1. Agenda

   Documents: BPW_2015.08.17_AG.DOCX

2. Complete Packet

   Documents: BPW_2015.08.17_PK.PDF

City of Fitchburg
5520 Lacy Road
Fitchburg, WI 53711-5318
Phone: (608) 270-4200 Fax (608) 270-4275
www.fitchburgwi.gov

AGENDA
BOARD OF PUBLIC WORKS
August 17, 2015
5:30 P.M.
CITY HALL

NOTICE IS HEREBY GIVEN that the Board of Public Works will meet at 5:30 P.M. on Monday, August 17, 2015 in the **Council Chambers** at City Hall, 5520 Lacy Road to consider and act on the following:

(*Note: Full coverage of this meeting is available through FACTv and Streaming Video, accessible on the city web site at* http://factv.city.fitchburg.wi.us/Cablecast/Public/Main.aspx?ChannelID=3)

1. **Call to Order**

2. **Public Appearances – Non Agenda Items**

3. **Approval of August 3, 2015 Minutes**

4. **Review of July 2015 Utility Bills**

5. **Report of Director of Public Works**

6. **Appointment of BPW member to the Transportation and Transit Commission**

7. **Resolution R-84-15 -** A Resolution Accepting the 2014 Compliance Maintenance Annual Report for the Wastewater Collection System

8. **Public Hearing –** Preliminary Assessment Resolution for 2015 Resurfacing and Gutter Replacement

9. **Announcements**
   a. Next Board of Public Works meeting is for September 7, 2015 at 5:30 (Labor Day), alternative date to be discussed (September 14, 2015 ??)

10. **Adjournment**

Note: It is possible that members of and possibly a quorum of members of other government bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Please note that, upon reasonable notice, efforts will be made to accommodate e needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Fitchburg City Hall, 5520 Lacy Road, Fitchburg WI 53711, (608) 270-4200

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MINUTES
BOARD OF PUBLIC WORKS
August 3, 2015
5:30 P.M.
CITY HALL

NOTICE IS HEREBY GIVEN that the Board of Public Works will meet at 5:30 P.M. on Monday, July 6, 2015 in the **Council Chambers** at City Hall, 5520 Lacy Road to consider and act on the following:

(*Note: Full coverage of this meeting is available through FACTv and Streaming Video, accessible on the city web site at* http://factv.city.fitchburg.wi.us/Cablecast/Public/Main.aspx?ChannelID=3)

Board of Public Works Members Present: Steve Arnold, Mike Gernetzke and Ryan Fralish
Absent: Dorothy Krause, David Herbst

Others Present: Tracy Foss- Utility Engineer, Scott Endl-Parks Director, Wade Thompson-Resource Project Planner, Joyce Frey-Economic Development, Cindy Jaggi- 1972 Oakwood View Drive, William Haus-148 E. Wilson Street, Joel Minkoff-6169 McKee Road, Patrick Stern-2969 Bryn Wood Drive

1. **Call to Order-** The meeting of the Board of Public Works was called to order by Mayor Arnold at 5:35 p.m.

2. **Public Appearances – Non Agenda Items**- None

3. **Approval of July 6, 2015 Minutes** – (video time 00:00:50)
   a. Motion to approve made by Fralish
   b. Seconded by Gernetzke
   c. Motion carried, minutes approved

4. **Report of Public Works** (video time 00:01:10)
   a. Foss provided project/construction updates, schedules of current projects, upcoming bids and staff updates. Board asked questions, discussed

5. **5-year update to the City's Comprehensive Park, Open Space and Recreation Plan** (video time 00:04:35)
   a. Endl presented an update and details of the plan
   b. Thompson provided an outline of the implementation process
   c. It was suggested that the topic should be on the agenda again in a future meeting
   d. Board asked questions, made comments/suggestions, discussed

6. **Resolution R-65-15** - Release of Utility Rights in Platted and Dedicated Right-of-Way for Bud's Drive and a Portion of Marketplace Drive (video time 00:17:30)
   a. Motion to approve made by Gernetzke
   b. Seconded by Fralish
   c. Foss provided details
   d. Board asked questions, discussed
   e. Frey introduced herself and provided an update regarding Bud's Drive area notifications
   f. Gernetzke motioned to table item until after neighborhood meeting on August 13, 2015
   g. Seconded by Fralish, motion carried

7. **<u>Resolution R-79-15</u> -** Approving a Contract for Construction Observation Services for Quarry Vista Plat (video time 00:27:15)
   a. Motion to approve made by Gernetzke
   b. Seconded by Fralish
   c. Foss provided details, board asked questions, discussed
   d. Motion carried, approved

8. **<u>Resolution R-80-15</u> -** Hooper Corporation Parking Agreement for Maintenance Facility (video time 00:34:53)
   a. Motion to approve made by Gernetzke
   b. Seconded by Fralish
   c. Foss provided details, board asked questions, discussed
   d. Motion carried, approved

9. **<u>Resolution R-81-15</u> –** General Beverage Permit for Parking within City Property (video time 00:37:03)
   a. Motion to approve made by Gernetzke
   b. Seconded by Fralish
   c. Foss and Arnold provided details, board asked questions, discussed
   d. Patrick Stern (Alder), Joel Minkoff and William Haus registered to speak, answer questions, board discusses
   e. Frey provided a background for the General Beverage expansion plan
   f. Motion carried, approved

10. **<u>Resolution R-82-15</u> –** A Resolution Granting an Underground Electric Right-of-Way Grant to Madison Gas and Electric Company on Outlot 16, Second Addition to Nine Springs, City of Fitchburg, Wisconsin (video time 01:05:38)
    a. Motion to approve made by Gernetzke
    b. Seconded by Fralish
    c. Foss provided details
    d. Motion carried, approved

11. **Announcements**
    a. Next Board of Public Works Meeting – August 17, 2015 at 5:30 p.m.
    b. BPW member appointment to the Transportation and Transit Commission for next meeting

12. **Adjournment-** Adjournment at 6:43 p.m.
    a. Motion to adjourn made by Fralish
    b. Seconded by Gernetzke
    c. Motion carried

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Report Criteria:
Report type: GL detail
Invoice Detail.GL account = "60010700"-"6015933300"

