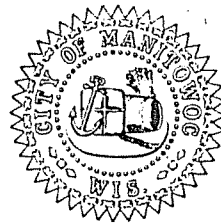


Public Inquiries  
4-21-14

# CITY OF MANITOWOC

WISCONSIN, USA  
www.manitowoc.org

14-820



## MEMO

**TO:** Mayor Nickels, City Council Members  
**FROM:** Dan Koski, Director Public Infrastructure  
**DATE:** April 21, 2014  
**RE:** Rescind Snow Shoveling Assessment for 1344 N. 8<sup>th</sup> Street

For 2013-14 the way snow shoveling complaints are tracked was changed. It was incorporated into Springbrook – Code and Contact. Two complaints were received for 1344 N. 8<sup>th</sup> Street. The first complaint when inspected the property owner had shoveled the snow so no noncompliance letter was sent. A second complaint was received. An error was made and it was coded as a second offense, inspect and shovel. It should have been coded second offense, inspect and send noncompliance letter. The crew went out and inspected. The sidewalk was not shoveled so the crew immediately shoveled it. The owner never received a noncompliance letter. We have reviewed our process and corrected this so it does not happen again in the future.

We are requesting the \$300.00 assessment be rescinded because the property owner did not have proper notification.

Respectfully,

A handwritten signature in black ink, appearing to read "Dan Koski".

Dan Koski



# CITY OF MANITOWOC

INVOICE

900 QUAY ST.

MANITOWOC, WI 54220

S/A YEAR: 2014

S/A TYPE: SH1401

DATE CHARGED

03/18/2014

DATE DUE

11/01/2014

AMOUNT

300.00

MUCHIN LIVING TRUST JAY Z & ROBIN  
712 N 11TH ST  
MANITOWOC WI 54220

THIS STUB IS FOR OUR RECORDS  
AND MUST ACCOMPANY PAYMENT

AMOUNT PAID \$ \_\_\_\_\_

320001030SH1401



320001030

CITY OF MANITOWOC, MANITOWOC, WI 54220

DESCRIPTION	AMOUNT
S/A YEAR: 2014 S/A TYPE: SH1401 FEET: 300 RATE: 1 2013 - 2014 SNOW SHOVELING	
1344 N 8TH ST. - 2-7-2014	
THIS IS YOUR NOTICE THAT A CHARGE HAS BEEN MADE, IN ACCORDANCE WITH THE MUNICIPAL CODE & STATE STATUTES, AGAINST THE HEREINAFTER DESCRIBED LOT OR LOTS IN THE CITY OF MANITOWOC FOR 2013 - 2014 SNOW SHOVELING. PAYMENT MAY BE MADE AT THE OFFICE OF THE MANITOWOC CITY TREASURER. IF THE AMOUNT ABOVE IS NOT PAID BEFORE 11/01/2014, SAME WILL BE ENTERED UPON THE NEXT ANNUAL TAX ROLL AND WILL BE COLLECTED WITH OTHER TAXES. IF YOU HAVE ANY QUESTIONS, CALL 686-6950.	
1344 N 8TH ST HAMANNS SUBD. LOT 3 BLK. 1	
DATE DUE 11/01/2014	300.00
	300.00

To Karen D. 920-686-6525