



Board of Public Works

335 South Broadway

Regular Meeting

De Pere, WI 54115
<http://www.de-pere.org>

Agenda

Tuesday, September 8, 2015

5:30 PM

De Pere City Hall Council Chambers

Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a meeting of the **Board of Public Works** of the City of De Pere will be held on **September 8, 2015** at **5:30 PM** in the **De Pere City Hall Council Chambers**, 335 S. Broadway Street, De Pere, WI 54115.

This meeting can be viewed LIVE at www.depere.tv. This meeting is also rebroadcast on TW Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at www.depere.tv.

I. Call to Order

1. Roll Call

II. Public Comment

III. Items

1. Approval of the Board of Public Works August 10, 2015 Minutes.
2. Introduction of Eric Zygarlicke, Water Department Supervisor.
3. Consider Second Driveway Request for 1964 Lost Dauphin.
4. Consider 2015 Storm Lateral Assessment Charge.
5. Consider Storm Sewer/Lateral Assessment for 621 S Huron.

IV. Future Agenda Items

V. Adjournment

***Items with an asterisk require City Council approval.**

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk-Treasurer's office at 339-4050 by Noon, Tuesday, September 8, 2015 so that arrangements can be made.

Agenda Sent To:

Mayor

Alderpersons

Department Heads

TV, Newspapers & Radio Stations

Kress Family Library

De Pere Chamber of Commerce

Jairo Huilar

James M. Moericke

Notice is hereby given that a majority of the members of the Common Council of the City of De Pere may attend this meeting to gather information about a subject (s) over which they have decision-making responsibility.

City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: September 8, 2015

DEPARTMENT: Public Works

FROM: Pam Denis

SUBJECT: Approval of the Board of Public Works August 10, 2015 Minutes.

ATTACHMENTS:

- BOPW August 10, 2015 Draft Meeting Minutes (PDF)



Board of Public Works

335 South Broadway

De Pere, WI 54115

<http://www.de-pere.org>

Regular Meeting

Draft Minutes

Monday, August 10, 2015

7:30 PM

De Pere City Hall Council Chambers

I. Call to Order

The meeting was called to order at 7:30 PM by Mayor Michael J. Walsh

Attendee Name	Title	Status	Arrived
Dean Raasch	Aldersperson	Present	
Kevin Bauer	Aldersperson	Present	
James Boyd	Aldersperson	Present	
Jim Kneiszel	Aldersperson	Present	
Michael J. Walsh	Mayor	Present	

Others present were Scott Thoresen, Director of Public Works, Karen Heyrman, Assistant City Engineer, Sarah Wallace, City of De Pere Associate Planner, and Pam Denis, Recording Secretary.

II. Public Comment

None.

III. Items

1. Approval of the Board of Public Works July 13, 2015 Meeting Minutes.

Aldersperson Raasch moved to approve the July 13, 2015 Board of Public Works meeting minutes, Mayor Walsh seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Aldersperson
SECONDER:	Michael J. Walsh, Mayor
AYES:	Raasch, Bauer, Boyd, Kneiszel, Walsh

2. Consider Second Driveway Request at 1964 Lost Dauphin.

Scott Thoresen, Director of Public Works, reviewed the request received from the property owner at 1964 Lost Dauphin Road for a second driveway into his property. Director Thoresen explained that the staff recommendation was to deny the request. A second two way driveway would require an Ordinance change. Discussion followed, including the rationale for not allowing two - two way driveways on one property. Aldersperson Boyd moved to deny the request for a second driveway at 1964 Lost Dauphin Road, Aldersperson Kneiszel seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Aldersperson
SECONDER:	Jim Kneiszel, Aldersperson
AYES:	Raasch, Bauer, Boyd, Kneiszel, Walsh

3. Request to Obtain an Easement for Storm Drain at 609 S Huron.*

Aldersperson Bauer moved to approve the easement for a storm drain at 609 S. Huron Street, Aldersperson Boyd seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kevin Bauer, Alderperson
SECONDER:	James Boyd, Alderperson
AYES:	Raasch, Bauer, Boyd, Kneiszel, Walsh

