



Board of Public Works

335 South Broadway

Regular Meeting

De Pere, WI 54115
<http://www.de-pere.org>

Agenda

Monday, March 10, 2014	7:30 PM	De Pere City Hall Council Chambers
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Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a Regular Meeting of the **Board of Public Works** of the City of De Pere will be held on **March 10, 2014 at 7:30 PM** in the **De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI 54115.**

This meeting can be viewed LIVE at www.depere.tv. This meeting is also rebroadcast on TW Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at www.depere.tv.

- I. Call to Order
 - 1. Roll Call
- II. Public Comment
- III. Items
 - 1. Approval of the February 10, 2014 Meeting Minutes
 - 2. Consider Preliminary Resolution for Special Assessments for Sanitary Sewer and Water Main on CTH PP from 185' South to 1330' South of Prosper Street*
 - 3. Consider Preliminary Resolution for Special Assessment for Storm Sewer on Lilac Lane*
 - 4. Update on Commercial Garbage & Recycling Collection
 - 5. Consider State / Municipal Agreement for STH 57 Roundabout*
 - 6. Consider Award of Project 14-10 LED Street Lighting*
 - 7. Consider Award of Project 14-13 Crackfilling*
 - 8. Consider Award of Project 14-15 Sewer Cleaning and Televising*
 - 9. Consider 2013 Annual Report for the Wisconsin Department of Natural Resources MS4 General Permit*
 - 10. Consider WDNR Urban Nonpoint Source & Storm Water Program Planning Grant Application*
 - 11. Discussion of City Equipment & Vehicles Requiring a City Decal
- IV. Future Agenda Items
- V. Adjournment

***Items with an asterisk require City Council approval.**

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk-Treasurer's office at 339-4050 by Noon, Monday March 10, 2014 so that arrangements can be made.

Agenda Sent To:

Mayor

Alderspersons

Department Heads

TV, Newspapers & Radio Stations

Kress Family Library

De Pere Chamber of Commerce

Donald & Kay Van Straten

Revocable Trust

Carolyn Fosick Family Trust

Don J. Roffers

William & Margaret Greenfield

David & Mary Ritchie

Valley Properties

Roy & Beatrice Ambrosius

Melissa Schmidt

Andrew Fulcer, DOT

Asphalt Seal & Repair, Inc.

Green Bay Pipe & TV, LLC

DeBaker, Inc.

Christopher Coulombe

Donald Abel & Diane Legomsky

Lynette Brennan

Daniel Bangert

Kenneth Willems

Louise Patton

Megan Wolfert

Peter De Vos

Casey Hawkinson

Notice is hereby given that a majority of the members of the Common Council of the City of De Pere may attend this meeting to gather information about a subject (s) over which they have decision-making responsibility.

City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: March 10, 2014

DEPARTMENT: Public Works

FROM: Scott Thoresen

SUBJECT: Approval of the February 10, 2014 Meeting Minutes

ATTACHMENTS:

- Board of Public Works February 10, 2014 Draft Minutes (PDF)



Board of Public Works

335 South Broadway

De Pere, WI 54115

<http://www.de-pere.org>

Regular Meeting

Draft Minutes

Monday, February 10, 2014

7:30 PM

De Pere City Hall Council Chambers

I. Call to Order

The meeting was called to order at 7:30 PM by Mayor Michael J. Walsh

Attendee Name	Title	Status	Arrived
Kevin Bauer	Aldersperson	Present	
James Boyd	Aldersperson	Present	
Bob Heuvelmans	Aldersperson	Present	
Jim Kneiszel	Aldersperson	Present	
Michael J. Walsh	Mayor	Present	

Others present were: Scott Thoresen, Director of Public Works, Eric Rakers, City Engineer, Denis Roznowski, Foth and Van Dyke and Associates, and Pam Denis, Recording Secretary

II. Public Comment

None.

III. Action Items

- Approval of December 9, 2013 Board of Public Works Minutes
Aldersperson Bauer moved to approve the minutes, Aldersperson Heuvelmans seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kevin Bauer, Aldersperson
SECONDER:	Bob Heuvelmans, Aldersperson
AYES:	Bauer, Boyd, Heuvelmans, Kneiszel, Walsh

- Consider Utility Easement Vacation - Shelley Lane
Eric Rakers, City Engineer, presented a request to vacate two utility easements on several parcels along Shelley Lane. The first is a 10 foot easement extending across Lots 259 and 262. These easements were signed off for vacation by Wisconsin Public Service and Wisconsin Bell in 1994, however a vacation was never officially recorded. The second is a 12 foot easement running along the lot line between Lots 259 and 260. The property owner called in locates and there were no utilities in the easements. Staff sent an e-mail to utility companies requesting concurrence with the vacation and there were no objections to the vacation.

Mayor Walsh moved to approve the staff recommendation of 1) Vacation of the 10' utility easement across lots 259 and 262 along the south side of Shelley Lane and 2) vacation of the 12' utility easement along the lot line of lots 259 and 260. Aldersperson Kneisel seconded the motion, upon vote the motion passed.

Attachment: Board of Public Works February 10, 2014 Draft Minutes (1911 : Approval of the February 10, 2014 Meeting Minutes)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Jim Kneiszel, Alderperson
AYES:	Bauer, Boyd, Heuvelmans, Kneiszel, Walsh

3. Consider Drainage Easement Vacation - Shelley Lane
Eric Rakers, City Engineer, presented a request to vacate a portion of a City drainage easement on several parcels along Shelley Lane. The City has a 50 foot drainage easement on lots 259 and 262 to transport water from the storm water pond at Martin Park to a culvert at Brule. A drainage swale that was originally constructed in the easement has been converted to a 15-inch storm sewer. The easement could be reduced from 50 feet to 40 feet. Alderperson Bauer moved to approve the staff recommendation to vacate the northerly 10 foot of the drainage swale across Lots 259 and 262, based on the location of the 1-inch storm sewer, leave a 40 foot drainage easement, and also contingent on the property owner creating a revised legal description and recording at the Brown County Register of Deeds. Alderperson Boyd seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kevin Bauer, Alderperson
SECONDER:	James Boyd, Alderperson
AYES:	Bauer, Boyd, Heuvelmans, Kneiszel, Walsh

4. Consider Funding Additional Single Leaf Loader
Scott Thoresen, Director of Public Works, presented a staff recommendation to create a budget amendment to fund the conversion of two garbage trucks into single leaf loaders, instead of the one as originally requested. He presented the budget amendment that would cover the additional funding required. Discussion followed.

Alderperson Boyd moved to approve the staff recommendation of a budget amendment to increase the Storm Water Utility Leaf Collection account #650-53320-810 an additional \$20,000 for funding of two single leaf loaders. The additional funding would come from excess monies in account #650-53300-810 of the Storm Water Utility Street Cleaning account. Alderperson Heuvelmans seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Alderperson
SECONDER:	Bob Heuvelmans, Alderperson
AYES:	Bauer, Boyd, Heuvelmans, Kneiszel, Walsh

5. Consider 2014 Materials Testing and Soil Boring Quotes
Eric Rakers, City Engineer, reviewed the proposals that the Engineering Department received for materials testing to be completed in conjunction with the City's 2014 construction projects. Funds for this work are budgeted in the various capital projects accounts. Mayor Walsh moved to approve the staff recommendation to accept the quote from Midwest Engineering Services, Inc. (MES) for the Material Testing estimated at \$32,833.68 and for the Soil Boring estimated at \$7,036.00. Alderperson Kneiszel seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Jim Kneiszel, Alderperson
AYES:	Bauer, Boyd, Heuvelmans, Kneiszel, Walsh

6. Consider Proposals for the Design of Storm Water Management Improvements - 2014
Eric Rakers, City Engineer, presented four proposals received from consultants for design and planning assistance for improvements to the storm water management system. The improvements include a combination of maintenance to existing facilities, construction of a new facility, as well as planning of future improvements to meet Wisconsin Department of Natural Resource's permit requirements. A detailed discussion of services followed.

Mayor Walsh moved to approve the staff recommendation to proceed with Graef who submitted a proposal of \$24,300 to complete the design services, Alderperson Bauer seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Kevin Bauer, Alderperson
AYES:	Bauer, Boyd, Heuvelmans, Kneiszel, Walsh

7. Consider Recommendations for Parking and Traffic Issues
Eric Rakers, City Engineer, presented a request made by one of the businesses at 500 Main Avenue to allow parking on Main Avenue. Prior to the development there was a driveway off of Main Avenue at the site. As part of the development the driveway was eliminated leaving room for several parking stalls in front of the business. City Engineer Rakers presented the recommendation that parking be added on the north side of Main Avenue from 45' west of the center of Fifth Street (15' from the cross walk) to 157' west of the center of Fifth Street. Alderperson Heuvelmans moved to approve the recommendation as presented, Alderperson Kneiszel seconded the motion. Upon vote, the motion passed.

City Engineer Rakers presented a recommendation from the Parking and Traffic Committee to add a crosswalk at Fourth Street and Marsh Street this summer under the sidewalk repair program. Alderperson Bauer moved to approve the recommendation, Alderperson Kneiszel seconded the motion. Upon vote, the motion passed

Eric Rakers, City Engineer, reviewed five additional items that did not require action.

- * Driveway access at Community First Credit Union on Lawrence Drive.

The Credit Union would be responsible for submitting new design for the driveway, updating the traffic model to verify no negative impact on traffic on Lawrence, and be responsible for the cost related to the work.

- * A traffic count and pedestrian study will be completed in the spring to determine if there is a need for advanced pedestrian crossing signals or bump-outs.

- * Safety issue at Randall and Broadway.

