



PUBLIC WORKS COMMISSION MEETING AGENDA

TUESDAY, JUNE 27, 2023 AT 5:30 PM

COUNCIL CHAMBERS, SECOND FLOOR, MUNICIPAL BUILDING - 106 JONES STREET

By Phone or GoToMeeting: Members of the media and the public may attend by calling:(Toll Free): 1 877 309 2073 or 1 (646) 749-3129 **Access Code:** 196-221-861 or <https://meet.goto.com/196221861>
Please join meeting from your computer, tablet or smartphone. 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 Minutes from June 13, 2023

4. BUSINESS

A. Review and take possible action: collection of solid waste and recycling for residence outside City limits: N534 Second Street Road for \$19.08/month

B. Review and take action: Change order #3 for Contract #5364-23-01 (Fourth St.) to Forest Landscape and Construction Co. for a total of \$93,190.15

C. Review and take possible action: Change Order No. 1 to Contract #6-23 with Payne & Dolan for \$320,689.65

D. Review and take possible action: Ruth Street/N. Concord Avenue Alley solid waste collection

E. Review and take possible action: sidewalk repair order for 136 S Concord Avenue

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 AGENDA
TUESDAY, JUNE 13, 2023 AT 5:30 PM

Section 3, Item A.

Commission members present: Alders Bartz, Lampe, ~~Smith~~, Wetzel and Comm'r Thompson
City employees present:
Wastewater Treatment Plant Manager Peter Hartz
Public Works Director/City Engineer Jaynellen Holloway
Assistant City Engineer Andrew Beyer

1. CALL TO ORDER Meeting called to order at 5:31 p.m.

2. COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

Two residents of the Silver Creek Condominium neighborhood shared their thoughts about the developers agreement with Insight.

Mac McPherson of Insight spoke of the developers intent to complete the paving of the streets by Nov. 1, 2023.

3. REVIEW AND APPROVE MINUTES

Public Works Commission meeting minutes from May 23, 2023

Motion to approve Comm'r Thompson

2nd Ald. Bartz

Motion carried by unanimous voice vote

4. BUSINESS

- A. Review and take possible action: environmental access agreement with Johnson Controls to perform certain environmental activities on Watertown Municipal Airport property

The Wisconsin Department of Natural Resources (WDNR) is requesting that Johnson Controls place two additional monitoring wells on Watertown Municipal Airport property. The purpose of the wells is to monitor shallow groundwater contamination associated with the former Johnson Controls building at 1007 S. Twelfth Street. Whereas the City can ultimately deny the request, monitoring wells are placed for public safety purposes to monitor contaminants that are harmful to public health. It is recommended that the two additional monitoring wells on airport property be approved. It should be noted that Johnson Controls is responsible for maintenance of the wells and GZA would want to be notified if damage occurred so that it could be repaired.

The wells placement is approved by Engineering and the Airport management as they represent a matter of public health.

Ald Bartz asked the number of wells at the airport

Comm'r. Thompson shared that there are three monitoring wells in place at the airport

Ald Bartz asked the number of wells off site from the airport

CE/PWD Holloway stated that there are 2 other wells

A resolution was presented to approve two additional monitoring wells on Watertown Municipal Airport Property to be presented to the Council at its June 20 meeting.

Motion to approve Comm'r Thompson

2nd Ald Bartz

- B. Review and discuss: Wastewater Facilities Plan update proposal from Applied Technologies
Bill Erickson of Applied Technologies shared that the last study was begun in 2000. This planning document was to run from 2004-2024. Leo Kaseck of Applied Technologies shared that this will give the City guidelines from 2024-2045. The DNR requires planning documents to be updated every 20 years. Comm'r Thompson asked the timeline to complete the draft plan and was told 6-9 months. It would be extremely helpful if the City has a comprehensive plan to which Jaynellen stated that there is a plan in place.
- C. Review and approve: Water Department; Change order #1 & Change order #2– for Contract #5364-23-01 (Fourth St.) Water Contract to Forest Landscape and Construction Co. for a total of \$35,150

The pay application to date and quantity list for the 2023 water & sewer contract differed from the agreement quantities. Change order #1 (+\$4,900) was requested by the Engineering Dept. for a full road closure, and change order #2 (+\$30,250) was requested by the Water Dept. to complete the water service replacement work to include the new curb stop valve. These change orders reflect the current quantities completed through pay request #3 and increase the approved contract price (\$853,260) by \$35,150 for a revised contract price of \$885,410.

