

AGENDA  
CITY OF HARTFORD  
PUBLIC WORKS COMMITTEE  
CITY HALL COUNCIL CHAMBERS  
TUESDAY, SEPTEMBER 27, 2016  
6:45 P.M.

1. Roll call.
2. Public comment period.
3. 2017 Brochure for garbage and recycling rules & requirements. (Memorandum attached)
4. Snowplowing/slating procedure & sidewalk snow/ice. (Memorandum attached)
5. 2017 City sidewalk repair/replacement program designation of area to inspect. (Memorandum attached)
6. Discussion and consideration of adopting a resolution accepting improvements in Autumn Ridge Estates Subdivision. (Executive Summary attached)
7. Adjournment

**NOTE:** "PERSONS WITH DISABILITIES REQUIRING SPECIAL ACCOMMODATIONS FOR ATTENDANCE AT THE MEETING SHOULD CONTACT THE CITY CLERK AT LEAST ONE (1) BUSINESS DAY PRIOR TO THE MEETING."

"MEMBERS OF THE COMMON COUNCIL MAY ATTEND THE ABOVE MEETING. PURSUANT TO STATE EX REL. BADKE V. GREENDALE VILLAGE BOARD; 173 WIS 2D 553, 494 N.W. 2D 408 (1993) SUCH ATTENDANCE MAY BE CONSIDERED A MEETING OF THE COMMON COUNCIL. THIS NOTICE IS GIVEN SO THAT MEMBERS OF THE COMMON COUNCIL MAY ATTEND THE MEETING WITHOUT VIOLATING THE OPEN MEETING LAW."

# MEMORANDUM

**DATE:** September 15, 2016  
**TO:** Public Works Committee  
**FROM:** Darryl Kranz, Director of Public Works  
**SUBJECT:** 2017 Brochure for Garbage & Recycling Rules & Requirements



In December each year the City of Hartford mails an informational brochure with current recycling and garbage rules and requirements including the calendar with the highlighted recycling weeks to over 4,500 residents. This includes all 1 – 4 family residential buildings in the City. The **2017 City of Hartford Recycling & Garbage Information Brochure** will be in the same 80# white gloss paper format as the past few years. It is recommended that people **SAVE** this handy information brochure and refer to the valuable information throughout the year when questions arise. Topics of interest included in the brochure are:

- 2017 Calendar for bi-weekly curbside recycling pickup
- 2017 Brush pickup dates each month
- Recycling Center Drop-off items (Not for Non-metal Bulky Items)
- Correct curbside placement of garbage & recycling carts
- Trailer Rental information
- Appliance Pickup information
- Fall Leaf Pickup information and timeline
- Friday Pickup of Bulky Excessive Garbage – Sign-up sheet is located at the Finance Counter where \$15.00 Stickers are purchased
- TV & Computer Disposal – Either at Recycling Center or Curbside with a **\$25.00** Fee for all TVs and Monitors (*Subject to change if City's contractor increases their fee*)  
Best Buy will only take two 32" or less TVs per person at a charge of \$25.00 each

Wisconsin residents must follow recycling guidelines as outlined by the Department of Natural Resources and the City's contract with Advanced Disposal Services is mirrored after these guidelines. It is important for the City of Hartford to properly inform residents in a well-organized brochure. It is the City's intent to increase the amount of recyclables collected each year. Four-family apartment and condominium units are included in our automated curbside pickup of recycling carts, but are not included in the curbside pickup of garbage.

**An important fact to remember is that when there is a holiday, curbside pickup is ONE DAY LATER.** Another fact that residents need to remember is that **non-metal bulky items are not accepted at the Recycling Center** – those items are not recyclable. It is clearly written in the brochure that non-metal items are to be disposed of through our FRIDAY PICKUP PROGRAM. It is very important for residents to **READ & SAVE the brochure for future reference.** The operating hours of the Recycling Center have been working well and will remain the same for 2017 – **Thursdays from 5:00 to 7:00 p.m. and Saturdays from 9:00 a.m. to noon).**

The City will print 5,000 copies of the attached brochure which includes the recycling calendar with printing costs of approximately \$1,900.00 and postage costs of approximately \$2,200.00.

Please review the attached brochure template and if you have any questions or suggestions concerning the 2017 Recycling & Garbage Information Brochure, please contact my office at (262) 673-8225.

DK:sr



# 2017 CITY OF HARTFORD RECYCLING & GARBAGE INFORMATION BROCHURE



**\* Make sure Carts are 3 Feet Apart**

**DO NOT PLACE CARTS OUT MORE THAN  
17 HOURS BEFORE CURBSIDE PICKUP**

**ADVANCED DISPOSAL  
WEEKLY CURBSIDE COLLECTION  
OF GARBAGE (Solid Waste) &  
BI-WEEKLY COLLECTION  
OF RECYCLING**

**Call ADVANCED DISPOSAL  
with all curbside pickup questions at  
(800) 387-0949, option 1**

DARYL KRANZ  
109 N. MAIN STREET  
HARTFORD, WI 53027

**TRANSFER STATION – West Bend**  
Residents may drop off truckloads of garbage by hauling non-metal items to the  
Advance Disposal Transfer Station: 803 N. River Road, West Bend  
Call (262) 334-5618 for more information (Open 7:00 a.m. – 3:00 p.m.)  
*Charges are based on weight – \$55.00 minimum average*

**BRUSH PICKUP: DO NOT BRING BRUSH TO RECYCLING  
CENTER; DO NOT PLACE BRUSH ON ROADWAY;** place  
cut and broken branches, shrubs and evergreens between the curb  
and sidewalk on the first full work week of each month (Monday  
– Friday) (regardless if it includes a holiday) by 7:00 a.m. on  
your regular garbage pickup day. Take ROOTS to the Recycling  
Center. Place brush facing in one direction; do not cut branches.  
Branches are limited to a maximum of 10-inch diameter. Dispose  
of larger sizes privately.

