

It is expected that a Quorum of the Personnel Committee, Administration Committee, and Common Council will be attending this meeting: (although it is not expected that any official action of any of those bodies will be taken)

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
September 21, 2015
6:45 PM
or immediately following the Administration Committee

AGENDA

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE

1. [September 8, 2015](#)

D. DISCUSSION / ACTION ITEMS

1. [Development Agreement Between the City of Menasha and Van's Realty and Construction of Appleton, Inc.](#)
2. [Recommendation to Modify Lane Assignments on Washington Street North of Nicolet Boulevard](#)
3. [Methodology of Billing Storm Water](#)
4. [Motion to Remove from Table – Ald. Krautkramer – Resolution R-25-15 Pertaining to Equivalent Runoff Unit \(ERU\) Charges for Storm Water Utility; Introduced by Mayor Merkes \(carryover from 8/3/15 meeting\)](#)

E. ADJOURNMENT

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha City Clerk at 967-3603 24-hours in advance of the meeting for the City to arrange special accommodations."

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
September 8, 2015
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Vice-Chairman Langdon at 9:41 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Taylor, Langdon, Keehan, Zelinski, Benner, Nichols.

EXCUSED: Aldermen Krautkramer and Spencer.

ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, DPW Radtke, CDD Keil, ASD Steeno, Clerk Galeazzi

C. MINUTES TO APPROVE

1. [August 17, 2015](#)

Moved by Ald. Taylor seconded by Ald. Keehan to approve minutes.

Motion carried on voice vote.

D. DISCUSSION / ACTION ITEMS

1. [Street Use Application – Menasha High School Homecoming Parade; Friday, October 2, 2015; 5:30 PM – 6:15 PM](#)

DPW Radtke reported all requirements for a street use are in order.

Moved by Ald. Taylor seconded by Ald. Keehan to recommend to Common Council Street Use Application for Menasha High School Homecoming Parade for Friday October 2, 2015, 5:30pm – 6:15pm

Motion carried on roll call 6-0.

2. [Payment – Northeast Asphalt, Inc.; New Street Construction and Reconstruction, Concrete Curb and Gutter, Asphalt Pavement, Storm Sewer – Southfield West/Natures Way Subdivision Streets, Barker Farm VI Subdivision Street, River Lea Court, Broad Street, Ida Street, Manitowoc Street and Lincoln Street; Contract No. 2015-01; \\$295,720.35 \(Payment No. 5\)](#)

DPW Radtke explained the payment is for asphalt paving work done on the streets listed. There is still some final paving for River Lea Court and Broad Street.

Moved by Ald. Taylor seconded by Ald. Keehan to recommend to Common Council Payment to Northeast Asphalt, Inc. for new street construction and reconstruction, concrete curb and gutter, asphalt pavement, storm sewer for Southfield West/Natures Way Subdivision Streets, Barker Farm VI Subdivision Streets, River Lea Court, Broad Street, Ida Street, Manitowoc Street and Lincoln Street, Contract No. 2015-01 in the amount of \$295,720.35 (Payment No. 5).

Motion carried on roll call 6-0.

3. [Authorization to Execute Intergovernmental Agreement to Satisfy Eligibility for Recycling Consolidation Grant for Calendar Year 2016](#)

DPW Radtke explained the agreement involves a consortium of Winnebago County communities applying for a recycling grant with WisDNR. Funds from the grant will be directed to those communities that distribute the Tri-County Recycling Guide.

Moved by Ald. Taylor seconded by Ald. Keehan to recommend to Common Council Authorization to Execute Intergovernmental Agreement to Satisfy Eligibility for Recycling Consolidation Grant for Calendar Year 2016.

Motion carried on roll call 6-0.

Ald. Taylor was excused at 9:46 p.m.

Vice-Chairman Langdon stated the Board of Public Works would need to adjourn as there was no longer a quorum of the members.

E. ADJOURNMENT

Moved by Ald. Zelinski seconded by Ald. Keehan to adjourn at 9:47 p.m.

Motion carried on voice vote.

Respectfully submitted by Deborah A. Galeazzi, WCMC, City Clerk

DEVELOPMENT AGREEMENT BETWEEN THE CITY OF MENASHA AND VAN'S REALTY AND CONSTRUCTION OF APPLETON, INC.

THIS AGREEMENT is entered into on this _____ day of _____, 2015 between the City of Menasha (City) and Van's Realty and Construction, Inc. (Van's) .

