



Memorandum

DATE: October 3, 2013

TO: Board of Public Works

FROM: Mark Radtke, Director of Public Works *MR*

RE: Petition to Dedicate River Lea Court to the City of Menasha

Enclosed is a petition from the five River Lea Court property owners indicating their desire to dedicate River Lea Court to the City of Menasha. The City previously received a petition to dedicate River Lea Court in 1998 but one of the abutting property owners at that time was not in favor of dedication so the issue was not pursued.

All five abutting property owners are now included on the petition for dedication. In meeting with their representative, I explained the process necessary for street dedication and the expected construction items and cost for improving the street to City standards. All the costs for platting and street improvements would be assessed to the abutting property owners. It is the desire of the owners to equally share in the project cost rather than prepare the assessments on the basis of front foot.

River Lea Court extends northerly from the intersection of Keyes Street and Willow Lane. The street is an asphalt pavement in poor condition with no curb and gutter. The street width varies from 16' to 20' along the straight portion and is approximately 45' at its widest point in the cul de sac. There is no storm sewer in the street.

Proposed improvements to upgrade River Lea Court include a new 4" thick, 20' wide asphalt pavement placed on a new 12" thick aggregate base course. The cul de sac portion would be 55' in diameter. Due to the inability to install storm sewer because of the insufficient elevation difference from the river, curb and gutter is not recommended on this street.

A new subdivision plat would be created dedicating 30' of street right of way (more for the cul de sac) to the City. The estimated cost for the street improvements, engineering and plat preparation is \$32,100. This cost would be assessed equally among the five property owners. If this dedication is approved by the Council, funds will be placed in the 2014 Budget for this project.

Enclosures

To: Mark Radtke and Becky Nichols
From: River Lea Court Property Owners
Subject: Dedication of River Lea Court to the City of Menasha
Date: August 20, 2013

We, the property owners on River Lea Court, hereby wish to dedicate River Lea Court to the City of Menasha as soon as it can be accomplished.

	<u>Signature</u>	<u>Date</u>
Barbara Ballard 850 River Lea Court	<u>Barbara Ballard</u>	<u>8-20-13</u>
David Erdmann (Deceased) Sue Erdmann 854 River Lea Court	<u>Sue E. Erdmann ^{widow} of the Deceased</u>	<u>8-20-13</u>
Robert R Chabalowski Trust 858 River Lea Court Lois Chabalowski	<u>Robert R. Chabalowski</u>	<u>8/20/13</u>
Scheetz Rev Trust Thomas S Scheetz TTEE 862 River Lea Court Geesje M Scheetz	<u>Thomas S Scheetz</u> <u>Geesje M Scheetz</u>	<u>8-20-13</u> <u>8-20-13</u>
Samir Gores 868 River Lea Court	<u>Samir Gores</u>	<u>8/22/13</u>

Mark Radtke

Hi Tom,

My answers follow each question below.

Mark

Mark Radtke

Director of Public Works

City of Menasha

Phone: (920)967-3610

Fax: (920)967-5272

mradtke@ci.menasha.wi.us

From: tssbiz [<mailto:tssbiz@aol.com>]

Sent: Monday, August 12, 2013 10:27 AM

To: Mark Radtke

Subject: River Lea Ct.

Good morning Mark. Thank you for your email which was very helpful. We held a street meeting to review it. Everyone is still in favor of going ahead with the transfer. There were a few more questions and some wishes shown below for your input.