There are two change orders. The first is for full closure of the road so the City and contractor could fully work on the road. The second was for two sanitary main repairs, a main and a lateral repair.

Motion to approve Comm'r Thompson

2nd Ald Bartz

Carried by unanimous voice vote

- D. Review and approve: Wastewater Department; Change Order 1 - for Contract #08 – 2023 for Sanitary Sewer bursting work and water and sanitary sewer extension work to Forest Landscaping and Construction Co. for \$26,662

The pay application and quantity list for the contract differed from the agreement quantities. Change order #1 reflects the actual quantities completed in the approved scope of work and increases the contract by \$26,662 for a revised contract price of \$585,702.

This has to do with construction on West Main St (near MATC). Issues were found with the elevation of some of the sanitary laterals.

Motion to approve Ald Bartz

2nd Comm'r Thompson

Carried by unanimous voice vote

- E. Convene into closed session per Wis. Stat. Sec. 19.85(1)(g) to confer with legal counsel of the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (Silver Creek Condominiums LLC)

Motion to approve convening into closed session Ald Bartz

2nd Comm'r Thompson

Carried by unanimous voice vote

- F. Reconvene into open session

Motion made by Ald Bartz

2nd by Comm'r Thompson

- G. Review and take possible action: status and enforcement of Development Agreement (Silver Creek Condominiums LLC)

Ald Bartz made the following motion: I move that Insight provide a signed paving contract by June 27, 2023 to the City Attorney showing the paving will be completed as provided in the development agreement on or before November 1, 2023. Should Insight fail to provide the signed agreement the City will find insight in breach of the development agreement and will pursue remedies permitted within the development agreement.

2nd by Ald Wetzel

Ald Bartz proposed the following amendment: Insight will perform all work per the developers agreement.

2nd Comm'r Thompson

Carried by unanimous voice vote

Motion by Ald Bartz for the original motion with amendment

2nd Comm'r Thompson

Carried by unanimous voice vote

5. ADJOURNMENT

Motion by Comm'r Thompson

2nd Ald Bartz

Carried by unanimous voice vote

Meeting adjourned at 6:45p.m.

Section 3, Item A.

Respectfully submitted,
Bob Wetzel
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.

Stacy Winkelman
Operations ManagerMatt Willmann
Asst. Operations ManagerJane Flanigan
Admin. Asst.Christopher Newberry
Streets Project ManagerTom Nickels
ForemanJason Heller
ForemanChris LaCombe
Foreman

TO: Alderperson Wetzel & Public Works Commission
FROM: Stacy Winkelman
RE: Agenda Item
DATE: June 21, 2023

Alderperson Wetzel & Commission Members:

I have one item on the agenda for your review and possible approval. It is regarding garbage and recycling service for a residence outside City limits.

I received a request from Michael Stadler who resides at N534 Second Street Road. This is a Watertown address; however it is outside City limits. Mr. Stadler has requested that we add his residence to the list of residences that we currently collect outside City limits. Mr. Stadler is aware that he will be invoiced \$19.08 per month for this service. This will not affect our crew as they are already picking up multiple residences in this area. Therefore, if the Commission agrees, I recommend approval of this request.

I have attached Mr. Stadler's email request for your review. Please let me know if you have any questions or concerns.

Respectfully,

Stacy Winkelman
Operations Manager

Enclosure

Stacy Winkelman

To: Vocal-Pro Voice Talent
Subject: RE: City Garbage/Recycling Service

Good Afternoon –

Thank you for your request. This will take Public Works Commission approval; I will add your request to the June 27th meeting agenda. Once agendas are finalized on Friday, June 23rd I will confirm your spot on the agenda.

Details of our service: weekly pickup of garbage (64 gallon cart) and recycling (96 gallon cart). Cost is \$19.08 per month which will be billed monthly out of the DPW Street/Solid Waste Division.