WHEREAS, the City has determined that the development of residential property shown in the attached Exhibit A (Development Property) is desirable for the City of Menasha; and,

WHEREAS, Van's has agreed to develop this property within the City of Menasha;

NOW THEREFORE, the parties mutually agree as follows:

1. On or before September 1, 2016, Van's shall cause the installation of all infrastructure. City has the authority to inspect such infrastructure during construction.
2. The City will pay to Van's the actual cost of the infrastructure within 15 days of the receipt of any billing for such infrastructure. The cost of infrastructure will not exceed that the price which the City would have paid had it installed the infrastructure. Van's shall advise the City as to the firm cost within 90 days after installation of the infrastructure. This total amount shall not exceed \$1,102,000.
3. The City shall, pursuant to its deferred assessment policy under Sec. 3-2-16 levy an area special assessment for the costs of the infrastructure identified in #8 against the benefited properties consisting of the remaining unsold lots in the Development Property owned by Van's. The City shall not assess for any infrastructure or storm water management facilities that may serve the Development Property, but are not located within the Development Property.
4. The City shall determine what portion of the area assessment is assigned to each lot as a special assessment, which shall be due and payable at the time of the sale transfer of that lot.
5. Van's shall pay the special assessments owed on not less than five lots per year commencing in 2016- 2017. Such payment shall be made on or before December 31 each year and continue until all lots are sold.
6. On or before December 31, 2016 2017 Van's shall cause construction of residential homes on at least 5 lots created by the subdivision plat to be completed. Construction is considered complete when an occupancy permit has been issued.
7. The City shall cause the street and other infrastructure to be extended from Villa Way to the south boundary of the Development Property coincident with the construction of the streets and infrastructure within the Development Property.
8. For purposes of this agreement, the term "infrastructure" shall include the following:
 - a. Sanitary sewer mains and laterals, water mains and laterals, storm sewer mains and laterals, street gravelling and grading; and
 - b. Temporary and final street paving; including curb and gutter; and
 - c. All engineering costs to design and plat the subdivision, bid and let all construction work, oversee construction to City specifications, land surveying, etc.; and
 - d. Installation of electric service to the lots by Menasha Utilities.
9. Parkland dedication fees in the amount of \$550 for each lot shall be collected from the applicant upon issuance of a building permit.

10. Van's obligations described in this Agreement require the granting of a variance for right of way width. Van's obligations are conditioned upon the obtaining of such approvals from applicable governmental bodies in the manner required by law.
11. The various specific undertakings of the City described in this Agreement require approvals from the City's Common Council and/or Planning Commission as well as from governmental bodies external to the City, some of which approvals may require public hearings and other legal proceedings. The City's obligations are conditioned upon the obtaining of all such approvals in the manner required by law. The City cannot assure that all such approvals will be obtained, but will use good faith efforts to obtain such approvals on a timely basis.
12. The rights, duties and obligations of the parties hereunder shall not be assigned without the prior written consent of both parties to the assignment.
13. This agreement shall be binding upon all successors, heirs, and assigns of the parties and shall run with the land.
14. The State of Wisconsin and Calumet County are designated as jurisdiction and venue in the event of any legal dispute concerning this agreement.
15. This agreement shall terminate if a subdivision plat of the subject property has not been recorded in the office of the Calumet County Register of Deeds by June 1, 2016. Said plat must include all improvements as required by the City of Menasha subdivision regulations.
16. The parties agree that this constitutes the complete agreement of the parties. Any amendments shall not become effective until agreed to in writing and signed by all parties.

CITY OF MENASHA

**VAN'S REALTY AND CONSTRUCTION
OF APPLETON, INC**

Donald Merkes, Mayor

Jerome A. Haen, President

Deborah A. Galeazzi, City Clerk



September 17, 2015

Board of Public Works
City of Menasha
Menasha, WI 54952

RE: Revise Channelized Lane Designations at the Washington Street/Nicolet Boulevard Intersection

Members of the Board:

In March of 2011 the Engineering Department was asked to look into the feasibility of changing the directional lane markings for traffic southbound on Washington Street approaching Nicolet Boulevard. Currently, southbound traffic in the innermost lane is required to turn left onto either Nicolet Boulevard or First Street. The request is seeking removal of that requirement to turn left, thus allowing traffic to continue straight onto Commercial Street from the left lane on Washington Street. At that time the City of Menasha approached the City of Neenah to gather their information and input as to the possible change. The traffic signals that are operating at the intersection are owned and maintained by the City of Neenah. Neenah was planning to do traffic counts and they were going to look at the entire Commercial Street corridor when they did Synchro modeling. They were going to utilize their accident report information and accident reports that we supplied to better respond to our request. The City of Neenah has completed installation and programming of the new microwave detection at the signalized intersection. In recent discussions with Neenah Traffic Engineer, James Merten, he is confident that with the new detection, the proposed change could provide smooth traffic flow in the southbound direction. James did mention that if they observe any congestion issues with left turning traffic, they can look to adjust some of the detection zones and phase timing to better accommodate the new traffic patterns.