Public Works will install advanced crosswalk signage at the location.

- * Safety at Ninth Street and Westwood -

A traffic count and pedestrian study will be completed in spring to determine if there is a need for improvement. If so, the department will look into design options for a crosswalk to be considered.

- * Women's Club Signage request –

Public Works will complete an inspection of the sign to determine the overall life of the existing sign and also the availability of space. If the sign is in proper condition and there is space, the sign can be placed. If the condition of the sign is poor, the City will need to work with the service clubs to update the sign.

8. Consider Updates to 2014 General Conditions and Standard Specifications
Eric Rakers, City Engineer, reviewed changes and updates to the City of De Pere's proposed 2014 General Conditions and Standard Specifications. Specifications need to be updated on a regular basis to accommodate changes in the industry as well as improving the clarity of the documents.

Mayor Walsh moved to approve the changes to the proposed 2014 General Conditions and Standard Specifications, Alderperson Heuvelmans seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Bob Heuvelmans, Alderperson
AYES:	Bauer, Boyd, Heuvelmans, Kneiszel, Walsh

IV. Future Agenda Items

Alderperson Heuvelmans asked that a discussion would take place at the next meeting in regard to permanently affixing city identification emblems on city vehicles. Scott Thoresen, Director of Public Works, will bring it back to the City Administrator. Mayor Walsh shared that past discussions had determined that magnetic emblems would be used on City manager's vehicles so that the emblems would be displayed when on City business, but not when the vehicle was being used for personal use.

V. Adjournment

Mayor Walsh moved to adjourn the meeting, Alderperson Bauer seconded the motion. Upon vote the motion passed and the meeting adjourned at 8:17pm.

Respectfully submitted,
Pam Denis

City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: March 10, 2014

DEPARTMENT: Public Works

FROM: Eric Rakers

SUBJECT: Consider Preliminary Resolution for Special Assessments for Sanitary Sewer and Water Main on CTH PP from 185' South to 1330' South of Prosper Street*

The Brown County Highway Department is preparing to reconstruct CTH PP this year from Viking Lane to STH 32/57 from a rural section to an urban section with curb and gutter. The majority of the properties in the City in this corridor have public sanitary sewer and water main. There are six properties in the City on the south end of the project that do not have public sanitary sewer and water main. Prior to the County reconstructing CTH PP, the utilities need to be provided.

The existing properties on the south end of the project have sewer service via a private force main system. This system will be in conflict with the CTH PP reconstruction project. The property owners were granted revocable occupancy permits for the private sewer until such time as public sewer service is extended. The resolution approving the private sewer installation is attached. Additionally, the properties have private wells.

This project was originally planned for 2010, but rescheduled to obtain approval from the Town of Ledgeview to utilize the sanitary sewer on Viking Lane.

Assessment charges for the project include the following:

- Green Bay Metropolitan Sewerage Charge and Ledgeview Connection Charges which will be assessed 100% to the benefiting properties.
- Sanitary sewer and water main which will be assessed at 50% to the benefiting properties, with the remaining 50% funded by the sewage and water utility due to only the west side of CTH PP being serviced at this time.
- Sanitary and water laterals which will be assessed 100% to the property owners.

The fiscal impact is anticipated to be as follows:

- Assessments: \$157,335
- Sewage and water utility: \$99,225

This work is scheduled to be constructed in May as part of project 14-01, Sewer and Water Relay and Street Resurfacing. The property owners will be required to connect to the sanitary sewer lateral within 30 days due to conflicts with the Brown County storm sewer system. The property

owners will be given one year to connect to the water lateral.

The installation and assessments for water main and sanitary sewer are covered by Section 26-2 (b), Section 26-3, and Section 26-4 of the Municipal Code.

Staff recommends approval of the preliminary resolution to the Common Council to schedule a Public Hearing.

ATTACHMENTS:

- CTHPPPrivateSewerResolution (PDF)
- CTHPPAssessmentResolution (PDF)
- CTHPPScheduleB&C&D (PDF)

RESOLUTION #97 -65

AUTHORIZING A REVOCABLE OCCUPANCY PERMIT
WITH DAVID RITCHIE AND RITA COENEN

WHEREAS, David Ritchie and Rita Coenen have requested a Revocable Occupancy Permit so that they may construct a private sewer force main adjacent to and serving their respective individual businesses located at 1940 and 1930 Cty. Tk. "PP"; and

WHEREAS, the City of De Pere wishes to promote this construction pursuant to the terms and conditions of the attached Revocable Occupancy Permit; and

WHEREAS, this matter has been reviewed by the Board of Public Works and said Board has recommended its approval of the request;

NOW, THEREFORE, BE IT HEREBY RESOLVED, by the Common Council of the City of De Pere, Wisconsin, as follows:

That the Mayor and Clerk-Treasurer are hereby authorized and directed to enter into the attached Revocable Occupancy Permit with David Ritchie and Rita Coenen; and

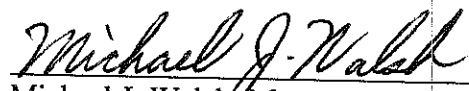
BE IT FURTHER RESOLVED:

That all City officials, officers, agents, and employees are hereby empowered and directed to use such means as are permitted by law to further the performance of this Agreement.

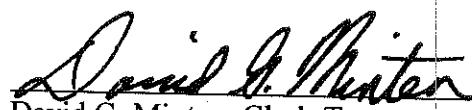
-2-

Adopted by the Common Council of the City of De Pere, Wisconsin, this 17th day of
June, 1997.

APPROVED: JUN 18 1997


Michael J. Walsh, Mayor

ATTEST: JUN 18 1997


David G. Minten, Clerk-Treasurer

Ayes: 8Nays: 0

REVOCABLE OCCUPANCY PERMIT AGREEMENT

THIS AGREEMENT, made and entered into this 27 day of June, 1997, by and between the City of De Pere, a Wisconsin municipal corporation ("City"), and David Ritchie and Rita Coenen, both adult individuals, collectively referred to as "Permittees".

WHEREAS, Permittees are the owners of certain property located adjacent to Brown County Trunk Highway "PP", De Pere, Wisconsin, more particularly described in the map attached hereto and incorporated by reference as Exhibit A; and

WHEREAS, Permittees wish to occupy City right of way adjacent to their properties for the purpose of constructing and maintaining thereon a private sewer force main to serve their respective properties; and

WHEREAS, City wishes to accommodate Permittees' request subject to the conditions more fully set out below;

NOW, THEREFORE, in consideration of the foregoing, the parties hereto agree as follows:

1. Grant of Revocable Occupancy Permit: City hereby grants to Permittees a Revocable Occupancy Permit to the specific areas described in Exhibit A. Such Revocable Occupancy Permit shall be subject to the following terms and conditions:

- a) Term. Permittees fully understand and acknowledge that City intends to provide public sewer service to the area encompassing Permittees' properties. At the time such public sewer service is extended to these properties, Permittees herein specifically acknowledge that they will be benefited by that public construction. Permittees further acknowledge and agree to, at that time, make all necessary connections from their respective

properties to the public sewer and to abandon, in accordance with all applicable rules and regulations in force at that time, the private sewer force main permitted hereunder.

- b) Area of Occupancy Permit. The permit granted under this Agreement is only within the area, and subject to the specifications, illustrated in Exhibit A.
- c) Construction. Permittees shall ensure that all state and local codes and the City's standard specifications pertaining to the construction of the private sewer force main are complied with. Further, Permittees shall restore the areas of public right of way disturbed during installation and construction to a condition substantially similar to that which existed prior to construction hereunder.
- d) Other Permits. Permittees shall obtain all necessary construction permits from the City prior to construction. Permittees shall obtain all necessary permits from Brown County prior to commencing construction.
- f) Maintenance and Repair. Permittees shall bear full responsibility and control over the force main permitted hereunder and shall keep it in a state of good working condition and repair. Any work done to said main which requires excavation of City property (whether in the permit area or adjacent thereto) shall require advance notice to City and compliance with all excavation/construction permit requirements, including restoration of the site.

2. Insurance. Permittees shall supply City, individually, certificates of general liability insurance, naming City as an additional insured in an amount of not less than \$1 million per occurrence each. Permittees, by entering into this Agreement, each individually agree to save and hold City harmless from any and all injury that may occur, or be said to have occurred, as a result of Permittees' utilization of the Revocable Occupancy Permit issued under this Agreement. Such hold harmless agreement shall extend to any injury to person or property involving any officers or agents of the parties hereto or any third parties.

3. Revocation. The permit granted hereunder may be revoked upon written or oral notice of City at any time. The parties acknowledge that the privileges granted by the permit hereunder constitute encroachments upon public trust properties and may be let only under the condition that the use of such public space does not interfere with public safety, access, aesthetics, or any other public purpose.

4. Permit Not a Conveyance. It is specifically understood that in granting the permit hereunder, no right or interest is granted in the ownership or continued use of the property subject thereto.

IN WITNESS WHEREOF, the parties hereto execute this Agreement on the day and date
above first written.

