



Meeting: Village Board
Meeting Date: 10/12/2012
Agenda Item: 6g

Mission Statement
Delivering quality services in a courteous, cost-effective and efficient manner.

VILLAGE BOARD MEETING STAFF REPORT

REPORT TO: Burt R. McIntyre, President
Village Board of Trustees

REVIEWED BY:

REPORT FROM: Michael J Kaster, PE, Director of Engineering

AGENDA ITEM: Review and take action on Preliminary Resolution 2012-23 declaring the intent to exercise special assessment powers under Wisconsin Statute Section 66.0701 upon Evergreen Avenue, Mighty Oak Trail, Copper Oak Circle and a Utility Easement.

POLICY ISSUE

Should the Village Board approve the preliminary resolution?

BACKGROUND INFORMATION

The Village has discussed and investigated the need for a sanitary sewer interceptor to serve lands north of Evergreen Ave that currently do not have sewer service. The proposed interceptor sewer will run from the existing Green Bay Metropolitan Sewerage District "Bay View" interceptor in Evergreen Ave north to serve areas of the Village and potentially portions of the Town of Pittsfield that are currently not served by sanitary sewer. The initial phase of the sewer extension project would include construction of interceptor sewer from Evergreen Ave approximately 1,300 feet north, and would also include an eastern segment of sewer to serve Valley Brooke Heights 2nd Addition which is being proposed in conjunction with the interceptor sewer extension project.

Pat Kaster of Valley Brooke Heights LLC has requested that the Village install utility and roadway improvements for 36 lots in the future Valley Brooke Heights 2nd Addition subdivision. The current economic conditions have created an unwillingness for lending institutions to advance letters of credit to fund private developments in Northeast Wisconsin and nationwide. Thus Valley Brooke LLC has also requested that the Village finance the construction improvements until the lots can be sold at which time the improvement costs would be repaid. The Village is in favor of continued growth to expand its tax base, attract additional business activity within the Village, and increase tax revenues.

A development agreement would have to be formulated to minimize the risk to the Village. The agreement would include definitive assessment terms including a maximum repayment term with an interest rate of 6.25% beginning at the time the assessments are levied. The cost of improvements would be levied on each individual lot within the development and the Village would receive repayment as each lot is sold or transferred. The subdivision lots could be sold either as vacant lots or with homes constructed on the lots.

The existing subdivision is located at the northwest corner of Glendale Avenue and Evergreen Avenue. It is proposed that 36 lots be constructed as indicated on the attached plat layout at the western edge of the existing subdivision

Approving the attached resolution is a preliminary step in a project that formally provides notice to property owners that a project may result in the levying of special assessments. The resolution directs that plans, specifications, estimates, and a schedule of assessments be prepared, to be reviewed at a public hearing in the future. At that time, the Village Board shall determine if any work or improvement shall be authorized and assessed in whole or in part. The assessments would be prepared in accordance with Village Policy and State Statutes. If the resolution is approved the project would begin immediately with survey, design, permitting and bidding activities. Property owners that would be assessed were informed about potential Village Board action at the November 12th 2012 Village Board meeting with the attached letter.

Construction could begin as early as April 2013 and would be scheduled to be completed in July subject to weather conditions.

The developer would be required to record the final plat prior to project authorization. An evaluation of lot & housing type and costs should be performed to ensure that the lots are marketable and will have an opportunity to be sold within the agreed upon time period. Therefore, the Village would not entertain requests to fund infrastructure if a surplus of lots / home types / costs are on the market within the geographic area. Also to be considered:

- Existing national and regional economic conditions
- Whether previously approved Village funded infrastructure developments have met the obligations imposed upon the developer, regardless of the identity of the developers
- Whether other requests for Village funded infrastructure improvements have been approved or are pending for the same construction season as the request under consideration

PRIOR ACTION/REVIEW

October 8th 2012, The Village Board approved Resolution 2012-18, a Relocation Order for the Construction of a Sanitary Sewer Interceptor from Evergreen Avenue approximately 1,300 feet north.

FINANCIAL INFORMATION

FISCAL IMPACT:

- | | |
|------------------------------|---|
| 1. Is There A Fiscal Impact? | <u>Yes</u> |
| 2. Is it Currently Budgeted? | <u>Yes</u> |
| 3. If Budgeted, Which Line? | <u>Enterprise &
Capital Improvement Funds</u> |
| 4. <u>Amount</u> | <u>\$858,000</u> |

RECOMMENDED ACTION

Village staff recommends that the Village Board approve the preliminary resolution.