On-site observations show that traffic in the innermost lane often times does not realize that the respective southbound lane is a left-turn only lane and try to change to the through traffic lane close to the intersection. The existing lane delineation signs on an existing sign bridge are after the bend in the road just north of the intersection and drivers are often not anticipating the left turn only movement from the innermost lane.

Please see attached the most recent accident history that we have for the Menasha area of the intersection. The majority of the accidents are rear end accidents for the southbound traffic.

In reviewing the intersection history, accident discussions/history, on-site lane delineation limitations and with input and design opinions from the City of Neenah, the Department feels that this southbound traffic movement would be better served by having the southbound innermost lane be designated as left turn and through traffic movements and the outside lane continue to be the right turn and through movement.

Sincerely,

Tim J. Montour
Engineering Supervisor

Attachments

C: Street file

P:\PUBLICWORKS\PUBLICWORKS\Tim\traffic_studies\Traffic Study(Washington, Nicolet, Commercial 9_16_2015).doc

Mark Radtke

From: Martin R. Schrampfer
Sent: Thursday, March 31, 2011 9:20 AM
To: Mark Radtke
Cc: Robert Stanke
Subject: Turn lanes, Washington@Nicolet
Attachments: Nicolet_Washington_alt2.JPG; Nicolet_Washington_Current.JPG; Nicolet_Washington_Proposed.JPG

Dear Director Radtke:

I am contacting you to suggest consideration be given to changing the directional markings and requirements for vehicular traffic going southbound on Washington St at the intersection of Nicolet Blvd/Sanford Sts. Currently traffic heading south in the outside lane is allowed to go straight or turn right onto Sanford St. Traffic heading south in the inside lane is required to turn left onto either First St or Nicolet Blvd. It is my belief that this was done originally due to parking on N. Commercial St. which narrowed the southbound side to one lane. That parking has been long removed and Commercial St southbound is now 2 lanes for over a mile into Neenah.

Other considerations:

- A significant percentage of traffic disregards the left turn designation and goes straight anyway.
- The overhead sign is not readily visible until traffic rounds a curve in the road, by that time they are focusing on the upcoming complicated intersection.
- When I have been able to stop violators they are almost always from out of town and were confused about the lanes.
- I have tried many times to enforce the left turn regulations however there is no area to clearly observe the violation AND safely pull out and stop the violators.
- There is a left turn arrow that comes on initially along with the green light for southbound so traffic going straight or left could proceed immediately.
- The vast majority of traffic southbound goes straight and would benefit from an additional straight lane.
- When the 441 bridge is closed due to inclement weather or traffic incident southbound traffic on Washington St. can back up past River St. This compounds problems when traffic in the left lane passes two blocks of traffic then discovers they are in a left turn only lane.
- Making this change would allow for the removal of the overhead sign reducing future costs.

I recently discussed this with a citizen who is a lifelong resident of Doty Island and he supported it and brought up the possibility of doing the same thing for Traffic westbound on Nicolet Blvd as well. Inside lane turning left onto First St or onto the inside lane of Commercial St and the center lane turning onto the outside lane of Commercial or onto Sanford St. I advised I would pass this along for consideration but that I was not sure if this would work with traffic making multilane turning maneuvers.

Attached are 3 images, one showing the approximate current lane setup, one being the proposed setup of both southbound lanes being able to go straight and the third image being the alternate one where 2 lanes of Nicolet can proceed onto Commercial as well.

I look forward to hearing your engineering prospective on this, if there is anything I can do to assist please do not hesitate to contact me and thank you for your consideration.

OIC Martin Schrampfer #E64
City of Menasha Police Department
430 First St

COLLISION DIAGRAM

Key Number = _____

MUNICIPALITY: Menasha COUNTY: Winnebago
 INTERSECTION: Nicolet Blvd.
 PERIOD: 0 YEARS 0 MONTHS FROM _____ TO _____

FILE: nicolet_washingt
 CASE # : _____
 BY: cr DATE: 9/15/2015



10
2 8 9

SYMBOLS

- | | | | |
|--|-----------------|----------|--------------|
| | MOVING VEHICLE | P | PEDESTRIAN |
| | TURNING VEHICLE | B | BICYCLIST |
| | BACKING VEHICLE | A | ANIMAL |
| | PARKED VEHICLE | | FIXED OBJECT |
| | RECORD NUMBER | | Fatal |