4. Consider Award of Project 15-16 De Pere Dam Liner Repair & Seepage Filter.*

Alderperson Bauer moved to award the bid for the De Pere Dam Liner Repair & Seepage Filter to Janke General Contractors Inc. in the amount of \$80,225.75. Alderperson Raasch seconded the motion. Discussion followed, including what the difference was between the seepage filter and the dam liner. Karen Heyrman, Assistant City Engineer explained that the seepage filter was to fix a problem downstream of the dam and the liner was to fix a problem upstream. Both areas are in the section of the dam owned by the city. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kevin Bauer, Alderperson
SECONDER:	Dean Raasch, Alderperson
AYES:	Raasch, Bauer, Boyd, Kneiszel, Walsh

5. Consider the Compliance Maintenance Annual Report (CMAR) for Wastewater Collection System for Submittal to the Wisconsin Department of Natural Resources.*

Alderperson Bauer moved to approve the Compliance Maintenance Annual Report for Wastewater Collection System for submittal to the Wisconsin Department of Natural Resources, Mayor Walsh seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kevin Bauer, Alderperson
SECONDER:	Michael J. Walsh, Mayor
AYES:	Raasch, Bauer, Boyd, Kneiszel, Walsh

6. Consider City Engineer Recommendations for Parking & Traffic Issues.*

Sarah Wallace, City of De Pere Associate Planner, reviewed the Parking and Traffic recommendations from the City Engineer for Washington and Reid Streets. Associate Planner Wallace presented a modification of the Washington and Merrill Street recommendation requested by the school district to maintain the current signage posting on the north side of Merrill Street and to not allow a loading zone designation for that area. Sarah Wallace explained that staff had been working with the school district who had now requested that the Merrill Street modification be removed from the recommendation. She also explained that staff is working with the school to clarify traffic diagrams for parents. Discussion followed. Mayor Walsh moved to approve the Staff recommendations for Washington Street and Merrill Street parking modifications, with the additional modification that the north side of Merrill Street signage should remain as it is currently, Alderperson Kneiszel seconded the motion. Upon vote, the motion passed.

Alderperson Raasch moved to approve the Parking and Traffic recommendations for Reid Street parking signage, Alderperson Bauer seconded the motion. Upon vote the motion passed.

7. Reminder: The September Board of Public Works meeting will be on Tuesday, September 8, 2015 at 5:30 pm due to the Labor Day Holiday.

IV. Future Agenda Items

None.

V. Adjournment

Mayor Walsh moved to adjourn the Board of Public Works meeting, Alderperson Bauer seconded the motion. Upon vote the motion passed the meetings was adjourned at 8:00 pm.

Respectfully submitted,
Pam Denis

City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: September 8, 2015

DEPARTMENT: Public Works

FROM: Scott Thoresen

SUBJECT: Introduction of Eric Zygarlicke, Water Department Supervisor.

City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: September 8, 2015

DEPARTMENT: Public Works

FROM: Eric Rakers

SUBJECT: Consider Second Driveway Request for 1964 Lost Dauphin.

This item was presented to the Board in August. The property owner was not able to attend due to a medical emergency. The memo from the Board meeting in August is included below in italics. One additional property has been presented as having two drives. A second driveway was installed to 1293 Outward Avenue in 2008. A copy of the minutes has been included.

Staff recommendation is to not allow the second driveway based on the Municipal Code.

Information from August Board Meeting

The property owner at 1964 Lost Dauphin Road has requested a second driveway onto Stevens Street. Currently there is a driveway onto Lost Dauphin Road. A copy of the letter requesting the second driveway along with supporting documentation is attached. To summarize, the property owner is requesting the second driveway for the following reasons:

- *Adjacent neighbor has no issues with the additional driveway.*
- *Safety concerns due to speed and traffic on Lost Dauphin Road.*
- *Excessive distance from the existing driveway to the garage in the northwest corner of the property.*
- *Large side lot length.*

Additionally, two other properties at 1792 Lost Dauphin and 1950 Lost Dauphin are identified as having two drives.

Background

City code prohibits more than two way drives to a single family property unless the driveways are one way. The Municipal Code addressing driveways and specifically residential drives is as follows:

14-55. - Off-street parking.

(3) Access. All off-street parking facilities shall be designed in accordance with the requirements contained in Section 14-55(8), Driveways, and in a manner that will provide the

least interference with traffic movement. All lots developed shall have a minimum of one (1) driveway unless waived by the Plan Commission.

(8) Driveways.