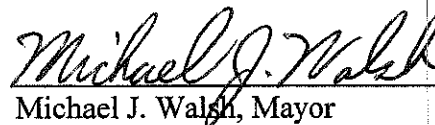


David Ritchie



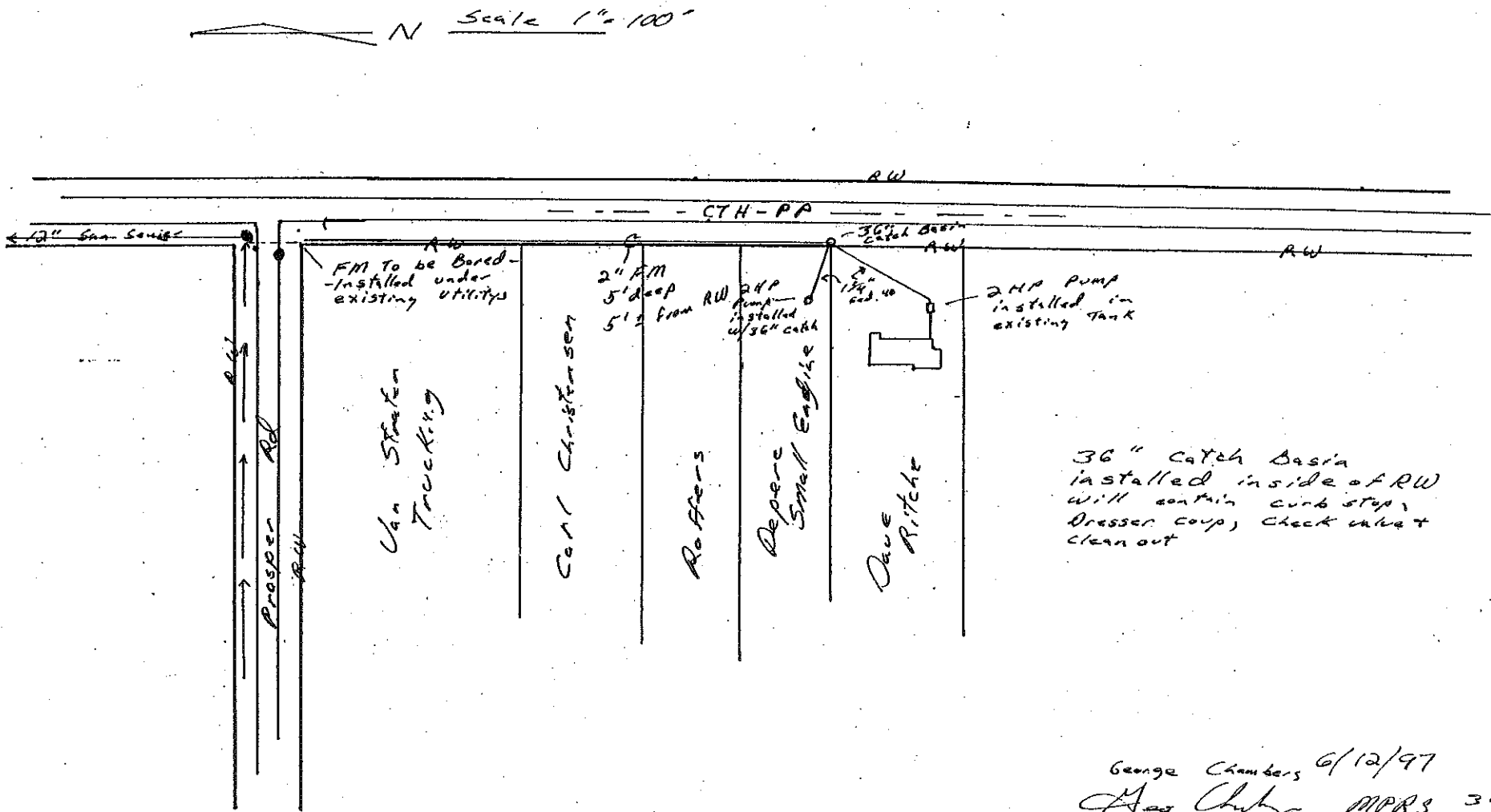
Rita Coenen

CITY OF DE PERE



Michael J. Walsh, Mayor

EXHIBIT A



George Chambers 6/12/97
Hao Chih MPRS 3405
CSTM 3631
PI 4716

interoffice

MEMORANDUM

to: Dave Minten
from: Carl Weber
subject: Coonen/Ritchie Occupancy Permit
date: July 3, 1997

Please find enclosed for your files certificates of insurance from Ritchie Metal Works and De Pere Small Engine. They are required by and should be attached to the Revocable Occupancy Permit for the subject parties dated 6/27/97 and approved via Resolution # 97-65.

Please call me if you have any questions.

Enclosure

cc: Judy Schmidt-Lehman

ACORD. CERTIFICATE OF INSURANCE

ISSUE DATE (MM/DD/YY)

6/19/199

PRODUCER

Insurance Associates
P.O. Box 10268
Green Bay, WI 54307
(414) 437-0587

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

COMPANIES AFFORDING COVERAGE

COMPANY LETTER **A** Cincinnati Insurance Company

COMPANY LETTER **B**

COMPANY LETTER **C**

COMPANY LETTER **D**

COMPANY LETTER **E**

INSURED

Clarence & Rita Coenen
dba: De Pere Small Engine
1930 Highway PP
De Pere, WI 54115

COVERAGES

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	GENERAL LIABILITY				
	☒ COMMERCIAL GENERAL LIABILITY	BPP1771281			GENERAL AGGREGATE \$
	CLAIMS MADE ☒ OCCUR.		12/16/97	12/16/98	PRODUCTS-COMP/OP AGG. \$1000000
	OWNER'S & CONTRACTOR'S PROT.				PERSONAL & ADV. INJURY \$ 1,000,000
					EACH OCCURRENCE \$ 1,000,000
					FIRE DAMAGE (Any one fire) \$ 1,000,000
					MED. EXPENSE (Any one person) \$ 5,000
	AUTOMOBILE LIABILITY				COMBINED SINGLE LIMIT \$
	ANY AUTO				BODILY INJURY (Per person) \$
	ALL OWNED AUTOS				BODILY INJURY (Per accident) \$
	SCHEDULED AUTOS				PROPERTY DAMAGE \$
	HIRED AUTOS				EACH OCCURRENCE \$
	NON-OWNED AUTOS				AGGREGATE \$
	GARAGE LIABILITY				STATUTORY LIMITS
	EXCESS LIABILITY				EACH ACCIDENT \$
	UMBRELLA FORM				DISEASE - POLICY LIMIT \$
	OTHER THAN UMBRELLA FORM				DISEASE - EACH EMPLOYEE \$
	WORKER'S COMPENSATION AND EMPLOYERS' LIABILITY				
	OTHER				

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS

Certificate Holder is included as Additional Insured, but only as to Liability arising out of operations performed for same, by or on behalf of the Named Insured for project.
General Aggregate is Unlimited

CERTIFICATE HOLDER

City of De Pere
325 S. Broadway

De Pere WI 54115

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Jeanette Dequaine

3.2.a

ACORD CERTIFICATE OF LIABILITY INSURANCE

CSR: JIE
RITCH-1

DATE (MM/DD/YY)

06/16/97

PRODUCER

Green Bay Insurance Center, Inc
331 S. Adams, P.O. Box 1960
Green Bay WI 54305-1960

Steven J Kolb

Phone No. 414-437-9281 Fax No.

INSURED

Ritchie Metal Works Corp.
Gene Windey
1940 CTH "PP"
De Pere WI 54115

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION
ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE
HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR
ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

COMPANIES AFFORDING COVERAGE

COMPANY

A

General Casualty Companies

COMPANY

B

COMPANY

C

COMPANY

D

COVERAGES

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	GENERAL LIABILITY	CCI0154426	01/31/97	01/31/98	GENERAL AGGREGATE \$ 500000
	☒ COMMERCIAL GENERAL LIABILITY				PRODUCTS - COMP/OP AGG \$ 500000
	☐ CLAIMS MADE ☒ OCCUR				PERSONAL & ADV INJURY \$ 500000
	☐ OWNER'S & CONTRACTOR'S PROT				EACH OCCURRENCE \$ 500000
					FIRE DAMAGE (Any one fire) \$ 100000
					MED EXP (Any one person) \$ 5000
A	AUTOMOBILE LIABILITY	CBA0154426	01/31/97	01/31/98	COMBINED SINGLE LIMIT \$ 500000
	☒ ANY AUTO				BODILY INJURY (Per person) \$
	☐ ALL OWNED AUTOS				BODILY INJURY (Per accident) \$
	☐ SCHEDULED AUTOS				PROPERTY DAMAGE \$
	☒ HIRED AUTOS				
	☒ NON-OWNED AUTOS				
	GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT \$
	☐ ANY AUTO				OTHER THAN AUTO ONLY: \$
					EACH ACCIDENT \$
					AGGREGATE \$
A	EXCESS LIABILITY	CCI0154426	01/31/97	01/31/98	EACH OCCURRENCE \$ 1000000
	☒ UMBRELLA FORM				AGGREGATE \$ 1000000
	☐ OTHER THAN UMBRELLA FORM				\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	CWC0154426	01/31/97	01/31/98	☒ WC STATUTORY LIMITS ☐ OTHER
	☐ THE PROPRIETOR/PARTNERS/EXECUTIVE OFFICERS ARE: ☐ INCL ☐ EXCL				EL EACH ACCIDENT \$ 100000
					EL DISEASE - POLICY LIMIT \$ 500000
					EL DISEASE - EA EMPLOYEE \$ 100000
	OTHER				

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS

Certificate holder is additional insured for general liability only.

CERTIFICATE HOLDER

CITYDE1

City of De Pere
335 S. Broadway
De Pere WI 54115

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Steven J Kolb

PUBLIC NOTICE OF MEETING

Pursuant to Section 19.84, Wisconsin Statutes, notice is hereby given to the public that a regular meeting of the Common Council of the City of De Pere will be held on Tuesday, June 17, 1997, at 7:30 p.m. in the Council Chambers of the De Pere City Hall.

