth Street pavement condition assessment - Western Avenue south to railroad tracks

Background:

Aldersperson Moldenhauer has requested that the Public Works Commission assess the pavement condition of S. Tenth Street between Western Avenue and the railroad tracks. The PASER ratings of the pavement in this three-block segment of S. Tenth Street ranges between 2 and 4.

Attached: Site Map
Request Letter



Parcel Updated	2	6	10
Parcels	3	7	
	4	8	
	5	9	

WISLR 2022

THE CITY OF
WATERTOWN
Opportunity runs through it.

City of Watertown Geographic Information System

Scale: 1 inch = 200 feet

SCALE BAR = 1"

Printed on: August 8, 2022

Author: Private Use

DISCLAIMER: This map is not a substitute for an actual field survey or on-site investigation. The accuracy of this map is limited to the quality of the records from which it was assembled. Other inherent inaccuracies occur during the compilation process. City of Watertown makes no warranty whatsoever concerning this information.



*Agenda
phase*

August 6, 2024

Myron Moldenhauer

1107 S. Tenth St.

To Alderman Steve Board Chairman Public Works :

I would like your committee to take a look at South Tenth St . between Western Ave and the railroad tracks . The street is in pretty rough shape and also just beyond the tracks. Right by the tracks going North it's the worst .

Myron Moldenhauer

Thank you for consideration

Myron Moldenhauer

1107 S Tenth St .

Watertown WI . 53094

MEMO

TO: Public Works Commission
FROM: Andrew M. Beyer, P.E., Director of Public Works/City Engineer
DATE: August 7, 2024
RE: Public Works Commission Meeting of August 13, 2024

Agenda Item:

Review and take possible action: S. Tenth Street railroad crossing sidewalk condition assessment

Background:

Aldersperson Moldenhauer has requested that the Public Works Commission assess sidewalk condition of S. Tenth Street immediately north and south of the railroad tracks.

Attached: Site Map
Request Letter

Section 4, Item C.



Parcel Updated

Acres

Parcels

Addresses



City of Watertown Geographic Information System

Scale: 1 inch = 45 feet

SCALE BAR = 1"

Printed on: August 8, 2017

Author: Private Use

DISCLAIMER: This map is not a substitute for an actual field survey or on-site investigation. The accuracy of this map is limited to the quality of the records from which it was assembled. Other inherent inaccuracies occur during the compilation process. City of Watertown makes no warranty whatsoever concerning this information.



*Agenda
Place*

Section 4, Item C.

August 6 , 2024

Myron Moldenhauer 1107 S 10 th

Watertown, WI. 53094

To Alderman Steve Board Chairman Public Works :

I would like the Public Works Committee to take a look at the sidewalks by Rail road crossing at South Tenth St, both sides of the tracks. The sidewalks Going North of the tracks are in very bad shape . You could say on the East Side of the street , there is no sidewalk at all.

Myron Moldenhauer

Thank you for your consideration

Myron Moldenhauer

1107 S . Tenth St

Watertown , WI 53094

MEMO

TO: Chairperson Steven Board and Commission Members
FROM: Andrew Beyer, P.E.
DATE: August 8, 2024
RE: Public Works Commission Agenda Narrative for August 13, 2024

Agenda Item:

Review and take possible action: Award Bike and Pedestrian Master Plan Project to HKGi for \$99,700 and enter into three-party agreement

BACKGROUND

City staff applied for a Transportation Alternatives Program (TAP) Grant from Wisconsin Department of Transportation (WisDOT) in 2022 for funding to develop a city-wide Bicycle and Pedestrian Network Master Plan. The City was awarded \$80,000 under this reimbursable grant program.

The Bicycle and Pedestrian Path Task Force, in conjunction with the Engineering Division, has been developing and implementing recommendations to improve many segments of the City's bicycle and pedestrian paths since 2016. The upcoming City-wide Bicycle and Pedestrian Network Plan will focus on connecting the existing path segments to other paths, including Dodge and Jefferson County paths that lead connect the City to the larger region, and to employment, commercial areas, schools, recreational and other destinations. The Bike & Pedestrian Path Task Force and their previous recommendations will be key resources in the development of the Master Plan. Other existing and current plans, as well as input from a broad cross section of the public and interested stakeholders, will be considered as part of this effort. The Master Plan will be developed with the goal of improving the City's grant scores on future construction projects.