GL Period	Check Number	Payee	Description	GL Account	Check Amount
07/01/2015					
07/15	111462	BADGERLAND EXCAVATI	PAY RQST 4 HARLAN HILLS DREDGING	60110724	2,000.00
07/15	111462	BADGERLAND EXCAVATI	RETAINAGE FOR HARLAN HILLS EAST POND	60110724	3,167.90
07/15	111462	BADGERLAND EXCAVATI	RETAINAGE FOR ASHBOURNE POND	60110725	1,176.00
07/15	111469	CARQUEST AUTO PART	CABLE FOR SWEEPER VIBRATOR	60113400	119.00
07/15	111478	DIGGERS HOTLINE INC	PRE PAID LOCATES - 2ND	6005923100	1,358.40
07/15	111478	DIGGERS HOTLINE INC	PRE PAID LOCATES - 2ND	6005852200	1,358.40
07/15	111479	DORN TRUE VALUE	GREEN PAINT FOR STORMWATER SIGNS	6015601302	42.85
07/15	111480	DOUBLE D SERVICES	VIBRATOR FOR NEW SWEEPER	60113400	462.95
07/15	111484	FIRST SUPPLY MADISON	MAINT OF MAINS	6005673100	207.05
07/15	111484	FIRST SUPPLY MADISON	LADTECH STORM INLET ADJUSTING RINGS	6015601306	120.00
07/15	111484	FIRST SUPPLY MADISON	LADTECH STORM INLET ADJUSTING RINGS	6015601306	720.00
07/15	111484	FIRST SUPPLY MADISON	LADTECH MANHOLE ADJUSTING RINGS-STORM U	6015601306	292.00
07/15	111484	FIRST SUPPLY MADISON	LADTECH MANHOLE ADJUSTING RINGS-SANITAR	6005831200	292.00
07/15	111485	FITCHBURG UTILITIES	STORMWATER BILL	6015930300	216.24
07/15	111487	G & K SERVICES	UNIFORMS RENTAL - UTILITY	6005926100	14.19
07/15	111487	G & K SERVICES	UNIFORMS RENTAL - UTILITY	6005854200	14.20
07/15	111492	HAWKINS INC	CHEMICALS	6005641100	1,551.66
07/15	111501	L-R METER TESTING & R	CROSS CONN TESTING/BACKFLOW PREVENTOR	6005676100	217.71
07/15	111501	L-R METER TESTING & R	CROSS CONN TESTING/BACKFLOW PREVENTOR	6005834200	217.70
07/15	111503	MARTELLE WATER TREA	CHEMICALS	6005641100	2,193.92
07/15	111521	SPRINT PRINT	CROSS CONNECTION FORMS	6005678101	739.55
07/15	111522	STAPLES ADVANTAGE	OFFICE SUPPLIES	6005921100	20.35
07/15	111522	STAPLES ADVANTAGE	OFFICE SUPPLIES	6005851200	20.34
07/15	111522	STAPLES ADVANTAGE	OFFICE SUPPLIES	6015921300	20.34
07/15	111522	STAPLES ADVANTAGE	OFFICE SUPPLIES - CREDIT	6005921100	4.97-
07/15	111522	STAPLES ADVANTAGE	OFFICE SUPPLIES - CREDIT	6005851200	4.97-
07/15	111522	STAPLES ADVANTAGE	OFFICE SUPPLIES - CREDIT	6015921300	4.97-
07/15	111522	STAPLES ADVANTAGE	OFFICE SUPPLIES	6005921100	15.79
07/15	111522	STAPLES ADVANTAGE	OFFICE SUPPLIES	6005851200	15.79

M = Manual Check, V = Void Check

GL Period	Check Number	Payee	Description	GL Account	Check Amount
07/15	111522	STAPLES ADVANTAGE	OFFICE SUPPLIES	6015921300	15.78
07/15	111526	USA BLUEBOOK	WRENCH	6005665100	87.82
Total 07/01/2015:					16,663.02
07/08/2015					
07/15	111549	DORN TRUE VALUE	RED PAINT FOR STORMWATER SIGNS	6015601302	13.49
07/15	111555	G & K SERVICES	UNIFORMS RENTAL - UTILITY	6005926100	14.19
07/15	111555	G & K SERVICES	UNIFORMS RENTAL - UTILITY	6005854200	14.20
07/15	111565	HERMAN LANDSCAPE S	TOWER HILL GREENWAY	6015923303	6,935.00
07/15	111573	MID-STATE EQUIPMENT	SCAG MOWER	60013732	3,484.58
07/15	111573	MID-STATE EQUIPMENT	SCAG MOWER	60013920	3,484.57
07/15	111584	STRAND ASSOCIATES	VERONA RD - UTILITY RELOCATIONS DESIGN	60010727	8,322.61
Total 07/08/2015:					22,268.64
07/15/2015					
07/15	111600	CATE MACHINE & WELDI	REPAIR SIGN AT APACHE POND	6015601302	44.75
07/15	111611	DORN TRUE VALUE	CEMENT FOR BANTRY STORM REPAIR	6015601306	51.95
07/15	111615	G & K SERVICES	UNIFORMS RENTAL - UTILITY	6005926100	14.19
07/15	111615	G & K SERVICES	UNIFORMS RENTAL - UTILITY	6005854200	14.20
07/15	111622	MADISON GAS & ELECT	JUNE BILLS	6005623100	22,126.47
07/15	111623	MADISON METRO SEWE	QUARRY VISTA LOT 15 - ICC & TPCC	60022320	5,973.79
07/15	111644	TDS	UTILITY	6005921100	55.78
07/15	111644	TDS	UTILITY - SEWER	6005851200	31.41
07/15	111646	U S CELLULAR	SEWER - CELL	6005851200	3.52
07/15	111646	U S CELLULAR	WATER - CELL	6005921100	3.53
07/15	111647	VERIZON WIRELESS	MODEM SERVICE THRI 6/23/15	6005921100	54.34
07/15	111647	VERIZON WIRELESS	MODEM SERVICE THRI 6/23/15	6005851200	54.35
07/15	111647	VERIZON WIRELESS	AMI	60010722	19.55
07/15	111647	VERIZON WIRELESS	WATER	6015921300	51.43
07/15	111650	WISNIEWSKI, DANIEL	2015 TOILET REBATE	6005856200	99.00