MANNER OF COLLISION

- | | | | |
|--|----------------|--|-------------|
| | REAR END | | HEAD ON |
| | LEFT TURN | | RIGHT TURN |
| | LEFT TURN | | RIGHT TURN |
| | OVERTAKE | | RIGHT ANGLE |
| | OUT OF CONTROL | | SIDE SWIPE |

DETAILS OF ACCIDENT HISTORY

PERIOD STUDIED: FROM: _____ TO: _____ 0 MONTHS	ROUTE NUMBER/STREET NAME: Nicolet Blvd. LOCATION: at Washington St. MUNICIPALITY: Menasha COUNTY: Winnebago REFERENCE MARKERS / NODES:	CASE No. _____ FILE: nicoleet washingt BY: cr DATE: 9/15/2015
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No.	DATE	TIME	# VEHICLES	SEVERITY	LIGHT COND	ROAD CHAR	SURFACE	WEATHER	CONTRIB. FACTORS	ACC. TYPE	ACCIDENT DESCRIPTION	KEY #
1	11/19/1995	14:36		INJ			1	2		REN		
2	3/5/1997	14:01		PDO			1	1		OTH		
3	9/8/1998	13:04		PDO			1	1		REN		
4	5/6/2000	16:01		INJ			1	1		REN		
5	3/26/2001	14:35		PDO			1	2		RAN		
6	4/6/2001	12:02		INJ			1	2		REN		
7	10/26/2001	9:33		PDO			1	2		OVTK		
10	11/30/2001	6:49	2	INJ	4	1	2	3	7	Rang	unit 1 turning left, did so right in front of oncoming unit 2	
8	1/6/2002	12:57	2	N/R	1	1			4	Rend	unit 2 was stopped in traffic when unit 1 rear ended it	
9	1/25/2003	13:48	2	N/R	1	1			3	Back	unit 1 tried to back into center lane, struck unit 2	
11	5/20/2003	9:20	2	INJ	1	1	1	1	17	Rang	unit 2 ran a red light and collided with northbound unit 1	
12	7/28/2003	12:49	2	PDO	1	1	1	1	4 9	Rend	unit 2 was slowing to make turn when unit 1 rear ended it	
13	11/28/2003	9:05	2	PDO	1	1	4	4	66 19	Rend	unit 2 stopped at red light when unit 1 rear ended it	
14	5/14/2004	12:44	2	PDO	1	1	2	3	4	Rend	unit 2 was stopped at red light when unit 1 rear ended it	
15	4/5/2006	23:33	1	INJ	4	1	1	1	4 14	Blke	bicycle 1 struck parked veh. 2	
16	10/5/2006	15:50	2	N/R	1	1	0	0	4	Rend	unit 1-sb stopped at red light-rear ended by unit 2-sb	
17	5/29/2010	19:19	2	N/R	1	1	1	1	9	Rend	veh 1 rear ended motorcycle 2 after it proceeded then stopped	
18	8/26/2013	9:48	2	INJ	1	4	2	3	14 13	Blke	bicycle2 went against traffic, hit veh1 which had a green light	

ACCIDENT SUMMARY SHEET

ROUTE: *Nicolet Blvd.*

LOCATION: *at Washington St.*

MUNICIPALITY: *Menasha*

COUNTY: *Winnebago*

TIME PERIOD COVERED: -

REFERENCE MARKERS / NODES -

REMARKS: *All Accidents*

DATE: *9/15/2015*

TIME OF DAY	# ACC	%
6 AM - 10 AM	5	27.8%
10 AM - 4 PM	10	55.6%
4 PM - 7 PM	1	5.6%
7 PM - 12 AM	2	11.1%
12 AM - 6 AM	0	0.0%
Unspecified	0	0.0%
Total	18	

DIRECTION	# ACC	%	DIRECTION	# ACC	%
North	5	15.6%	Northeast	0	0.0%
South	14	43.8%	Northwest	0	0.0%
East	0	0.0%	Southeast	1	3.1%
West	12	37.5%	Southwest	0	0.0%
Total	32		Unspecified	0	0.0%

WEATHER	# ACC	%
Clear	7	38.9%
Cloudy	4	22.2%
Rain	3	16.7%
Snow	1	5.6%
Sleet/Hail/Freezing Rain	0	0.0%
Fog/Smog/Smoke	0	0.0%
Unspecified	3	16.7%
Total	18	

ACCIDENT TYPE	# ACC	%	ACCIDENT TYPE	# ACC	%
Rear End	10	55.6%	Pedestrian	0	0.0%
Overtake	1	5.6%	Bicycle	2	11.1%
Right Angle	3	16.7%	Parked Vehicle	0	0.0%
Left Turn	0	0.0%	Backing	1	5.6%
Right Turn	0	0.0%	Run Off The Road	0	0.0%
Fixed Object	0	0.0%	Animal	0	0.0%
Head On	0	0.0%	Other	1	5.6%
Sideswipe	0	0.0%	Unspecified	0	0.0%
Total	18				