A Request for Proposals (RFP) was advertised in April, with no firms responding. A second RFP was advertised in June, with two firms submitting proposals to complete this study. City staff have reviewed and scored the proposals using qualification-based selection (QBS) and have been working through the TAP Grant process with WisDOT staff. The study and grant are anticipated to be completed by the end of 2026.

The review team recommends contracting with the highest-ranking firm, HKGi of Minneapolis, MN, to complete the project in the amount of \$99,700.00.

City staff seeks approval to enter into a three-party contract with HKGi and WisDOT to complete this City-wide Bicycle and Pedestrian Network Master Plan.

Attachments:

Resolution to Award Bicycle and Pedestrian Network Master Plan Project

**DRAFT RESOLUTION TO
AWARD BICYCLE AND PEDESTRIAN NETWORK MASTER PLAN PROJECT
TO
HKGi FOR \$99,700.00 AND ENTER INTO THREE-PARTY AGREEMENT**

**SPONSOR: ALDERPERSON BOARD, CHAIR
FROM: PUBLIC WORKS COMMISSION**

WHEREAS, The City’s bicycle and pedestrian path network is used my many for utilitarian and recreational purposes, and,

WHEREAS, Said bicycle and pedestrian paths often end without clear, safe connections to other paths to access schools, employment, retail and recreational activities, and,

WHEREAS, The City’s Engineering Division has obtained \$80,000 in Transportation Alternatives Program (TAP) grant funding from Wisconsin Department of Transportation for the purpose of completing a study to develop a comprehensive bicycle and pedestrian network within the City and that connect to paths leading into Dodge and Jefferson Counties, and,

WHEREAS, The proposal received from the selected consulting firm, HKGi of Minneapolis, MN, to develop this plan is in the amount of \$99,700 and is within the approved budgeted amount for this project, and,

WHEREAS, the Wisconsin Department of Transportation requires a three-party contract between the Wisconsin Department of Transportation, consultant, and City of Watertown for said grant-funded project.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF WATERTOWN, WISCONSIN:

That the proper City Officials be and are hereby authorized to enter into a three-party agreement with the Wisconsin Department of Transportation & HKGi for development of a Bicycle and Pedestrian Network Master Plan in the amount of \$99,700. Said money for the above project to come from Bike Lane/Marking Reserve Account #05-58-11-22.

	YES	NO
DAVIS		
LAMPE		
BOARD		
BARTZ		
BLANKE		
SMITH		
SCHMID		
WETZEL		
MOLDENHAUER		
MAYOR MCFARLAND		
TOTAL		

ADOPTED August 20, 2024

CITY CLERK

APPROVED August 20, 2024

MAYOR

MEMO

TO: Chairperson Steven Board and Commission Members
FROM: Andrew Beyer, P.E.
DATE: August 8, 2024
RE: Public Works Commission Agenda Narrative for August 13, 2024

Agenda Item:

Update, No Action Requested: S. Church Street Shared-use Path

BACKGROUND

City staff applied for a Transportation Alternatives Program (TAP) Grant from Wisconsin Department of Transportation (WisDOT) in 2023 for funding to construct a shared-use path along the east side of S. Church Street, between Air Park Drive and Jefferson Road. The City was recently awarded \$1,213,256 under this reimbursable grant program.

A shared-use path has long been desired along S. Church Street to provide a safer route for pedestrians and bicyclists traveling this route. This route is used by many to access retail and employment opportunities south of the airport.

Current estimates for this project are at \$1,774,000. This project is currently planned to be completed in 2028.

MEMO

TO: Public Works Commission
FROM: Andrew M. Beyer, P.E., Director of Public Works/City Engineer
DATE: August 7, 2024
RE: Public Works Commission Meeting of August 13, 2024

Agenda Item:

Review and take possible action: Sidewalk repair orders for 116 E Main St and 214 N Ninth St

BACKGROUND:

The Sidewalk Repair Notice for 116 E. Main Street was prepared due to a trip and fall incident brought to the Engineering Division's attention and the Sidewalk Repair Notice for 214 N Ninth Street was prepared at the property owner's request.