If the Village Board were in favor of this policy action, the following motion may be made:

“Motion to approve resolution 2012-23 declaring the intent to exercise special assessments upon Evergreen Avenue, Mighty Oak Trail, Copper Oak Circle and a Utility Easement”.

POLICY ALTERNATIVE(S)

The Village Board could take the following actions:

- Approve resolution 2012-23
- Deny the resolution and decide how to proceed
- Table the resolution and request additional information

ATTACHED INFORMATION

- I. Relocation Order
- II. Sketch of Valley Brooke Heights 2nd Addition
- III. Resolution 2012-23
- IV. Property owner notification letter

COPIES FORWARDED TO:

- I. None

PRELIMINARY RESOLUTION DECLARING INTENT TO EXERCISE SPECIAL ASSESSMENT POWERS UNDER WISCONSIN STATUTE SECTION 66.0701 UPON EVERGREEN AVENUE, MIGHTY OAK TRAIL, COPPER OAK CIRCLE AND A UTILITY EASEMENT, FOR SANITARY SEWER, STORM SEWER, WATER MAIN, SERVICE LATERALS, SIDEWALKS, CURB AND GUTTER, ASPHALT ROADWAY AND STORM WATER MANAGEMENT FACILITY CONSTRUCTION.

The Village Board of the Village of Howard, Brown County Wisconsin do hereby resolve as follows:

1. The Village of Howard hereby declares its intention to exercise its power under Section 66.0701 of the Wisconsin Statutes to levy special assessments upon Evergreen Avenue, Mighty Oak Trail, Copper Oak Circle and a Utility Easement as follows:

A. The northerly and southerly sides of Evergreen Avenue, beginning approximately 1,575 feet west of the intersection with Graceland Terrace, continuing westerly along Evergreen Avenue approximately 520 feet, extending to the northern limits of the utility easements as shown on the Village of Howard Resolution 2012-18, for sanitary sewer and laterals, and water service construction including:

Parcel VH – 18
Parcel VH – 18-2
Parcel VH – 18-3
Parcel VH – 56
Parcel VH – 56-1
Parcel VH – 210-4

B. The northerly and southerly sides of Mighty Oak Trail, beginning at the west end of the existing road, continuing westerly along the proposed extension of Mighty Oak Trail approximately 900 feet for sanitary sewer, storm sewer, water main, service laterals, sidewalks, curb and gutter, asphalt roadway and storm water management facility construction including:

Parcel VH – 208

C. The northerly and southerly sides of Copper Oak Circle, beginning at the west end of the existing road, continuing westerly along the proposed extension of Copper Oak Circle approximately 690 feet for sanitary sewer, storm sewer, water main, service laterals, sidewalks, curb and gutter, asphalt roadway and storm water management facility construction including:

Parcel VH – 208

2. The total amount assessed by the Village shall not exceed the cost of the improvements.
3. The Assessment against any parcel may be paid in cash or installments to be determined at the public hearing on the proposed assessment.
4. The Village determines that such improvements shall be installed and assessment therefore levied under the police power and that the amount assessed against each benefited parcel shall be based on the Village of Howard Special Assessment Policy for public improvements.
5. The Director of Engineering is directed to prepare a report consisting of:
 - A. Preliminary or final plans and specifications.
 - B. An estimate of the entire costs of the proposed work or improvement.
 - C. A schedule of the proposed assessments.
 - D. A statement that the property against which the assessments are proposed is benefited.
6. After completing such report, the Director of Engineering is directed to file a copy thereof in the Village Clerk's office for public inspection.
7. Upon receiving the report of the Director of Engineering, the Village Clerk is directed to give notice of a public hearing on such report as specified in Section 66.0703(7), Wis. Stats., unless prior thereto a written waiver of such notice is received by the Clerk from the owners of all of the property affected by said public improvements against which assessments are to be levied. If such notice is required the hearing shall be held in the Village Hall at a time set by the clerk in accordance with Section 66.0703(7), Wis. Stats.

Adopted by the Board of Trustees of the Village of Howard, Brown County, Wisconsin, this 12th day of November 2012.

