

Department of Public Works  
**Engineering Division**  
James M. Wolfe, P.E., City Engineer  
City-County Building, Room 115  
210 Martin Luther King, Jr. Boulevard  
Madison, Wisconsin 53703  
Phone: (608) 266-4751  
Fax: (608) 264-9275  
[engineering@cityofmadison.com](mailto:engineering@cityofmadison.com)  
[www.cityofmadison.com/engineering](http://www.cityofmadison.com/engineering)

**Assistant City Engineer**  
Bryan Cooper, AIA  
Gregory T. Fries, P.E.  
Chris Petykowski, P.E.  
**Deputy Division Manager**  
Kathleen M. Cryan  
**Principal Engineer 2**  
John S. Fahrney, P.E.  
Janet Schmidt, P.E.  
**Principal Engineer 1**  
Mark D. Moder, P.E.  
Andrew J. Zwieg, P.E.  
**Financial Manager**  
Steven B. Danner-Rivers

Parcel Number: «Parcel\_No»  
Situs Address: «Situs\_Address»  
«OwnerLine1»  
«OwnerLine2»  
«OwnerLine3»  
«OwnerLine4»

August 10, 2023

**TO: Property owners along Hawthorne Court**

**RE: Proposed Street Reconstruction Project & Public Hearing**

The City of Madison is proposing to reconstruct Hawthorne Court in 2026. The proposed improvements will include replacement of existing pavement surface and base, curb, gutter, sanitary sewer main and laterals, storm sewer main and inlet drains and potentially water main. It will also include installation of new concrete sidewalk. Enclosed with this letter is a fact sheet with details on the proposed project along with a notification for the Public Hearing before the Board of Public Works. The date and time of the public hearing can be found on the notification.

This project will involve special assessments to the owners of property adjacent to the project. The property owners will be assessed for various items included with this proposed project, and the costs of those items are assessed fully or partially to the owner. A table detailing the City's standard assessment policy for these items is included in the attached fact sheet.

Also included with this letter is a preliminary Schedule of Assessments, which shows the estimated costs for your property adjacent to the project. The Schedule of Assessments for all properties adjacent to the project is available on the project webpage at: [www.cityofmadison.com/HawthorneCourtReconstruction](http://www.cityofmadison.com/HawthorneCourtReconstruction); a hard copy can be mailed to you upon request. The frontages of each property to be assessed are listed on the full schedule. After work is complete, a final assessment cost will be calculated based on bid prices and work actually performed. The final assessment cost, which will be billed after the completion of the project, is payable in one lump sum or over a period of 8 years, with the 4% interest charged on the unpaid balance.

To request accommodations for special needs or disabilities or if you have any other questions regarding this project, please contact the Project Engineer, Emma Almy at (608) 261-5537 or [ealmy@cityofmadison.com](mailto:ealmy@cityofmadison.com). This includes requests relating to the Public Hearing and requests relating to the actual operations of construction.

Sincerely,  
*Janet Schmidt*  
Janet Schmidt, P.E. for James M. Wolfe, P.E.  
City Engineer

**Project Name: Hawthorne Court Reconstruction Assessment District – 2023**

**Project ID: 14636**

Owner:

«OwnerLine1»

«OwnerLine2»

Parcel(s) being assessed:

Parcel Number: «Parcel\_No»

Parcel Location: «Situs\_Address»

<b>Street Reconstruction</b>	<b>Subtotal</b>
«Cost1»	«SubT1»

<b>Sewer Items</b>			
<b>Sanitary Sewer Reconnect</b>	<b>Remove &amp; Replace Sanitary Sewer Lateral</b>	<b>Private Storm Sewer Connection</b>	<b>Subtotal</b>
«Cost2»	«Cost3»	«Cost4»	«SubT2»

<b>Street Subtotal</b>	<b>Sewer Subtotal</b>	<b>Total</b>
«SubT1»	«SubT2»	«Total»

The Schedule of Assessments for all properties adjacent to the project is available on the project webpage at: <https://www.cityofmadison.com/engineering/projects/hawthorne-court-road-reconstruction>. A hard copy can be mailed to you upon request. The full Schedule includes greater details for the cost determination.