SURFACE	# ACC	%
Dry	11	61.1%
Wet	3	16.7%
Mud/Slush	0	0.0%
Snow/Ice	1	5.6%
Unspecified	3	16.7%
Total	18	

ACCIDENT SEVERITY	# ACC	%
Fatal	0	0.0%
Injury	7	38.9%
Property Damage	7	38.9%
Non-Reportable	4	22.2%
Total	18	

TIME OF YEAR	# ACC	%
Winter (Dec-Feb)	2	11.1%
Spring (Mar-May)	8	44.4%
Summer (Jun-Aug)	2	11.1%
Fall (Sep-Nov)	6	33.3%
Total	18	

TYPE OF VEHICLE	# ACC	%
Passenger Cars	21	100.0%
Commercial Vehicles	0	0.0%
Total	21	

DAY OF WEEK	# ACC	%
Sunday	3	16.7%
Monday	2	11.1%
Tuesday	2	11.1%
Wednesday	2	11.1%
Thursday	1	5.6%
Friday	4	22.2%
Saturday	4	22.2%
Total	18	

LIGHT CONDITION	# ACC	%
Daylight	9	50.0%
Dawn/Dusk	0	0.0%
Night	2	11.1%
Unspecified	7	38.9%
Total	18	

SUMMARY OF ACCIDENT SEVERITY BY YEAR:

	0
Fatal Accidents	0
Injury Accidents	0
Property Damage Accidents	0
Non-Reportable Accidents	0
Total Accidents	0

DETAILS OF ACCIDENT HISTORY

PERIOD STUDIED: FROM: _____ TO: _____ 0 MONTHS		ROUTE NUMBER/STREET NAME: <u>Sanford St.</u>		CASE No. _____ FILE: <u>sanford_washingt</u>	
		LOCATION: <u>at Washington St.</u>		BY: <u>cr</u>	
		MUNICIPALITY: <u>Menasha</u> COUNTY: <u>Winnebago</u>		DATE: <u>9/15/2015</u>	
		REFERENCE MARKERS / NODES: _____			
No.	DATE	TIME	CONTRIB. FACTORS	ACC. TYPE	KEY #
1	2/7/2003	5:42	19 66	Rend	
unit 1 was stopped at red light when unit 2 rear ended it					

North



SCALE: 1" = 50'±

WASHINGTON ST.