APPROVED:

Burt McIntyre, Village President

ATTEST:

Christopher Haltom, Village Clerk

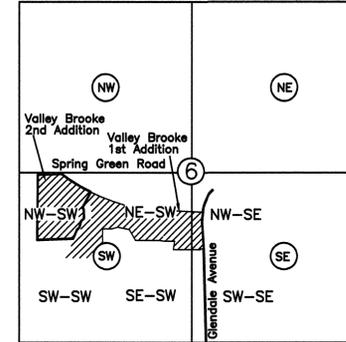
Published: 11 | 16 | 12

VALLEY BROOKE HEIGHTS 2nd ADDITION

Parts of the NW1/4-SW1/4, NE1/4-SW1/4, SE1/4-SW1/4, SW1/4-SE1/4, and the NW1/4-SE1/4, Section 6, T24N, R20E, Village of Howard, Brown County, Wisconsin.



LOCATION SKETCH



Section 6, T24N-R20E
Village of Howard



UNPLATTED LANDS

OUTLOT 10

OUTLOT 9

OUTLOT 4

West 1/4 corner
Section 6
T24N-R20E

S89°25'47"E 485.55'

N02°58'17"E 1313.96'

N89°47'09"W 732.88'

- wetlands
- marginal wetlands (less than 18 inches to seasonal water table).

Building setbacks range from 30' along main streets to 25' around Cul-De-Sac's.

Client: River City Realtors

Tax Parcel #:

Mau & Associates
LAND SURVEYING * CIVIL ENGINEERING

400 Security Boulevard
Green Bay, Wisconsin 54313
(920) 434-9670
(Fax) 434-9672

SCALE: 1" = 100'

DATE DRAFTED: 04/12/01
PROJECT NO. P-8077
AUTOCAD DRAWING NO. p-8077zz.DWG
DRAFTED BY: JIM
PLOTTED: Apr 13, 2001, 8:30am

SHEET NO. 1 OF 1
DRAWING NO. P-1573

Resolution 2012-18

RELOCATION ORDER FOR THE CONSTRUCTION OF SANITARY SEWER INTERCEPTOR

WHEREAS, the Village of Howard has determined it necessary to construct an interceptor sewer for sanitary sewer service beginning at the intersection of Evergreen Avenue and an unnamed tributary to Lancaster Creek, extending west approximately 550' along Evergreen Avenue, north approximately 1,300' and east approximately 800', in the Village of Howard; and

WHEREAS, the Village Board of Trustees finds it necessary to acquire certain interests and rights in the lands as shown on exhibit "A" attached to this Relocation Order and made part of this Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of Howard:

1. The Relocation Order hereto attached including exhibit "A" as prepared by Mau & Associates pursuant to Section 32.05, Wis. Stats., is hereby approved.
2. Public necessity requires the acquisition of certain rights and interests from parcels of property identified on the Relocation Order and located within and adjacent to the aforementioned project in the Village of Howard, Brown County, Wisconsin hereby laid out and established to the lines and widths as shown on exhibit "A".
3. This Resolution together with the attached order is collectively a Relocation Order in accordance with Wis. Stats. 32.05(1) for the purpose of the construction of an interceptor sewer for sanitary sewer service beginning at the intersection of Evergreen Avenue and an unnamed tributary to Lancaster Creek, extending west approximately 550' along Evergreen Avenue, north approximately 1,300' and east approximately 800', and it is also a determination of necessity for the project in accordance with Wis. Stats. 32.07(2).
4. The Village Staff and Attorney of the Village of Howard, Wisconsin are hereby authorized and directed to institute, as necessary, condemnation proceedings to acquire the necessary rights and interest in the parcels of property identified on the Relocation Order.
5. The Relocation Order is made pursuant to the provisions of Chapter 32 and Section 61.34(3) and Section 61.36 of the Wisconsin Statutes.
6. The required rights and interest in the lands as shown on exhibit "A" shall be acquired in the name of the Village of Howard.

Relocation Order

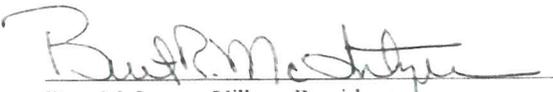
WHEREAS, pursuant to the authority under Sections 32.05 and 61.34, Wis. Stats., the Village Howard therefore orders and resolves as follows:

1. That said construction of an interceptor sewer for sanitary sewer service beginning at the intersection of Evergreen Avenue and an unnamed tributary to Lancaster Creek, extending west approximately 550' along Evergreen Avenue, north approximately 1,300' and east approximately 800' is hereby laid out and established to the lines shown on exhibit "A".