JMW:eea

Ald. Juliana Bennett  
Lukas Collins, City Traffic Engineering  
Fadi El Musa Gonzalez, City Engineering  
Andy Zweg, City Engineering  
Brent Pauba, City Engineering  
Mark Moder, City Engineering  
Stefanie Cox, City Parking Utility  
Charles Romines, Streets Division  
Dane County 911  
Bill Sullivan, Fire Department, [wsullivan@cityofmadison.com](mailto:wsullivan@cityofmadison.com)  
Michael Ott, Police Department, [mott@cityofmadison.com](mailto:mott@cityofmadison.com)  
Cedric D Hodo [cdhodo@madison.k12.wi.us](mailto:cdhodo@madison.k12.wi.us)  
Jenni Lawler [jennil@badgerbus.com](mailto:jennil@badgerbus.com)  
John Meier [johnm@badgerbus.com](mailto:johnm@badgerbus.com)  
Vanessa Cruz [vacruz@madison.k12.wi.us](mailto:vacruz@madison.k12.wi.us)

Yang Tao, City Traffic Engineering  
Gretchen Avilés Piñero, City Traffic Engineering  
Kyle Frank, City Engineering  
Chris Petykowski, City Engineering  
Bryan Cooper, City Engineering  
Janet Schmidt, City Engineering  
Tom Lynch, City Transportation  
Ian Brown, City Forestry  
Aaron Leair, City Forestry  
Jennifer Hannah, Police Department, [jhannah@cityofmadison.com](mailto:jhannah@cityofmadison.com)  
Amanda J Nagel [ajnagel@madison.k12.wi.us](mailto:ajnagel@madison.k12.wi.us)  
Dana S Scheel [dsscheel@madison.k12.wi.us](mailto:dsscheel@madison.k12.wi.us)  
John Bain [jdbain@madison.k12.wi.us](mailto:jdbain@madison.k12.wi.us)  
Kenneth R Thomas [krthomas1@madison.k12.wi.us](mailto:krthomas1@madison.k12.wi.us)

**NOTICE OF PUBLIC HEARING  
BEFORE THE BOARD OF PUBLIC WORKS  
FOR  
PLANS, SPECIFICATIONS, AND SPECIAL ASSESSMENTS  
FOR  
PUBLIC WORKS IMPROVEMENTS  
MADISON, WISCONSIN**

**PART I**

The Common Council of the City of Madison, Wisconsin, having heretofore decided that it is expedient and necessary that the improvements as listed in Part II hereof be improved at the expense of the property thereby on which would be conferred some special benefit.

NOW, THEREFORE, NOTICE IS HEREBY GIVEN:

That the City Engineer has prepared plans, specifications, a proposed schedule of assessments, and an estimate of the entire costs of the improvement for each of the districts listed in Part II hereof, and;

That the plans, specifications, a proposed schedule of assessments, and an estimate of the entire cost of the improvements listed hereto are available and open to inspection by all interested persons in the office of the City Engineer, Room 115, City-County Building, 210 Martin Luther King Jr. Blvd. and will so continue to be for ten (10) working days from the first published date of this notice, (please email Board of Public Works, [boardofpublicworks@cityofmadison.com](mailto:boardofpublicworks@cityofmadison.com)) and;

That on **WEDNESDAY, AUGUST 23, 2023 AT 5:30 P.M.**, the Board of Public Works will be held remotely and the public can attend using a laptop or call in by phone. If you would like instruction on how to participate, please email [boardofpublicworks@cityofmadison.com](mailto:boardofpublicworks@cityofmadison.com). The Board will consider any objections that may be filed in writing or in person and hear all persons desiring to be heard, and;

**That special assessments may be paid over an eight (8) year period, with the owner paying 1/8 of the principal each year plus four (4%) percent interest on the unpaid balance, as determined by the Board of Public Works.**

That if the total assessment is paid in full before October 31st in the year that the billing is made, irrespective of project completion, then no interest shall be charged.

If you require an interpreter, materials in alternate formats, or other accommodations to access this public hearing, please contact the Engineering Division at phone (608) 266-4751 or email us at [engineering@cityofmadison.com](mailto:engineering@cityofmadison.com). Please make contact at least 72 hours prior to the date of this public hearing so that we can make proper accommodations.