**BRUSH WEEKS: Jan. 2– 6; Feb. 6 – 10; Mar. 6 – 10;  
Apr. 3 – 7; May 1 – 5; June 5 – 9; July 3 – 7; Aug. 7 – 11;  
Sept. 4 – 8; Oct. 2 – 6; Nov. 6 – 10; Dec. 4 – 8**

2017 RECYCLING CALENDAR						
*Holidays shift curbside pickup one day later*						
JANUARY						
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## CURBSIDE RECYCLING – BI-WEEKLY (1-4 Family Buildings)

Place Recycling Cart (Yellow Cover) out bi-weekly on your regular garbage day; co-mingle items as follows:

- Cardboard/newspaper/magazines
- Aluminum & bi-metal cans (rinse & crush)
- Steel (tin) cans (no aerosol)
- Glass (brown, green & clear – rinse) no lids
- Plastic containers – SPI Code # 1 – 7 (includes milk, water, soda & detergent)

## RECYCLING CENTER DROP-OFF

Deliver the following items to the City Recycling Center:

- Lead acid batteries (car batteries)
- Waste Oil & Antifreeze
- Yard and garden waste, apples & pumpkins
- Grass clippings and roots
- Leaves (except during October & November)
- Cardboard-flattened
- Metal items (Appliances, bikes, grills, exercise equipment, lawnmowers, snowblowers, bed frames, etc.)
- Co-mingled Glass, Plastic, Tin & Metal Cans in clear plastic bags
- Tires (no rims); \$5.00/ tire
- TVs & Computers (all sizes) - \$25.00/each (Subject to Change if City's Costs Increase)

## RECYCLING CENTER LOCATION & HOURS

710 W. Sumner Street (STH 60, West)  
(Behind City Garage – Enter on N. Wacker Dr.)

**OPEN: THURSDAY EVENING**  
5:00 p.m. to 7:00 p.m.  
**SATURDAY MORNING**  
9:00 a.m. to Noon

Questions - Call: (262) 673-8225

## CURBSIDE GARBAGE PICKUP (1-3 Family Buildings)

### AUTOMATED CURBSIDE COLLECTION OF GARBAGE BY ADVANCED DISPOSAL 4 DAY COLLECTION from MON – THURS

Weekly Collection of Solid Waste in approved contractor supplied CARTS must be placed curbside by 7:00 a.m. on your regularly scheduled collection day. GARBAGE AND RECYCLING CARTS SHOULD:

- FACE STREET WITH HANDLES AWAY FROM STREET
- BE PLACED 3 FEET AWAY FROM OTHER CART
- HAVE COVER CLOSED
- MATERIAL NEXT TO CART WILL NOT BE COLLECTED
- CART CANNOT BE BLOCKED BY PARKED VEHICLES



\* Carts are the property of Advanced Disposal  
\* When you move out, CARTS stay with the Home

• **FALL LEAF PICKUP** – Raked loose leaves will be picked up along the curb GUTTER from approximately October 15<sup>th</sup> to November 25<sup>th</sup>, except after permanent snowfall. Do not mix BRANCHES OR PUMPKINS with leaves curbside. At all other times bag your leaves and take them to the Recycling Center during hours of operation. NO CURBSIDE PICKUP IN SPRING.

• **TRAILER Rental:** Concrete, Dirt, Rocks, Mulch & Gravel-type material can be disposed of using City Trailer. Rental fee is \$20.00/load (Cash/Check Only) at City Hall FINANCE counter. Reserve overnight/over the weekend – call 673-8261.

**FRIDAY PICKUP:** Buy your \$15.00 green sticker and schedule your Friday NON-METAL bulky pickup at the FINANCE counter at City Hall (top floor) write down your address, phone number and items you want picked up on the Clipboard located on pedestal by counter. **CASH/CHECK ONLY**  
**Examples of what one \$15.00 Sticker per item includes:**

• Mattress/box set, carpet/pad (per room), couch, loveseat, recliner, (a sectional couch is two stickers), entertainment cabinet, toilet, sink & vanity, 3 doors or 3 windows, glass shower doors, countertops, plastic water softener, hot tub, wooden desks, dresser, end tables & coffee table, table & 4 chairs, plastic pool, 10-12 bags of garbage; EVERY 50-60 LBS. of deck material, 2 x 4 lumber, railroad ties, ceiling tiles, or grouping of small items. **QUESTIONS – 673-8225**

**APPLIANCE PICKUP:** \$15.00 for curbside pickup of metal appliances or \$25.00 (Subject to Change) for curbside pickup of TVs. Schedule your pickup when you pay the fee at the FINANCE COUNTER, City Hall – top floor.

**PAINT CANS:** Latex and oil-based paint can be disposed of by drying out paint in the can or pouring it out in layers on newspaper, cardboard or kitty litter. Dried paint cans and material can then be thrown in garbage cart.

### NO MEDICAL OR HAZARDOUS WASTE ACCEPTED CURBSIDE:

Call Advanced Disposal, Port Washington Facility for Hazardous Waste Questions: (800) 556-5267  
(www.co.ozaukee.wi.us/hhw)

### ELECTRONICS: TVs & Computers:

Drop off TV's & Computers at the City's Recycling Center behind the City Garage for a \$25.00/TV or Monitor Fee (Cash/Check Only). \*SUBJECT TO CHANGE IF COSTS INCREASE FOR CITY BEST BUY STORES will also take 2 TVs per person that are 32" or smaller for a fee. Check BestBuy.com/Recycle or Call 800-732-9254 for current fee.

### Check City's website for updated information:

[city.hartford.wi.us/municipal/Depts/DPW/publicworks.htm](http://city.hartford.wi.us/municipal/Depts/DPW/publicworks.htm)  
(Garbage & Recycling Map shows pickup routes)

# MEMORANDUM

**DATE:** September 15, 2016  
**TO:** Public Works Committee  
**FROM:** Darryl Kranz, Director of Public Works  
**SUBJECT:** SNOWPLOWING/SALTING PROCEDURE & SIDEWALK SNOW/ICE

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Each year the City's snowplowing and salting procedure is reviewed with the Public Works Committee. The City of Hartford currently maintains approximately *88 miles of streets including connecting highways*. Every snow fall or storm presents a different challenge because snow moisture levels vary based on temperature. Heavy snow makes snow and ice removal much more difficult. The process is more efficient and effective when snow is dry and fluffy during colder temperatures.

**PROCEDURE:** During a minor salt and snow operation of two inches or less, the Police Department will notify the Director of Public Works of the necessity to begin salting the streets. It will normally take two hours for 4 salt trucks to cover the City of Hartford during a minor salting procedure. When two inches or more of snow have fallen, a thorough plowing and salting procedure will clear the snow and ice as quickly as possible. Crews can plow the entire City with nine (9) plows and two end loaders in approximately 5.5 hours. All of the City's trucks have wingplow attachments. It would take at least another hour to do a curb-to-curb plowing operation and that time-frame depends upon the time of day for the snowplowing/salting operation and the type of snow. Dead-end streets, cul-de-sacs and alleys are very time consuming. A daytime snowplowing operation takes twice as long as a night time snowplowing operation due to traffic and parked cars on the roadway.

