

VILLAGE OF ALLOUEZ

Allouez Village Hall • 1900 Libal Street • Green Bay, Wisconsin 54301-2453
Phone No.: (920) 448-2800 • Fax No.: (920) 448-2850

Department of Public Works

02/10/2024

2024 STORM LATERAL SPECIAL ASSESSMENTS

Beginning this spring the Village will be improving Libal Street from STH 172 to Kalb Avenue. The reconstruction of the street from STH 172 to Allouez Avenue will include the construction of storm sewer and installation of storm laterals.

As part of the project and Per Village code, any property that currently is not served by a storm lateral one will be provided from the storm sewer to the property line. For those properties sharing an existing lateral, a new separate storm lateral will be provided to each property. In accordance with Village Code, the cost to install a new lateral is assessable to the benefited property owner. The replacement of an existing lateral from the main to the street right-of-way (property line) is not an assessable charge.

A Preliminary Resolution of Intent to Levy Special Assessments is necessary to begin assessment process and declare Village intent to special assess cost of new storm laterals. With adoption of the Preliminary Resolution, staff will place the Engineering Report on Special Assessments on file with the Village Clerk. In addition, letters will sent to those receiving a storm lateral assessment.

The enclosed Engineering Report includes the estimated cost of the special assessment by address along with payment procedures. Similar to past projects, financing of the lateral assessment will be offered that includes a 5-yr installment plan with 4% interest.

Along with the Village Board adoption of the resolution, the Board will set the date of the Special Assessment Hearing to receive resident testimony. Based on the project schedule, staff is recommending that the hearing be held during the Village Board meeting planned for on March 19th, 2024.

Suggested Motion:

A recommendation to the Village Board to adopt the Preliminary Resolution of Intent to Levy Special Assessments and to set a Public Hearing date of March 19th, 2024.

Sean J. Gehin, P.E.
V. of Allouez DPW

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STORM SEWER LATERAL ASSESSMENTS FOR 2024 LIBAL STREET RECONSTRUCTION PROJECT

Below is an outline for the implementation of the storm lateral special assessments for the 2024 Libal Street Reconstruction project. Per Village Ordinance (Section 350-1) the installation of new laterals is assessable to the benefited properties.

In summary, the process is as follows:

1. The Public Works Department prepares letter to resident, preliminary resolution to levy special assessment, engineering report, and notice of special assessment hearing.
2. On February 14th the Public Works Committee to review and recommend Village Board approval of the preliminary resolution to levy special assessments and discusses possible date for the public hearing (March 19th). Assessment financing to be reviewed by the Finance Personnel AD Hoc Committee.
3. On February 20th the Village Board adopts the preliminary assessment resolution and establishes March 19th for the public hearing.
4. The Public Works Department with help from the Village Clerk mails letter, notice and engineering report to benefited property owners on the February 21st. Engineering Report is placed on file with the Village Clerk.
5. A notice of the special assessment hearing is published by the Village Clerk two weeks before the public hearing. Target date is March 5th.
6. Public Works Department to host an open house meeting on the week of February 26th, tentatively on the 29th of February from 6 to 8 pm in the Village Hall Board Room. Purpose of the meeting is to provide a brief presentation to provide an update on the project scope and schedule, discuss the lateral assessment process, to review the voluntary private side sanitary sewer program and to answer resident questions.
7. On March 19th the Village Board to hold the public hearing and receives resident testimony. After closure of the hearing the Village Board approves the engineering report containing estimated cost of the lateral assessments.
8. At a date to be set after January 1, 2025, the Village Board approves the final resolution which establishes the final cost to be assessed based on final construction costs of the project. The final resolution shall be published as a Class I notice (10 days).
9. Invoices are sent to the residents (usually April 2025). Invoice shall also include cost of private side lateral replacement if applicable.
10. Special assessments are due and payable 30 days from the date of the invoice issued by the Village. If paid within 30 days, no interest shall be added. Not paid within 30 days from the date of the invoice issued by the Village shall automatically be placed on the next five real estate tax bills in equal installments. Interest will be added in the amount of 4% per year on the unpaid balance. The balance may be paid in full at any time with interest calculated through the month of payment.

**PRELIMINARY RESOLUTION OF INTENT
TO LEVY SPECIAL ASSESSMENTS**

RESOLUTION 2024-02

BE IT RESOLVED by the Village Board of Allouez, Brown County, Wisconsin:

THAT it intends to perform the following municipal work or improvements:

STORM SEWER LATERAL INSTALLATION

in the following assessment district:

Libal Street – STH 172 to Allouez Avenue

 X Under general taxation powers, and special assessment shall not exceed the benefits to the property.

 Under police powers, and special assessments shall be determined by the Village Board.

The number of installment payments in which the special assessments may be paid shall be determined at the hearing to be held concerning the matters contained in this resolution and the following report.

THAT the Village's Public Work's Director shall prepare the report required by Wisconsin Statute 66.0703, and file the same with the Village Clerk-Treasurer.

PASSED AND ADOPTED by the Village Board on the 20th day of February, 2024.

James F. Rafter, Village President

ATTEST:

Carrie Zittlow, Village Clerk-Treasurer

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Department of Public Works

ENGINEERING REPORT ON SPECIAL ASSESSMENTS INSTALLATION OF:

STORM SEWER LATERALS

HEARING DATE:

March 19th, 2024 at 6:30 P.M.