GL Period	Check Number	Payee	Description	GL Account	Check Amount
Total 07/15/2015:					28,598.26
07/22/2015					
07/15	111666	FOUNDATION BUSINESS	PERMI TRACK APRIL 1- JUNE 30 2015	6015930301	456.00
07/15	111667	G & K SERVICES	UNIFORMS RENTAL - UTILITY	6005926100	14.19
07/15	111667	G & K SERVICES	UNIFORMS RENTAL - UTILITY	6005854200	14.20
Total 07/22/2015:					484.39
07/23/2015					
07/15	111689	PAYNE AND DOLAN INC	WATER INSULATE	60010734	8,800.00
07/15	111689	PAYNE AND DOLAN INC	WATER VALVE REPAIR & BREAKS	6005673100	3,586.00
07/15	111689	PAYNE AND DOLAN INC	STORM INLET REPAIRS	6015601306	15,274.68
Total 07/23/2015:					27,660.68
07/30/2015					
07/15	111706	DORN TRUE VALUE	MISC TOOLS	6005626100	19.02
07/15	111719	MADISON METRO SEWE	5267 LACY RD	60022320	1,180.61
07/15	111737	SHERWIN WILLIAMS	PAINT FOR APACHE SIGN	6015601302	55.49
07/15	111738	SOUTH CENTRAL CONT	SERVICE LINE REPAIR	6005675100	2,835.00
07/15	111739	STANTEC CONSULTING	LACY RD RAIN GARDEN AND BIOSWALE VEGETAT	6015923303	555.63
07/15	111741	TOWN & COUNTRY ENGI	WELL 10 MICROBE INVESTIGATION	6005923100	150.00
07/15	111747	WISCONSIN INDEPENDE	STORM UD	6015930301	4.83
07/15	111747	WISCONSIN INDEPENDE	UTILITY WATER	6005921101	9.66
07/15	111747	WISCONSIN INDEPENDE	UTILITY SEWER	6005851201	4.83
07/15	111748	WOLF PAVING & EXCAV	COLD PATCH FOR TRACEWAY WATER LEAK	6005675100	299.85
07/15	111749	CAPITAL UNDERGROUN	FITCHRONA RD WM EXT - CONSTRUCTION	60010729	72,254.40
07/15	111749	CAPITAL UNDERGROUN	FITCHRONA RD WM EXT - RETAINAGE	60022320	3,612.72-
Total 07/30/2015:					73,756.60

GL Period	Check Number	Payee	Description	GL Account	Check Amount
Grand Totals:					169,431.59

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
600-10722	19.55	.00	19.55
600-10727	8,322.61	.00	8,322.61
600-10729	72,254.40	.00	72,254.40
600-10734	8,800.00	.00	8,800.00
600-13732	3,484.58	.00	3,484.58
600-13920	3,484.57	.00	3,484.57
600-21100	3,622.66	141,262.91-	137,640.25-
600-22320	7,154.40	3,612.72-	3,541.68
600-5623-100	22,126.47	.00	22,126.47
600-5626-100	19.02	.00	19.02
600-5641-100	3,745.58	.00	3,745.58
600-5665-100	87.82	.00	87.82
600-5673-100	3,793.05	.00	3,793.05
600-5675-100	3,134.85	.00	3,134.85
600-5676-100	217.71	.00	217.71
600-5678-101	739.55	.00	739.55
600-5831-200	292.00	.00	292.00
600-5834-200	217.70	.00	217.70
600-5851-200	125.41	4.97-	120.44
600-5851-201	4.83	.00	4.83
600-5852-200	1,358.40	.00	1,358.40
600-5854-200	56.80	.00	56.80
600-5856-200	99.00	.00	99.00
600-5921-100	149.79	4.97-	144.82
600-5921-101	9.66	.00	9.66
600-5923-100	1,508.40	.00	1,508.40

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
600-5926-100	56.76	.00	56.76
601-10724	5,167.90	.00	5,167.90
601-10725	1,176.00	.00	1,176.00
601-13400	581.95	.00	581.95
601-21100	4.97	31,796.31-	31,791.34-
601-5601-302	156.58	.00	156.58
601-5601-306	16,458.63	.00	16,458.63
601-5921-300	87.55	4.97-	82.58
601-5923-303	7,490.63	.00	7,490.63
601-5930-300	216.24	.00	216.24
601-5930-301	460.83	.00	460.83
Grand Totals:	176,686.85	176,686.85-	.00

Report Criteria:
Report type: GL detail
Invoice Detail.GL account = "60010700"-"6015933300"

City of Fitchburg
Committee or Commission Referral

Direct Referral Initiated by:
Direct Referral Approved by:

Date Referred**: August 11, 2015** Ordinance Number:
Date to Report Back**: August 25, 2015** Resolution Number: R-84-15

Sponsored by: Drafted by: Public Works

TITLE: A RESOLUTION ACCEPTING THE 2014 COMPLIANCE MAINTENANCE ANNUAL REPORT FOR THE WASTEWATER COLLECTION SYSTEM

Background:
The Fitchburg Utility District No. 1 is required under a Wisconsin Pollutant Discharge Elimination System (WPDES) permit issued by the Wisconsin Department of Natural Resources (DNR) to file a Compliance Maintenance Annual Report (CMAR) annually with the DNR. The DNR requires this report be reviewed and adopted by resolution by the governing body.

Order	Referred To	Staff Contact	Place on Agenda For	Action Taken On Referral
1	Board of Public Works	Horton	August 17, 2015	
2				
3				
4				

Amendments:

Compliance Maintenance Annual Report

Fitchburg City Utility District 1

Last Updated: 8/6/2015 Reporting For: 2014

Financial Management

1. Provider of Financial Information

Name: Tracy M. Foss

Telephone: (608)270-4272 (XXX) XXX-XXXX

E-Mail Address (optional): tracy.foss@fitchburgwi.gov

2. Treatment Works Operating Revenues

2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?

- ● Yes (0 points)
- ○ No (40 points)

If No, please explain:

2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?

Year: 2012

- ● 0-2 years ago (0 points)
- ○ 3 or more years ago (20 points)
- ○ N/A (private facility)

2.3 Did you have a special account (e.g., CWFP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?

- ● Yes (0 points)
- ○ No (40 points)

0

REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]

3. Equipment Replacement Funds

3.1 When was the Equipment Replacement Fund last reviewed and/or revised?

Year: 2014

- ○ 1-2 years ago (0 points)
- ○ 3 or more years ago (20 points)
- ● N/A

If N/A, please explain:

Do not have equipment replacement fund.

3.2 Equipment Replacement Fund Activity

3.2.1 Ending Balance Reported on Last Year's CMAR		$	0.00
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)		$	0.00
3.2.3 Adjusted January 1st Beginning Balance		$	0.00
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	$	0.00
3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)	-	$	0.00
3.2.6 Ending Balance as of December 31st for CMAR Reporting Year		$	0.00

Compliance Maintenance Annual Report

Fitchburg City Utility District 1

Last Updated: 8/6/2015 Reporting For: 2014

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

The Utility purchases equipment through budgeting (ie. trucks). They do not have an equipment replacement fund.

