

Engineering Division of the Public Works Department

To: Mayor Stocks and Plan Commission Members

From: Andrew Beyer, P.E. Director of Public Works/City Engineer

Date: June 5, 2025

Subject: Partial Dedication of Public Improvements in the Rock River Ridge Subdivision

Background

The Greater Watertown Community Health Foundation (GWCHF) is seeking Plan Commission support for a partial public infrastructure dedication within the Rock River Ridge Phase I Subdivision. This dedication would be a prerequisite to seeking interim reimbursement for completed street & utility construction.

The Foundation intends to dedicate a portion of the completed public infrastructure (excluding the final asphalt surface course) in advance of home construction and associated heavy equipment traffic within the subdivision phase. Where the development agreement doesn't prohibit partial dedication of public infrastructure, it is suggested that the Plan Commission approve the concept of partial dedication before the GWCHF moves forward with a formal request. The intent is to:

1. Enable interim reimbursement per the terms of the development agreement.
2. Preserve pavement quality by timing final surfacing to follow heavy construction activity.

City staff met with the GWCHF team to discuss steps required for partial dedication and reimbursement. The following steps have been outlined in order to proceed with partial public infrastructure dedication:

1. Concept support by the Plan Commission (June 9th meeting)
2. Formal partial dedication request. A dedication resolution would accompany the request which would need Plan Commission and Common Council approval.

Before the Plan Commission formally reviews the partial dedication request (step 2 above), all required construction documentation must be submitted and interim construction punchlist items must be completed. Once those conditions are met, the Plan Commission could conduct its formal review and recommendation of the interim dedication, followed by final approval via resolution from the Common Council.

A final/full dedication would follow a similar process after the pavement surface course is installed, and all remaining improvements and final punchlist item are completed. The recorded stormwater maintenance agreement, and complete as-built drawings are needed before final/full dedication.

Interim reimbursement would be issued per the process outlined in the Development Agreement, following submission of a Reimbursement Request and contingent upon partial right-of-way improvement dedication. The remaining Phase I reimbursement would be issued no sooner than May 2026, and only after completion of all outstanding construction items and final dedication of right-of-way improvements, in accordance with the terms of the agreement.

Budget Goal

1. Proactively maintains and improves our parks and infrastructure to ensure safety, quality, and equity
2. Maintains a safe and healthy community, with an eye toward future needs and trends

Financial Impact

Funds for public infrastructure reimbursement are included in the City's adopted capital improvement budget.

Recommendation

City staff recommends that the Plan Commission approve the concept of partial public infrastructure dedication to allow the developer to move forward with formal submittal and reimbursement steps.