Thank you,

Stacy Winkelman

Operations Manager
DPW – Street/Solid Waste Division
Phone: 920-262-4047
Cell: 920-342-8885
swinkelman@watertownwi.gov



From: Vocal-Pro Voice Talent <vocalprovt@gmail.com>
Sent: Wednesday, June 14, 2023 3:45 PM
To: Stacy Winkelman <SWinkelman@watertownwi.gov>
Subject: City Garbage/Recycling Service

Good afternoon!

My name is Michael Stadler, and my family and I just moved to N534 Second Street Rd. Even though this is a Watertown address, we are considered town of Emmet. We are still south of hwy 16, and our neighbors to the north (who are technically farther "out of town" than we are) receive garbage and recycling services from the city. Since it is already on a route that the city is servicing, I would like to request to be added to the route for garbage and recycling.

My number is 262-297-2424 if phone conversations are more convenient. Otherwise emails work just as well. Thank you for your help, and we're glad to be a part of the Watertown community!

-ms



Water Systems

800 Hoffmann Drive • P.O. Box 477 • Watertown WI 53094-0477
WASTEWATER (920) 262-4085 • WATER (920) 262-4075

June 21, 2023

To: Chairman Wetzel and members of the Public Works Commission

From: Peter Hartz – Water Systems Manager

Re: Water Systems agenda items for June 27, 2023

Water Systems:

1. Review and approve – Water Department; Change order #3 for Contract #5364-23-01 (Fourth St.) Water Contract to Forest Landscape and Construction Co. for a total of \$93,190.15.

After a discussion with our contractor, it has been determined that the overrun costs due to the additional street work requested by the Public Works Team during a post-bid project walk-through should be accounted for in a change order. The concrete saw cutting was adjusted to match control joints in the existing concrete pavement, which increased the amount of concrete needed to replace prior to the resurfacing project. The following extra quantities/items included:

Line 4 – Remove Concrete Pavement	additional 5725 SF	at a cost of \$11,450.00
Line 10 – Concrete Pavement 7"	additional 5725 SF	at a cost of \$74,425.00
Line 14 – Crushed Agg Base Course #3, 6"	additional 636.1 SY	at a cost of \$ 3,180.50
Line 15 – Breaker Run Course, Light, 8' thick	additional 636.1 SY	at a cost of \$ <u>4,134.65</u>

Total overruns/CO #3: \$93,190.15

These change orders reflect the current quantities completed through pay request #4 and increase the approved contract price (\$853,260) by \$93,190.15 for a revised contract price of \$978,600.15.

Sincerely,

Peter Hartz

Water Systems Manager

Date of Issuance: May 26, 2023

Effective Date: _____

Project: N. Fourth St Watermain Improvements	Owner: City of Watertown	Owner's Contract No.: 5364-23-01
Contract: 2023 Fourth Street Watermain Improvements	Date of Contract: February 27, 2023	
Contractor: Forest Landscaping & Construction, Inc.		

The Contract Documents are modified upon execution of this Change Order:

Description: Street Items – concrete, stone base, etc., approved by Engineering in walkthrough meeting
Prior to starting project.

Change in Contract Price:	Change in Contract Times:
Original Contract Price:	Original Contract times <input type="checkbox"/> Working Days <input type="checkbox"/> Calendar Days
<u>\$853,260.00</u>	Substantial completion (days or date): _____
	Ready for final payment (days or date): _____
Increase from previously approved Change Orders No. <u>1</u> to No. <u>2</u>	(Increase) (Decrease) from previously approved Change Orders No. _____ to No. _____
<u>\$ 35,150.00</u>	Substantial completion (days): _____
	Ready for final payment (days): _____
Contract Price prior to this Change Order:	Contract Times prior to this Change Order:
<u>\$ 888,410.00</u>	Substantial completion (days or date): _____
	Ready for final payment (days or date): _____
Increase OR Decrease of this Change Order:	(Increase) (Decrease) of this Change Order:
<u>\$ 93,190.15</u>	Substantial completion (days or date): _____
	Ready for final payment (days or date): _____
Contract Price incorporating this Change Order:	Contract Times with all approved Change Orders:
<u>\$ 981,600.15</u>	Substantial completion (days or date): _____
	Ready for final payment (days or date): _____