(a) Before a driveway or curb cut for a driveway is made, a permit shall be obtained from the Building Inspector after first obtaining approval of the parking plan and upon compliance with the provisions of Chapter 22, of the Municipal Code. All driveways shall meet the following requirements:

4) Number of curb cuts permitted.

a) Residential zones.

- i. R-1 District. In the case of a single family residence, one two-way or two one-way drives for each lot of record, and all other uses permitted in R-1 Districts shall be subject to those provisions that apply to commercial districts.*

The driveway at 1950 Lost Dauphin Road would conform to the Municipal Code for two one-way drives. The driveway at 1792 Lost Dauphin Road does not conform to the Municipal Code.

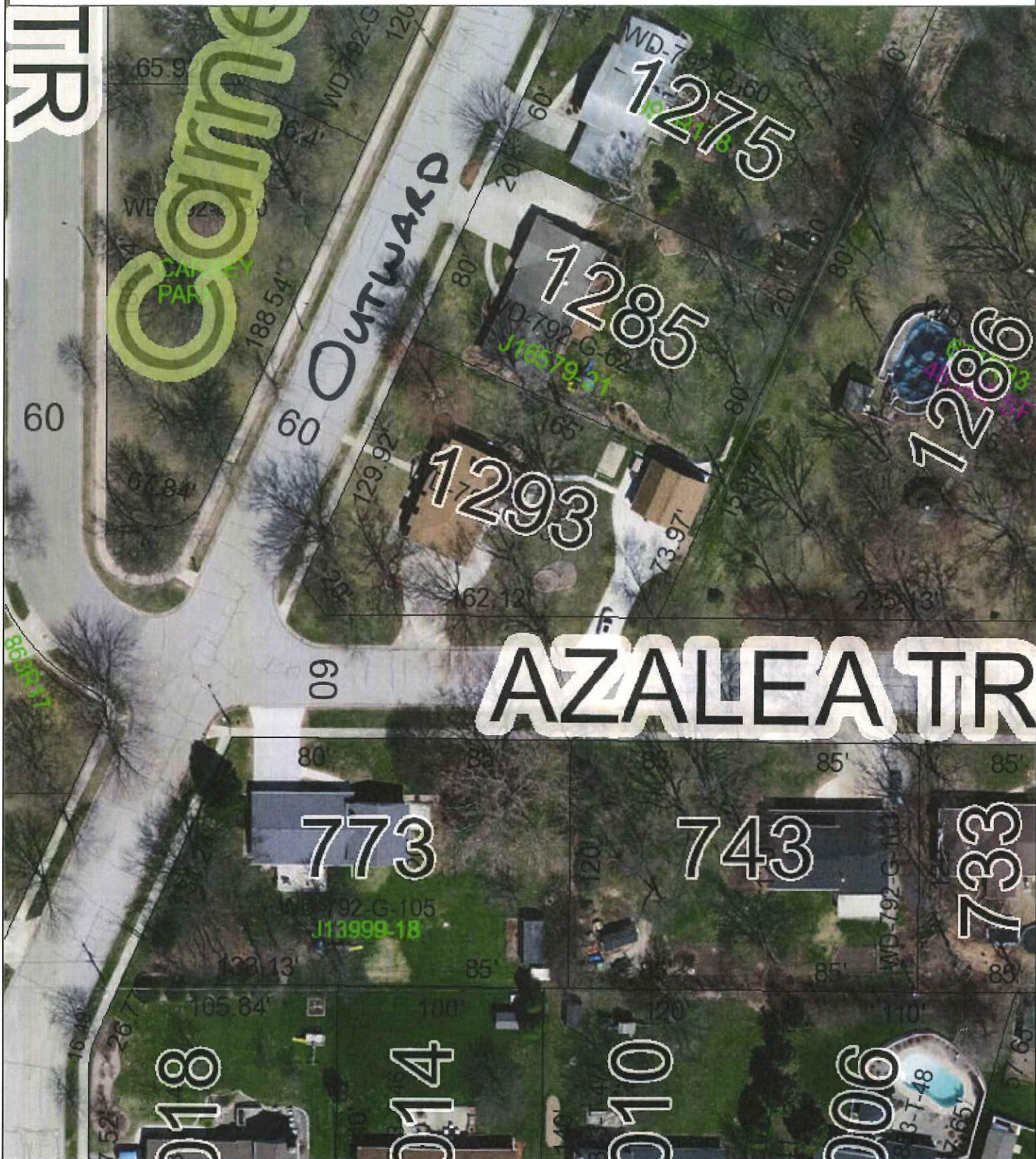
Recommendation

Based on the requirements of the Municipal Code, staff recommends denial of the second driveway. If the Board feels that a second drive is acceptable, this request should be sent back to staff to modify the Municipal Code and establish situations where a second drive is acceptable.