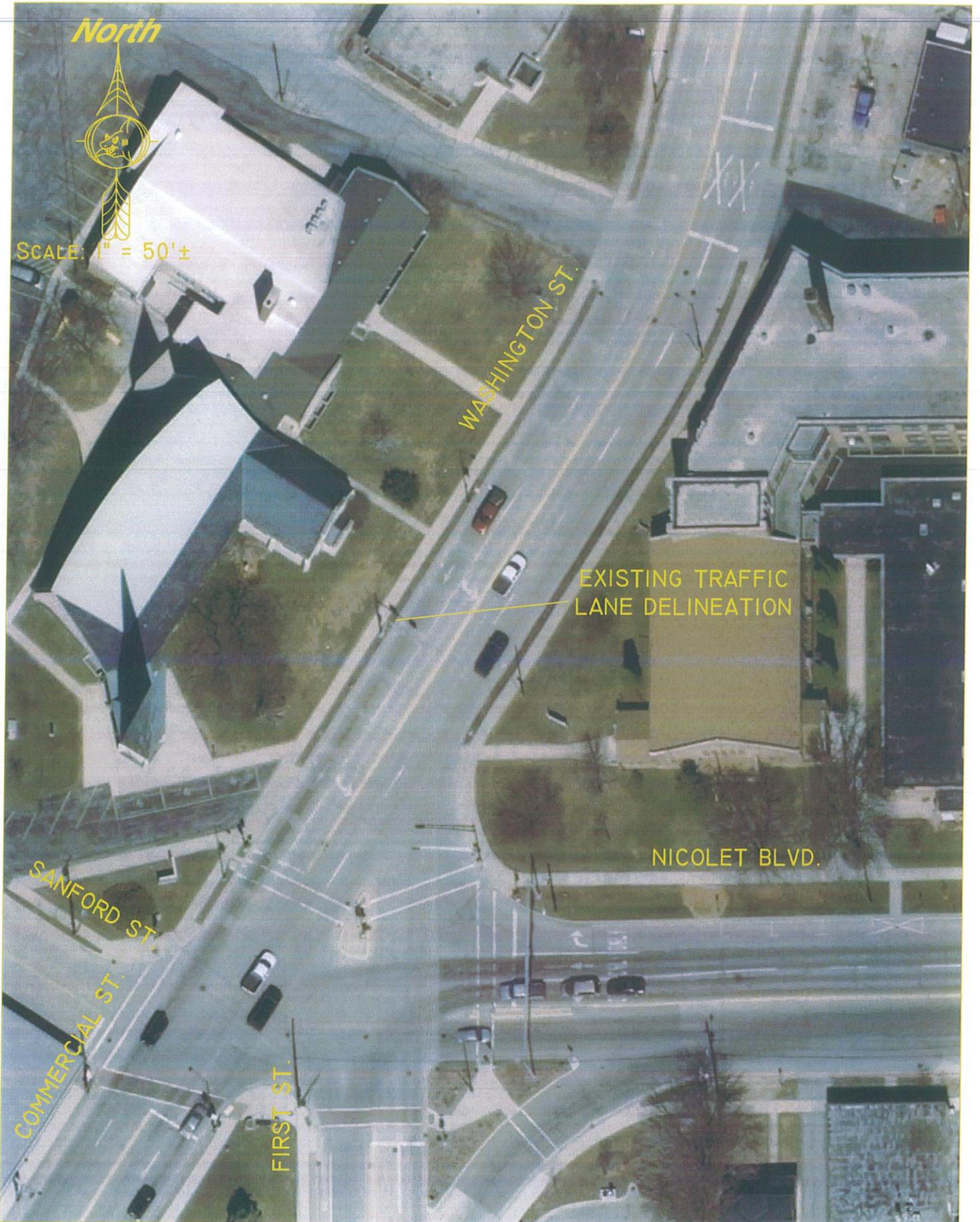
EXISTING TRAFFIC LANE DELINEATION

NICOLET BLVD.

SANFORD ST.

COMMERCIAL ST.

FIRST ST.





MEMORANDUM

To: City of Menasha Board of Public Works

From: Mark Radtke, Director of Public Works
Peggy Steeno, Director of Administrative Services

Date: September 2, 2015

RE: Methodology Used To Bill Storm Water Charges

BACKGROUND

The methodology currently used to bill storm water charges in the City of Menasha was established by the Common Council in 2008. As part of the creation of the Storm Water Utility in 2008, effective in 2009, the following customer classifications and equivalent run-off units (ERU's) were established:

Residential – Single Family	= 1 ERU
Residential – Duplex	= 1 ERU X number of dwelling units (2 ERU's)
Residential – Multi-Family	= ERU charge X parcel impervious area / 2,980 square feet
Residential – Riparian	= 0.80 ERU X number of dwelling units
Non-Residential	= ERU charge X parcel impervious area / 2,980 square feet

Recently there have been questions as to whether the above methodology is the most appropriate way to charge, specifically with regard to the duplex ERU's.

ANALYSIS

As shown in the comparable analysis provided at the July 20, 2015 Board of Public Works Meeting, as attached, various communities handle the duplex charge differently, ranging from 1.00 ERU to 2.00 ERU's per duplex.

Below is an analysis showing the effect of the different rates, using the specific number of duplex properties in the City of Menasha, under the currently established rates:

Current – Duplexes – 1.00 ERU Per Dwelling Unit / 2.0 ERU's Per Duplex:

Total Number of ERU's – 14,920
Total Amount of Revenue - \$1,119,000
Number of Duplexes - 490
Current Duplex Charge - \$150 / Year
1 ERU - \$75.00 / Year

Alternate #1 – Duplexes - 0.75 ERU's Per Dwelling Unit / 1.50 ERU's Per Duplex:

Total Number of ERU's – 14,675

Total Amount of Revenue - \$1,119,000

Number of Duplexes - 490

Duplex Charge - \$114.48 / Year

1 ERU – \$76.32 / Year (An increase of \$1.32 / ERU)

Alternate #2 - Duplexes - 0.50 ERU's Per Dwelling Unit / 1.00 ERU Per Duplex:

Total Number of ERU's – 14,430

Total Amount of Revenue - \$1,119,000

Number of Duplexes - 490

Duplex Charge - \$77.64 / Year

1 ERU - \$77.64 / Year (An increase of \$2.64 / ERU)

As illustrated in the analysis above, reducing the number of ERU's being charged to duplexes, will increase the overall rate per ERU, thereby reducing the charge for duplexes and increasing the charge to all other properties in the City.

FISCAL IMPACT

Overall, the amount of revenue needed to operate the Storm Water Utility in a prudent manner will not change. Rather the number of ERU's and charge per ERU will change, affecting customers differently, as noted above.