2. Interests will be required by the Village of Howard, Wisconsin in order to establish, lay out, widen, enlarge, extend, construct, reconstruct, improve or maintain the interceptor sewer for sanitary sewer service beginning at the intersection of Evergreen Avenue and an unnamed tributary to Lancaster Creek, extending west approximately 550' along Evergreen Avenue, north approximately 1,300' and east approximately 800' as designated on the schedule of interests required and to the lines and widths as shown on exhibit "A".
3. Schedule of properties and interest to be acquired in the name of the Village of Howard is as follows:

See schedule of lands and interests required as set forth in exhibit "A" the same of which is attached hereto and incorporated by reference as though fully set forth herein.
4. That this Relocation Order and the attached exhibit "A" shall be recorded in the Office of the Register of Deeds for Brown County within twenty (20) days after the resolution is approved. A copy of this Relocation Order shall also be filed with the Brown County Clerk's office.

Approved and adopted by the Village Board of the Village of Howard this 8th day of October, 2012.


Burt McIntyre, Village President

ATTEST:


Chris Haltom, Village Clerk

Ayes: 8
Nays: 0

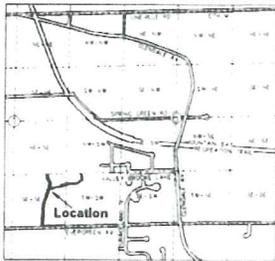
Attachments

EXHIBIT A

1. Utility Easement Acquisition Exhibit (Mau & Associates drawing no. S-2137)
2. Easement Legal Descriptions – 4 pages.

Utility Easement Acquisition Exhibit A

PART OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 6, T24N-R20E AND ALSO PART OF LOTS 1 AND 2 OF VOLUME 34, CERTIFIED SURVEY MAPS, PAGE 260 (Map #5278), LOCATED IN THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 1, T24N-R19E, BROWN COUNTY RECORDS, VILLAGE OF HOWARD, BROWN COUNTY, WISCONSIN.



**Sections 1, T24N-R19E & 6, T24N-R20E
Village of Howard**

A TEMPORARY LIMITED EASEMENT (TLE) IS A RIGHT FOR CONSTRUCTION PURPOSES, AS DEFINED HEREIN, INCLUDING THE RIGHT TO OPERATE NECESSARY EQUIPMENT THEREON AND THE RIGHT OF INGRESS AND EGRESS, AS LONG AS REQUIRED FOR SUCH PUBLIC PURPOSE, INCLUDING THE RIGHT TO PRESERVE, PROTECT, REMOVE, OR PLANT THEREON ANY VEGETATION THAT THE EASEMENT AUTHORITIES MAY DEEM NECESSARY OR DESIRABLE. ALL TLEs ARE TO TERMINATE THE DATE THE CONSTRUCTION OF THIS PROJECT IS COMPLETED.