ATTACHMENTS:

- 1293 Outward Picture (PDF)
- 1293 Outward-2008_Board_Minutes (PDF)
- Second Driveway Request-1964 Lost Dauphin (PDF)

<Title>



This map was produced utilizing a variety of sources the City of De Pere reasonably believes are reliable, including GIS data, some of which was under development at the time this map was produced. The City of De Pere makes no warranty, either expressed or implied, including no warranty as to fitness for a particular use, of the information contained in or comprising this map.



Map of De Pere, WI Provided By The De Pere Planning/GIS Department 2010

08/26/2015
Scale 1:720

3.3.a

BOARD OF PUBLIC WORKS

A regular meeting of the Board of Public Works was held on Monday, June 9, 2008 at 7:30 p.m. in the Council Chambers at City Hall.

1. Roll Call.

Members present on call: Mayor Walsh, Alderpersons Donovan, Boyd, Heuvelmans and Wilmet.

Members absent on roll call: None

Others present: Scott Thoreson, Director of Public Works, Lee Schley, City Engineer, and Diane Yashinsky, acting as Public Works Secretary to take minutes.

2. Minutes.

Minutes of the May 12, 2008 regular meeting previously forwarded to members of the Board were presented. A motion to approve the minutes was made by Alderperson Boyd, seconded by Alderperson Heuvelmans and unanimously approved.

3. Discussion of Curb Cut request by Michael Kersten, Michael Donovan.

A motion was made by Alderperson Boyd to open the meeting to the public at 7:33, seconded by Alderperson Wilmet. Mike and Bonnie Kersten of 1293 Outward Avenue spoke about why they feel the curb cut should be granted at their address. Alderperson Donovan made a motion to go back to the regular meeting at 7:55, seconded by Alderperson Boyd. Alderperson Wilmet made a motion to grant the request for a curb cut with a 15' width, seconded by Alderperson Heuvelmans. Their current driveway may be left the width it is. Mayor Walsh thinks if we do allow a second curb cut in the future, it should be based on the size of the lot. Mayor Walsh is voting in favor of the motion but amending the width to be 12' wide and not 15'. Motion carried.

4. Discussion of drainage concerns 507 thru 530 Acreview.

A motion was made by Mayor Walsh and seconded by Alderperson Donovan to open the meeting to the public at 8:10. Bill Mathias of 521 Acreview Drive spoke about the drainage problem and realizes that their street is not the only one that has a drainage problem. The recommendation of the Public Works staff was to leave the cul de sac in it's present state. Mayor Walsh moved to return to regular meeting, seconded by Alderperson Donovan, unanimously approved.

5. Approval of Bids for Project 08-07, Bituminous Paving, Bituminous Overlay and Street Repairs.

Mr. Rakers,

I, Jim Moericke, Home-owner at 1964 Lost Dauphin Rd. am looking to put in driveway access to my 2.5 car garage on the west side of the property. - See Sketch

After talking to my neighbor on that side, he stated he had no Problem and said the layout looked good. That was important to hear from him. His concern was using it without paving saying it would tear up the lawn making the area look bad.

Using the garage on Lost Dauphin is a safety concern. Speed limit plus amount of traffic are the reasons for this. Distance from corner would be 129 Feet to center of Driveway.

Other Properties with additional drives are : 1792 Lost Dauphin Rd.
1950 Lost Dauphin Rd.

It appears lot size and shapes makes this work with their properties as well as mine. - See aerial Photo's.

Thank you for your time and help on this matter.