**PART II**

**HAWTHORNE COURT RECONSTRUCTION ASSESSMENT DISTRICT – 2023**

By Order of the Board of Public Works  
Madison, Wisconsin

PUB: WSJ **AUGUST 11, 2023**



Department of Public Works  
**Engineering Division**

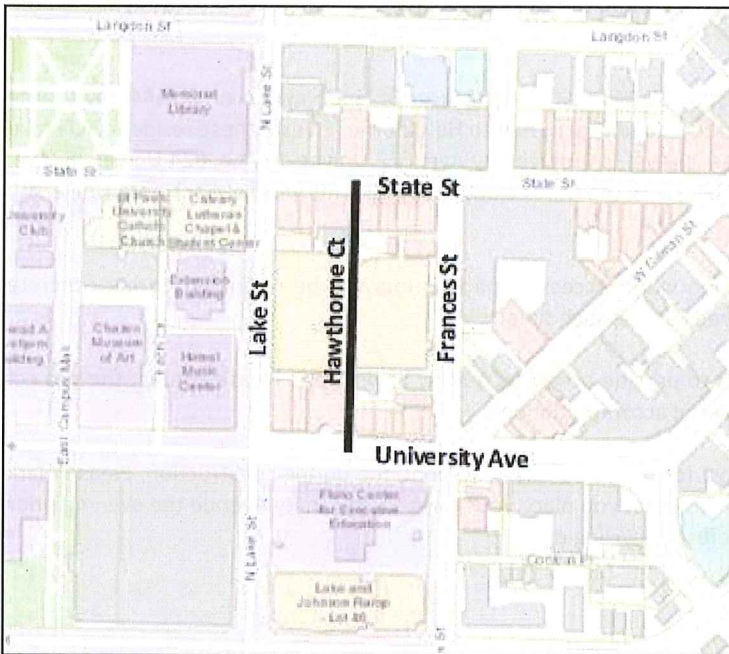
**Fact and Details Sheet:  
 PROPOSED: HAWTHORNE COURT  
 RECONSTRUCTION ASSESSMENT  
 DISTRICT – 2023**

**PROJECT CONTACTS**

- » **Project Manager:** Emma Almy  
 (608) 261-5537, [eamly@cityofmadison.com](mailto:eamly@cityofmadison.com)
- » **Storm & Sanitary Sewer:** Kyle Frank  
 (608) 266-4098, [kfrank@cityofmadison.com](mailto:kfrank@cityofmadison.com)
- » **Traffic:** Lukas Collins  
 (608) 261-9625, [lcollins@cityofmadison.com](mailto:lcollins@cityofmadison.com)
- » **Construction:** John Fahrney  
 (608) 266-9091, [jfahrney@cityofmadison.com](mailto:jfahrney@cityofmadison.com)
- » **Contractor:** To be determined

**Project Details – Proposed Work**

Assessment Policy Breakdown Item	Property Owner Share	City Share
Replace 4.75' of Concrete Pavement	100%	0%
Remainder of Pavement, if any	0%	100%
Install New Sidewalk	0%	100%
Replace Curb & Gutter	0%	100%
Sanitary Laterals to property line	25%	75%
Sanitary Sewer Main	0%	100%
Storm Sewer Main	0%	100%
Private Storm Sewer Lateral	100%	0%



**Sanitary Sewer:** Replace the existing sanitary sewer mains with new PVC pipes and replace laterals from the main to the property line.

**Storm Sewer:** Replace the existing storm sewer main with new concrete pipes, inlets and access structures as needed to convey street runoff.

**Street:** Hawthorne Court will be fully reconstructed with this project, including new roadway gravel, concrete curb & gutter, concrete pavement, and concrete sidewalk.

**Hawthorne Court will be reconfigured as a northbound one-way street, to improve traffic flow. All traffic will enter from the south at University Avenue and proceed north, then take a left into the bus terminal and exit onto Lake Street.** In order to exit, residents of properties 627 State St, 629 State St, 631 State St, 639 State St, 645 State St, 651 State St, 440 Hawthorne Ct, 444 Hawthorne Ct, and 449 Hawthorne Ct will drive south until reaching the bus terminal entrance and then turn right to exit onto Lake Street through the bus terminal. **There is no southbound traffic allowed past the bus terminal entrance.**

**Maintenance Responsibilities:** On the westerly side of the street, it is the fronting property owner's responsibility to maintain the concrete sidewalk for snow removal purposes.

**Assessments:** The final assessments will be mailed in 2027. Property owners can pay the assessments in a lump sum or over 8 years with a 4% interest rate.

**Project Website:** Updates will be regularly posted to the project page throughout construction, along with the project plan. The full schedule of assessments can also be viewed here as well as supplementary information about related projects such as State Street Campus Garage.

[www.cityofmadison.com/HawthorneCourtReconstruction](http://www.cityofmadison.com/HawthorneCourtReconstruction)

## Construction Schedule & Impacts

**Tentative Schedule:** This project is scheduled to be bid in spring 2026. Construction is expected to begin spring/summer 2026 and be finished fall 2026. Construction is expected to take around 4 months to complete.

**Traffic Impacts:** Construction will be split into 2 phases: construction between the existing City parking garages and construction on the north/south ends of Hawthorne Court.

*Reconstructing Street between Existing Parking Garages:*

Northern properties (627 State St, 629 State St, 631 State St, 639 State St, 645 State St, 651 State St, 440 Hawthorne Ct, 444 Hawthorne Ct, and 449 Hawthorne Ct) will travel on Lake St, turn right onto State St, and turn right into Hawthorne. To exit, these residents will take State St west to exit onto Lake St. Southern Properties (616 University Ave, 620 University Ave, 622 University Ave, 624 University Ave, and 411 Hawthorne Ct) will enter from University Ave and turn into Hawthorne Ct. To exit, these residents will exit back onto University Ave.