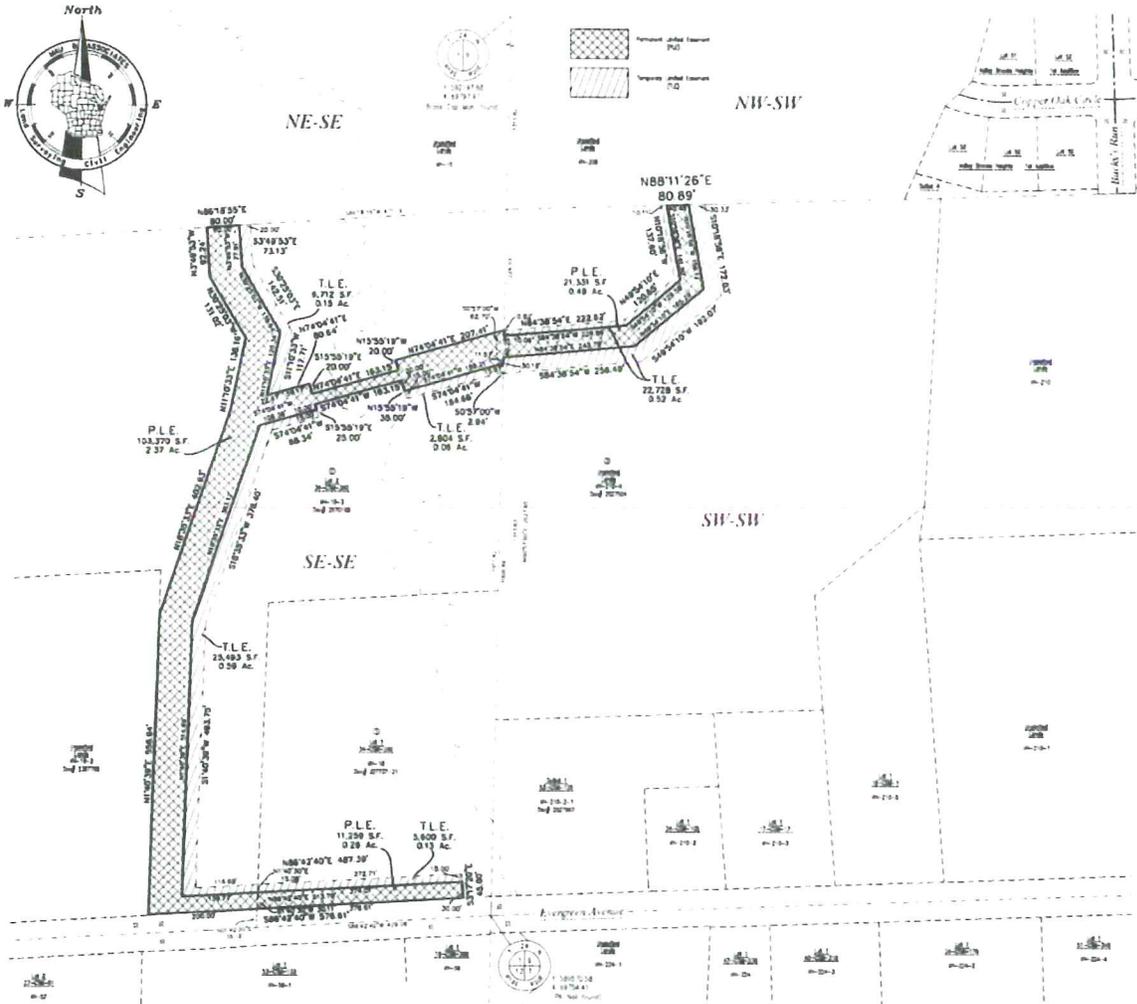
PERMANENT LIMITED EASEMENT

The perpetual deed of easement, which shall run with the land and shall be binding upon and inure to the benefit of the heirs, successors and assigns of all parties, is granted upon the following conditions:

1. The Easement Parcel is given for the purpose of constructing, using, repairing, enlarging and forever maintaining utilities together with the right of access to said Easement Parcel for such purposes.
2. That the grantors, shall have the right to use and occupy the above described real estate, providing that such use and occupation will not in any manner disturb, damage, destroy or obstruct said utilities, or any part thereof.
3. The grantors covenant and agree that no buildings, structures, landscaping, fences or other improvements shall be erected over and/or under the Easement Parcel or within ten (10) feet of the Easement Parcel.
4. The grantee shall have the right of access to said Easement Parcel, and the right to use said premises and the land adjacent thereto for the transportation and laying down of storage materials, tools, and equipment, the depositing and removal of materials, the removal of trees and other vegetation, as well as the right to plant and protect any trees or other vegetation on the Easement Parcel; the removal of any items constructed on or over the Easement Parcel, and for other purposes incidental to construction and maintenance.
5. The grantee agrees to restore after completion of construction maintenance, or other activity, the easement with 4" topsoil, seed, fertilizer and mulch, and further provides that in event any damage is caused to the land or real estate adjacent to the easement, by reason of any negligence of the grantee in entering thereon and using the above described property, said grantee shall compensate the grantors for such damage.
6. The grantor herein does hereby covenant with said grantee that he is lawfully seized and possessed of the real estate above described that he has a good and lawful right to convey it or any party thereof, that it is free from all encumbrances, except as hereinafter set forth.