Sincerely,
James M. Moericke





1950 Lost Dauphin Rd

Street View · Search nearby

Map data ©2015 Google 20 ft

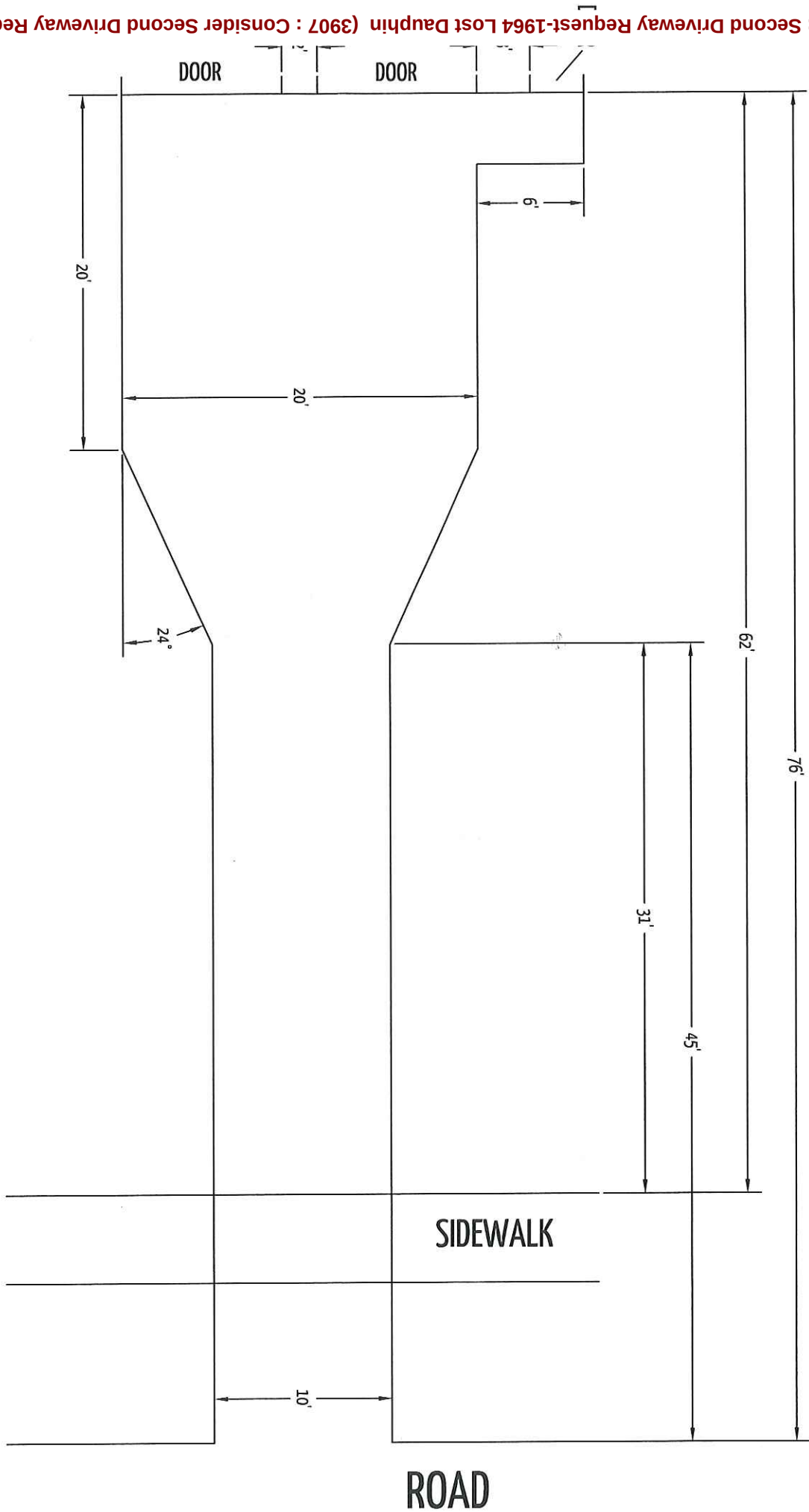


1792 Lost Dauphin Rd

Street View · Search nearby

Map data ©2015 Google 20 ft

Attachment: Second Driveway Request-1964 Lost Dauphin (3907 : Consider Second Driveway Request -



City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: September 8, 2015

DEPARTMENT: Public Works

FROM: Eric Rakers

SUBJECT: Consider 2015 Storm Lateral Assessment Charge.

The purpose for this item is to establish the special assessment cost for storm main and laterals installed in 2015.