Questions

1. How and when are we billed for the work? Most likely, we will follow the current special assessment process for street work. The final project cost is determined from the actual construction cost and the engineering cost. The total project cost would be divided among the involved properties (it appears you favor the equally divided method). You are billed after the project has been completed and your payment options will be explained at that time.
2. What might the city do regarding replacing trees, mail boxes etc. if widening is necessary? Tree replacement is considered by the Forestry Department. We have usually tried to replace trees that have been removed during street reconstruction projects, although the spacing may be different than what currently exists. Mail boxes that conflict with construction are the responsibility of the owner. Usually, they are temporarily placed together as a mail box station until completion of the project. Because of the limited traffic on this street, we will try to minimize the amount of widening on this street, and will consider paving less than the recommended minimum standard due to the very limited traffic volume.
3. If the city takes someone's property to widen the road, will they get a credit on their tax bill or some other payment? Before the project is approved, the City will require sufficient street right of way be dedicated by the property owners. This will be accomplished by the creation of a Certified Survey Map (CSM) which will be part of the project cost.
4. Sue Erdmann's home sits pretty close to the circle already. Can we protect her from losing any front yard? We will consider that when we create the CSM and do the design.
5. What do you recommend for the next step? Submit a written request for transfer of River Lea Court right of way to the City, either through the Mayor or your alderman, Becky Nichols.
6. Would you be able to meet with me any time Wednesday or Thursday afternoon? We have an easement from Menasha Utilities to pass along and I would like to get acquainted. Promise not to exceed 20 minutes. I am available Thursday afternoon – would 2:00 work for you?

Wishes

- 1 We like the current road width.
- 2 We agreed to divide the cost equally.

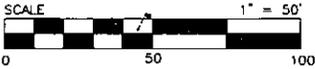
Thank you

Tom Scheetz

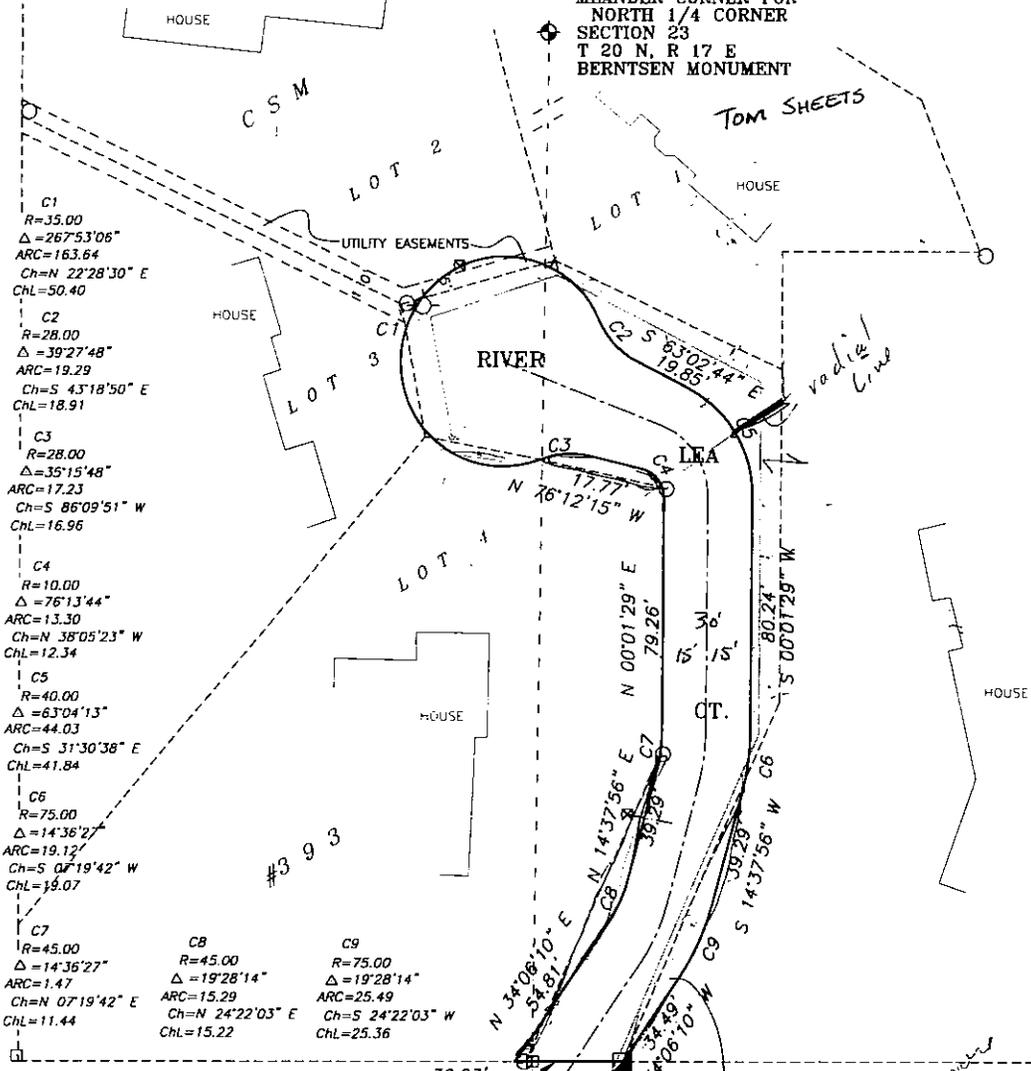
CERTIFIED SURVEY MAP NO. _____
 PART OF LOTS 1 THROUGH 4 OF CERTIFIED SURVEY MAP #393 AND
 ALL OF RIVER LEA COURT, LOCATED IN THE THIRD WARD,
 CITY OF MENASHA, WINNEBAGO COUNTY, WISCONSIN