3.3 What amount should be in your Replacement Fund? $ 0.00

Please note: If you had a CWFP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the HELP link under Info in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

- ● Yes
- ○ No

If No, please explain.

The Utility purchases equipment through budgeting (ie. trucks). They do not have an equipment replacement fund.

0

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

- ● Yes - If Yes, please provide major project information, if not already listed below.
- ○ No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Possible extension of the Woods Hollow Interceptor	50,000	2018
2	Possible extension of Seminole Hwy Interceptor	200,000	2016

5. Financial Management General Comments

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Fitchburg City Utility District 1

Last Updated: 8/6/2015 Reporting For: 2014

Sanitary Sewer Collection Systems

1. CMOM Program

1.1 Do you have a Capacity, Management, Operation & Maintenance (CMOM) requirement in your WPDES permit?

- ○ Yes
- ● No

1.2 Did you have a documented (written records/files, computer files, video tapes, etc.) sanitary sewer collection system operation & maintenance (O&M) or CMOM program last calendar year?

- ● Yes (Continue with question 1)
- ○ No (30 points) (Go to question 2)

1.3 Check the elements listed below that are included in your O&M or CMOM program.

☒ Goals

Describe the specific goals you have for your collection system:

To provide a well maintained, reliable sanitary sewer collection system with adequate capacity.

☒ Organization

Do you have the following written organizational elements (check only those that apply)?

- ☒ Ownership and governing body description
- ☒ Organizational chart
- ☒ Personnel and position descriptions
- ☒ Internal communication procedures
- ☐ Public information and education program

☒ Legal Authority

Do you have the legal authority for the following (check only those that apply)?

- ☒ Sewer use ordinance Last Revised Date (MM/DD/YYYY) 3/08/2011
- ☐ Pretreatment/industrial control Programs
- ☒ Fat, oil and grease control
- ☒ Illicit discharges (commercial, industrial)
- ☒ Private property clear water (sump pumps, roof or foundation drains, etc.)
- ☐ Private lateral inspections/repairs
- ☐ Service and management agreements

☒ Maintenance Activities (provide details in question 2)

☒ Design and Performance Provisions

How do you ensure that your sewer system is designed and constructed properly?

- ☒ State plumbing code
- ☒ DNR NR 110 standards
- ☒ Local municipal code requirements
- ☒ Construction, inspection, and testing
- ☐ Others:

☒ Overflow Emergency Response Plan:

Does your emergency response capability include (check only those that apply)?

- ☐ Alarm system and routine testing
- ☒ Emergency equipment
- ☒ Emergency procedures
- ☐ Communications/notifications (DNR, internal, public, media, etc.)

☒ Capacity Assurance:

How well do you know your sewer system? Do you have the following?

- ☒ Current and up-to-date sewer map
- ☒ Sewer system plans and specifications

- ☒ Manhole location map
- ☐ Lift station pump and wet well capacity information
- ☐ Lift station O&M manuals

Within your sewer system have you identified the following?

- ☒ Areas with flat sewers
- ☐ Areas with surcharging
- ☐ Areas with bottlenecks or constrictions
- ☐ Areas with chronic basement backups or SSOs
- ☒ Areas with excess debris, solids, or grease accumulation
- ☒ Areas with heavy root growth
- ☐ Areas with excessive infiltration/inflow (I/I)
- ☒ Sewers with severe defects that affect flow capacity
- ☒ Adequacy of capacity for new connections
- ☐ Lift station capacity and/or pumping problems

☒ Annual Self-Auditing of your O&M/CMOM Program to ensure above components are being implemented, evaluated, and re-prioritized as needed

☐ Special Studies Last Year (check only those that apply):

- ☐ Infiltration/Inflow (I/I) Analysis
- ☐ Sewer System Evaluation Survey (SSES)
- ☐ Sewer Evaluation and Capacity Managment Plan (SECAP)
- ☐ Lift Station Evaluation Report
- ☐ Others:

0

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	33.3	% of system/year
Root removal	1	% of system/year
Flow monitoring	0	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	10	% of system/year
Manhole inspections	33.3	% of system/year
Lift station O&M	0	# per L.S./year
Manhole rehabilitation	0	% of manholes rehabbed
Mainline rehabilitation	0	% of sewer lines rehabbed
Private sewer inspections	0	% of system/year
Private sewer I/I removal	0	% of private services

Please include additional comments about your sanitary sewer collection system below:

We do not have problems for items not checked under "Within your system have you identified the following."

3. Performance Indicators

Compliance Maintenance Annual Report

Fitchburg City Utility District 1

Last Updated: 8/6/2015 Reporting For: 2014

3.1 Provide the following collection system and flow information for the past year.

35.31	Total actual amount of precipitation last year in inches
34.48	Annual average precipitation (for your location)
55	Miles of sanitary sewer
0	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
0	Number of basement backup occurrences
0	Number of complaints
1.78	Average daily flow in MGD (if available)
	Peak monthly flow in MGD (if available)
	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

NaN	Lift station failures (failures/year)
0.00	Sewer pipe failures (pipe failures/sewer mile/yr)
0.00	Sanitary sewer overflows (number/sewer mile/yr)
0.00	Basement backups (number/sewer mile)
0.00	Complaints (number/sewer mile)
0.0	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
0.0	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OFERFLOWS REPORTED **				
	Date	Location	Cause	Estimated Volume (MG)
None reported				

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

- ○ Yes
- ● No

If Yes, please describe:

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

- ○ Yes
- ● No

If Yes, please describe:

5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:

No changes.