AGENDA FOR SAID MEETING

1. Roll call.
2. Opening prayer by Alderperson Donovan, Pledge of Allegiance to the Flag.
3. Approval of the minutes of the June 3, 1997 meeting.
4. Committee reports.
5. A public hearing on the levying of special assessments against benefited properties for benefits conferred through the installation of alley paving, street overlay, and incidentals therefor is scheduled for 7:30 p.m.:
 - A. Notice of Public Hearing.
 - B. Report of the Board of Public Works.
 - C. After the hearing has been held, Final Resolution #97-60 authorizing the improvements and levying special assessments against benefited properties is presented.
6. Progress Report, Main Street Program.
7. Resolution #97-61, Authorizing Intergovernmental Agreement for the Reestablishment of a Room Tax Commission and Tourism Zone Agreement.
8. Resolution #97-62, Regarding Double Taxation for Municipal Services.
9. Resolution #97-63, Authorizing and approving acceptance of donation from De Pere Woman's Club.
10. Resolution #97-64, Authorizing a Revocable Occupancy Permit with Main Street for the Radant Site.
11. Resolution #97-65, Authorizing a Revocable Occupancy Permit with David Ritchie, Rita Coenen, and Don Roffers.
12. Resolution #97-66, Authorizing Independent Contractor Agreement with Kathryn S. Koehler.

BOARD OF PUBLIC WORKS

June 9, 1997
De Pere, Wisconsin

A regular meeting of the Board of Public Works was held at 7:30 P.M. today in the Council Chambers of City Hall. Members present on roll call: Mayor Walsh, Alderpersons: Baeten, Daanen, Donovan and Kegel. Also present: Alderpersons Fleck, Hooyman, and Penn, Director of Public Works/City Engineer Carl Weber, City Administrator Kevin Brunner, City Attorney Judith Schmidt-Lehman, Assistant City Engineer Lee Schley, and Clerk-Treasurer Dave Minten.

Minutes of the May 12, 1997 meeting previously forwarded to members of the board, were presented.

Moved by Alderperson Donovan that the minutes of the May 12, 1997 meeting be approved as presented. Seconded by Alderperson Kegel. Motion carried.

ITEMS #1 THRU #13

Item #1. Request of Ritchie Metalworks, 1940 C.T.H. PP, De Pere Small Engine, 1930 C.T.H. PP and Don Roffers, 1920 C.T.H. PP, for a revocable occupancy permit to place a private sanitary sewer forcemain on C.T.H. PP south of Prosper Road.

Res. 97-65
A petition requesting a revocable occupancy permit signed by David Ritchie, Rita Coenen, and Don Roffers, and a diagram of the affected area, was previously forwarded to members of the board.

RESOLUTION #14-

PRELIMINARY RESOLUTION DECLARING INTENTION TO EXERCISE
SPECIAL ASSESSMENT POWERS UNDER SECTION 66.0703, WIS. STATS.
SANITARY SEWER AND WATER MAIN AND SANITARY SEWER AND WATER LATERALS
ON CTH PP FROM 185' SOUTH TO 1330' SOUTH OF PROSPER

BE IT HEREBY RESOLVED, by the Common Council of the City of De Pere,
Wisconsin, as follows:

1. That the Common Council hereby declares its intention to exercise its police powers and levy special assessments pursuant to Section 66.0703, Wis. Stats., for improvements constructed within the area described below and special assessments to be levied on a reasonable basis upon the properties benefited thereby. Said improvements to include sanitary sewer and water main and sanitary sewer and water laterals. Said improvements shall be constructed and the properties benefiting therefrom are contained in the following described areas or abutting streets:

**SANITARY SEWER AND WATER MAIN AND SANITARY SEWER AND WATER
LATERALS – CTH PP**

West side of CTH PP from 185' south to 1330' south of Prosper Street

2. The total assessed against such districts shall not exceed the total cost of the improvements. The Common Council determines that such improvements shall be installed and assessed therefore levied under the police power and that the amount assessed against each benefited parcel shall be based on each unit for Sanitary Sewer and Water Main and Sanitary Sewer and Water Laterals.

3. The assessments against any parcel shall be paid as follows:
 - (a) In cash within 30 days of invoice; or
 - (b) In ten (10) annual installments, together with interest on the unpaid balance at the Common Council established rate in effect on the date the final Resolution levying such assessments is adopted; or
 - (c) Upon transfer of ownership of any parcel or part of a parcel against which assessments are levied. If title to part of such parcel is transferred, only such assessments that are attributable to part transferred shall become due and payable upon transfer.

4. The Director of Public Works is directed to prepare a report incorporating the recommendation of the Board of Public Works consisting of:
 - (a) Preliminary plans and specifications for said improvements;
 - (b) An estimate of the entire cost of the proposed improvements;
 - (c) A schedule of the proposed assessments;
 - (d) A statement that the property against which the assessments are proposed is benefited.

After compiling such report, the Director of Public Works is directed to file a copy thereof in the City Clerk-Treasurer's office for public inspection.

5. Upon receiving the report of the Board of Public Works, the Clerk-Treasurer is directed to give a Class I notice of public hearing on such report as specified in Section 66.60, Wis. Stats. The hearing shall be held in the Common Council Chambers of the City Hall at a time set by the Clerk-Treasurer in accordance with the aforementioned statutory provision.

Adopted by the Common Council of the City of De Pere, Wisconsin, this _____day of _____, 2014.

APPROVED:

Michael J. Walsh, Mayor

ATTEST:

Shana Defnet, Clerk-Treasurer

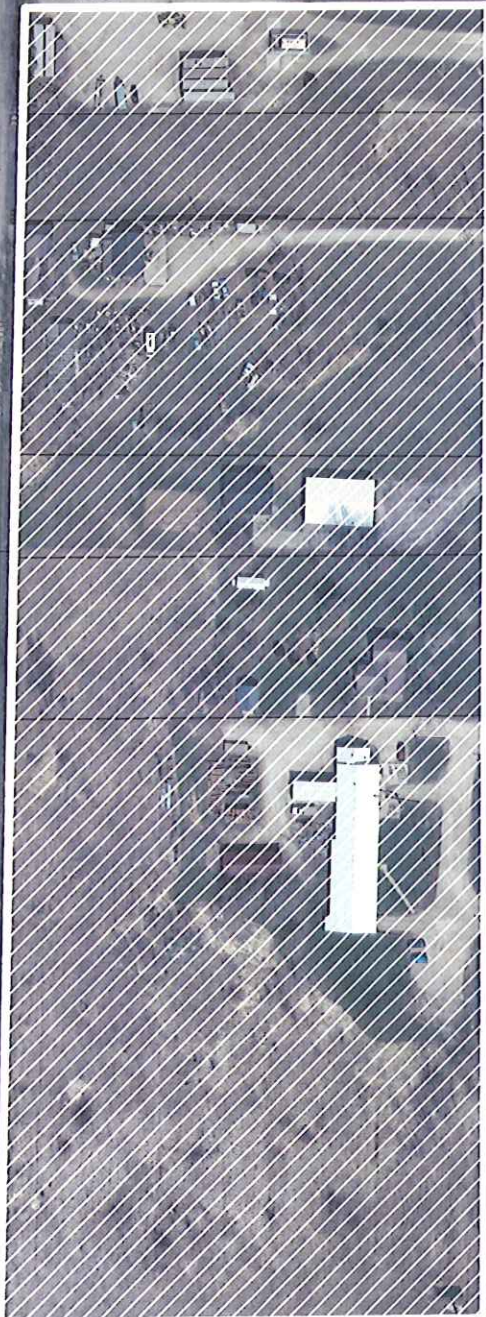
Ayes: _____

Nays: _____

WATER MAIN AND SANITARY SEWER SPECIAL ASSESSMENT BOUNDARY

PROSPER STREET

COUNTY HIGHWAY PP



1 inch = 168 feet



Water & Sanitary
Assessment

Project:
14-01

March, 2014
By: SRL

Engineering Division
925 S. 6Th St.
De Pere, WI 54115
Office: 920-339-4061
Fax: 920-339-4071

SCHEDULE B
ESTIMATE OF COST OF PROPOSED IMPROVEMENTS
March 5, 2014

SANITARY SEWER AND WATER MAIN (50% Assessable)

No.	Item	Total Quantity	Unit Cost	Total Cost	Assessable	Non-Assessable
	Provide 8" PVC Sanitary Sewer (CTH PP)	1425	\$40.00 LF	\$57,000	\$28,500	\$28,500
	Provide 4' Diameter Sanitary Manhole	35	\$225.00 VF	\$7,875	\$3,938	\$3,938
	Core Drill Sanitary Manhole	1	\$500.00 EA	\$500	\$250	\$250
	Abandon Lift Station and Force Main	1	\$1,000.00 LS	\$1,000	\$500	\$500
	Provide 12" PVC Water Main - Open Cut	1345	\$55.00 LF	\$73,975	\$36,988	\$36,988
	Provide 12" Valve	3	\$2,500.00 EA	\$7,500	\$3,750	\$3,750
	Provide 6" Valve	2	\$1,000.00 EA	\$2,000	\$1,000	\$1,000
	Provide Hydrant	2	\$3,000.00 EA	\$6,000	\$3,000	\$3,000
	Relocate Hydrant	1	\$1,000.00 EA	\$1,000	\$500	\$500
	Provide Connection to existing Water main	1	\$1,000.00 EA	\$1,000	\$500	\$500
	Silt Fence	150	\$3.00 LF	\$450	\$225	\$225
	Polystyrene Insulation Board	20	\$8.00 LF	\$160	\$80	\$80
	Pipe Foundation Stabilization	20	\$15.00 CY	\$300	\$150	\$150
Sub-Total				\$158,760	\$79,380	\$79,380
Contingency				\$7,938	\$3,969	\$3,969
Technical, Legal, and Administration				\$31,752	\$15,876	\$15,876
Total Estimated Cost				\$198,450	\$99,225	\$99,225
Total Estimated Project Cost				\$198,450		