Allouez Village Hall, 1900 Libal Street

This report is submitted in accordance with the requirements of Wisconsin §66.0703, and the preliminary resolution of the governing body of the Village of Allouez, Wisconsin, dated February 20th, 2024, determining the levy of special assessments on benefitted properties for public improvements described in this report.

Purpose of Project:

The purpose of this project is to provide the residents on Libal Street from STH 172 to Allouez Avenue with a dependable lateral to the Village's storm sewer system, in compliance with Village of Allouez Ordinance Chapter 350.

Assessment Area:

Libal Street – STH 172 to Allouez Avenue

Improvements:

Installation of new 6" PVC storm sewer laterals from the main line to the village right-of-way line on the above listed street.

Method of Assessment:

The amount assessed for the storm sewer laterals will be on a per street basis and shall be based on the amount equal to the actual cost per foot of pipe installed from the main to the right-of-way (property line). The total footage of 6-inch pipe installed on a street shall be multiplied by the cost per foot then divided equally by the number of property owners receiving a lateral to the right-of-way line. The actual cost is obtained from the official bid document of the low bidder.

Storm Sewer Lateral Cost Example:

Feet Installed	401
Cost Per Foot	\$80.00
Total Cost of Pipe	\$32,080.00
Total Number of Properties:	12
Cost Per Service	\$2,673.33

Establishment of Storm Sewer Lateral Rate:

The costs generated in this report are based on estimates only. The cost assessed to a property owner may not exceed the estimated amount on the engineers estimate spreadsheet and are anticipated to be lower.

Financing of Assessment:

Payment for such work or improvements shall be due and payable 30 days from the date of the invoice issued by the Village. If paid within 30 days, no interest shall be added. Not paid within 30 days from the date of the invoice issued by the Village shall automatically be placed on the next five real estate tax bills in equal installments. Interest will be added in the amount of 4% per year on the unpaid balance. The balance may be paid in full at any time with interest calculated through the month of payment.

Hearing:

All persons interested, or their representatives, may appear at the Special Assessment Hearing to be held on Tuesday, March 19th, 2024 at 6:30 pm in the Village of Allouez Municipal Building, located at 1900 Libal Street.

2024 ASSESSMENT REPORT
LIBAL STREET -- STORM SEWER LATERALS
V ALLOUEZ -- 4517-06-71
ENGINEERING ESTIMATE

	PROPERTY OWNER	PROPERTY ADDRESS	PARCEL NUMBER	NUMBER OF LATERALS	ESTIMATED ASSESSMENT	MAILING ADDRESS
1	Josh V & Amy K Friberg-Wyckoff	503 Karen Lane	AL-806-T-3	1/2	\$1,336.67	same
2	James F Melotte	2681 Libal Street	AL-806-T-2	1/2	\$1,336.67	same
3	Daniel W Destaercke	2686 Libal Streeet	AL-1651-P-52	1/2	\$1,336.67	same
4	Austin J Kolodzie	2680 Libal Street	AL-1651-P-53	1/2	\$1,336.67	same
5	Rebbecca L Tweedale	2555 Libal Street	AL-806-L-91	1/2	\$1,336.67	same
6	Alyssa M Counard	2551 Libal Street	AL-806-L-89	1/2	\$1,336.67	same
7	Emily Carlton	2535 Libal Street	AL-806-L-83	1/2	\$1,336.67	same
8	James F Neisius	2531 Libal Street	AL-806-L-81	1/2	\$1,336.67	737 Simonet St Green Bay WI 54301
9	Gerald R Sargent	503 Blackhawk Drive	AL-806-L-39	1/2	\$1,336.67	same
10	Patric K Mayer Living Trust	2501 Libal Street	AL-806-L-38	1/2	\$1,336.67	same
11	Maryel L Dubois	2502 Libal Street	AL-1018-4	1/2	\$1,336.67	1609 Twin Lakes Cir Green Bay WI 54311
12	Samuel D & Alissa Larsh	2428 Libal Street	AL-1018-7	1/2	\$1,336.67	same
13	Nicholas G & Nancy B Schlee	2420 Libal Street	AL-1018-6	1/2	\$1,336.67	25777 168th ST NW Big Lake MN 55309
14	Robert J & Theresa Ohlschmidt	2416 Libal Street	AL-1018-5	1/2	\$1,336.67	same
15	John P & Mary K Jacobs	2373 Libal Street	AL-1651-L-2	1/2	\$1,336.67	same
16	Erica Chanel Reid-Dixon	2367 Libal Street	AL-1651-L-1	1/2	\$1,336.67	same
17	Renee N Morrow	2353 Libal Street	AL-1295-12	1	\$2,673.33	same
18	Vineta S Belden	2341 Libal Street	AL-129-10	1/2	\$1,336.67	same
19	Edward M Bowden	2335 Libal Street	AL-1295-9	1/2	\$1,336.67	same
20	Barbel I Betker	2352 Libal Street	AL-1294-2	1	\$2,673.33	same
21	Lauren Kate Noack	2340 Libal Street	AL-1294-5	1/2	\$1,336.67	same
22	Harlan M & Penelope F Dart	2330 Libal Street	AL-1294-8	1/2	\$1,336.67	same
				12	\$32,080.00	

Estimated Assessment Calculations:

ESTIMATED FEET OF 6" STORM LATERALS	ESTIMATED COST PER FOOT	TOTAL	NUMBER OF LATERALS	EST. COST/LATERAL
401	\$80.00	\$32,080	12	\$2,673.33