RECOMMENDED:

By: _____
Engineer (Authorized Signature)

Date: _____

ACCEPTED:

By: _____
Owner (Authorized Signature)

Date: _____

ACCEPTED:

By: _____
Contractor: (Authorized Signature)

Date: _____

Approved by Funding Agency (if applicable) _____

Date: _____

Jaynellen J. Holloway, P.E.
920.262.4050

Andrew Beyer, P.E.
920.262.4052

Maureen McBroom, ENV SP
920.206.4264

Ritchie M. Piltz, CSI
920.262.4034

Administrative Assistant
Wanda Fredrick 920.262.4060

MEMO

TO: Chairperson Wetzel and Commission Members
FROM: Jaynellen J. Holloway, P.E.
DATE: June 22, 2023
RE: Public Works Commission Meeting of June 27, 2023

Agenda Item:

Review and take possible action: Change Order No. 1 with Payne & Dolan for \$320,689.65

BACKGROUND:

At the May 23, 2023 Public Works Commission Meeting, additional street resurfacing candidates were discussed as a change order to the 2023 bituminous surfacing contract. Payne and Dolan has provided agreed prices for full-depth resurfacing to be performed as part of the City's 2023 Bituminous Surfacing Project via contract change order. Engineering is recommending the following streets be added to the contract:

1. Liberty Lane – South Street to termini – PASER 2
2. Sunnyfield Court – Elm Street to termini – PASER 2
3. Woodbridge Trail – Crestview Drive to Briar Court – PASER 3-4
4. Fieldcrest Court – Woodbridge Trail to termini – PASER 3

The change order would add \$320,689.65 to Payne & Dolan's contract and is attached for review.

Enclosed:

Change Order No. 1

Date of Issuance: June 28, 2023

Effective Date: June 28, 2023

Project: #6-23	Owner: City of Watertown	Owner's Contract No.: 6-23
Contract: 2023 Bituminous Surfacing		Date of Contract: April 3, 2023
Contractor:		

The Contract Documents are modified upon execution of this Change Order:

Description: Adding four full-depth resurfacing streets to contract: Liberty Lane from South Street to termini, Woodbridge Trail from Crestview Drive to Briar Court, Fieldcrest Court – Woodbridge Trail to termini, & Sunnyfield Court from Elm Street to termini

Attachments: Contractor quote submittal

Change in Contract Price: \$320,689.65	Change in Contract Times:
Original Contract Price:	Original Contract times — <input type="checkbox"/> Working Days — <input type="checkbox"/> Calendar Days
	Substantial completion (days or date): _____
<u>\$293,088.40</u>	Ready for final payment (days or date): _____
Increase from previously approved Change Orders No. 0 to No. 1	(Increase) (Decrease) from previously approved Change Orders No. _____ to No. _____
<u>\$0.00</u>	Substantial completion (days): _____
	Ready for final payment (days): _____
Contract Price prior to this Change Order:	Contract Times prior to this Change Order:
<u>\$293,088.40</u>	Substantial completion (days or date): _____
	Ready for final payment (days or date): _____
Increase OR Decrease of this Change Order:	(Increase) (Decrease) of this Change Order:
<u>\$320,689.65</u>	Substantial completion (days or date): _____
	Ready for final payment (days or date): _____
Contract Price incorporating this Change Order:	Contract Times with all approved Change Orders:
<u>\$613,778.05</u>	Substantial completion (days or date): _____
	Ready for final payment (days or date): _____

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: _____	By: _____	By: _____
Engineer (Authorized Signature)	Owner (Authorized Signature)	Contractor: (Authorized Signature)
Date: _____	Date: _____	Date: _____
Approved by Funding Agency (if applicable) _____		Date: _____

ADDITIONAL RESURFACING STREETS**FULL DEPTH PAVING***Contractor's Quote Submittal*

No.	Item	Est Qty	Units	Unit Price	Total Price
Liberty Lane - South St. to termini					
1E	Removing Asphaltic Surface Milling, 4-Inch	3075	SY	\$5.20	\$15,990.00
2E	MS-2 Tack Coat	215	GAL	\$2.30	\$494.50
3E	HMA Pavement 3 LT 58-28 S	398	TON	\$88.20	\$35,103.60
4E	HMA Pavement 4 LT 58-28 S	309	TON	\$90.35	\$27,918.15
Est. Total Cost					\$79,506.25

