

Office of the Director of Public Works

To: City of Milton Common Council
From: Howard Robinson, Director of Public Works
Date: June 4, 2019
Subject: Discussion and Possible Action on Adopting the Preliminary Public Works Resolution 2019-16 Concerning the Assessment of Sanitary Sewer Mains and Curb and Gutter Replacement for the Windsor Court and Front Street Public Works Improvement Projects.

Discussion

Windsor Court and Front Street are planned for reconstruction in 2019. Code of Ordinance section 66-241(assessment schedule) states that new sanitary sewer installation and curb and gutter replacements are assessable to the property owners.

Resolution #2019-16 allows the City Clerk to establish a date for a public hearing to be conducted to hear concerns about the assessments from affected property owners. The Public Hearing will be held during a Common Council meeting. The Council will determine assessments for the sanitary sewer installation and curb and gutter replacement.

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 Common 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 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 Common Council may consider payment options which will be listed in a Resolution to be adopted by Common 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 2019-16 and schedule a Public Hearing for potential assessments to effected property owners.

Attachments

- Resolution 2019-16



- Project Map