RECOMMENDATION

Staff recommends maintaining the existing, established methodology.

Method of Charging Various Property Types - Storm Water
7/16/2015

Stormwater Utility Name	Equivalent Runoff Unit, ERU, Size (Sq. Feet)	ERU's Charged per Single Family Home	ERU's Charged per Duplex	ERU's Charged per Triplex	ERU's Charged for All Other Properties
City of Appleton	2,368				
Village of Little Chute	2,762	1.00	1.20	By sq. ft.	By sq. ft.
City of Oshkosh	2,817	.67 - 1.33*	.67 - 1.33*	.67 - 1.33*	By sq. ft.
City of Kaukauna	2,944	1.00	1.20	By sq. ft.	By sq. ft.
City of Menasha	2,980	1.00	2.00	N/A	By sq. ft.
City of Neenah	3,138	0.50 - 2.00*	0.50 - 2.00*	0.50 - 2.00*	By sq. ft.
Town of Grand Chute	3,283	1.00	2.00	2.00	By sq. ft.
Village of Kimberly	3,350	1.00	Unknown	Unknown	By sq. ft.
Garner's Creek Watershed	3,623	Unknown	Unknown	Unknown	By sq. ft.
Town of Neenah	4,040	1.00	Unknown	Unknown	By sq. ft.
Town of Menasha	4,177	1.00	1.32	1.98	By sq. ft.

* Dependent on Size of Parcel

RESOLUTION R-25-15

RESOLUTION PERTAINING TO EQUIVALENT RUNOFF UNIT (ERU) CHARGES FOR STORM WATER UTILITY

Introduced by Mayor Merkes

WHEREAS, the ordinance creating a storm water utility contains a provision that charges for storm water services for each lot within the City of Menasha shall be made by resolution, and

WHEREAS, the current storm water charge does not equate to adequate revenues to operate the storm water utility prudently per the rate analysis that has been completed (ATTACHMENT A), and

WHEREAS, staff recommends a two phased increase, one in 2015 and one in 2016, to ease the initial burden on the ratepayers.

THEREFORE, BE IT RESOLVED that the storm water charge shall be based on the Equivalent Runoff Unit (ERU) and the charge for one (1) ERU shall be \$87.00, applicable for services billed by the Menasha Utilities or the City of Menasha on or after September 1, 2015.

BE IT FURTHER RESOLVED that the storm water charge shall be based on the Equivalent Runoff Unit (ERU) and the charge for one (1) ERU shall be \$99.00, applicable for services billed by the Menasha Utilities or the City of Menasha on or after July 1, 2016.

BE IT FURTHER RESOLVED that the Comptroller and Director of Public Works shall report to the Mayor and the Common Council as to whether the rates are still appropriate at least annually.

Passed and approved this 3rd day of August, 2015.

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk



MEMORANDUM

To: City of Menasha Board of Public Works

From: Mark Radtke, Director of Public Works
Peggy Steeno, Director of Administrative Services

Date: September 2, 2015

RE: RESOLUTION R-25-15 – Resolution Pertaining to Equivalent Run-Off Unit (ERU) Charges for the Storm Water Utility

BACKGROUND

As discussed during the 2015 budget workshops, and at the June 15, 2015, July 20, 2015, and August 3, 2015 Board of Public Works Meetings, storm water rates need to be increased in 2015 to keep the Utility in a productive capacity, operating at a prudent level.

ANALYSIS

The increase is needed due to the following reasons:

- The Storm Water Utility operations have resulted in a negative position from 2012 through 2014,
- Storm water revenues have been relatively flat from 2013 to the present,
- Moderate increases in expenses from 2013 to the present, and
- A large Capital Improvement Program in 2014 and beyond with regard to storm water infrastructure projects.

As enumerated above, a \$1/ERU per month rate increase in both 2015 (effective 10/1/15) and 2016 (effective 7/1/2016) is necessary to fund operations, capital improvements, and debt service needs.

Please note that in addition to the city's current storm water needs, the Utility is facing substantial costs in the future with regard to the TMDL standard, as has been discussed for quite some time. Our representative from McMahan and Associates is working on the cost estimates which are expected to be calculated in the near future. Those costs will be shared with the Board of Public Works as soon as they are available.

FISCAL IMPACT

If approved, the impact of the increase will be approximately \$44,760 of additional revenues for the Storm Water Utility in 2015, and an additional \$223,800 of additional revenues in 2016. In terms of the monthly storm water rates, the average residential user is currently paying \$6.25 per month, which would increase to \$7.25 per month in October of 2015, and then to \$8.25 per month beginning in July of 2016.