No.	Item	Est Qty	Units	Unit Price	Total Price
Woodbridge Trail - Crestview Dr. to Briar Ct.					
1E	Removing Asphaltic Surface Milling, 4-Inch	4114	SY	\$5.20	\$21,392.80
2E	MS-2 Tack Coat	288	GAL	\$2.30	\$662.40
3E	HMA Pavement 3 LT 58-28 S	532	TON	\$87.50	\$46,550.00
4E	HMA Pavement 4 LT 58-28 S	414	TON	\$90.60	\$37,508.40
Est. Total Cost					\$106,113.60

No.	Item	Est Qty	Units	Unit Price	Total Price
Fieldcrest Court - Woodbridge Ct. to termini					
1E	Removing Asphaltic Surface Milling, 4-Inch	1950	SY	\$5.20	\$10,140.00
2E	MS-2 Tack Coat	137	GAL	\$2.30	\$315.10
3E	HMA Pavement 3 LT 58-28 S	252	TON	\$90.40	\$22,780.80
4E	HMA Pavement 4 LT 58-28 S	196	TON	\$94.10	\$18,443.60
Est. Total Cost					\$51,679.50

No.	Item	Est Qty	Units	Unit Price	Total Price
Sunnyfield Court - Elm St. to termini					
1E	Removing Asphaltic Surface Milling, 4-Inch	3145	SY	\$5.20	\$16,354.00
2E	MS-2 Tack Coat	220	GAL	\$2.30	\$506.00
3E	HMA Pavement 3 LT 58-28 S	407	TON	\$89.90	\$36,589.30
4E	HMA Pavement 4 LT 58-28 S	316	TON	\$94.75	\$29,941.00
Est. Total Cost					\$83,390.30

No.	Item	Est Qty	Units	Unit Price	Total Price
Colonial Drive - Welsh Rd. to VoTech Dr.					
1E	Removing Asphaltic Surface Milling, 4-Inch	3390	SY	\$5.20	\$17,628.00
2E	MS-2 Tack Coat	237	GAL	\$2.30	\$545.10
3E	HMA Pavement 3 LT 58-28 S	439	TON	\$90.00	\$39,510.00
4E	HMA Pavement 4 LT 58-28 S	341	TON	\$95.00	\$32,395.00
Est. Total Cost					\$90,078.10

Jaynellen J. Holloway, P.E.
920.262.4050

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920.262.4052

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920.206.4264

Ritchie M. Piltz, CSI
920.262.4034

Administrative Assistant
Wanda Fredrick 920.262.4060

MEMO

TO: Chairperson Wetzel and Commission Members
FROM: Andrew Beyer, P.E.
DATE: June 22, 2023
RE: Public Works Commission Meeting of June 27, 2023

Agenda Item:

Review and take possible action: Ruth Street/N. Concord Avenue Alley solid waste collection

BACKGROUND:

The alley connecting the 1200 block of Ruth Street and the 100 block of N. Concord Avenue is currently used for solid waste collection. A site map is attached as a reference.

A property owner reached out to City staff regarding alleged damage resulting from a solid waste collection vehicle accessing an alley to collect solid waste. The property owner recently had a plat of survey conducted at 1209 Ruth Street which appears to show a portion of the paved alley encroaching onto private property. The property owner is seeking resolve to the rutting and broken concrete suspectedly caused by a City solid waste vehicle.

The property owner is also seeking resolve to the suspected pavement encroachment of the Ruth Street/N. Concord Avenue Alley via an easement or sale of the suspected encroachment to the City. Public Works Department staff met and discussed and is seeking guidance from the Public Works Commission on how to move forward. Two possible solutions are detailed below:

1. City negotiates easement or fee land transfer for pavement area suspected to be encroaching onto private property at 1209 Ruth Street and continues solid waste collection from the Ruth Street alley. It is our belief that solid waste collection trucks need this paved area to effectively access the alley and collect solid waste, without causing damage to private property.
2. City saw cuts and removes pavement area suspected to be encroaching on private property. The removed pavement would be restored with topsoil, seed, and matting. If this option moves forward, solid waste would be collected from N. Concord Avenue, Ruth Street, or N. Maple Street and solid waste vehicles would no longer access the alley.