*Reconstructing Street on North and South Ends:*

Hawthorne Court will be closed to thru traffic during construction work. Access to parking lots will be restricted during concrete installation and curing time. Parking Utility will address parking needs during such time.

During these disruptions, the Contractor will work with residents to provide access as quickly as possible. Please contact the project manager if you have accessibility concerns and need to request special accommodations.

**Refuse Collection:** It will be the contractor's responsibility to allow for refuse collection to continue during construction. Please mark your address on your cart to make sure it is returned if moved. We ask that you place your carts at University Avenue the evening prior to or at the very latest 6:00 a.m. the morning of your scheduled refuse/recycling day.

## Supplemental Forestry Information

Tree pruning in advance of the project is required to reduce the risk of damage to the trees during construction.

The City of Madison Forestry Section will perform the necessary work. For certain species, especially oak and elm trees, the pruning must be completed by April 1 to reduce the chance of disease. If additional trees need to be removed, City Engineering will notify the adjacent property owner prior to removal. Street trees provide many benefits to our city and are considered an important part of the city's infrastructure. Forestry Section staff will evaluate the terrace for new planting sites and potential replacement sites when the project is complete. There is no additional cost to the adjacent property owner for a tree planting. Street trees are typically planted in the spring of the year following the completion of the construction project. Per Madison General Ordinance 10.10, City Forestry determines tree species and planting locations. Residents cannot choose or plant their own tree in the terrace.

For any questions regarding street tree maintenance or planting, please contact the general forestry line at 266-4816.

Project ID: 14636  
 Project Name: Hawthorne Court Reconstruction Assessment District - 2023

Parcel No./ Zoning	Owner Name Address	Parcel Location/Condo	Frontage				Sanitary Sewer Items				Storm Sewer Items		Total Assessment	
			LF	Frontage St	Multiple Front	4.75' Concrete Pavement Reconstruction Assessment @		Sanitary Sewer Reconnect Assessment @		Remove & Replace Sanitary Sewer Lateral Assessment @		Private Storm Sewer Connection Assessment @		
						\$40.95 per LF	Cost	\$1,437.50 per Each	Cost	\$24.15 per LF	Cost	\$3,000 per Each		Cost
070923203049 DC	MARLEN BUILDING LLC 1619 CYPRESS TRL MIDDLETON, WI 53562	627 State St	42.5, 167	State St, Hawthorne Ct	Yes	38	\$1,556.10	1	\$1,437.50	10	\$241.50	2	\$6,000.00	\$9,235.10
070923203057 DC	424 WISCONSIN LLC 5223 TONYAWATHA TRL MONONA, WI 53716	639 State St	86, 132	State St, Hawthorne Ct	Yes	14	\$573.30	2	\$2,875.00	20	\$483.00	0	\$0.00	\$3,931.30
070923203099 PD	CITY OF MADISON PARKING STATE STREET CAMPUS RAMP PO BOX 2986 MADISON, WI 53701-2986	415 N Lake St	264, 264	N Lake St, Hawthorne Ct	Yes	265	\$10,851.75	0	\$0.00	0	\$0.00	0	\$0.00	\$10,851.75
070923203114 UMX	OKONEK PROPERTIES LLC PO BOX 185 MONDOVI, WI 54755	622 University Ave	87, 132	University Ave, Hawthorne Ct	Yes	132	\$5,405.40	1	\$1,437.50	10	\$241.50	0	\$0.00	\$7,084.40
070923203130 UMX	CITY OF MADISON PARKING STATE STREET CAMPUS RAMP PO BOX 2986 MADISON, WI 53701-2986	430 N Frances St	264, 269	N Frances St, Hawthorne Ct	Yes	292	\$11,957.40	3	\$4,312.50	30	\$724.50	1	\$3,000.00	\$19,994.40
070923203205 UMX	LINDHOLM PROPERTIES 411 HAWTHORNE CT LLC 429 S MIDVALE BLVD MADISON, WI 53711-1413	411 Hawthorne Ct	60	Hawthorne Ct	No	60	\$2,457.00	1	\$1,437.50	10	\$241.50	1	\$3,000.00	\$7,136.00
070923203213 UMX	K & P YAN LLC SUITE 216 2801 INTERNATIONAL LN MADISON, WI 53704	616 University Ave	44, 72	University Ave, Hawthorne Ct	Yes	72	\$2,948.40	1	\$1,437.50	10	\$241.50	1	\$3,000.00	\$7,627.40
						873	\$ 35,749.35	9	\$ 12,937.50	90	\$ 2,173.50	5	\$15,000.00	\$ 65,860.35