SANITARY AND WATER LATERALS (100% Assessable)

No.	Item	Total Quantity	Unit Cost	Total Cost	Assessable
	Provide 6" Sanitary Lateral (CTH PP)	150	\$40.00 LF	\$6,000	\$6,000
	Provide 6" Sanitary Riser (CTH PP)	6	\$100.00 VF	\$600	\$600
	Provide 8"x6" Wye	6	\$60.00 EA	\$360	\$360
	Provide 1" Water Service	6	\$30.00 LF	\$180	\$180
	Provide 1" Corporation and Curb Stop	6	\$400.00 EA	\$2,400	\$2,400
Sub-Total				\$9,540	\$9,540
Contingency				\$477	\$477
Technical, Legal, and Administration				\$1,908	\$1,908
Total Estimated Cost				\$11,925	\$11,925
Total Estimated Project Cost				\$11,925	

GBMSD and LEDGEVIEW CONNECTION CHARGES (100% Assessable)

No.	Item	Total Quantity	Unit Cost	Total Cost	Assessable
	Reconnect 6" PVC Sanitary Sewer Laterals (Ledgview Property)	25	\$45.00 LF	\$1,125	\$1,125
	Provide 8" x 6" Wye (Ledgview Property)	1	\$60.00 EA	\$60	\$60
	NEW Water Charge	1	\$40,000.00 LS	\$40,000	\$40,000
	Ledgview Connection	1	\$5,000.00 LS	\$5,000	\$5,000
Total Estimated Cost				\$46,185	\$46,185
Total Estimated Project Cost				\$46,185	
Total Project Cost				\$256,560	

**SCHEDULE C
PROPOSED ASSESSMENT RATES**

ASSESSMENT RATE CALCULATIONS

FRONT FOOT CALCULATION

Improvement	Unit Type	Number of Units	Total Cost (Assessable)	
Sanitary Sewer and Water Main	LF	1146.46	\$99,225	\$86.55

PER EACH CALCULATION

Improvement	Unit Type	Number of Units	Total Cost (Assessable)	
Sanitary Sewer and Water Laterals	Each	6	\$11,925	\$1,987.50

PER ACRE CALCULATION

Improvement	Unit Type	Number of Units	Total Cost (Assessable)	
Sanitary Sewer Service Area	Acre	10.99	\$46,185	\$4,202.46

PROBABLE PROJECT FINANCING

Description	Units	Cost/ Unit	Total
Sanitary Sewer and Water Main Assessment	1146.46 LF	\$86.55	\$99,226
Sanitary Sewer and Water Utilities	1146.46 LF	\$86.55	\$99,226
Sanitary Sewer and Water Lateral Assessment	6 EA	\$1,987.50	\$11,925
Sanitary Sewer Service Area Connection Assessment	10.99 Acre	\$4,202.46	\$46,185
Total Estimated Project Cost			\$256,562

SCHEDULE D - SCHEDULE OF PROPOSED ASSESSMENTS
 PRELIMINARY ASSESSMENTS
 TYPE OF IMPROVEMENT: SANITARY SEWER AND WATER MAIN AND LATERALS
 LOCATION - CTH PP - 350' N/O VIKING LANE TO 180' S/O PROSPER STREET
 March 5, 2014

COST PER UNIT - SANITARY SEWER AND WATER SERVICE -

\$86.55

\$1,987.50

\$4,202.46

(PER FRONT FOOT)

(PER LATERAL SET)

(PER ACRE)

PROPERTY OWNER	LOT NO. PROPERTY ADDRESS PARCEL NUMBER	SEWER AND WATER MAIN UNIT COST	SEWER AND WATER LATERAL UNIT COST	CONNECTION ASSESSMENT UNIT COST	TOTAL ASSESSMENT
DONALD AND KAY VAN STRATEN REVOCABLE TRUST P.O. BOX 163 DE PERE WI 54115-0163	ED-F0113	93.13 \$8,060.40	1 \$1,987.50	0.881 \$3,702.37	\$13,750
CAROLYN FOSICK FAMILY TRUST 800 EASTLINE ROAD KAUKAUNA WI 54130	1910 S. BROADWAY STREET ED-F0114	92.71 \$8,024.05	1 \$1,987.50	0.881 \$3,702.37	\$13,714
DON J ROFFERS 2750 WAYSIDE ROAD GREENLEAF WI 54126-9661	1920 S. BROADWAY STREET ED-F0116	208.34 \$18,031.83	1 \$1,987.50	1.966 \$8,262.04	\$28,281
WILLIAM E AND MARGARET ANN GREENFIELD 618 EMILIE STREET GREEN BAY WI 54301-3207	1930 S. BROADWAY STREET ED-F0115	85.42 \$7,393.10	1 \$1,987.50	0.856 \$3,597.31	\$12,978
DAVID L AND MARY L RITCHIE 1940 S. BROADWAY STREET DE PERE WI 54115-9266	1940 S. BROADWAY STREET ED-F0117	141.03 \$12,206.15	1 \$1,987.50	1.347 \$5,660.71	\$19,854
VALLEY PROPERTIES 1940 S. BROADWAY STREET DE PERE WI 54115-9266	1940 S. BROADWAY STREET ED-F0117-1	525.83 \$45,510.59	1 \$1,987.50	5.061 \$21,268.65	\$68,767
TOTAL		1,146.46 \$99,226	6 \$11,925	10.99 \$46,193	\$157,345

City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: March 10, 2014

DEPARTMENT: Public Works

FROM: Eric Rakers

SUBJECT: Consider Preliminary Resolution for Special Assessment for Storm Sewer on Lilac Lane*

Water main relay work and street resurfacing were scheduled Lilac Lane in 2013. Prior to the project proceeding, staff was notified of a sump pump problem at the end of Lilac Lane. Staff investigated the area and determined that there was a sump drainage problem on Lilac Lane. At that time, staff held a public information meeting with the residents along Lilac Lane to discuss storm sewer installation. Assessments were proposed for the project. Section 26-4 of the municipal code states *“All new storm sewer and sanitary sewer main extensions within the city may be chargeable to benefited property by means of a special assessment to be levied upon such property in the amount of benefits over damages as determined by common council pursuant to the procedures set forth in Wis.Stats.66.60. Laterals shall be installed at the time storm sewer and sanitary sewer main extensions are installed for each building site, and such property may be assessed for benefits derived from such installation as determined by the common council in accordance with statutory procedure.”* City policy recently utilized on a similar project in the City (St. Bernard Drive) was to assess 20% of the storm sewer main and 100% of the storm lateral cost. Staff proposed the same for this project. Based on the meeting and time frame of the project, the project was postponed to 2014 so that property owners could plan for the storm sewer installation.

Work for the proposed project includes water main relay, water service replacement up to and including the curb stop, spot curb and gutter replacement, storm sewer construction, milling the asphaltic concrete pavement, and resurfacing the street. A preliminary estimate has been put together for the storm sewer assessments. The anticipated cost is \$8 per front foot for the sewer main and \$1597 per storm lateral. The advantage to constructing the storm sewer main and laterals is that the construction is completed prior to street resurfacing, which reduces the assessed amount.

The fiscal impact is anticipated to be as follows:

- Assessments: \$27,285
- Storm water utility: \$33,780

This work is scheduled to be constructed this summer as part of project 14-01, Sewer and Water Relay and Street Resurfacing.

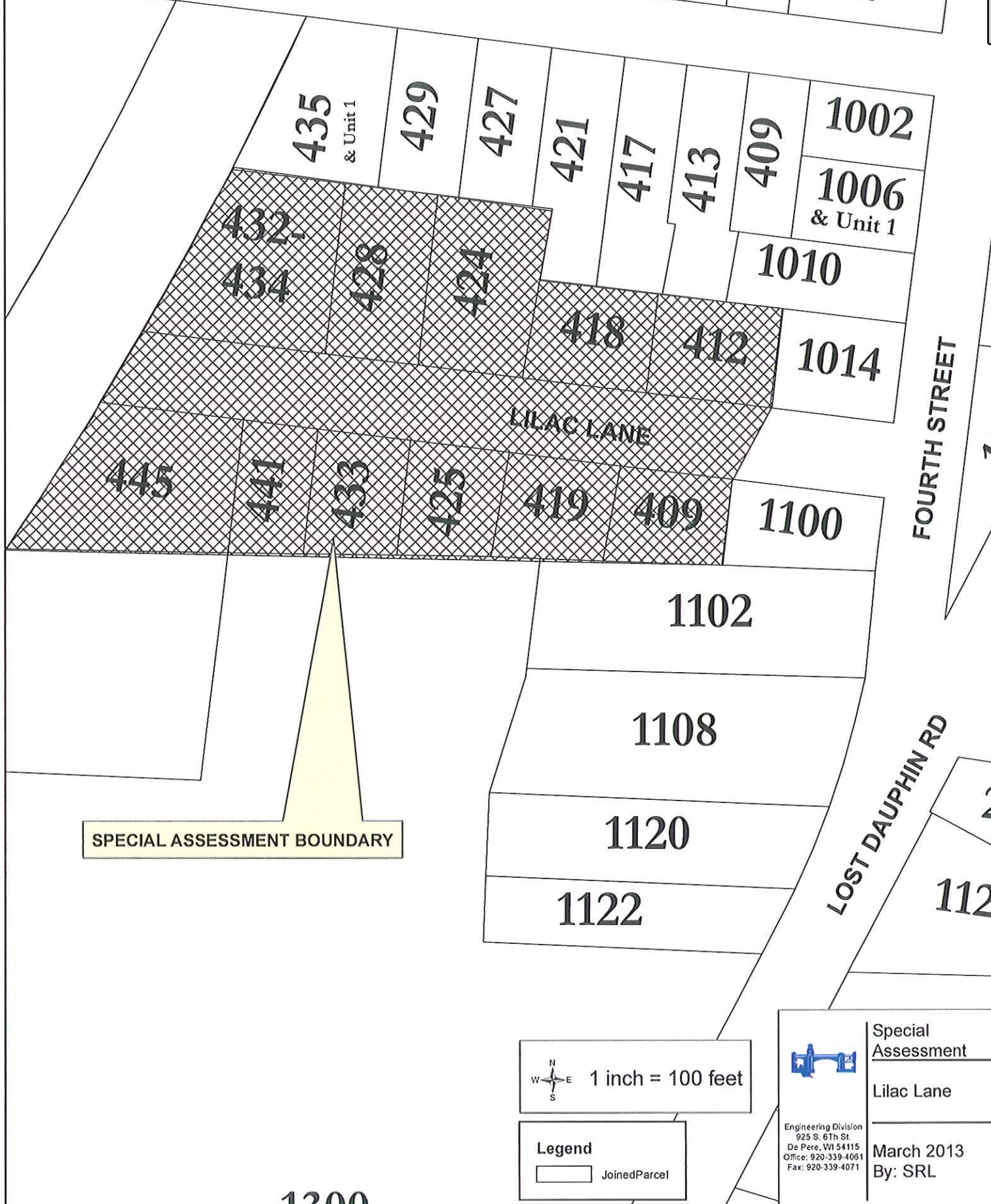
Staff recommends approval of the preliminary resolution to the Common Council to schedule a Public Hearing.