Parcel	Tax Parcel #	Owner(s)	Interest Required	PLE Ac	TLE Ac	Tree Purchase
①	WH-15	Mark J. Prust, et al 3834 Evergreen Avenue Green Bay, WI 54313	PLE/TLE	11,259 s.f. (0.26 ac)	5,600 s.f. (0.13 ac)	
②	WH-18-3	Kathleen A. Piercut 3545 S. Timber Trail Sumner, WI 54173	PLE/TLE	103,370 s.f. (2.37 ac)	50,200 s.f. (1.15 ac)	
③	WH-210-4	502 LLC 244 Sunset Circle Potosi, WI 54162	PLE/TLE	21,331 s.f. (0.49 ac)	22,728 s.f. (0.52 ac)	

NOTE: OWNER'S NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTEREST.



DRAWING NO. S-2137	SHEET NO. 1 of 1	PROJECT NO. H1-100-2	SCALE: 1" = 100' DATE: 08/21/24 FILE: H131124.dwg 09/24/24 2:49	<h3 style="margin: 0;">Easement Exhibit</h3> <h3 style="margin: 0;">Howard Public Works</h3>	<p style="font-size: small;">THIS DOCUMENT IS THE PROPERTY OF MAU & ASSOCIATES, INC. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. ANY REUSE OR MODIFICATION OF THIS DOCUMENT WITHOUT THE WRITTEN CONSENT OF MAU & ASSOCIATES, INC. IS STRICTLY PROHIBITED. THE USER ASSUMES ALL LIABILITY FOR ANY ERRORS OR OMISSIONS IN THIS DOCUMENT. MAU & ASSOCIATES, INC. IS NOT RESPONSIBLE FOR ANY DAMAGE TO PERSONS OR PROPERTY ARISING FROM THE USE OF THIS DOCUMENT.</p>
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Mau & Associates
LAND SURVEYING & PLANNING
CIVIL & WATER RESOURCE ENGINEERING
400 Security Boulevard • Green Bay, Wisconsin 54303
Phone: 920.414.9670 Fax: 920.414.9672

Parcel VH-18-3 Permanent Limited Easement (P.L.E.)

Part of Lot 2 of Volume 34, Certified Survey Maps, page 260 (Map #5278-Doc. #1521519), Brown County Records, being located in the Southeast ¼ of the Southeast ¼, Section 1, T24N-R19E, Village of Howard, Brown County, Wisconsin, more fully described as follows:

Commencing at the Southeast corner of Section 1, T24N-R19E; thence S86°42'40"W, 429.06 along the South line of the Southeast ¼ of the Southeast ¼ of said section; thence N01°40'30"E, 35.13 feet to the North 35 foot right of way line of Evergreen Avenue and the point of beginning; thence S86°42'40"W, 200.00 feet along said right of way; thence N01°40'39"E, 558.94 feet along a West line of Lot 2 of Volume 34, Certified Survey Maps, page 260, (Map #5278-Doc. #1521519), Brown County Records; thence N18°35'33"E, 402.93 feet; thence N11°10'33"E, 136.16 feet; thence N30°25'03"W, 131.02 feet; thence N03°49'53"W, 92.24 feet to the North line of said quarter-quarter and lot; thence N86°18'55"E, 60.00 feet along said line; thence S03°49'53"E, 77.91 feet; thence S30°25'03"E, 139.64 feet; thence S11°10'33"W, 120.34 feet; thence N74°04'41"E, 80.64 feet; thence S15°55'19"E, 20.00 feet; thence N74°04'41"E, 163.15 feet; thence N15°55'19"W, 20.00 feet; thence N74°04'41"E, 207.41 feet to the East line of said quarter-quarter and lot; thence S00°57'00"W, 62.70 feet; thence S74°04'41"W, 189.21 feet; thence N15°55'19"W, 20.00 feet; thence S74°04'41"W, 163.15 feet; thence S15°55'19"E, 10.00 feet; thence S74°04'41"W, 108.36 feet; thence S18°35'33"W, 383.12 feet; thence S01°40'39"W, 514.69 feet; thence N86°42'40"E, 139.77 feet to the line between Lot 1 and 2 of said map; thence S01°40'30"W, 30.11 feet to the point of beginning.

Easement area contains 103,370 square feet/ 2.37 acres, more or less.

Parcel VH-18-3 Temporary Limited Easement (T.L.E.)