5.4 What is being done to address infiltration/inflow in your collection system?

Compliance Maintenance Annual Report

Fitchburg City Utility District 1

Last Updated: 8/6/2015

Reporting For: 2014

The City televises 10% of the system each year. The Utility lines sewer pipes and grout seals manholes with I/I issues when discoved.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Fitchburg City Utility District 1

Last Updated: 8/6/2015 Reporting For: 2014

Grading Summary

WPDES No: 0047341

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			4	16
GRADE POINT AVERAGE (GPA) = 4				

Notes:

A = Voluntary Range (Response Optional)

B = Voluntary Range (Response Optional)

C = Recommendation Range (Response Required)

D = Action Range (Response Required)

F = Action Range (Response Required)

Compliance Maintenance Annual Report

Fitchburg City Utility District 1

Last Updated: 8/6/2015 Reporting For: 2014

Resolution or Owner's Statement

Name of Governing Body or Owner: Fitchburg Utility District No. 1

Date of Resolution or Action Taken: 8/11/15

Resolution Number: R-84-15

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F. Regardless of grade, required for Collection Systems if SSOs were reported):

Financial Management: Grade = A

Collection Systems: Grade = A

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS (Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. = 4

Stephen L. Arnold
Introduced by

Public Works
Drafted by

Board of Public Works
Committee

August 11, 2015
Date

RESOLUTION R-84-15

A RESOLUTION ACCEPTING THE 2014 COMPLIANCE MAINTENANCE ANNUAL REPORT FOR THE WASTEWATER COLLECTION SYSTEM CITY OF FITCHBURG, WISCONSIN

WHEREAS, it is a requirement under a Wisconsin Pollutant Discharge Elimination System (WPDES) permit issued by the Wisconsin Department of Natural Resources to file a Compliance Maintenance Annual Report (CMAR) for its wastewater collection system under Wisconsin Administrative Code NR 208; and

WHEREAS, it is necessary to acknowledge that the governing body has reviewed the CMAR; and

WHEREAS, it is necessary to provide recommendations or an action response plan for all individual CMAR section grades of "C" or less and/or an overall grade point average; and

WHEREAS, the City of Fitchburg's collection system received a grade of "A" for all individual CMAR sections and no recommendations or action response plan is required at this time; and

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Common Council of the City of Fitchburg that it approves the CMAR for the wastewater collection system.

Adopted by the Common Council of the City of Fitchburg this ___ day of August 2015.

Approved By:_____
Stephen L. Arnold, Mayor

Attested By:_____
Patti Anderson, City Clerk

City of Fitchburg
Committee of Commission Referral

Direct Referral Initiated by:
Direct Referral Approved by:

Date Referred**: March 10, 2015** Ordinance Number:
Date to Report Back**: March 24, 2015** Resolution Number: **R-33-15**

Sponsored by: Mayor Drafted by: Public Works

TITLE: Preliminary Assessment Resolution for 2015 Curb and Gutter Replacement

Background: For the 2015 street improvement project, defective curb and gutter will be replaced as part of the work. The cost of the replacement curb and gutter is an assessable cost based on the City Assessment policy. This resolution is the first part of the assessment process.

Order	Referred To	Staff Contact	Place on Agenda For	Action Taken On Referral
1	Board of Public Works	Horton	March 16, 2015	Approved
2	Finance	Roach	March 24, 2015	
3				
4				

Amendments:

2015 STREET RESURFACING
CURB & GUTTER REPLACMENT
PRELIMINARY ASSESSMENT REPORT
PROJECT NO. 15-SR-101-0

THE CITY OF
Fitchburg
PUBLIC WORKS

City of Fitchburg
Department of Public Works
5520 Lacy Road
Fitchburg, WI 53711
Dane County
Wisconsin

Introduction

This report is required by the Common Council of the City of Fitchburg as per Resolution Number R-33-15, declaring Intent to Exercise Special Assessment Powers. It is submitted to the Common Council as a Preliminary Assessment Report for the replacement of deficient curb and gutter fronting Monticello Way from S. Whitney Way to City Limits, Tanager Trail, Richmond Drive, Marledge Street from Raritan Road to 200' south of Barbara Drive, Osmundsen Road from Devoro Road to Lacy Road, and Osmundsen Road from Lacy Road to Stanbrook Road.

This report contains the following:

1) Statement of Benefits
2) Opinion of Project Costs ..... Table 1
3) Preliminary Assessment Schedule ..... Exhibit A
4) Preliminary Assessment Resolution R-33-15 ..... Appendix A
5) Assessment District Boundary Map ..... Appendix B

I. Statement of Benefits

The improvements will abut the properties within the proposed assessment districts as shown and described in Appendices A and B, respectively.

By correcting deficiencies in the existing curb and gutter, this will benefit the properties where the improvements are to be installed.

II. Opinion of Project Costs

The Opinion of Project Costs shown in Table 1 contains the estimated construction, engineering, and administrative costs.

TABLE 1
OPINION OF PROJECT COSTS
2015 STREET RESURFACING
CURB & GUTTER AND SIDEWALK REPLACEMENT

Construction Costs		
Estimated Construction Costs	$32,560.88	
Less City Costs*	$ 16,280.44	
Total Assessable Construction Costs		$16,280.44
Technical Services		
Engineering 8%	$1,298.44	
Administrative 2%	$326.88	
Subtotal:		$1,625.32
Total Assessable Project Cost		**$17,905.76**

**The City is responsible for 50% of the curb and gutter costs per the assessment policy.*

PRELIMINARY ASSESSMENT RATE

In this project, properties will generally benefit in proportion to their linear footage of curb and gutter. Therefore, the linear footage method of assessment best assures that each property owner pays a proportionate share of the costs. Per the assessment policy, a property owner may not be charged for more than 40 linear feet.

The linear footage preliminary assessment rate is determined by dividing the total assessable project cost, as shown in Table 1, by the total assessable linear footage as shown in Exhibit A. For this project, the preliminary assessment rate is calculated to be $19.72 per linear foot for curb and gutter.

Assessable Curb and Gutter Cost	$19.72 / Linear Foot

The preliminary assessments for each parcel are shown on Exhibit A. The total linear footage of assessable curb and gutter replacement is 908 LF.

