

Office of the Director of Public Works

To: City of Milton Common Council
From: Howard Robinson, Director of Public Works
Date: January 19, 2016
Subject: Discussion and Possible Action on Adopting the Preliminary Public Works Resolution 2016-02 Concerning the Assessment of Water Mains for the 2015/2016 Water Main Installations for N. Janesville Street and Bower Lake Road.

Discussion

Water Main installation is planned for N. Janesville Street and Bowers Lake Road. Code of Ordinance section 66-241(8) states that new water main installation is assessable to property owners at 100% of the cost.

Resolution #2015-29 allows the City Clerk to establish a date for a public hearing to be conducted to hear concerns about the assessments from effected property owners that may be levied. The Public Hearing will be held during a Common Council meeting. The Council will determine assessments for N. Janesville Street and Bowers Lake Road.

After a Public Works Resolution is passed, a report is made by the Public Works Director. This report is sent to property owners and provides an estimate on the cost to property owners. Upon project completion, the actual assessment is calculated and billed to property owners. Depending on the amount of the estimated assessments, the Council will have the authority to consider payment plan options for property owners.

Step 1: Adopt a resolution establishing a date for the public hearing of potential assessments.

Step 2: Notify effected property owners by mailing of the Report of the Director that includes estimated assessments.

Step 3: Conduct the public hearing for effected property owners hearing concerns or comments of the estimated assessments. At that time, the Council may consider payment options which will be listed in a Resolution to be adopted by Council.

Step 4: Upon completion of the project, notify effected property owners of actual assessment amounts due with optional payment plans, if available.



Staff Recommendation

Adopt Resolution 2016-02 and to schedule a Public Hearing for potential assessments to effected property owners.

Attachments

- Resolution 2016-02.
- 2016 Water Main Improvements Map