Site Address	Estimated cost not to exceed
116 E Main St	\$475.80
214 N Ninth St	\$878.48

Repair inspection reports for each property with detailed estimate of cost to repair sidewalk and photos are attached. Property owners who receive sidewalk repair notices have three options on how to move forward with the repair:

1. City contractor to complete repair. Property owner is invoiced following completion.
2. Property owner can hire their own contractor to replace sidewalk to city specifications.
3. Property owner can replace sidewalk to city specifications.

The Engineering Division is seeking approval to send letters via certified mail per Wisconsin State Statute noticing the property owners to repair sidewalk.

Attachments:

116 E Main St Repair Notice
214 N Ninth St Repair Notice



ENGINEERING DIVISION

Andrew Beyer, P.E.
920.262.4050

Maureen McBroom, ENV SP
920.206-4264

Ritchie

Section 4, Item F.
920.262.4034

Christopher Newberry
920-390-3164

Administrative Assistant
Wanda Fredrick 920.262.4060

August 14, 2024

Adil Limani & Minire Rusiti
810 Casey Drive
Watertown, WI 53094

TAX PARCEL NUMBER: 291-0815-0412-170

Re: Sidewalk at 116 E. MAIN STREET, Watertown, WI

Dear PROPERTY OWNER:

Our department has received a complaint concerning the condition of the sidewalk abutting your property at **116 E. MAIN STREET**. Your property has been inspected and the marked sections of sidewalk **along E. Main Street** have been found to be a hazard and are in need of replacement.

According to City Code 457-3(A), the maintenance of the sidewalk is the responsibility of the abutting property owner.

By order of the Watertown Public Works Commission and affirmed by the Watertown Common Council, you are hereby notified to replace all marked sections of sidewalk according to City specifications.

You, as property owner, may:

- 1) Replace the sidewalk yourself, according to City specifications.
- 2) Hire your own sidewalk contractor to replace the sidewalk.
- 3) Have the City contractor complete the work for you at the prices listed on the enclosed estimate.

A permit is required for this sidewalk replacement. It can be obtained at the Engineering Department in the Municipal Building. There is no charge for this permit.

You have until **September 13, 2024** to repair this sidewalk. If, after this date the sidewalk is not replaced, a contractor hired by the City, shall repair the sidewalk and you will be invoiced for the cost. Any costs less than \$300.00 shall be paid in full sixty (60) days from billing date. Costs between \$300.00 and \$1,000.00 are due in full one (1) year after billing date. Costs greater than \$1,000.00 are due in two (2) equal annual payments; the first of which is due one (1) year from billing date and the second is due two (2) years from billing date. Unless previously paid, the costs will be collected as a special tax against the property.

Your sidewalk repair may need a Tree Protection Permit during Construction if adjacent to a city tree. Those permits are also issued at the Engineering Department in the Municipal Building. There is no charge for this permit.

Please advise us before **September 5, 2024** of which method you plan to repair this sidewalk.

Thank you for your cooperation in this matter.

Sincerely,

Ritchie Piltz

Ritchie Piltz
Engineering Project Manager

Enclosure

Via Certified Mail

CITY CONTRACT PRICES
(Estimated Costs Only)

Estimate for: 116 E MAIN STREET

Remove existing concrete sidewalk: (4"):	29.28	Sq. ft. @	\$3.00/ Sq. ft. =	\$87.84
Remove existing concrete sidewalk (6"):		Sq. ft. @	\$3.00/ Sq. ft. =	
Construct miscellaneous concrete sidewalk (4"):	29.28	Sq. ft. @	\$13.25/ Sq. ft. =	\$387.96
Construct miscellaneous concrete sidewalk: (6"):		Sq. ft. @	\$13.25/ Sq. ft. =	
REPLACEMENT ESTIMATED TOTAL AMOUNT				\$475.80

NOTE: THIS IS ONLY A NOTICE. THIS IS NOT A BILL.

IMPORTANT: THIS NOTICE SHALL ACCOMPANY TRANSFER OF PROPERTY





ENGINEERING DIVISION

Andrew Beyer, P.E.
920.262.4050

Maureen McBroom, ENV SP
920.206-4264

Ritchie

Section 4, Item F.