Any scenario would likely require the City to hire a professional land surveyor to verify any encroachment area and delineate a property boundary. A ballpark quote received for a plat of survey at 1209 Ruth Street & the surrounding alley area is \$2,000. Funding for said survey would come from the Solid Waste Utility.

Enclosed:

- Site Map
- Plat of Survey
- Photos

13



Alley entrance from ~~North~~
Street. Iron placed
Professional Land Surveyor
on right side of photo

Section 4, Item D.

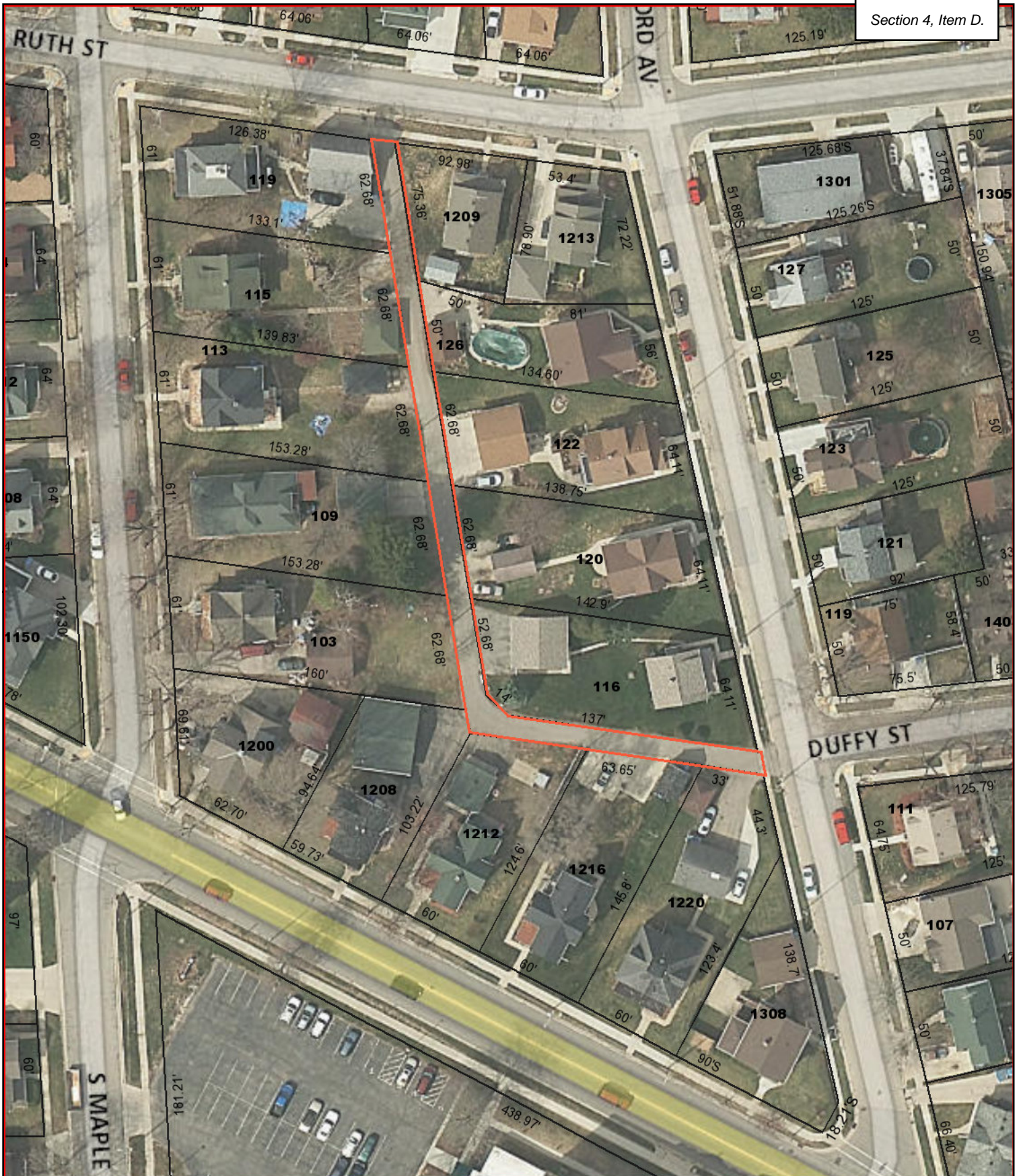


Broken concrete north of
Alley entrance

Suspected alley
encroachment, rutting

Section 4, Item D.