The Public Works Department plows the main roads first, which are most widely used, as quickly and safely as possible. With the large industrial park and many schools, it is necessary to plow certain streets earlier in the snowplowing cycle than other streets. All state trunk highways in the City and streets leading to the industrial area and schools are plowed first. The City has two trucks equipped to use the prewetting process of spraying deicing salt with a solution of liquid chemical before spreading the salt on the roadway. Prewetting the salt helps it work more effectively as a deicing agent for two reasons: First, wet salt clings to the road instead of bouncing off or being swept off by traffic. The result is that less salt is spread, saving money and minimizing the threat to the environment. Second, to be effective as a deicing agent, salt requires moisture. Moisture dissolves the salt, releasing heat and thereby melting the ice and snow, as well as breaking the ice-road bond. When temperatures drop below freezing there is no moisture on the road, and salt alone is ineffective. Prewetting the salt, however, ensures that there will be enough moisture to facilitate the melting process. Prewetted salt works faster and at lower temperature than dry salt, with less waste. Sodium chloride (salt) brine is a low-cost, effective alternative to liquid calcium chloride as a prewetting agent.

Snow and ice removal has to be prioritized based on traffic volumes to provide the greatest level of safety to the greatest number of residents as quickly as possible. Crews will continue post-storm clean up operations following initial plowing and salting so that all streets will be cleared curb-to-curb. During warmer weather conditions it may be determined to use salt only.

Extended snow storms make snow and ice removal more difficult and less effective. During these type of snow events crews will concentrate on clearing the main arterial streets until the snow fall diminishes. It is important that people use caution when driving during a snow event.

**PARKING LOTS AND SIDEWALKS:** There are many City parking lots from which snow must be removed. The City also maintains approximately 2 1/2 miles of sidewalks and one mile of alleys. After the streets have been plowed, City crews will use small truck-mounted plows and a skid loader to plow the sidewalks. It takes another several hours to remove the snow or salt from sidewalks and parking lots.

**AIRPORT:** The Hartford Municipal Airport is plowed after the City streets are completed. It takes one truck about two hours to plow the airport.

**REGULATIONS:** Per Municipal Code, Section 7.11, if property owners fail to remove snow and ice from their sidewalk within 12 daylight hours after termination of any snow or ice, the City of Hartford will give notice to owner/tenant. Once they receive the notice most people normally remove the snow and ice immediately. The majority of residents of the City of Hartford do an outstanding job in keeping their sidewalks clean of snow and ice, however, we have experienced problems with properties with absentee landlords failing to have snow and ice removed from sidewalks which results in complaints from neighbors.

***NEW:*** Starting this snow season the Public Works Department will be using the attached door hangars to provide notice to property owners who are in violation of the Municipal Code. The Code does not require that the notice be given through the mail and this method will cut clerical time. One notice will be given per year to repeat offenders. Many other communities use this method of notice.

Snow emergency and winter parking regulations go into effect between December 1 and March 31. During that time no vehicles are allowed to park on City Streets between 3:00 a.m. and 6:00 a.m. The Hartford Municipal Code under Section 7.10(2) also prevents citizens from blowing or shoveling their snow into the street. Violators of this ordinance are subject to a fine of not less than \$168.10.

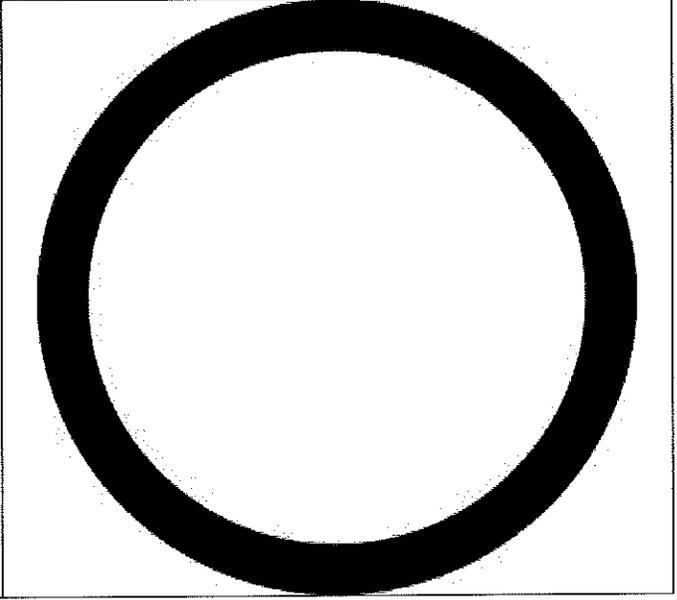
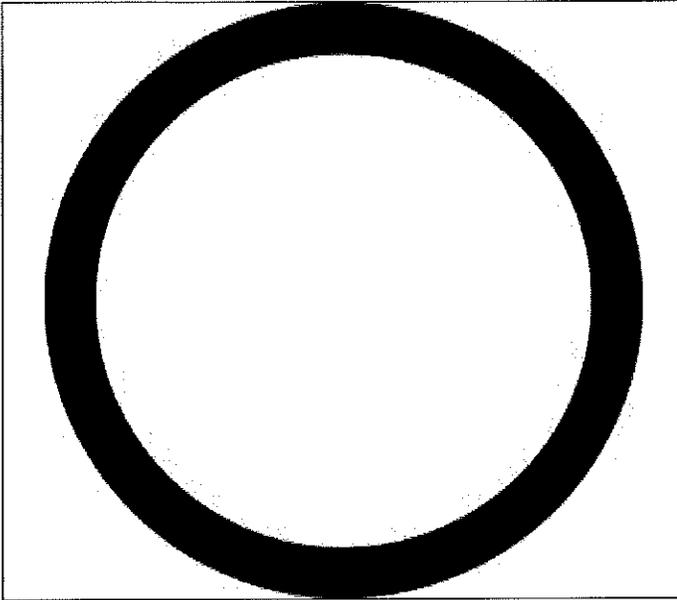
**COMPLAINTS:** The type of snowplowing complaints received by the Public Works Department in the past usually are regarding the plow hitting a mailbox, sod is torn up adjacent to their curb & gutter, or crews had plowed too far away from the curb and the post office could not deliver their mail. Homeowners need to understand that they must clean out their own mailbox area in order to have proper mail delivery. All damage to mailboxes or sod caused by plows is replaced by City crews, except when it is clear the mailbox post was already rotted out from age.

Each year complaints are also received from citizens who feel that the plowing operation takes too long to get to their street. Snowplowing during the daytime is extremely difficult because of the number of cars on the roadways. City crews are sometimes unable to plow to the curb line because of parked vehicles. The Director of Public Works responds to all complaints received from citizens after a snowplowing event. In general, however, people are very cooperative during a snowplowing event. Between 3 a.m. and 6 a.m. when on-street parking is not allowed, City crews remove snow much more efficiently.

If you have any additional questions concerning the 2016/2017 snowplowing operations for the City of Hartford, please contact my office at 673-8225.