ATTACHMENTS:

- LilacScheduleB&C&D (PDF)
- LilacAssessmentResolution (PDF)

EXHIBIT #1
LILAC LANE SPECIAL ASSESSMENT

918
920



SCHEDULE B
ESTIMATE OF COST OF PROPOSED IMPROVEMENTS
 March 5, 2014

STORM SEWER MAIN (20% Assessable)

No.	Item	Total Quantity	Unit Cost	Total Cost	Assessable	Non-Assessable
ST-02	12" PVC Storm Sewer	765	\$40 LF	\$30,600	\$6,120	\$24,480
ST-04	Manholes	10.6	\$300 VF	\$3,180	\$636	\$2,544
Sub-Total				\$33,780	\$6,756	\$27,024
Contingency				\$1,689	\$338	\$1,351
Technical, Legal, and Administration				\$6,756	\$1,351	\$5,405
Total Estimated Cost				\$42,225	\$8,445	\$33,780

STORM SEWER LATERALS (100% Assessable)

No.	Item	Total Quantity	Unit Cost	Total Cost	Assessable	Non-Assessable
ST-07	6" PVC Storm Sewer Laterals	360	\$34.25 LF	\$12,330	\$12,330	\$0
ST-08	12"x6" Wye	12	\$250 EA	\$3,000	\$3,000	\$0
Sub-Total				\$15,330	\$15,330	\$0
Contingency				\$767	\$767	\$0
Technical, Legal, and Administration				\$3,066	\$3,066	\$0
Total Estimated Cost				\$19,163	\$19,163	\$0
Total Estimated Project Cost				\$61,388		

SCHEDULE C
PROPOSED ASSESSMENT RATES

ASSESSMENT RATE CALCULATION

Improvement	Unit Type	Number of Units	Total Cost (Assessable)	
Storm Sewer Main	LF	1015.31	\$8,445	\$8 Per Front Foot
Storm Sewer Laterals	Each	12	\$19,163	\$1,597 Per Each

Note: ERU is for Equivalent Residential Units

PROBABLE PROJECT FINANCING

Description	Units	Cost/ Unit	Total
(1) Storm Sewer Main Assessment (New Storm Sewer)	1015 LF	\$8	\$8,122
(2) Storm Sewer Main - Stormwater Utility Financing (New Storm Sewer Non-Assessable)	1015 LF	\$33.27	\$33,780
(3) Storm Sewer Lateral Assessment	12 EA	\$1,597	\$19,163
Total Estimated Project Cost			\$61,065

SCHEDULE D - SCHEDULE OF PROPOSED ASSESSMENTS

PRELIMINARY ASSESSMENTS

TYPE OF IMPROVEMENT: STORM SEWER MAIN AND LATERAL CONSTRUCTION

LOCATION - LILAC LANE

March 5, 2014

COST PER UNIT - STORM SEWER MAIN (PRELIMINARY) -

\$8

COST PER UNIT - STORM SEWER LATERAL (PRELIMINARY) -

\$1,597

PROPERTY OWNER	LOT NO. PROPERTY ADDRESS PARCEL NUMBER	STORM MAIN ASSESSMENT		STORM LATERAL ASSESSMENT		TOTAL ASSESSMENT
		UNIT	COST	UNIT	COST	
ROY & BEATRICE AMBROSIUS 432 LILAC LANE DE PERE WI 54115	WD-164 432-434 LILAC LN	145.9	\$1,167	2	\$3,194	\$4,361
CHRISTOPHER COULOMBE 428 LILAC LANE DE PERE WI 54115-1942	WD-164-4 428 LILAC LN	75	\$600	1	\$1,597	\$2,197
DONALD C ABEL & DIANE S LEGOMSKY 424 LILAC LANE DE PERE WI 54115-1942	WD-164-3 424 LILAC LN	85	\$680	1	\$1,597	\$2,277
LYNNETTE G BRENNAN 418 LILAC LANE DE PERE WI 54115-1942	WD-161 418 LILAC LN	99.9	\$799	1	\$1,597	\$2,396
DANIEL H BANGERT 412 LILAC LANE DE PERE WI 54115-1942	WD-161-1 412 LILAC LN	100	\$800	1	\$1,597	\$2,397
KENNETH J WILLEMS 445 LILAC LANE DE PERE WI 54115-1941	WD-164-5-1 445 LILAC LN	114.65	\$917	1	\$1,597	\$2,514
LOUISE H PATTON 441 LILAC LANE DE PERE WI 54115-1941	WD-164-5 441 LILAC LN	60	\$480	1	\$1,597	\$2,077
MEGAN WOLFERT 433 LILAC LANE DE PERE WI 54115-1941	WD-164-1 433 LILAC LN	75	\$600	1	\$1,597	\$2,197
PETER DE VOS 425 LILAC LANE DE PERE WI 54115-1941	WD-164-2 425 LILAC LN	79.86	\$639	1	\$1,597	\$2,236
CASEY L HAWKINSON 368 MAIN AVE #1 DE PERE WI 54115	WD-163-1-1 419 LILAC LN	90	\$720	1	\$1,597	\$2,317
MELISSA S SCHMIDT 409 LILAC LANE DE PERE WI 54115-1941	WD-163-1-2 409 LILAC LN	90	\$720	1	\$1,597	\$2,317
TOTAL		1015.31	\$8,122	12	\$19,164	\$27,286

RESOLUTION #14-

PRELIMINARY RESOLUTION DECLARING INTENTION TO EXERCISE
SPECIAL ASSESSMENT POWERS UNDER SECTION 66.0703, WIS. STATS.
STORM SEWER MAIN AND LATERALS ON LILAC LANE FROM THE WESTERTLY TERMINI
TO FOURTH STREET.

BE IT HEREBY RESOLVED, by the Common Council of the City of De Pere,
Wisconsin, as follows:

1. That the Common Council hereby declares its intention to exercise its police powers and levy special assessments pursuant to Section 66.0703, Wis. Stats., for improvements constructed within the area described below and special assessments to be levied on a reasonable basis upon the properties benefited thereby. Said improvements to include storm sewer main and laterals. Said improvements shall be constructed and the properties benefiting there from are contained in the following described areas or abutting streets:

STORM SEWER MAIN AND LATERALS – LILAC LANE

Both sides of Lilac Lane from the westerly termini to Fourth Street

2. The total assessed against such districts shall not exceed the total cost of the improvements. The Common Council determines that such improvements shall be installed and assessed therefore levied under the police power and that the amount assessed against each benefited parcel shall be based on each unit for Storm Sewer Main and Laterals.

3. The assessments against any parcel shall be paid as follows:
 - (a) In cash within 30 days of invoice; or
 - (b) In five (5) annual installments, together with interest on the unpaid balance at the Common Council established rate in effect on the date the final Resolution levying such assessments is adopted; or
 - (c) Upon transfer of ownership of any parcel or part of a parcel against which assessments are levied. If title to part of such parcel is transferred, only such assessments that are attributable to part transferred shall become due and payable upon transfer.

4. The Director of Public Works is directed to prepare a report incorporating the recommendation of the Board of Public Works consisting of:
 - (a) Preliminary plans and specifications for said improvements;
 - (b) An estimate of the entire cost of the proposed improvements;
 - (c) A schedule of the proposed assessments;
 - (d) A statement that the property against which the assessments are proposed is benefited.

After compiling such report, the Director of Public Works is directed to file a copy thereof in the City Clerk-Treasurer's office for public inspection.

5. Upon receiving the report of the Board of Public Works, the Clerk-Treasurer is directed to give a Class I notice of public hearing on such report as specified in Section 66.60, Wis. Stats. The hearing shall be held in the Common Council Chambers of the City Hall at a time set by the Clerk-Treasurer in accordance with the aforementioned statutory provision.

Adopted by the Common Council of the City of De Pere, Wisconsin, this _____ day of _____, 2014.