BEARINGS ARE REFERENCED TO MATCH
 CERTIFIED SURVEY MAP #393

FOR: CITY OF MENASHA
 P.O. BOX 340
 DEPARTMENT OF PUBLIC WORKS
 MENASHA, WI 54952



MEANDER CORNER FOR
 NORTH 1/4 CORNER
 SECTION 23
 T 20 N, R 17 E
 BERNTSEN MONUMENT



- C1
R=35.00
Δ=267°53'06"
ARC=163.64
Ch=N 22°28'30" E
ChL=50.40
- C2
R=28.00
Δ=39°27'48"
ARC=19.29
Ch=S 43°18'50" E
ChL=18.91
- C3
R=28.00
Δ=35°15'48"
ARC=17.23
Ch=S 86°09'51" W
ChL=16.96
- C4
R=10.00
Δ=76°13'44"
ARC=13.30
Ch=N 38°05'23" W
ChL=12.34
- C5
R=40.00
Δ=63°04'13"
ARC=44.03
Ch=S 31°30'38" E
ChL=41.84
- C6
R=75.00
Δ=14°36'27"
ARC=19.12
Ch=S 07°19'42" W
ChL=19.07
- C7
R=45.00
Δ=14°36'27"
ARC=1.47
Ch=N 07°19'42" E
ChL=11.44
- CB
R=45.00
Δ=19°28'14"
ARC=15.29
Ch=N 24°22'03" E
ChL=15.22
- CC
R=75.00
Δ=19°28'14"
ARC=25.49
Ch=S 24°22'03" W
ChL=25.36

KEYES STREET S 90°00'00" W

WILLOW LANE
 N 00°24'15" E 2138.37'
 S 34°08'10" E 34.81'
 N 14°37'56" E 38.28'
 S 14°37'56" W 39.29'
 S 34°08'10" W 34.49'

*Johnson
 Dec 00 to
 River Lea survey*

LEGEND

- 1" IRON PIPE SET, 24" LONG, WEIGHING 1.130 LBS. PER LIN. FOOT
- 3/4" REBAR FOUND
- 1" IRON PIPE FOUND
- △ 1-1/4" REBAR FOUND
- ◆ 2" IRON PIPE FOUND
- ◇ GOVERNMENT CORNER



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MEANDER CORNER FOR
 NORTH 1/4 CORNER
 SECTION 23
 T 20 N, R 17 E
 BERNTSEN MONUMENT

PROJECT NO. 210-053
 SHEET 1 OF 3
 DRAFTED BY: DMS