DK:sr

PublicWorksCommittee-Snowplowing&Salting2017



The owner, occupant or person in charge shall clear sidewalk of snow and ice within 12 daylight hours after the termination of any snow storm. The hours between 7:00 a.m. and 5:00 p.m. shall be considered daylight hours. **YOU ARE IN VIOLATION OF THE HARTFORD MUNICIPAL CODE SECTION 7.11.**

**YOU ARE HEREBY NOTICED** that you have 24 hours from the date and time of this NOTICE to clear the snow and/or ice from the City sidewalk along your property. If the sidewalk is not cleared, the sidewalk will be cleared for you by the Public Works Department and the expense billed to you per Chapter 42.04 at \$78/hr/frac min.

A municipal citation may also be issued in addition to the charge for clearing the snow and/or ice from the sidewalk.

Date and Time of Notice:

\_\_\_\_\_/\_\_\_\_\_/201\_\_\_\_  
 \_\_\_\_\_ AM/PM

**CITY OF HARTFORD  
 PUBLIC WORKS DEPARTMENT  
 262-673-8225**

CHRONIC NUISANCE, Sec. 41.23 (1)(B):  
 "... has generated three or more corrective orders from City Inspections ..." If chronic nuisance activities are not abated, the property owner will be cited.



# MEMORANDUM

**To:** Public Works Committee

**From:** Jason W. Schall, City Engineer



**Date:** 9/20/2016

**Re:** 2017 City Sidewalk Repair/Replacement Program Designation of Area to Inspect

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According to Wisconsin State Statutes and the Hartford Municipal Code, the city sidewalk system shall be maintained in a safe condition and the cost of any repairs or replacement are to be paid by the abutting property owner. Also by State Statute and City Code, the Board of Public Works may Order any sidewalk which is unsafe, defective, or insufficient to be repaired or replaced.

The Engineering Department will be inspecting sidewalk on the following streets for repair/replacement as part of the 2017 Sidewalk Repair/Replacement Program:

- Grand Avenue – E. Sumner Street to Branch Street (STH 83)
- Teddy Avenue – Church Street to E Loos Street
- South Street – E Sumner Street to Branch Street (STH 83)
- Church Street – Branch Street to Grand Avenue
- E Loos Street – S Main Street to Grand Avenue
- E Rogers Street – S Main Street to cul-de-sac
- E Washington Avenue – S Main Street to Branch Street (STH 83)

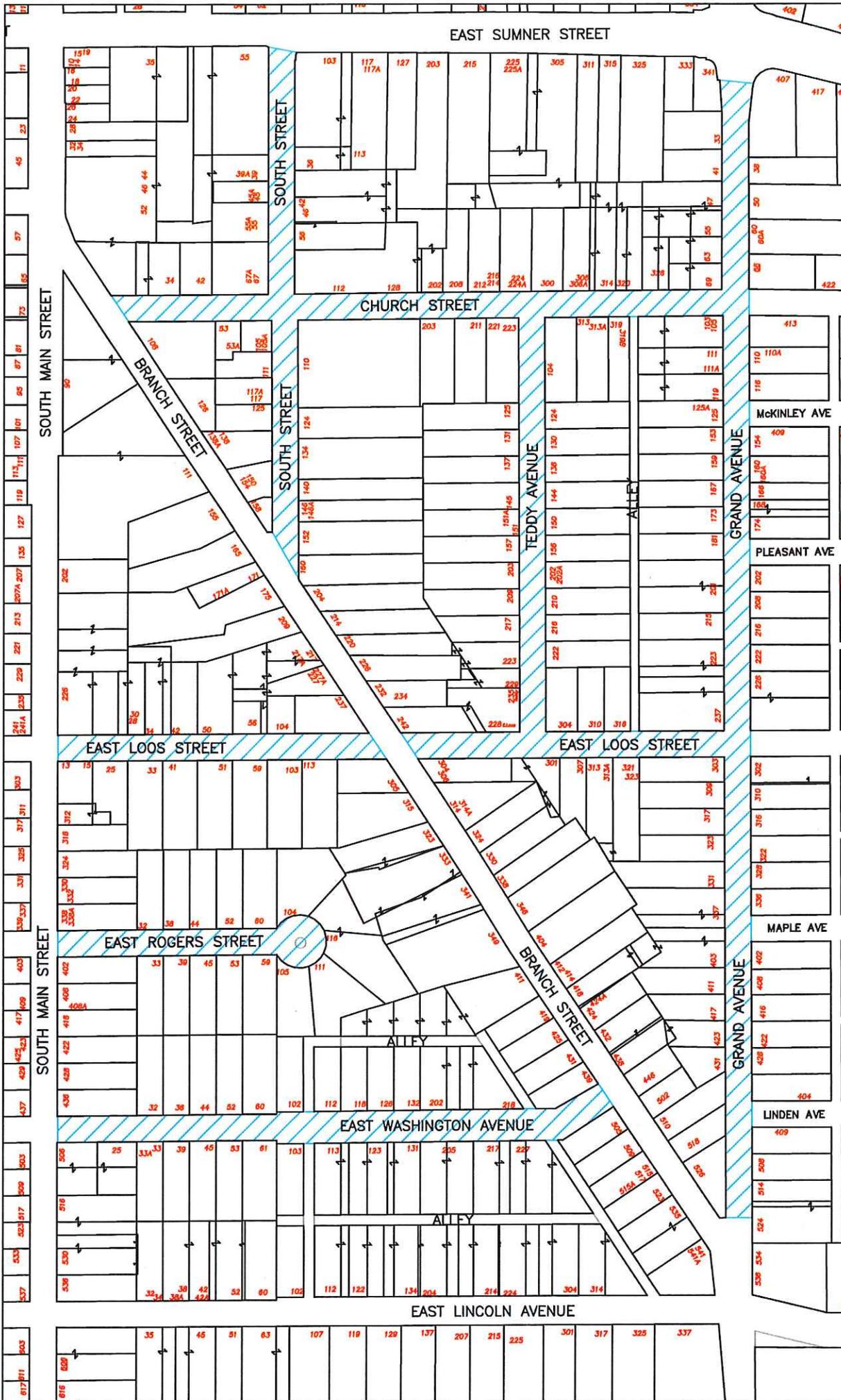
The sidewalk on the above streets will be inspected and marked by City staff later this fall. Upon completion of the sidewalk inspection, a list which shows the addresses with defective sidewalk will be brought back to the Public Works Committee requesting an Order of the Public Works Committee requiring homeowners to repair or replace the defects.