Background

In 2014, Section 13.7 (c) of the Municipal Code was updated for the assessment of new storm sewer and storm lateral provided to residential properties in developed areas. A copy of 13-7 (c) has been attached.

Based on the Code, the assessment will be presented to the Board of Public Works each year. The cost for the storm assessment will be based on the previous three year's construction cost for storm sewer and appurtenances on a weighted average for the cost and amount installed on applicable projects. The assessment will be based on the following charges:

- a. 100% of the storm lateral cost will be included in the assessment. This includes the lateral piping and connection to the storm sewer main. The lateral piping cost will be based on an average 30 foot long storm sewer lateral length.
- b. 20% of the storm sewer main will be included in the assessment. The remaining 80% of the storm sewer main will be charged to the storm water utility. Storm sewer main cost will be based on the following:
 - i. 12 inch diameter storm sewer main.
 - ii. Four foot diameter manholes with an average depth of five feet and a spacing of 300 feet.
 - iii. Average lot width of 60 feet.

Recommendation

Staff has reviewed the cost of storm sewer main and laterals for projects in existing developed areas over the last three years. The calculations have been attached. Based on the calculations the 2015 storm main and lateral assessment in developed residential areas is \$1750.55.

ATTACHMENTS:

- 2015_Storm_Assessment-Code (PDF)

Sec. 13-7. - Payment of new construction of public infrastructure.

It shall be the policy of the City of De Pere to protect the health, safety and property of its citizens and promote the general welfare through the installation, construction or reconstruction of water distribution facilities and appurtenances; public sanitary sewers and appurtenances; storm sewers and appurtenances; public streets including sidewalks, pedestrian malls, landscaping, street lights and associated amenities. In addition to any other method allowed under state law, the costs of public construction of water distribution facilities and appurtenances, sanitary sewers and appurtenances, storm sewers and appurtenances, streets including sidewalks constructed or reconstructed as a part of street improvements and related landscaping and amenities may be charged in whole or in part to the property benefited thereby in accordance with the provisions of Wis. Stats. § 66.0701 and § 66.0703 and as provided in this section. The establishment of special assessments for the aforementioned improvements represents an exercise of the police power of the City of De Pere.

(a) *New development extension of public infrastructure.*

- (1) *Special assessment.* The owner of property requesting extension of municipal infrastructure improvements (water, sanitary sewer, storm sewer, stormwater management, and grading, graveling and paving of streets) may be specially assessed for said improvements pursuant to Wis. Stats. § 66.0703.
 - (2) *Letter of credit.* The owner of property requesting extension of municipal infrastructure improvements (water, sanitary sewer, storm sewer, stormwater management, and grading, graveling and paving of streets) may be required to file an irrevocable letter of credit or cash with the city clerk-treasurer prior to the city publicly bidding such work. The terms and conditions of such letter of credit and the work to be bid by city for construction shall be as provided in a developer's public infrastructure agreement.
 - (3) *Residential infrastructure development agreement.* The owner of property requesting extension of municipal infrastructure improvements (water, sanitary sewer, storm sewer, stormwater management, and grading, graveling and paving of streets) may be permitted to enter into a residential infrastructure development agreement with the city as authorized under common council Resolution 10-131, a copy of which is available in the office of the city clerk-treasurer.
- (b) *New infrastructure in existing development.* Except as provided in paragraph (c) below, the owner of property abutting the extension of municipal infrastructure improvements (water, sanitary sewer, storm sewer, stormwater management, and grading, graveling and paving of streets) may be specially assessed for said improvements pursuant to Wis. Stats. § 66.0703.
- (c) *New storm sewer main or lateral installation in existing urban development.* This subsection shall be applicable only to installations in existing urban development. Existing urban development shall mean any existing street with curb and gutter.
- (1) Concurrent with street reconstruction or resurfacing project. Storm sewer main and laterals shall be constructed in conjunction with street reconstruction or resurfacing projects when requested by a property owner abutting said improvement project or when

recommended by the director of public works to address storm drainage issues in such area. The costs associated with installation of new storm sewer main and/or service lines (laterals) shall be assessed as follows:

- a. *Cost share between the stormwater utility and property owner.*
 - i. *Storm sewer main.* The stormwater utility shall bear 80 percent of the costs associated with the storm sewer main installation. The abutting property owner shall be assessed 20 percent off the costs associated with installation of the storm sewer main.
 - ii. *Storm sewer lateral.* The abutting property owner shall be assessed 100 percent of the costs associated with installation of the storm sewer lateral.
- b. *Method and basis of assessment.*
 - i. *Basis of assessment.* The board of public works shall yearly determine the cost of storm sewer main and storm sewer lateral installation using the previous year's actual construction costs for such improvements. Whenever the actual costs shall be found to vary materially from the year prior, the board shall consider whether to reconsider and reopen any assessment and it may, after giving the same notice and having a public hearing as provided in subsection d. below, may cancel, amend or conform the assessment.
 - ii. *Method of assessment.* Properties abutting the improvements shall be assessed on a per lot basis.
- c. *Preliminary resolution.* The board of public works shall consider a preliminary resolution declaring its intent to exercise the city's police powers to specially assess benefited properties to construct such public improvements. Such preliminary resolution shall:
 - i. Describe generally the contemplated purposes, the limits of the proposed assessment district and the payment options in which the special assessments may be paid;
 - ii. Direct the city engineer or designee to make a report thereon if not already completed;
 - iii. Direct the clerk-treasurer to publish notice of a public hearing as a Class I notice under Wis. Stats. ch. 985, and to mail a copy of said notice to every interested person whose address is known or can be ascertained with reasonable diligence;
 - iv. Direct the scheduling of a public hearing before the board on such improvements and assessments, said hearing to commence not less than ten and not more than 40 days after the required publication and mailing.
- d. *Public hearing.* The board shall hold a public hearing on the assessments and after the hearing may by resolution approve, disapprove, modify, or refer the report with such directions as it deems necessary. The board shall provide for the following payment alternatives if it determines to assess for any of the improvements:
 - i. No interest imputed if payment of assessment made in full within 30 days of invoice;
 - ii.

- Payment in such number of yearly installments as deemed reasonable by the board, together with interest thereon at the rate of one percent over the interest rate paid by the city on its latest bonding issue, with payment in full due upon transfer of the property;
- iii. Deferred payment of assessment with interest to accrue at the rate of one percent over the interest rate paid by city on its last bond issue, with the total becoming due on the earliest of the following:
 - A. Transfer of the benefited property to any other person or entity;
 - B. Subdivision of the benefited property;
 - C. Connection to the storm sewer;
 - D. The expiration of 25 years from the date of the adoption of the final assessment resolution, at which time the assessment plus accrued interest shall be made in full against the benefited property.
 - iv. Interest on alternatives ii. and iii. above shall stop accruing after a period of ten years.
 - e. *Adoption of final resolution.* Upon adoption by the board, the assessment shall be deemed authorized and made, and the date of adoption shall constitute the date of levy. Assessments so levied shall be a lien against the property from such date. A copy of the resolution adopted by the board shall be mailed to every owner of property assessed whose address is known or can be ascertained with reasonable diligence.
 - f. *Reopening of assessment.* Whenever the actual cost of any project shall, upon completion or after the receipt of bids, be found to vary materially from the assessment or whenever any assessment is void or invalid for any reason, or whenever the board shall determine to reconsider and reopen any assessment, it may, after giving the same notice as provided in subsection (c)(1)c. and after a public hearing, amend, cancel, or conform any such prior assessment. If the cost of the project shall be less than the special assessment levied, the board, without notice or hearing, shall reduce each special assessment proportionately and where any assessments have been paid, and the excess over cost shall be refunded to the property owner.
- (2) *Without concurrent street reconstruction or resurfacing project.* Mini-storm sewer (meaning storm sewer main of smaller diameter intended to provide drainage for sump pumps and backyard drains) and laterals shall be installed in areas where no street reconstruction or resurfacing improvements are occurring if requested by a property owner to address storm drainage issues or when recommended by the director of public works to address drainage issues in the area. All or part of the costs associated with mini-storm sewer and/or lateral installation shall be assessed under the procedures set forth in paragraph (c)(1) of this section, except that the board shall provide for the following payment alternatives in place of those described in (c)(1)d. thereof:
- a. As to the property owner requesting mini-sewer installation:
 - i. No interest imputed if paid in full within 30 days of invoice;
 - ii.

Payment in such yearly installments as deemed reasonable by the board, together with interest thereon at the rate of one percent over the interest rate paid by the city on its latest bond issue.