WISCONSIN
PETER G. VANDERWEGEN
E-32082
FITCHBURG, WI
PROFESSIONAL ENGINEER

8/6/15

EXHIBIT A
PRELIMINARY ASSESSMENT SCHEDULE
2015 STREET RESURFACING, CURB AND GUTTER REPLACEMENT
PROJECT No. 15-SR-101-0

PARCEL		OWNER	MAILING ADDRESS			Preliminary Assessment						
PARCEL No. 225/0609	ADDRESS	NAME	Address	CITY, STATE, ZIP	Measured C&G Linear FT	Assessable Linear FT	Total Cost $39.44		Resident Assessment $19.72		City Portion $19.72	
093-6489-8	5739 Barbara Dr	Tanya & Joseph Lourigan	5739 Barbara Dr	Fitchburg, WI 53711	40	40	$1,577.60	R	50%	$788.80	50%	$788.80
093-4477-6	5780 Lacy Rd	Fischer Living TR	5780 Lacy Rd	Fitchburg, WI 53711	11	11	$433.84	R	50%	$216.92	50%	$216.92
093-6511-9	2701 Marledge St	David & Verna Carlson	2701 Marledge St	Fitchburg, WI 53711	24	24	$946.56	R	50%	$473.28	50%	$473.28
093-6533-3	2706 Marledge St	Daniel Giesler & Jacqueline Ramin	2706 Marledge St	Fitchburg, WI 53711	24	24	$946.56	R	50%	$473.28	50%	$473.28
093-6544-0	2712 Marledge St	Ryne & Phoebe Natzke	2712 Marledge St	Fitchburg, WI 53711	42	40	$1,577.60	R	50%	$788.80	50%	$788.80
093-6478-1	2721 Marledge St	Rodney Bina & Coletta Mulvihill Bina	2721 Marledge St	Fitchburg, WI 53711	5	5	$197.20	R	50%	$98.60	50%	$98.60
093-6577-1	2728 Marledge St	Richard & Joyce Nelson	2728 Marledge St	Fitchburg, WI 53711	5	5	$197.20	R	50%	$98.60	50%	$98.60
093-6665-4	2744 Marledge St	Frank Novak & Kathleen Lange-Novak	2744 Marledge St	Fitchburg, WI 53711	23	23	$907.12	R	50%	$453.56	50%	$453.56
093-6423-6	2745 Marledge St	Thomas & Patricia Farley	2745 Marledge St	Fitchburg, WI 53711	9	9	$354.96	R	50%	$177.48	50%	$177.48
093-6401-2	2753 Marledge St	Cheryl Hamilton	2753 Marledge St	Fitchburg, WI 53711	9	9	$354.96	R	50%	$177.48	50%	$177.48
062-6698-2	5744 Monticello Way	Jessica Smulka	5744 Monticello Way	Fitchburg, WI 53719	21	21	$828.24	R	50%	$414.12	50%	$414.12
062-6062-0	5747 Monticello Way	David & Rebekah Kranjik	5747 Monticello Way	Fitchburg, WI 53719	11	11	$433.84	R	50%	$216.92	50%	$216.92
062-6051-3	5748 Monticello Way	Kimberly Hurley	5748 Monticello Way	Fitchburg, WI 53719	11	11	$433.84	R	50%	$216.92	50%	$216.92
062-6040-6	5752 Monitcello Way	Wade & Shelley Whitmus	5752 Monticello Way	Fitchburg, WI 53719	11	11	$433.84	R	50%	$216.92	50%	$216.92
062-6095-1	5759 Monticello Way	Christopher & Paige Jany	5759 Monticello Way	Fitchburg, WI 53719	31	31	$1,222.64	R	50%	$611.32	50%	$611.32
062-6018-4	5760 Monticello Way	Mary Becker	5760 Monticello Way	Fitchburg, WI 53719	23	23	$907.12	R	50%	$453.56	50%	$453.56
062-6106-7	5763 Monticello Way	Kimberly Knoche	5763 Monticello Way	Fitchburg, WI 53719	31	31	$1,222.64	R	50%	$611.32	50%	$611.32
062-6007-7	5764 Monticello Way	James & Margaret Newberry	5764 Monticello Way	Fitchburg, WI 53719	12	12	$473.28	R	50%	$236.64	50%	$236.64
062-4067-9	5767 Monticello Way	Jacqueline Captain	5767 Monticello Way	Fitchburg, WI 53719	29	29	$1,143.76	R	50%	$571.88	50%	$571.88
062-4056-2	5768 Monticello Way	Jaime & Steven Karlic	5768 Monticello Way	Fitchburg, WI 53719	24	24	$946.56	R	50%	$473.28	50%	$473.28
062-4023-1	5804 Monticello Way	Michael & Michele Van Hecker	5804 Monticello Way	Fitchburg, WI 53719	17	17	$670.48	R	50%	$335.24	50%	$335.24
062-4559-4	5816 Monticello Way	Robert Helgren	5816 Monticello Way	Fitchburg, WI 53719	12	12	$473.28	R	50%	$236.64	50%	$236.64
062-4416-6	5823 Monticello Way	Kirstin & Joseph Bugni	5823 Monticello Way	Fitchburg, WI 53719	40	40	$1,577.60	R	50%	$788.80	50%	$788.80
062-4537-0	5824 Monticello Way	Jeffery Scarafia	5824 Monticello Way	Fitchburg, WI 53719	15	15	$591.60	R	50%	$295.80	50%	$295.80
062-4449-7	5835 Monticello Way	Alvin & Margo Barcheski	5835 Monticello Way	Fitchburg, WI 53719	26	26	$1,025.44	R	50%	$512.72	50%	$512.72
062-4504-9	5836 Monticello Way	Lindzee & Shonn Gibson	5836 Monticello Way	Fitchburg, WI 53719	9	9	$354.96	R	50%	$177.48	50%	$177.48
062-4460-2	5839 Monticello Way	Kenneth Olson & Susan Gilbertson	5839 Monticello Way	Fitchburg, WI 53719	14	14	$552.16	R	50%	$276.08	50%	$276.08
062-4482-6	5844 Monticello Way	Charlene Crapser	5844 Monticello Way	Fitchburg, WI 53719	8	8	$315.52	R	50%	$157.76	50%	$157.76
062-4471-9	5845 Monticello Way	Colin & Rebeca Schenck	5845 Monticello Way	Fitchburg, WI 53719	10	10	$394.40	R	50%	$197.20	50%	$197.20
162-3115-1	2686 Osmundsen Rd	Randall Hess	2985 Triverton Pike Unit 200	Fitchburg, WI 53711	11	11	$433.84	R	50%	$216.92	50%	$216.92
093-4598-0	2703 Osmundsen Rd	William & Linda Wilson	2703 Osmundsen Rd	Fitchburg, WI 53711	25	25	$986.00	R	50%	$493.00	50%	$493.00
093-4609-6	2707 Osmundsen Rd	Michael & Kathleen Walker	2707 Osmundsen Rd	Fitchburg, WI 53711	5	5	$197.20	R	50%	$98.60	50%	$98.60
093-4763-9	2725 Osmundsen Rd	Steven & Lynn Smilie	2725 Osmundsen Rd	Fitchburg, WI 53711	47	40	$1,577.60	R	50%	$788.80	50%	$788.80
093-4774-6	2731 Osmundsen Rd	John & Susan Easterday	2731 Osmundsen Rd	Fitchburg, WI 53711	21	21	$828.24	R	50%	$414.12	50%	$414.12
093-4274-1	2735 Osmundsen Rd	Jeffery & Krishna Erdahl	2735 Osmundsen Rd	Fitchburg, WI 53711	7	7	$276.08	R	50%	$138.04	50%	$138.04
062-4045-5	2487 Tanager Trail	Allen & Mary Koscielniak	2487 Tanager Trl	Fitchburg, WI 53711	5	5	$197.20	R	50%	$98.60	50%	$98.60