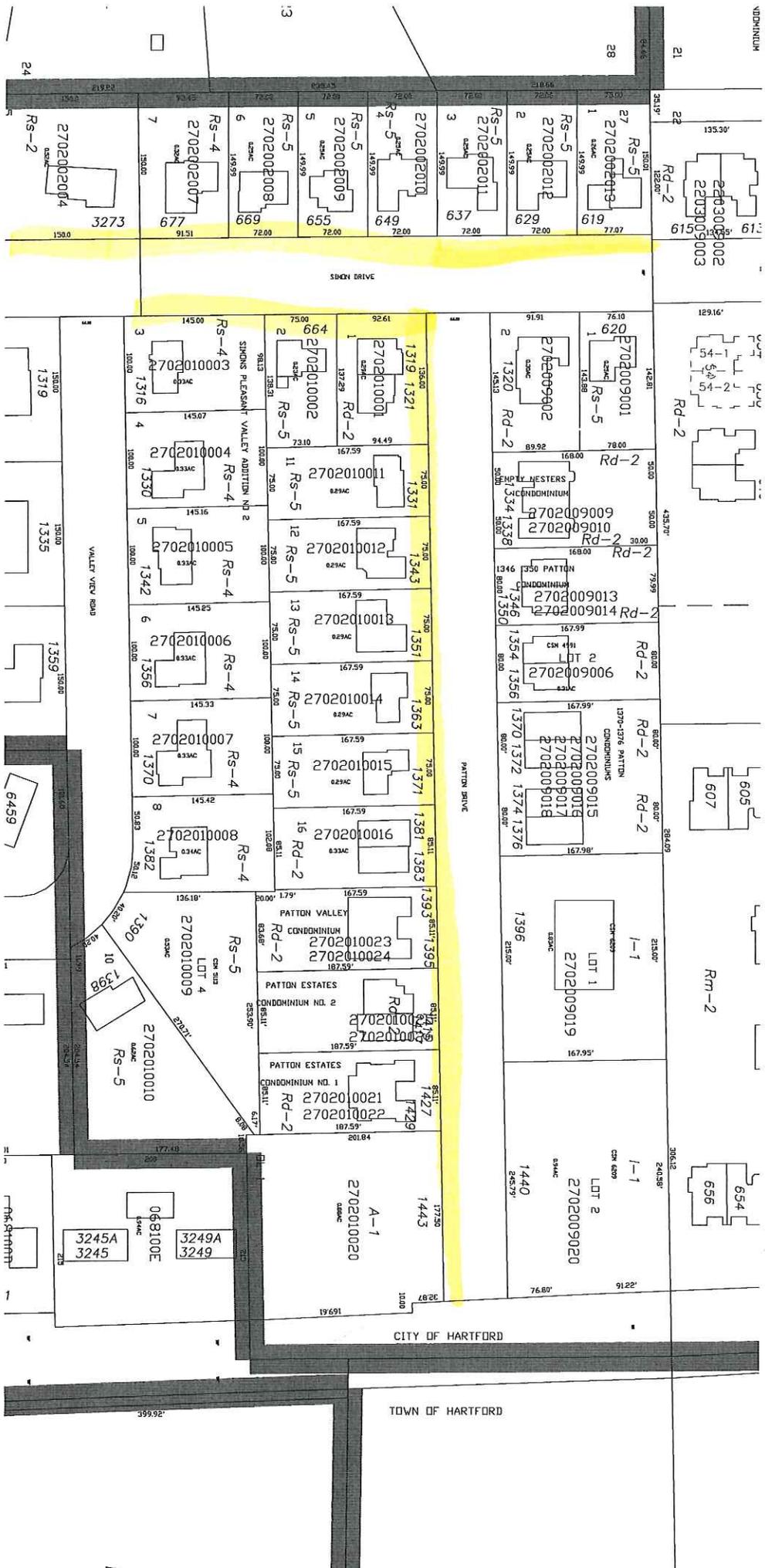
Also as part of the 2017 Sidewalk Program, the Public Works Committee should consider the placement of sidewalk on both sides of Patton Drive and Simon Drive, which is part of the Simon's Pleasant Valley Addition 2 Subdivision, and was deferred until such time that either:

- a) Simon Drive street lying south of the subdivision is reconstructed to City standards, including curb and gutter and sidewalk, and until the Common Council authorizes its installation.
- b) A bike path is installed along the westerly right-of-way line of County Trunk Highway K, and until the Common Council authorizes its installation.

Is it now appropriate to request that the Common Council authorize the installation of this section of sidewalk and include it in the 2017 Sidewalk Program? The costs can be special assessed to the property owners abutting the following streets: Patton Drive – County Highway K to Simon Drive and Simon Drive – Hartford Square Subdivision to E Monroe Avenue.