920.262.4034

Christopher Newberry
920-390-3164

Administrative Assistant
Wanda Fredrick 920.262.4060

August 14, 2024

Herbert F & Linda L Page
214 N. Ninth Street
Watertown, WI 53094

TAX PARCEL NUMBER: 291-0815-0411-182

Re: Sidewalk at 214 N. NINTH STREET, Watertown, WI

Dear PROPERTY OWNER:

Our department has received a complaint concerning the condition of the sidewalk abutting your property at **214 N. NINTH STREET**. Your property has been inspected and the marked sections of sidewalk **along N. Ninth Street** have been found to be a hazard and are in need of replacement.

According to City Code 457-3(A), the maintenance of the sidewalk is the responsibility of the abutting property owner.

By order of the Watertown Public Works Commission and affirmed by the Watertown Common Council, you are hereby notified to replace all marked sections of sidewalk according to City specifications.

You, as property owner, may:

- 1) Replace the sidewalk yourself, according to City specifications.
- 2) Hire your own sidewalk contractor to replace the sidewalk.
- 3) Have the City contractor complete the work for you at the prices listed on the enclosed estimate.

A permit is required for this sidewalk replacement. It can be obtained at the Engineering Department in the Municipal Building. There is no charge for this permit.

You have until **September 13, 2024** to repair this sidewalk. If, after this date the sidewalk is not replaced, a contractor hired by the City, shall repair the sidewalk and you will be invoiced for the cost. Any costs less than \$300.00 shall be paid in full sixty (60) days from billing date. Costs between \$300.00 and \$1,000.00 are due in full one (1) year after billing date. Costs greater than \$1,000.00 are due in two (2) equal annual payments; the first of which is due one (1) year from billing date and the second is due two (2) years from billing date. Unless previously paid, the costs will be collected as a special tax against the property.

Your sidewalk repair may need a Tree Protection Permit during Construction if adjacent to a city tree. Those permits are also issued at the Engineering Department in the Municipal Building. There is no charge for this permit.

Please advise us before **September 5, 2024** of which method you plan to repair this sidewalk.

Thank you for your cooperation in this matter.

Sincerely,

Ritchie Piltz

Ritchie Piltz
Engineering Project Manager

Enclosure

Via Certified Mail

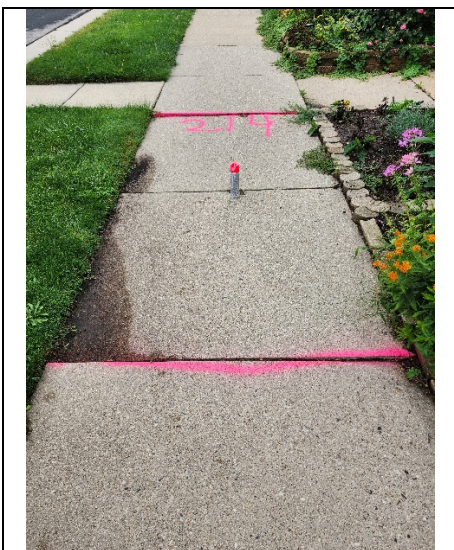
CITY CONTRACT PRICES
(Estimated Costs Only)

Estimate for: 214 N NINTH STREET

Remove existing concrete sidewalk: (4"):	54.06	Sq. ft. @	\$3.00/ Sq. ft. =	\$162.18
Remove existing concrete sidewalk (6"):		Sq. ft. @	\$3.00/ Sq. ft. =	
Construct miscellaneous concrete sidewalk (4"):	54.06	Sq. ft. @	\$13.25/ Sq. ft. =	\$716.30
Construct miscellaneous concrete sidewalk: (6"):		Sq. ft. @	\$13.25/ Sq. ft. =	
REPLACEMENT ESTIMATED TOTAL AMOUNT				\$878.48

NOTE: THIS IS ONLY A NOTICE. THIS IS NOT A BILL.

IMPORTANT: THIS NOTICE SHALL ACCOMPANY TRANSFER OF PROPERTY



MEMO

TO: Chairperson Steven Board and Commission Members
FROM: Andrew Beyer, P.E.
DATE: August 8, 2024
RE: Public Works Commission Agenda Narrative for August 13, 2024

Agenda Item:

Update, No Action Requested: Tivoli Island Historic Bridge Study

BACKGROUND

City staff applied for a Transportation Alternatives Program (TAP) Grant from Wisconsin Department of Transportation (WisDOT) in 2022 for funding to study the historic Tivoli Island Bridge. The City was awarded \$25,600 under this reimbursable grant program.