Part of Lot 2 of Volume 34, Certified Survey Maps, page 260 (Map #5278-Doc. #1521519), Brown County Records, being located in the Southeast ¼ of the Southeast ¼, Section 1, T24N-R19E, Village of Howard, Brown County, Wisconsin, more fully described as follows:

Commencing at the Southeast corner of Section 1, T24N-R19E; thence S86°42'40"W, 429.06 along the South line of the Southeast ¼ of the Southeast ¼ of said section; thence N01°40'30"E, 65.24 feet along the extension and line between Lot 1 and 2 of Volume 34, Certified Survey Maps, page 260, (Map #5278-Doc. #1521519), Brown County Records and the point of beginning; thence S86°42'40"W, 139.77 feet; thence N01°40'39"E, 514.69 feet; thence N18°35'33"E, 383.12 feet; thence N74°04'41"E, 108.36 feet; thence S15°55'19"E, 15.00 feet; thence S74°04'41"W, 88.34 feet; thence S18°35'33"W, 378.40 feet; thence S01°40'39"W, 493.75 feet; thence N86°42'40"E, 114.68 feet to said lot line; thence S01°40'30"W, 15.06 feet to the point of beginning.

Easement area contains 25,493 square feet/ 0.58 acres, more or less.

And also:

Parcel VH-18-3 Temporary Limited Easement (T.L.E.)

Part of Lot 2 of Volume 34, Certified Survey Maps, page 260 (Map #5278-Doc. #1521519), Brown County Records, being located in the Southeast ¼ of the Southeast ¼, Section 1, T24N-R19E, Village of Howard, Brown County, Wisconsin, more fully described as follows:

Commencing at the Southeast corner of Section 1, T24N-R19E; thence N00°57'00"E, 1011.42 feet along the East line of the Southeast ¼ of the Southeast ¼ of said section, said line also being the East line of Volume 34, Certified Survey Maps, page 260 (Map #5278-Doc. #1521519), Brown County Records, to the point of beginning; thence S74°04'41"W 184.66 feet; N15°55'19"W 15.00 feet; thence N74°04'41"E 189.21 feet to said East line of said quarter-quarter and map; thence S00°57'00"W, 15.67 feet along said line to the point of beginning.

Easement area contains 2,804 square feet/ 0.24 acres, more or less.

And also:

Parcel VH-18-3 Temporary Limited Easement (T.L.E.)

Part of Lot 2 of Volume 34, Certified Survey Maps, page 260 (Map #5278-Doc. #1521519), Brown County Records, being located in the Southeast ¼ of the Southeast ¼, Section 1, T24N-R19E, Village of Howard, Brown County, Wisconsin, more fully described as follows:

Commencing at the Southeast corner of Section 1, T24N-R19E; thence N00°57'00"E, 1313.83 feet along the East line of the Southeast ¼ of the Southeast ¼ of said section, said line also being the East line of Volume 34, Certified Survey Maps, page 260 (Map #5278-Doc. #1521519), Brown County Records, to the Northeast corner of said quarter-quarter and map; thence S86°18'55"W, 471.19 feet along said line to the point of beginning; thence S03°49'53"E 73.13 feet; S30°05'03"E 142.51 feet; thence S11°10'33"W 117.71 feet; thence S74°04'41"W, 22.47 feet; thence N11°10'33"E, 120.34 feet; thence N30°25'03"W, 139.64 feet; thence N03°49'53"W, 77.91 feet to the North line of said quarter-quarter and map; thence N86°18'55"E, 20.00 feet along said line to the point of beginning.

Easement area contains 6,712 square feet/ 0.15 acres, more or less.

Parcel VH-18 Permanent Limited Easement (P.L.E.)

Part of Lot 1 of Volume 34, Certified Survey Maps, page 260 (Map #5278-Doc. #1521519), Brown County Records, being located in the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$, Section 1, T24N-R19E, Village of Howard, Brown County, Wisconsin, more fully described as follows:

Commencing at the Southeast corner of Section 1, T24N-R19E; thence S86°42'40"W, 429.06 along the South line of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of said section; thence N01°40'30"E, 35.13 feet to the Southwest corner of Lot 1 of Volume 34, Certified Survey Maps, page 260, (Map #5278-Doc. #1521519), Brown County Records and the point of beginning; thence continuing N01°40'30"E, 30.11 feet along said line; thence N86°42'40"E, 374.01 feet; thence S03°17'20"E, 30.00 feet to the North 35 foot right of way line of Evergreen Avenue; thence S86°42'40"W, 376.61 feet along said line to the point of beginning.

Easement area contains 11,259 square feet/ 0.26 acres, more or less.

Parcel VH-18 Temporary Limited Easement (T.L.E.)

