

MEMO

TO: Public Works Commission
FROM: Andrew M. Beyer, P.E., Director of Public Works/City Engineer
DATE: August 7, 2024
RE: Public Works Commission Meeting of August 13, 2024

Agenda Item:

Review and take possible action: Sidewalk repair orders for 116 E Main St and 214 N Ninth St

BACKGROUND:

The Sidewalk Repair Notice for 116 E. Main Street was prepared due to a trip and fall incident brought to the Engineering Division's attention and the Sidewalk Repair Notice for 214 N Ninth Street was prepared at the property owner's request.

Site Address	Estimated cost not to exceed
116 E Main St	\$475.80
214 N Ninth St	\$878.48

Repair inspection reports for each property with detailed estimate of cost to repair sidewalk and photos are attached. Property owners who receive sidewalk repair notices have three options on how to move forward with the repair:

1. City contractor to complete repair. Property owner is invoiced following completion.
2. Property owner can hire their own contractor to replace sidewalk to city specifications.
3. Property owner can replace sidewalk to city specifications.

The Engineering Division is seeking approval to send letters via certified mail per Wisconsin State Statute noticing the property owners to repair sidewalk.

Attachments:

116 E Main St Repair Notice
214 N Ninth St Repair Notice