APPROVED:

Michael J. Walsh, Mayor

ATTEST:

Shana Defnet, Clerk-Treasurer

Ayes: _____

Nays: _____

City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: March 10, 2014

DEPARTMENT: Public Works

FROM: Scott Thoresen

SUBJECT: Update on Commercial Garbage & Recycling Collection

At the November 11, 2013 Board of Public Works (BOPW) meeting discussion was held regarding the collection of garbage and recycling for commercial properties and whether the City wants to continue with collecting garbage and recycling for commercial and other nonresidential properties. The items discussed at this BOPW meeting were:

- Whether to continue with the current system of commercial garbage pick-up or transition to private carriers for De Pere businesses.
- Going private would be an improvement financially as well as improving scheduling of pick-ups for the businesses; private contractors allow clients to schedule the pick-up for more convenient times for the business.
- Some of the unsightliness is due to the number of businesses exceeding the 5 cart limit.
- As shown on the power point presentation, most of the businesses outside of the downtown areas contract with a private carrier.
- Grandfathering businesses in to continue with the current system of pick up would not be appropriate or fair, i.e., picking and choosing which businesses the City would continue to service, nor would it take care of the unsightliness of the numerous carts.
- One suggestion was for the City to pay for the enclosures for the containers, while the businesses would pay for the pick-up service from a private contractor.
- Another suggestion was a 12-15 month implementation, giving businesses time to budget and make arrangements for a private carrier, some may want to share a dumpster.
- Discussion followed on a need to research locations for dumpsters and how big they should be, the possibility of businesses sharing dumpsters to conserve cost and storage space.

- Questions were raised in regard to what should be done with the old carts, could the City offer a refund, or if the business elected to keep them where they would be stored, or if there are state regulations in regard to buying back the carts at a depreciated value.
- Research should be done regarding the cost of enclosing dumpsters and the space it would require as they may take up parking stalls to build.
- It would not be a financially responsible solution to purchase trucks and equipment to service dumpsters, mainly due to the volume of businesses needing commercial pick up service and the cost of the vehicles.
- Some of the unsightliness of the carts is due to the elimination of some alleys previously used for storage.
- Discussions should begin with the area businesses for their input regarding commercial garbage and recycle pick-up.
- Cost will be an issue, but providing incentives like funding enclosures, rebating carts, convenience of pick-up time could be discussed.

Staff wanted to give the BOPW an update on this issue and what actions have taken place since the November BOPW meeting.

- Staff will be meeting with the businesses that store the carts behind 305 Main areas to discuss relocating to a different area temporarily for storage.
- Staff is putting out a request for proposals for a master plan for the Nicolet Square parking. As part of this study we will look at where we can possibly place enclosed dumpsters for the businesses adjoining the parking lot.
- Staff is working on putting together a map for all commercial, industrial, and non-residential properties so we can start an inventory on who we collect for and who we do not.
- Staff is looking into what other communities such as Green Bay does for downtown commercial garbage and recycling collection.
- Staff will be evaluating our current ordinances to determine what the City can or cannot do pertaining to commercial collection as they exist. Then we will need to look at possible revisions to the ordinances for phasing out collection for commercial, industrial and non-residential properties.
- Additional businesses adjacent to the Nicolet Square parking area have contacted the City regarding concerns with garbage and recycling collection. Staff informed them what was being worked on and they were in favor of the City requiring dumpsters.

As indicated in November, the overall process is going to take twelve (12) plus months to implement. Staff plans to update the BOPW on a regular basis to let you know where we are at and what is going.

Any questions please contact my office.

City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: March 10, 2014

DEPARTMENT: Public Works

FROM: Scott Thoresen

SUBJECT: Consider State / Municipal Agreement for STH 57 Roundabout*

Attached is the State / Municipal agreement (SMA) for the construction of a roundabout at the intersection of STH 57 and Heritage Road. The project is tentatively scheduled for spring/summer of 2016. The estimated cost for this project is \$1,689,805 with the City's share estimated at \$12,753.

Staff recommends the BOPW approve this agreement and forward to Council for approval.

ATTACHMENTS:

- DOT Municipal Agreement - STH 57 Roundabout (PDF)



**ORIGINAL
STATE/MUNICIPAL AGREEMENT
FOR A STATE- LET HIGHWAY
PROJECT**

Date: February 19, 2014

I.D.: 4085-43-00/71

Road Name: City of De Pere, STH 32/57

Limits: CTH X Intersection

County: Brown

Roadway Length: 0.31 miles

The signatory city of De Pere, hereinafter called the Municipality, through its undersigned duly authorized officers or officials, hereby requests the State of Wisconsin Department of Transportation, hereinafter called the State, to initiate and effect the highway or street improvement hereinafter described.

The authority for the Municipality to enter into this agreement with the State is provided by Section 86.25(1), (2), and (3) of the Statutes.

NEEDS AND ESTIMATE SUMMARY:

Existing Facility - Describe and give reason for request: The intersection of STH 32/57 and CTH X has been experiencing a high rate of right angle and left turn crashes. Some reasons for the high crash rate include the intersection is located on a curve, the area is in the process of transitioning from rural to urban, increasing residential and commercial development, and concurrently is seeing more truck traffic on STH 32/ 57 and CTH X due to the increasing development.

Proposed Improvement - Nature of work: The proposed action is to construct a single lane roundabout at the intersection of STH 32/57 and CTH X. STH 32/57 will be realigned to add deflection upon entry into the roundabout and reduce vehicle speeds. The proposed design is a 15' driving lane with concrete curb and gutter on the approaches. The construction is currently scheduled to take place in the spring/summer of 2016 and will require the closure of the intersection for approximately 4 months.

Describe non-participating work included in the project and other work necessary to finish the project completely which will be undertaken independently by the municipality: Concrete sidewalk stamping and landscaping not covered by CSS funds, central island irrigation system, concrete driveway apron for Belmark parking lot, and any sanitary manhole or water valve adjustments.

TABLE 1: SUMMARY OF COSTS

Phase	Total Est. Cost	Federal/State Funds	%	Municipal Funds	%
Preliminary Engineering: Plan Development	\$ 130,000	\$ 130,000	100%	\$ -	0%
Real Estate Acquisition: Acquisition	\$ 110,000	\$ 110,000	100%	\$ -	0%
Compensable Utilities	\$ -	\$ -		\$ -	
Construction (0010)					
Participating	\$ 1,398,857	\$ 1,398,857	100%	\$ -	0%
New Sidewalk	\$ -	\$ -	100%	\$ -	
New Lighting	\$ -	\$ -	100%	\$ -	
CSS Items (0020)					
Priority 1 (1.5% CSS Funds)	\$ 19,000	\$ 19,000	CAP	\$ -	0%
Priority 2 (WisDOT Landscape)	\$ 3,933	\$ 3,933	CAP	\$ -	0%
Priority 3 (Landscaping & Stamping)	\$ 12,363	\$ -	0%		100%
City of De Pere			0%	\$ 7,727	62.5%
Town of Ledgeview			0%	\$ 4,636	37.5%
Non-Participating (0030)	\$ 6,901				
City of De Pere		\$ -	0%	\$ 4,313	62.5%
Town of Ledgeview		\$ -	0%	\$ 2,588	37.5%
Non-Participating (0040)					
Priority 1 (WisDOT)	\$ 6,141	\$ 6,141	CAP	\$ -	0%
Priority 2 (City of De Pere)	\$ 2,438	\$ -	0%	\$ 2,438	100%
Non-Participating (0050)					
GBMSD**	\$ 173		0%	\$ 173	100%
Total Cost Distribution	\$ 1,689,805	\$ 1,667,931		\$ 21,875	
City of De Pere				\$ 12,753	
Town of Ledgeview				\$ 7,224	
GBMSD**				\$ 173	

*Estimates include 15% delivery.

**GBMSD – Green Bay Metropolitan Sewerage District

Non-participating categories include the following items:

CAT 0030 – Roundabout irrigation system

CAT 0040 – Belmark Concrete Driveway Apron and Utility Adjustments

CAT 0050 – GBMSD Utility Adjustments

This request is subject to the terms and conditions that follow (pages 4 – 6) and is made by the undersigned under proper authority to make such request for the designated Municipality and upon signature by the State and delivery to the Municipality shall constitute agreement between the Municipality and the State. No term or provision of neither the State/Municipal Agreement nor any of its attachments may be changed, waived or terminated orally but only by an instrument in writing executed by both parties to the State/Municipal Agreement.