EXHIBIT A
PRELIMINARY ASSESSMENT SCHEDULE
2015 STREET RESURFACING, CURB AND GUTTER REPLACEMENT
PROJECT No. 15-SR-101-0

PARCEL		OWNER	MAILING ADDRESS			Preliminary Assessment							
PARCEL No. 225/0609	ADDRESS	NAME	Address	CITY, STATE, ZIP	Measured C&G Linear FT	Assessable Linear FT	Total Cost $39.44		Resident Assessment $19.72			City Portion $19.72	
062-6632-0	5722 Richmond Dr	Pedro Pinto & Ronni Rogers	5722 Richmond Dr	Fitchburg, WI 53719	27	27	$1,064.88	R	50%	$532.44		50%	$532.44
062-6599-2	5734 Richmond Dr	Keith Rabiola & Jennifer Fenne	5734 Richmond Dr	Fitchburg, WI 53719	12	12	$473.28	R	50%	$236.64		50%	$236.64
062-6588-5	5738 Richmond Dr	Jones TR	5738 Richmond Dr	Fitchburg, WI 53719	49	40	$1,577.60	R	50%	$788.80		50%	$788.80
062-6163-8	5742 Richmond Dr	Goodison Living TR, Frank & Helga	5742 Richmond Dr	Fitchburg, WI 53719	45	40	$1,577.60	R	50%	$788.80		50%	$788.80
062-6141-4	5750 Richmond Dr	Leland Lemens & Marilyn Franke-Lemens	5750 Richmond Dr	Fitchburg, WI 53719	34	34	$1,340.96	R	50%	$670.48		50%	$670.48
062-6130-7	5754 Richmond Dr	Antonio Antezana	5754 Richmond Dr	Fitchburg, WI 53719	22	22	$867.68	R	50%	$433.84		50%	$433.84
062-6119-2	5758 Richmond Dr	June Coleman	5758 Richmond Dr	Fitchburg, WI 53719	35	35	$1,380.40	R	50%	$690.20		50%	$690.20
062-4232-8	5773 Richmond Dr	Steven Peterson	5773 Richmond Dr	Fitchburg, WI 53719	11	11	$433.84	R	50%	$216.92		50%	$216.92
062-4155-2	5774 Richmond Dr	Gerard & Darlene Meinholz	5774 Richmond Dr	Fitchburg, WI 53719	16	16	$631.04	R	50%	$315.52		50%	$315.52
062-4144-5	5778 Richmond Dr	Krystle & Joseph Marks	5778 Richmond Dr	Fitchburg, WI 53719	12	12	$473.28	R	50%	$236.64		50%	$236.64
				TOTAL C&G:	**931**	**908**	**$35,811.52**			**$17,905.76**			**$17,905.76**

All property owners and mailling address information was obtained on August 5, 2015 from Access Dane Geographic and Land Information.
Curb and gutter assessments may not be exceed 40 linear feet per policy.

APPENDIX A

Shawn Pfaff, Mayor
Introduced By

Public Works
Prepared by

Board of Public Works, Finance
Referred to

March 10, 2015
Date

RESOLUTION R-33-15
PRELIMINARY ASSESSMENT RESOLUTION FOR 2015 RESURFACING CURB AND GUTTER REPLACEMENT

Preliminary Resolution Declaring Intent to Exercise Special Assessment Police Powers Under Municipal Police Powers pursuant to §66.0701 Wisconsin Statutes, and Fitchburg Code of Ordinances Section 10-215 for the cost of replacing defective curb and gutter on streets in the 2015 Street Improvements contract in the City of Fitchburg.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Common Council of the City of Fitchburg, Dane County, Wisconsin that

1. The Common Council hereby declares its intention to exercise its police power under Sec. 66.0703 Wis. Stats. as incorporated in Section 10-215 of the Fitchburg Ordinances, to levy special assessments upon property in the assessment district hereafter described for benefits conferred upon such property by replacement of defective curb and gutter.

2. The property to be assessed lies within the following described assessment district:

ASSESSMENT DISTRICT

All properties with defective curb and gutter as identified by the City Engineer fronting Monticello Way from S. Whitney Way to City Limits, Tanager Trail, Richmond Drive, Marledge Street from Raritan Road to 200' south of Barbara Drive, Osmundsen Road from Devoro Road to Lacy Road, and Osmundsen Road from Lacy Road to Stanbrook Road.

3. The City Council hereby determines that the improvements constitute an exercise of the police power for the health, safety and welfare of the public.

4. The total amount assessed against the properties in the defined assessment district shall not exceed 100% of the City's direct and indirect costs of the improvements including, but not limited to, actual construction costs and related costs of engineering and legal services, administrative expense and borrowing costs related to the project.

5. The assessment against any parcel may be paid in cash or equal annual installments in accordance with schedule below, with interest on the unpaid balance at one percent (1%) over the City's borrowing rate. If the installment method is selected the remaining balance is due at time of transfer or sale of ownership of parcel.
Assessment Schedule:

   a. If the assessment is less than $500.00, the assessment shall be paid in one (1) annual installment.
   b. If the assessment is at least $500.00 but less than $999.00, the assessment shall be paid in up to three (3) annual installments.

c. If the assessment is at least $1000.00 but less than $4,999.00, the assessment shall be paid in up to five (5) annual installments.
d. If the assessment is greater than $5000.00, the assessment may be paid in seven (7) or more annual installments.

6. The City Engineer shall prepare a Preliminary Assessment Report which shall consist of:

a. Plans and specifications for the improvements.
b. An estimate of the entire direct and indirect cost of the improvements.
c. A schedule of the proposed assessments as to each parcel of property within the defined assessment district.
d. A statement that the respective properties against which the assessments are proposed are benefitted.

7. When the Preliminary Assessment Report is completed, the City Engineer shall file a copy of the Report with the City Clerk for public inspection.