Part of Lot 1 of Volume 34, Certified Survey Maps, page 260 (Map #5278-Doc. #1521519), Brown County Records, being located in the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$, Section 1, T24N-R19E, Village of Howard, Brown County, Wisconsin, more fully described as follows:

Commencing at the Southeast corner of Section 1, T24N-R19E; thence S86°42'40"W, 429.06 along the South line of the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of said section; thence N01°40'30"E, 65.24 feet along the extension and line between Lot 1 and 2 of Volume 34, Certified Survey Maps, page 260, (Map #5278-Doc. #1521519), Brown County Records and the point of beginning; thence continuing N01°40'30"E, 15.06 feet along said line; thence N86°42'40"E, 372.71 feet; thence S03°17'20"E, 15.00 feet; thence S86°42'40"W, 374.01 feet to the point of beginning.

Easement area contains 5,600 square feet/ 0.13 acres, more or less.

Parcel VH-210-4 Permanent Limited Easement (P.L.E.)

Part of the Southwest $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ of Section 6, T24N-R20E, Village of Howard, Brown County, Wisconsin, more fully described as follows:

Commencing at the Southwest corner of Section 6, T24N-R20E; thence N00°57'00"E, 1038.67 feet along the West line of the Southwest $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ of said section to the point of beginning; thence N84°38'54" E 243.79 feet; thence N49°54'10" E 165.29 feet; thence N10°18'56"W, 159.12 feet to the North line of said quarter-quarter; thence S88°11'26"W 40.45 feet along said line; thence S10°18'56"E, 141.90 feet; thence S49°54'10"W 129.58 feet; thence S84°38'54"W 226.86 feet to said West line of said quarter-quarter; thence S00°57'00"W 40.25 feet to the point of beginning.

Easement area contains 21,331 square feet/ 0.49 acres, more or less.

Parcel VH-210-4 Temporary Limited Easement (T.L.E.)

Part of the Southwest $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ of Section 6, T24N-R20E, Village of Howard, Brown County, Wisconsin, more fully described as follows:

Commencing at the Southwest corner of Section 6, T24N-R20E; thence N00°57'00"E, 1008.49 feet along the West line of the Southwest $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ of said section, said line also being the East line of Volume 34, Certified Survey Maps, page 260 (Map #5278-Doc. #1521519), Brown County Records, to the point of beginning; thence continuing N00°57'00"E 30.18 feet; thence N84°38'54"E 243.79 feet; thence N49°54'10"E 165.29 feet; thence N10°18'56"W 159.12 feet; thence S88°11'26"W 40.45 feet; thence S10°18'56"E 141.90 feet; thence S49°54'10" W 129.58 feet; thence S84°38'54"W 226.86 feet; thence N00°57'00" E 10.06 feet; thence N84°38'54" E 222.62 feet; thence N49°54'10"E 120.65 feet; thence N10°18'56"W 137.60 feet; thence N88°11'26"E 80.89 feet; thence S10°18'56"E 172.03 feet; thence S49°54'10"W 192.07 feet; thence S84°38'54"W, 256.49 feet to the point of beginning.

Easement area contains 22,728 square feet/ 0.52 acres, more or less.



November 8, 2012

**RE: Meetings Notice
Evergreen Avenue, Mighty Oak Trail, Copper Oak Circle and a Utility Easement**

Dear Property Owner:

The Village of Howard is currently planning for utility construction on portions of Evergreen Avenue, Mighty Oak Trail, Copper Oak Circle, and a utility easement (see attached Maps). This work includes the installation of sanitary sewer, storm sewer, water main, sewer and water laterals, sidewalks, curb and gutter, asphalt roadway and storm water management facility construction. As a result I am informing you that:

The Village Board is scheduled to review and take action on a preliminary resolution that *declares the intent* to levy special assessments at some future date for the above mentioned project on November 12th at 6:30 p.m. in the Village Hall Board Room located at 2456 Glendale Avenue. If you choose to attend the board meeting, please use the rear entrance to the building as the front door will be locked.

If you have any questions please call 434-4060 or stop by the Public Works Facility at 1336 Cornell Road so that we may address your concerns.

Respectfully,

Michael J Kaster

Michael J Kaster, P.E.
Director of Engineering

CC: Burt R. McIntyre, Village President
Daniel Deppeler, Village Trustee, Wards 15,16, & 17
Paul F. Evert, Village Administrator