2017  
SIDEWALK  
PROGRAM  
STREETS MAP



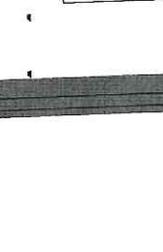
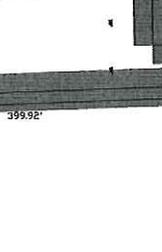
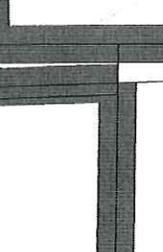
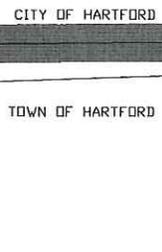
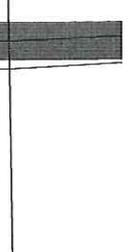
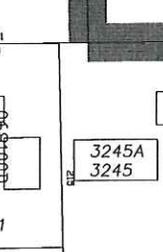
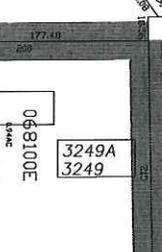
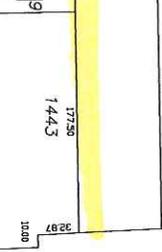
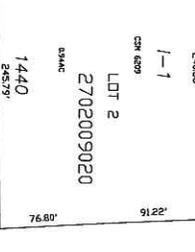
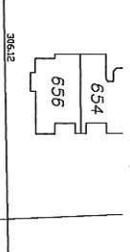
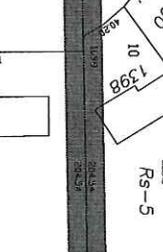
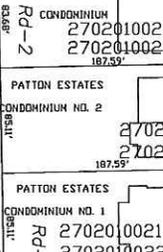
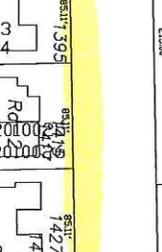
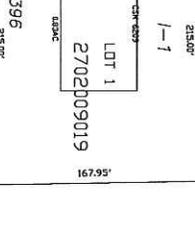
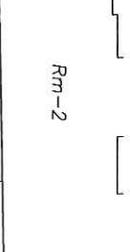
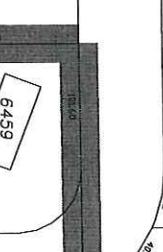
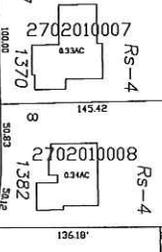
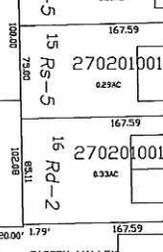
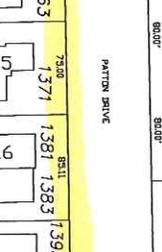
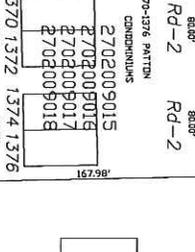
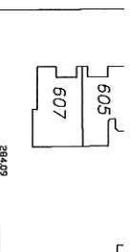
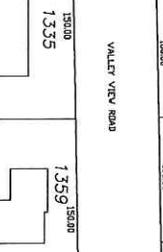
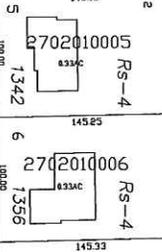
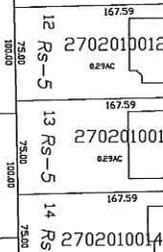
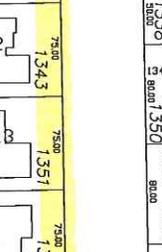
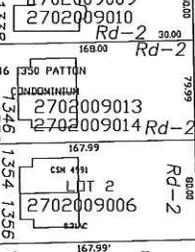
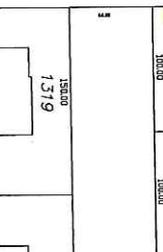
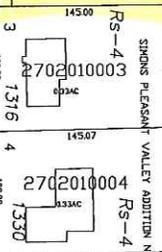
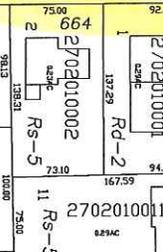
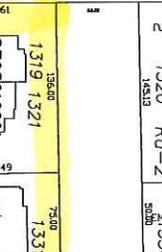
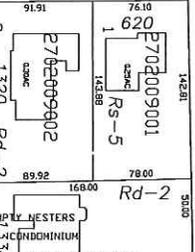
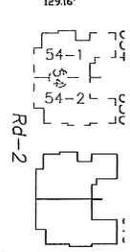
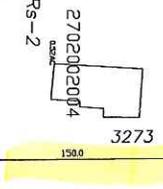
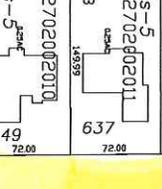
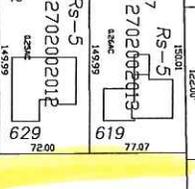
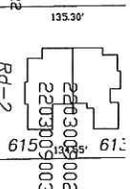


INDIVIDUAL

21

28

24



2. Grading for all phases of the subdivision shall occur simultaneously with grading for Phase 1. The Subdivider shall assure proper grades and first floor elevations to assure minimum acceptable water pressure to all proposed dwellings in Phase 1 of the subdivision.
3. The Subdivider shall reserve Outlot 1 for stormwater retention/detention, and control purposes.
  - a) If it is determined that Outlot 1 is buildable, and the Subdivider provides evidence thereof, including but not limited to, permits granted by the US Army Corps of Engineers and Wisconsin DNR, the Subdivider may present the City with a Certified Survey Map to subdivide the parcel for residential development, and a stormwater drainage and grading plan which addresses the runoff modification needs of the local drainage basin. The City anticipates no objection to this land division if drainage concerns are adequately addressed.
  - b) If it is determined that Outlot 1 is unbuildable, or the Subdivider cannot provide evidence to the contrary by December 31, 1999, the Subdivider shall either retain ownership and maintenance responsibility, or convey the parcel to the homeowner's association or the City of Hartford. Said conveyance must be approved by the Common Council.
4. The Subdivider shall design and the City shall install, all storm sewer mains and related appurtenances within Phase One, and in areas abutting the plat where necessary in accordance with the standard specifications of the City and as approved by the City Engineer. All storm sewer construction shall be done in accordance with Best Management Practices of the Wisconsin DNR. The Subdivider agrees to "act as banker" for this improvement, and shall pay the City an amount equal to 100% of the project cost within 15 days of billing by the City. The City shall levy special assessments to benefitted parcels on the north side of Patton Drive, and shall reimburse the Subdivider in an amount equal to the special assessment levied, as such special assessments are collected. The timing of storm sewer improvements is illustrated in Exhibit "B".
5. The City shall design and construct storm sewer mains and related appurtenances in Valley View Road abutting the plat in accordance with the standard specifications of the City and as approved by the City Engineer. The City shall levy special assessments to the abutting parcels. The Subdivider agrees to pay the City special assessments in an amount not to exceed 50% of the project cost, within 15 days of billing by the City. The timing of storm sewer improvements is illustrated in Exhibit "B".

#### E. Sidewalk

1. Sidewalk shall be required on both sides of each street within and abutting the subdivision. However, construction of sidewalks shall be deferred until such time that either:
  - a) Simon Drive street lying south of the subdivision is reconstructed to City standards, including curb and gutter and sidewalk, and until the Common Council authorizes its installation.
  - b) A bike path is installed along the westerly right-of-way line of County Trunk Highway K, and until the Common Council authorizes its installation.

The City retains the right to special assess these costs to the Subdivider or his assigns, successors in interest or transfers.

F. Electric Distribution System

1. The City shall design and install the local electric distribution system with the subdivision, in accordance with the standard specifications of the City and as approved by the City Engineer and Utility Director. The timing of Electric Distribution System installation for each phase is illustrated in Exhibit "A".
2. The City shall not be responsible for the installation of the local electric distribution system until the platted areas have been graded to within 6" of final grade. The Subdivider shall provide the City Engineer with a surveyor's certification that the grade meets this requirement and is in conformance with approved master grading plans prior to requesting the installation of the local electric distribution system.
3. The estimated costs enumerated in Exhibit "A" for the Electric Distribution System are understood to be preliminary. The Subdivider shall be responsible for the actual cost of installing the local electric distribution system, and shall prepay the Utility Department an amount equal to the estimated prepared by the Utility Director at the time of work order submittal.