This approximately 105-foot by 15-foot pedestrian bridge was originally built in 1877, and was placed in its current position over the Rock River between Tivoli Drive and Tivoli Island Park in 1906. It is one of the only surviving bowstring bridges in Wisconsin. The bridge is falling into disrepair rendering travel unsafe, which impacts management of Tivoli Island Park from a maintenance and emergency response perspective. The current study will help define future maintenance and preservation measures, making these future efforts more competitive for grant funding.

A Request for Proposals (RFP) was advertised in July, with two firms submitting proposals to complete this study. City staff are reviewing and scoring the proposals, and working through the TAP Grant process with WisDOT staff. The study and grant are anticipated to be completed by the end of 2026.

MEMO

TO: Chairperson Steven Board and Commission Members
FROM: Andrew Beyer, P.E.
DATE: August 8, 2024
RE: Public Works Commission Agenda Narrative for August 13, 2024

Agenda Item:

Review and take possible action: E. Main Street Parking between Market Street and Irene Street in conjunction with WisDOT roadway improvement project

BACKGROUND

In June of 2022, the Public Works Commission reviewed parking on E. Main Street between Market Street and Irene Street as part of an upcoming Wisconsin Department of Transportation roadway project, 3050-04-70. The purpose of the 2022 action item was to determine if WisDOT was to widen the roadway to accommodate parking on both sides of the street. Whereas there is currently parking on both sides of the street and two-sided parking is allowable per city standards, the existing pavement width does not meet WisDOT standards for two-sided parking on state trunk highways. Costs associated with parking lanes on state trunk highway projects are the responsibility of the local municipality and would be borne by the City of Watertown for the project. Below is the narrative provided to the Public Works Commission in 2022:

Review and take possible action: One side parking on E. Main Street between Market – Irene:

To prepare the Financial Agreement with WisDOT for the project east of Market Street (3050-04-70) the parking area needs to be clarified. Currently the street width does not provide enough room for parking on both sides of the street. To provide parking on one side of the street, the new centerline could be shifted two feet to provide more room on the side of the street with parking. An estimated cost for parking on one side of the street is \$150,000. Would the city like to provide parking on one side of the street, or should this segment be marked as No Parking, or should the street be widened and provide parking on both sides of the street which would cost the City an additional \$150,000? Once discussed Engineering will respond back to WisDOT. It should be noted that this item was presented to Public Safety & Welfare Committee (PS&W) at their May 4th meeting. That Committee made the recommendation to only provide parking on the north side of the street based on one resident's comments of current parking patterns and based on cost to the City. Resident letters were mailed out to all property owners along this segment of Main Street, but only one resident attended the PS&W Committee meeting. Since Public Works Commission is involved in Engineering standards of the City's streets, Engineering wanted to also bring this item before this body for discussion and determination.

The Public Works Commission had previously approved guiding WisDOT to move forward with designing the roadway to accommodate two-sided parking, and a State/Municipal Financial Agreement was drafted reflecting the City's additional cost for a widened parking lane.

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City staff met with the WisDOT design team on 7/29/2024 regarding parking and updated parking costs to widen the roadway. After further review, a retaining wall would need to be installed to accommodate two-sided parking which would significantly increase the city's financial obligation on the project. Where two-sided parking on E. Main Street between Market Street and Irene Street was initially estimated to cost \$300,000 in 2022, the most current estimate which incorporates retaining walls is now estimated to cost \$760,000. If parking were to be limited to the north side, the cost to the City is estimated to be \$351,000. WisDOT is seeking guidance from the City on which direction to proceed. Once guidance is provided to WisDOT, the State Municipal Financial Agreement will be revised and forwarded onto the city for review and approval.

Attachments:

- Site Map



Parcels



City of Watertown Geographic Information System

Scale: 1 inch = 260 feet Printed on: April 11, 2011

SCALE BAR = 1" Author: Private Use

DISCLAIMER: This map is not a substitute for an actual field survey or on-site inspection. The accuracy of this map is limited to the quality of the records from which it was compiled. Other inherent inaccuracies occur during the compilation process. City of Watertown makes no warranty whatsoever concerning this information.