RECOMMENDATION

Staff recommends that the Board of Public Works approve this resolution, and forward it on to Council for consideration at the September 21, 2015 Meeting.

RESOLUTION R-25-15

RESOLUTION PERTAINING TO EQUIVALENT RUNOFF UNIT (ERU) CHARGES FOR STORM WATER UTILITY

Introduced by Mayor Merkes

WHEREAS, the ordinance creating a storm water utility contains a provision that charges for storm water services for each lot within the City of Menasha shall be made by resolution, and

WHEREAS, the current storm water charge does not equate to adequate revenues to operate the storm water utility prudently per the rate analysis that has been completed (ATTACHMENT A), and

WHEREAS, staff recommends a two phased increase, one in 2015 and one in 2016, to ease the initial burden on the ratepayers.

THEREFORE, BE IT RESOLVED that the storm water charge shall be based on the Equivalent Runoff Unit (ERU) and the charge for one (1) ERU shall be \$87.00, applicable for services billed by the Menasha Utilities or the City of Menasha on or after October 1, 2015.

BE IT FURTHER RESOLVED that the storm water charge shall be based on the Equivalent Runoff Unit (ERU) and the charge for one (1) ERU shall be \$99.00, applicable for services billed by the Menasha Utilities or the City of Menasha on or after July 1, 2016.

BE IT FURTHER RESOLVED that the Comptroller and Director of Public Works shall report to the Mayor and the Common Council as to whether the rates are still appropriate at least annually.

Passed and approved this 8th day of September, 2015.

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk

City of Menasha
Storm Water Utility Budget and Rate Needs for 2015 & 2016
July 30, 2015

Line Item	Actual			Estimate* 2014	Budget 2015	W/Out Increase** 2015	Increase Recommendation** 2015	Recommendation 2016
	2011	2012	2013					
Operating Expenses								
Operation and Maintenance	\$677,850	\$882,997	\$1,082,615	\$1,125,403	\$1,262,101	\$1,262,101	\$1,262,101	\$1,306,275
Depreciation and Amortization	\$93,666	\$93,666	\$93,666	\$95,028	\$97,400	\$97,400	\$97,400	\$99,835
Operation Expenses Total	\$771,516	\$976,663	\$1,176,281	\$1,220,431	\$1,359,501	\$1,359,501	\$1,359,501	\$1,406,110
Debt Service								
Principal and Interest	\$0	\$80,690	\$43,564	\$43,551	\$43,788	\$43,788	\$43,788	\$45,000
Transfer to Other Funds	\$0	\$67,758	\$0	\$0	\$0	\$0	\$0	\$0
Planned CIP Projects								
Use of Funds	\$771,516	\$1,125,111	\$1,219,845	\$1,263,982	\$1,881,739	\$1,746,289	\$1,746,289	\$1,723,855
Source of Funds								
Borrowed Funds	\$0	\$0	\$0	\$0	\$478,450	\$343,000	\$343,000	\$272,745
Interest Revenue	\$1,584	\$1,567	\$1,884	\$2,115	\$1,500	\$2,000	\$2,000	\$2,000
Cash Reserve/Borrowed Funds on Hand Spending	\$0	\$0	\$0	\$0				
Federal & State Grants	\$0	\$0	\$0	\$0				
Misc. Revenue	\$5,038	\$4,493	\$2,434	\$5,481	\$43,000	\$43,000	\$43,000	\$43,000
Subtotal	\$6,622	\$6,060	\$4,318	\$7,597	\$522,950	\$388,000	\$388,000	\$317,745
Storm Water Utility Fees Annual Revenue	\$1,070,820	\$1,093,510	\$1,111,310	\$1,125,492	\$1,120,000	\$1,119,000	\$1,163,760	\$1,387,560
Change in Net Assets / Per Annual Operations	\$305,926	(\$25,541)	(\$104,217)	(\$130,893)	(\$238,789)	(\$239,289)	(\$194,529)	(\$18,550)
Net Assets (Balance as of 1/1/2011 = \$9,209,466)	\$9,515,392	\$9,489,851	\$9,385,633	\$9,254,740	\$9,015,951	\$9,015,451	\$9,060,211	\$9,041,662
Total # of ERUs:	14,278	14,580	14,817	15,007	14,934	14,920	14,920	14,920
Utility Rate (\$/ERU/year)	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$87.00	\$99.00
Utility Rate (\$/ERU/month)	\$6.25	\$6.25	\$6.25	\$6.25	\$6.25	\$6.25	\$7.25	\$8.25
Rate Increase Recommendation							16%	14%

* Please note that these numbers are marked as estimates at this time as 2014 is not completely closed out.
** 2015 Budget adjustments made based on current information available.