G. Easements and Other Utility Systems

1. All water, sanitary sewer, stormwater drainage and utility easements dedicated to the City on the Plat grant the City the right to construct, install, maintain, inspect, repair and replace the designated improvements in, on, over, or under the easement or permit others to do so. No use of such easement property shall be made which interferes with the City rights. The City's obligation to restore easement property after any use by the City shall be to grade the soil, replace the topsoil, and plant grass seed.
2. The Subdivider shall cause electric, telephone, cable TV, and natural gas utility systems and associated appurtenances to be installed within and where necessary, adjacent to, the plat. The Subdivider shall be solely responsible for the cost of these utility systems.

H. Street Trees

1. Prior to final platting of any phase of the subdivision, the Subdivider shall be responsible for developing and implementing at its expense a Master Street Tree Plan for the rights-of-way within and abutting the plat, in accordance with the City's Land Division Ordinance and Tree Ordinance. The Master Street Tree Plan, including species selection, shall be approved by the Tree Board.
2. Street tree installation shall be required prior to issuance of an occupancy permit. If occupancy of a dwelling unit occurs between September 1 and December 31 or January 1 - March 31 of a year, street trees shall be installed within 9 months of the date of the occupancy permit.

# EXECUTIVE SUMMARY

Resolution No. \_\_\_\_\_

**TITLE:** A Resolution Accepting Improvements in Autumn Ridge Estates Subdivision.

**BACKGROUND:** The Wisconsin Department of Transportation requires municipalities to adopt a resolution accepting subdivision street improvements. City Staff has prepared the attached resolution for Autumn Ridge Estates Subdivision because all of the improvements installed in Autumn Ridge Estates Subdivision, including sanitary sewer, water main, storm sewer, curb and gutter, and asphalt pavement have now been inspected to insure proper construction. The second layer of asphalt was installed during the month of June 2016 and the Letter of Credit was released and surrendered to BMO Harris Bank. There was a two-year guarantee by the developer for the work covered in this resolution as stated in the Developer's Agreement for this subdivision.

**FISCAL IMPACT:** The City has been receiving local transportation aid at \$2,202.00 per mile which is approximately **\$939.00 per year** for the additional 0.43 miles of street for this development.

**RECOMMENDATION:** Adoption of Common Council Resolution accepting improvements in Autumn Ridge Estates Subdivision.

PREPARED BY: Jason W. Schall 9-20-16  
Jason W. Schall Date  
City Engineer

REVIEWED BY: Darryl Kranz 9-21-16  
Darryl Kranz Date  
Director of Public Works

REVIEWED BY: \_\_\_\_\_  
Dawn Timm Date  
Finance Director/Treasurer

APPROVED BY: Steve Volkert 9-20-16  
Steve Volkert Date  
City Administrator

ROUTING: Public Works - September 27, 2016  
Common Council - October 11, 2016

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION ACCEPTING IMPROVEMENTS IN  
AUTUMN RIDGE ESTATES SUBDIVISION**

BE IT RESOLVED by the Common Council of the City of Hartford, Washington/Dodge Counties, Wisconsin, that the improvements installed in Autumn Ridge Estates Subdivision, including sanitary sewer, water main, storm water, curb and gutter and asphalt pavement, are hereby approved.

Signed:

\_\_\_\_\_  
Timothy C. Michalak, Mayor

Introduced: October 11, 2016

Adopted:

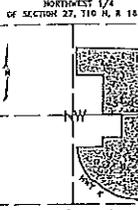
Attest: \_\_\_\_\_  
Lori Hetzel, City Clerk

# AUTUMN RIDGE ESTATES

LOT 1 OF CERTIFIED SURVEY MAP NO. 4384 AND PART OF THE NORTHEAST 1/4 AND SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 27, TOWNSHIP 10 NORTH, RANGE 16 EAST, CITY OF WAUKESHA, WISCONSIN.



## VICINITY MAP

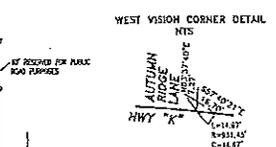
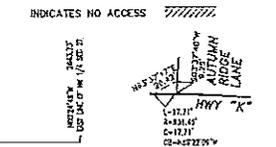


LINE	LENGTH	BEARING
1.1	56.94	N01°28'43"W
1.2	112.87	N00°11'29"W
1.3	43.57	N00°53'34"W
1.4	13.58	S61°27'17"E
1.5	10.00	S02°22'42"E
1.6	23.72	N41°27'19"E
1.7	43.05	S02°03'21"E
1.8	77.58	S72°28'42"E
1.9	77.58	S33°28'42"E
1.10	18.50	S65°27'04"W
1.11	112.87	N11°28'02"E
1.12	118.41	S11°28'02"E
1.13	13.02	S13°22'04"W
1.14	87.23	S12°28'23"E
1.15	25.26	S02°22'42"E
1.16	73.59	N15°32'33"W
1.17	26.00	S17°17'40"W
1.18	19.00	S72°28'42"E
1.19	168.77	N20°28'01"E
1.20	123.57	S78°28'17"E
1.21	43.00	N02°28'42"E
1.22	63.00	N48°33'11"E
1.23	21.00	S02°21'49"E
1.24	43.00	N02°28'42"E
1.25	137.91	S00°21'49"E
1.26	141.43	N00°20'03"W
1.27	45.00	N02°28'42"E
1.28	20.00	N02°20'03"W
1.29	40.00	S01°28'42"E
1.30	20.00	N02°20'03"W
1.31	20.00	N02°20'03"W
1.32	125.27	N70°20'01"E
1.33	181.02	N02°28'42"E
1.34	87.37	N02°28'42"E
1.35	87.37	N48°31'26"W
1.36	26.49	S02°28'42"E
1.37	55.34	N23°58'41"E
1.38	113.01	N63°31'36"W
1.39	23.53	N00°28'42"E
1.40	207.44	S48°23'27"E
1.41	114.12	N00°28'42"E
1.42	34.32	S02°28'42"E
1.43	34.32	S02°28'42"E
1.44	73.93	S00°21'49"E
1.45	292.35	S02°28'42"E
1.46	40.00	S02°21'49"E