Areas

Override 1

Parcels



City of Watertown Geographic Information System

Scale: 1 inch = 70 feet

SCALE BAR = 1"

Printed on: June 22, 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.

Jaynellen J. Holloway, P.E.
920.262.4050

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Ritchie M. Piltz, CSI
920.262.4034

Administrative Assistant
Wanda Fredrick 920.262.4060

MEMO

TO: Chairperson Wetzel and Commission Members
FROM: Andrew Beyer, P.E.
DATE: June 22, 2023
RE: Public Works Commission Meeting of June 27, 2023

Agenda Item:

Review and take possible action: Sidewalk repair order for 136 S Concord Ave

BACKGROUND:

The Engineering Division received a sidewalk complaint regarding sidewalk condition at the following property address:

Site Address	Estimated cost not to exceed
136 S Concord Ave	\$680.00

A repair inspection report for the property with detailed estimate of cost to repair sidewalk and photos. Engineering is seeking approval to send letter via certified mail per Wisconsin State Statute noticing the property owner to repair sidewalk.

Enclosed: Repair notice



Jaynellen J. Holloway, P.E.
920.262.4050

Andrew Beyer, P.E.
920.262.4052

Maureen McBroom, ENV SP
920.206.4264

Ritchie M. Piltz, CSI
920.262.4034

Administrative Assistant
Wanda Fredrick 920.262.4060

Jun2 28, 2023

Edwin T. Laatsch
136 S Concord Avenue
Watertown, WI 53094

TAX PARCEL NUMBER: 291-0815-0332-078

Re: Sidewalk at 136 S CONCORD AVENUE, Watertown, WI

Dear PROPERTY OWNER:

Our department has received a complaint concerning the condition of the sidewalk abutting your property at **136 S CONCORD AVENUE**. Your property has been inspected and the marked sections of sidewalk **along Concord Avenue** have been found to be a tripping 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 taken out at the Engineering Department in the Municipal Building. There is no charge for this permit.

You have until **July 28, 2023** 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 issued at the Watertown Park, Recreation and Forestry Department office, 515 S. First Street.

Please advise us before **August 4, 2023** 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

Jaynellen J. Holloway, P.E.
920.262.4050

Andrew Beyer, P.E.
920.262.4052

Maureen McBroom, ENV SP
920.206.4264

Ritchie M. Piltz, CSI
920.262.4034

Administrative Assistant
Wanda Fredrick 920.262.4060

CITY CONTRACT PRICES
(Estimated Quantities Only)

Estimate for: 136 S CONCORD AVENUE

Remove existing concrete sidewalk: (4"):	40.00	Sq. ft. @	\$3.00/ Sq. ft. =	\$120.00
Remove existing concrete sidewalk (6"):		Sq. ft. @	\$3.00/ Sq. ft. =	
Construct miscellaneous concrete sidewalk (4"):	40.00	Sq. ft. @	\$14.00/ Sq. ft. =	\$560.00
Construct miscellaneous concrete sidewalk: (6"):		Sq. ft. @	\$14.00/ Sq. ft. =	
REPLACEMENT ESTIMATED TOTAL AMOUNT				\$680.00

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

IMPORTANT: THIS NOTICE SHALL ACCOMPANY TRANSFER OF PROPERTY





THE CITY OF
WATERTOWN

Jaynellen J. Holloway, P.E.
920.262.4050

Andrew Beyer, P.E.
920.262.4052

Maureen McBroom, ENV SP
920.206.4264

Ritchie M. Piltz, CSI
920.262.4034

Administrative Assistant
Wanda Fredrick 920.262.4060