- b. As to other property owners within the area assessed:
 - i. No interest imputed if payment of assessment made in full within 30 days of invoice;
 - ii. Payment in such number of yearly installments as deemed reasonable by the board, together with interest thereon at the rate of one percent over the interest rate paid by the city on its latest bonding issue, with payment in full due upon transfer of the property;
 - iii. Deferred payment of assessment with interest to accrue at the rate of one percent over the interest rate paid by city on its last bond issue, with the total becoming due on the earliest of the following:
 - A. Transfer of the benefited property to any other person or entity;
 - B. Subdivision of the benefited property;
 - C. Connection to the mini-storm sewer;
 - D. The expiration of 25 years from the date of the adoption of the final assessment resolution, at which time the assessment plus accrued interest shall be made in full against the benefited property.
 - iv. Interest on alternative ii. and iii. above shall stop accruing after a period of ten years.
- (3) *Waiver of public hearing and assessment.* The board may, without any notice or hearing, levy and assess the whole or any part of the aforementioned municipal improvements as a special assessment on the property specially benefited thereby or impose a special charge upon property for all or part of the cost of current services rendered whenever notice and hearing thereon is in writing waived by all owners of the property affected by such special assessment or special charge.
- (d) *Sidewalks.* The construction and repair of sidewalk which has not been made a part of street or highway improvements shall be assessed in accordance with Wis. Stats. § 66.0907.

(Ord. No. 14-12, § 1, 9-16-2014)

Editor's note— Ord. No. 14-12, § 1, adopted Sept. 16, 2014, repealed the former § 13-7, and enacted a new section as set out herein. The former § 13-7 pertained to new construction special assessments; interest; and letters of credit, and derived from Code 1974, § 5.09; and Ord. No. 06-46, § 1, adopted Dec. 19, 2006.

City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: September 8, 2015

DEPARTMENT: Public Works

FROM: Karen Heyrman

SUBJECT: Consider Storm Sewer/Lateral Assessment for 621 S Huron.

The property owner at 621 S Huron is requesting a storm sewer lateral connection for the property as part of the reconstruction of the adjacent alley planned to begin this month.

Background

The cost for storm sewer main or lateral installation in existing urban development is established yearly by the Board of Public Works. The property owner was informed of the proposed cost for 2015.

The lateral installation cost is charged to the property owner via a special assessment. Special assessments require a public hearing per state statute unless all affected property owners (those assessed) waive the hearing and agree to the assessment. The property owner submitted the attached request to waive the public hearing because he is requesting the storm lateral. Section 13-7 (c)(3) Waiver of public hearing and assessment states:

"The board may, without any notice or hearing, levy and assess the whole or any part of the aforementioned municipal improvements as a special assessment on the property for all or part of the cost of current services rendered whenever notice and hearing thereon is in writing waived by all owners of the property affected by such special assessment or special charge."

Summary

Staff recommends approval waiving the notice and hearing and assessing the property owner \$1750.55 for storm main and lateral per the 2015 established amount.

ATTACHMENTS:

- CI_BOPW-621-S-Huron-storm-sewer-lateral-request_082415.docx (PDF)

Green Bay, August 24, 2015

Board of Public Works of the City of De Pere
335 S. Broadway Street
De Pere, WI 54115

Rf: Request for Storm and Lateral sewer and Waiver of the Public Hearing for 621 S. Huron St.

Honorable Ladies and Gentlemen:

I, Jairo Huilar, the owner of the above mentioned premises, herein request the installation of a storm and lateral sewer for my duplex located on 621-623 South Huron, De Pere. The reasons for this request is that I built a new duplex and the lack of storm drains are hurting not just my building but the environment, the side walk, my neighbors and financially my tenants as the sump pumps and dehumidifiers are running constantly. I understand the installation will be done in the alley behind my property and I will be responsible for a payment in the amount of approximately \$1750.55. *1750.55 JH*

In addition, I would like to waive the public hearing for a special assessment, in order not to delay the construction as this storm and lateral sewer are extremely important and money is not an objection.

Thank you very much for your time and consideration.

Sincerely,



Jairo Huilar
P. O. Box 12132
Green Bay, WI 54307
Telephone 920 435 9224
jairohdancer@aol.com

Cc. Mr. Eric Rakers, City Engineer
Ms. Karen Heyrman, Engineer