## LEGEND

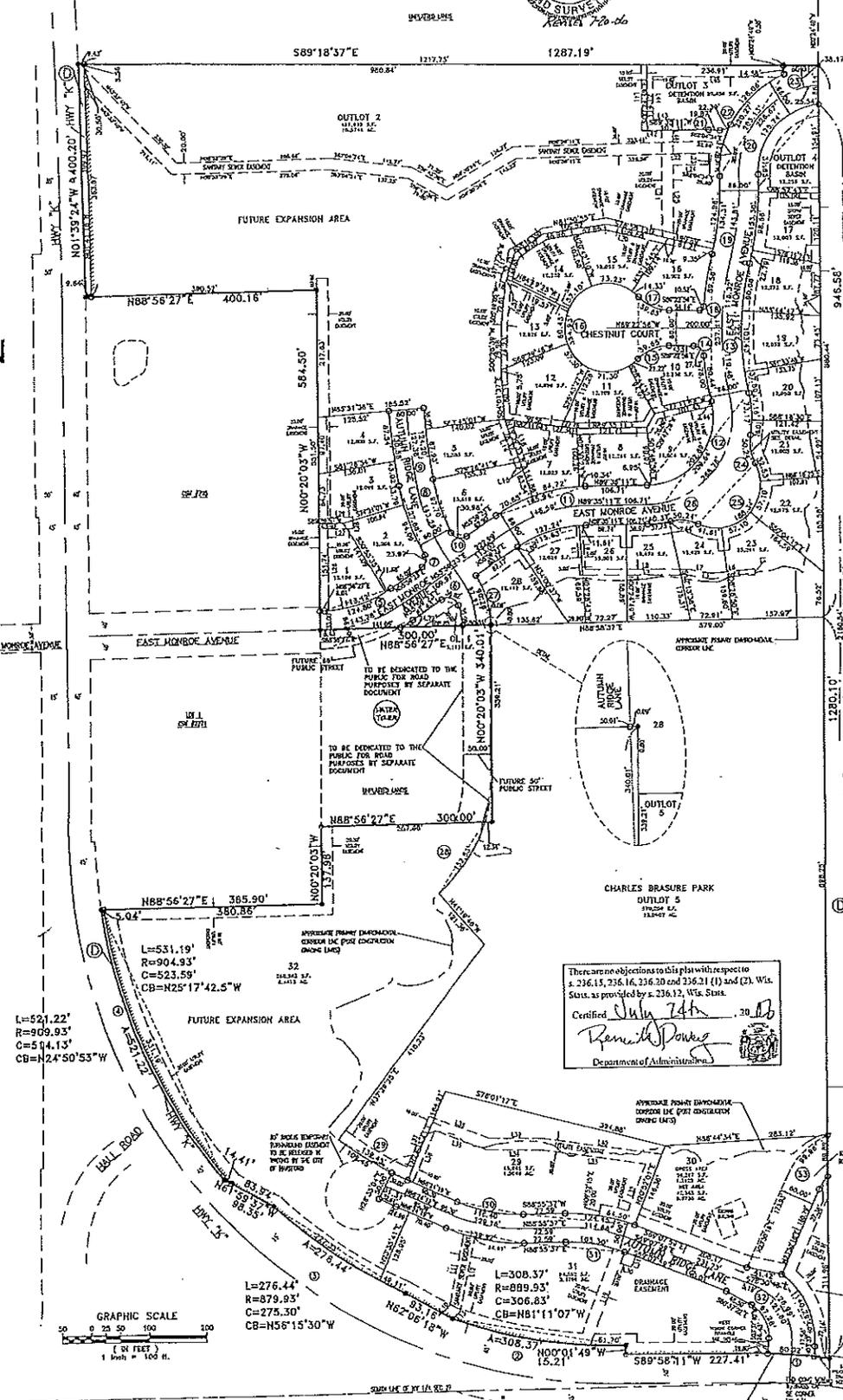
- INDICATES 1/4" (1.27) REBAR, WT. 4000 LBS. PER LINEAL FOOT, 18" W/ LAYOUT, SET.
- INDICATES FOUND MONUMENT (1" FROM PIP)
- ALL OTHER EDE CONSPERS HAVE 1 1/2" (3.81) OUTSIDE DIAMETER X 1/8" FROM PIPE, WT. 1.08 LBS. PER LINEAL FOOT SET.
- DIMENSIONS ALONG CURVES ARE ARC LENGTHS.
- ALL DIMENSIONS MEASURED AND SHOWN TO THE NEAREST HUNDRETH OF A FOOT.
- ALL BEARINGS SHOWN ARE REFERENCED TO THE 1983 NORTH WISCONSIN STATE PLANE COORDINATE SYSTEM (SOUTH ZONE) IN WHICH THE EAST LINE 1 OF THE R/W 1/4 OF SEC. 27 BEARS MAGN. 44° W.
- ① DEDICATED TO THE PUBLIC FOR STREET PURPOSES



**National Survey & Engineering**  
A Division of R.A. Smith & Associates, Inc.

262-781-1000  
262-797-7373  
16745 W. Blueround Road  
Suite 200  
Brookfield, WI 53005-5938  
www.nseinc.com

53161920-A-1  
P7100-1-17P10111H  
SHEET 1 OF 3 SHEETS



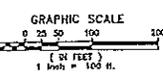
There are no objections to this plat with respect to 236.15, 236.16, 236.20 and 236.21 (1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.  
Certified July 24th 2010  
Eric R. Sturm  
Department of Administration

L=521.22'  
R=909.93'  
C=514.13'  
CB=N24°50'53"W

L=276.44'  
R=879.93'  
C=275.30'  
CB=N56°15'30"W

L=308.37'  
R=889.83'  
C=306.83'  
CB=N61°11'07"W

L=126.77'  
R=931.45'  
C=126.67'  
CB=N66°07'53"W





— City of Hartford —

CITY HALL  
109 NORTH MAIN STREET  
HARTFORD, WI 53027-1591  
www.ci.hartford.wi.us

June 30, 2016



Mailed  
7/1/16  
- Certified

BANK OF MONTREAL  
Global Trade Operations  
234 Simcoe St, 3<sup>rd</sup> Floor  
Toronto, Ontario, Canada M5T 1T4

**COPY**

RE: **FRED-HARTFORD, LLC (Applicant)**  
**Irrevocable Standby Letter of Credit No. HACH262245OS**  
**Amendment No. 1 - 9**

Dear Sir or Madam:

This letter is to notify you that the final layer of asphalt has now been installed in the Autumn Ridge Estates Subdivision and City of Hartford no longer requires the Irrevocable Standby Letter of Credit for Fiduciary Real Estate Development, Inc. (FRED-Hartford, LLC). The City of Hartford hereby releases and surrenders BMO Harris Bank, N.A. of its obligations under their Letter of Credit No. **HACH262245OS** dated July 20, 2009. Enclosed is the original Harris Bank Letter of Credit No. **HACH262245OS** and Amendment Nos. 1 - 9.

If you have any questions concerning the release and surrender of this Letter of Credit, please contact my office at (262) 673-8263.

Sincerely,

CITY OF HARTFORD

Jason W. Schall  
City Engineer

JWS:sr

Enclosures

cc: Ian Prust, City Attorney  
Justin Drew, City Planner  
Michael J. Schiltz, FRED Autumn Ridge

LetterCredit/AutumnRidge-ReleaseBMOHarris-FinalAsphalt