8. Upon receiving the report of the City Engineer, the Clerk shall cause notice to be given pursuant to § 66.0703(7) Wisconsin Statutes, stating the nature of the proposed improvement, the general boundary lines of the proposed assessment district, the time and place at which the report may be inspected, and the time and place of the public hearing on the matter contained in the Preliminary Resolution and the Report. The notice shall be published as a Class 1 notice under Wis. Stat. Ch. 985 and a copy shall be mailed at least ten (10) days before the hearing, to every interested person whose post office address is known or can be ascertained with reasonable diligence.

9. The hearing shall be held before the Board of Public Works April 6, 2015 or at a later date at a time set by the City Clerk in accordance with § 66.0703(7) Wis. Stats.

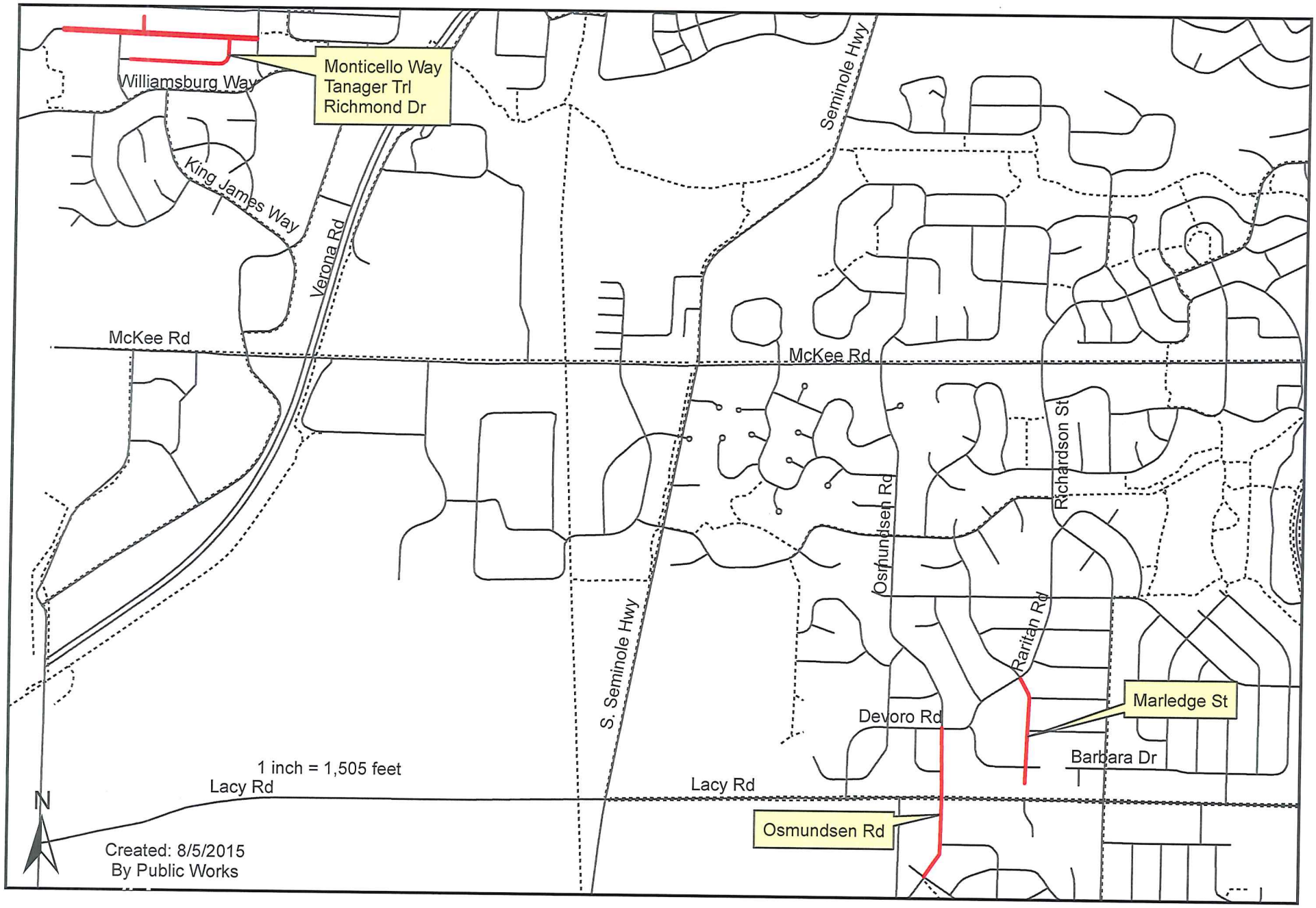
Adopted this 24th day of March, 2015.

Approved By: Shawn Pfaff
Shawn Pfaff, Mayor

Attested By: Patti Anderson
Patti Anderson, City Clerk

2015 Street Resurfacing Assessment District Boundary Map

APPENDIX B



Shawn Pfaff, Mayor
Introduced By

Public Works
Prepared by

Board of Public Works, Finance
Referred to

March 10, 2015
Date

RESOLUTION R-33-15
PRELIMINARY ASSESSMENT RESOLUTION FOR
2015 RESURFACING CURB AND GUTTER REPLACEMENT

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c. If the assessment is at least $1000.00 but less than $4,999.00, the assessment shall be paid in up to five (5) annual installments.
d. If the assessment is greater than $5000.00, the assessment may be paid in seven (7) or more annual installments.

6. The City Engineer shall prepare a Preliminary Assessment Report which shall consist of:

a. Plans and specifications for the improvements.
b. An estimate of the entire direct and indirect cost of the improvements.
c. A schedule of the proposed assessments as to each parcel of property within the defined assessment district.
d. A statement that the respective properties against which the assessments are proposed are benefitted.

7. When the Preliminary Assessment Report is completed, the City Engineer shall file a copy of the Report with the City Clerk for public inspection.

8. Upon receiving the report of the City Engineer, the Clerk shall cause notice to be given pursuant to § 66.0703(7) Wisconsin Statutes, stating the nature of the proposed improvement, the general boundary lines of the proposed assessment district, the time and place at which the report may be inspected, and the time and place of the public hearing on the matter contained in the Preliminary Resolution and the Report. The notice shall be published as a Class 1 notice under Wis. Stat. Ch. 985 and a copy shall be mailed at least ten (10) days before the hearing, to every interested person whose post office address is known or can be ascertained with reasonable diligence.

9. The hearing shall be held before the Board of Public Works April 6, 2015 or at a later date at a time set by the City Clerk in accordance with § 66.0703(7) Wis. Stats.

Adopted this 24th day of March, 2015.

Approved By:_____
Shawn Pfaff, Mayor

Attested By:_____
Patti Anderson, City Clerk