

## MEMO

TO: Mayor McFarland and Plan Commissioners  
FROM: Andrew Beyer, P.E.  
DATE: November 8, 2023  
RE: Plan Commission Meeting of November 13, 2023

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### Agenda Item:

Review and take possible action: Accept public improvements through final completion for Grandview Heights Addition No. 7 Subdivision

### Background:

Construction of the Grandview Heights Addition No. 7 subdivision began during the summer of 2021. The subdivision development includes improving right-of-way on Beacon Drive and Hillendale Court off Schuman Drive in the northeast quadrant of the City.

The developer's contractor has completed all required subdivision improvement work as outlined in the Development Agreement including lot grading, utility installation, curb and gutter installation, & asphalt pavement installation. The developer has addressed all punchlist items. The Developer is looking to dedicate subdivision improvement through final completion to the City of Watertown and have held escrow funds released. Subdivision improvements were dedicated to the City through substantial completion, through the installation of the binder course of asphalt, in 2021 to address winter roadway maintenance.

The remaining escrowed funds are referred to as the defect guarantee. The defect guarantee is 10% of the estimated cost of subdivision improvements escrowed by the developer that the City holds for a period of one year after acceptance of the public improvements to account for potential repairs needed during the warranty period. As public improvements through substantial completion were accepted in 2021, the Engineering Division is proposing to release all escrowed funds, with the exception of 10% of the cost of the asphalt pavement tack coat and surface course of asphalt which has yet to be accepted by the City, a sum of \$2,497.92 to remain in escrow. Remaining escrowed funds would be released one year after the passage of the attached resolution.

The developer has submitted all appropriate testing and utility as-built documentation for the improvements constructed and all improvements meet City standards.

Options available to the Plan Commission:

1. Recommend denial of the dedication of subdivision improvements through final completion to the Common Council.
2. Recommend approval of the dedication of subdivision improvements through final completion to the Common Council.
3. Recommend approval, with conditions identified by the Plan Commission, of the dedication of subdivision improvements through final completion to the Common Council.