Signed for and in behalf of the City of De Pere (please sign in blue ink)		
Name	Title	Date
Signed for and in behalf of the State (please sign in blue ink)		
Name	Title	Date

TERMS AND CONDITIONS:

1. The initiation and accomplishment of the improvement will be subject to the applicable Federal and State regulations.
2. The Municipality shall pay to the State all costs incurred by the State in connection with the improvement which exceed Federal/State financing commitments or are ineligible for Federal/State financing. Local participation shall be limited to the items and percentages set forth in the Summary of Costs table that show Municipal funding participation. In order to guarantee the Municipality's foregoing agreements to pay the State, the Municipality, through its above duly authorized officers or officials, agrees and authorizes the State to set off and withhold the required reimbursement amount as determined by the State from any moneys otherwise due and payable by the State to the Municipality.
3. Funding of each project Phase is subject to inclusion in an approved program and per the State's Facility Development Manual (FDM) standards. Federal aid and/or State transportation fund financing will be limited to participation in the costs of the following items as specified in the Summary of Costs:
 - (a) Design engineering and state review services.
 - (b) Real Estate necessitated for the improvement.
 - (c) Compensable utility adjustment and railroad force work necessitated for the project.
 - (d) The grading, base, pavement, curb and gutter and bridge costs to State standards, excluding the cost of parking areas.
 - (e) Storm sewer mains, culverts, laterals, manholes, inlets, catch basins and connections for surface water drainage of the improvement; including replacement and/or adjustments of existing storm sewer manhole covers and inlet grates as needed.
 - (f) Construction engineering incidental to inspection and supervision of actual construction work, except for inspection, staking and testing of sanitary sewer and water main.
 - (g) Signing and pavement marking necessitated for the safe and efficient flow of traffic, including detour routes.
 - (h) Replacement of existing sidewalks necessitated by construction and construction of new sidewalk at the time of construction. Sidewalk is considered to be new if it's constructed in a location where it has not existed before.
 - (i) Replacement of existing driveways, in kind, necessitated by the project.
 - (j) New installations or alteration resulting from roadway construction of standard State street lighting and traffic signals or devices. Alteration may include salvaging and replacement of existing components.
4. Work necessary to complete the improvement to be financed entirely by the Municipality or other Utility or Facility Owner includes the following items:
 - (a) New installations of or alteration of sanitary sewers and connections, water, gas, electric, telephone, telegraph, fire or police alarm facilities, parking meters, and similar utilities.
 - (b) New installation or alteration of signs not necessary for the safe and efficient flow of traffic.
 - (c) Roadway and Bridge width in excess of standards.
 - (d) Construction inspection, staking and material testing and acceptance for construction of sanitary sewer and water main.
 - (e) Coordinate, clean up, and fund any hazardous materials encountered for city utility construction. All hazardous material cleanup work shall be performed in accordance to state and federal regulations.

5. As the work progresses, the Municipality will be billed for work completed which is not chargeable to Federal/State funds. Upon completion of the project, a final audit will be made to determine the final division of costs.
6. If the Municipality should withdraw the project, it shall reimburse the State for any costs incurred by the State in behalf of the project.
7. The work will be administered by the State and may include items not eligible for Federal/State participation.
8. The Municipality shall at its own cost and expense:
 - (a) Maintain all items outside the travel lane along the project within the limits of the roundabout, to include but not limited to sidewalks, multi-use paths, irrigation system in the roundabout central island, all landscaping within the roundabout central island, and the stamped and colored concrete within the splitter islands and roundabout funded by community sensitive solutions. (City of De Pere responsible for these items)
 - (b) Prohibit parking. (City of De Pere responsible for this item)
 - (c) Use the WisDOT Utility Accommodation Policy unless the Municipality adopts a policy which has equal or more restrictive controls.
 - (d) Provide complete plans, specifications and estimates for sanitary sewer and water main work. The Municipality assumes full responsibility for the design, installation, inspection, testing and operation of the sanitary sewer and water system. This relieves the State and all of its employees from the liability for all suits, actions or claims resulting from the sanitary sewer and water system construction.
 - (e) Coordinate with the state on changes to highway access within the project limits.
 - (f) In cooperation with the state, assist with public relations for the project and announcements to the press and such outlets as would generally alert the affected property owners and the community of the nature, extent, and timing of the project and arrangements for handling traffic within and around the project.
 - (g) Maintain signs and pavement markings not necessary for the safe and efficient movement of traffic (no parking signs, crosswalk pavement markings not at signalized intersections, etc). (City of De Pere responsible for these items)

9. Basis for local participation:

(a) CSS Eligible Items

- i. CSS Funds available - \$19,000 (based on 1.5% of construction estimate of \$1,260,700)
- ii. Landscaping – \$19,771 (WisDOT to contribute \$3,933 for typical roundabout landscaping costs); See attachment A
- iii. Stamping concrete – \$15,525; see attachment B

(b) Non-Participating Items

- i. Irrigation System – see attachment C
- ii. Concrete driveway apron – \$7,889 (WisDOT to contribute \$6,141 for asphalt driveway apron costs); City of De Pere Utility adjustments – \$690; see attachment D
- iii. Green Bay Metropolitan Sewerage District Utility adjustments – \$173; see attachment E

[END]

Attachment A: CSS Eligible Items - Landscaping

PROJECT ID 4085-43-00/71
TOWN OF WRIGHTSTOWN
City of De Pere, STH 32/57 - CTH X Intersection
STH 32
BROWN COUNTY

Proposed Landscaping Plan ITEM DESCRIPTION	QUANTITY	ITEM UNIT	ESTIMATED UNIT PRICE	ITEM COST
Barberry; Rose Glow	20	EACH	\$45.00	\$900.00
Hydranga; Limelight	10	EACH	\$55.00	\$550.00
Spirea; Goldmound	23	EACH	\$35.00	\$805.00
Juniper; Kallays Compact Pfitzer	14	EACH	\$89.00	\$1,246.00
Mulch; Shredded Bark	390	SY	\$5.00	\$1,950.00
Mulch; Mississippi River Gravel	420	SY	\$10.00	\$4,200.00
Landscape Edging Aluminum	170	LF	\$8.00	\$1,360.00
Daylily; Becky Lynn	42	EACH	\$21.00	\$882.00
Daylily; Chicago Apache	23	EACH	\$12.00	\$276.00
Daylily; Happy Returns	22	EACH	\$16.00	\$352.00
Daylily; Indian Paint Brush	19	EACH	\$20.00	\$380.00
Daylily; Joan Senior	59	EACH	\$20.00	\$1,180.00
Daylily; Little Business Dwarf	33	EACH	\$21.00	\$693.00
Daylily; Little Wine	63	EACH	\$19.00	\$1,197.00
Daylily; Marry Todd	18	EACH	\$20.00	\$360.00
Daylily; Pearl Dwarf	41	EACH	\$21.00	\$861.00
ITEM COST				\$17,192.00
CONSTRUCTION DELIVERY (15%)				\$2,578.80
TOTAL COST				\$19,770.80

WisDOT Typical Roundabout Landscaping Plan ITEM DESCRIPTION	QUANTITY	ITEM UNIT	ESTIMATED UNIT PRICE	ITEM COST
Donald Wyman Crab	3	EACH	\$200.00	\$600.00
Maney Juniper 15" Spread	15	EACH	\$50.00	\$750.00
Low Grow Seed	12	LBS	\$10.00	\$120.00
Mulch; Shredded Bark	390	SY	\$5.00	\$1,950.00
ITEM COST				\$3,420.00
CONSTRUCTION DELIVERY (15%)				\$513.00
TOTAL COST				\$3,933.00

NOTE: WisDOT will contribute \$3,933 towards landscaping. The remainder will be covered by CSS Funds and/or Municipal Funds.

Attachment B: CSS Eligible Items - Stamping Concrete

PROJECT ID 4085-43-00/71
TOWN OF WRIGHTSTOWN
City of De Pere, STH 32/57 - CTH X Intersection
STH 32
BROWN COUNTY

ITEM DESCRIPTION	QUANTITY	ITEM UNIT	ESTIMATED UNIT PRICE	ITEM COST
STAMPING CONCRETE	18,000	SF	\$0.75	\$13,500.00
ITEM COST				\$13,500.00
CONSTRUCTION DELIVERY (15%)				\$2,025.00
TOTAL COST				\$15,525.00

Attachment C: MUNICIPAL SHARED ITEMS

PROJECT ID 4085-43-00/71
TOWN OF WRIGHTSTOWN
City of De Pere, STH 32/57 - CTH X Intersection
STH 32
BROWN COUNTY

IRRIGATION SYSTEM ITEM DESCRIPTION	QUANTITY	ITEM UNIT	ESTIMATED UNIT PRICE	ITEM COST
IRRIGATION SYSTEM	1	LS	\$6,000.00	\$6,000.00
				\$6,000.00
ITEM COST				\$900.00
CONSTRUCTION DELIVERY (15%)				\$6,900.00
TOTAL COST				
COST SHARE BREAKDOWN				
CITY OF DE PERE			62.5%	\$4,312.50
TOWN OF LEDGEVIEW			37.5%	\$2,587.50

Attachment D: CITY OF DE PERE ITEMS

PROJECT ID 4085-43-00/71
TOWN OF WRIGHTSTOWN
City of De Pere, STH 32/57 - CTH X Intersection
STH 32
BROWN COUNTY

CITY OF DE PERE ITEMS

MUNICIPAL UTILITY ADJUSTMENTS ITEM DESCRIPTION	QUANTITY	ITEM UNIT	ESTIMATED UNIT PRICE	ITEM COST
SANITARY MANHOLE ADJUSTMENTS	1	EACH	\$150.00	\$150.00
WATER VALVE BOX ADJUSTMENTS	3	EACH	\$150.00	\$450.00
ITEM COST				\$600.00
CONSTRUCTION DELIVERY (15%)				\$90.00
TOTAL COST				\$690.00

NOTE: This item is a placeholder, no quantities have been identified for adjustment as of 10/15/2013.

CONCRETE DRIVEWAY APRON (BELMARK) ITEM DESCRIPTION	QUANTITY	ITEM UNIT	ESTIMATED UNIT PRICE	ITEM COST
CONCRETE DRIVEWAY	134	SY	\$40.00	\$5,360.00
CONCRETE CURB & GUTTER	150	LF	\$10.00	\$1,500.00
ITEM COST				\$6,860.00
CONSTRUCTION DELIVERY (15%)				\$1,029.00
TOTAL COST (100% City of De Pere)				\$7,889.00

ASPHALT DRIVEWAY (BELMARK) - WisDOT CREDIT ITEM DESCRIPTION	QUANTITY	ITEM UNIT	ESTIMATED UNIT PRICE	ITEM COST
ASPHALTIC SURFACE DRIVEWAY & FIELD ENTRANCE	30	TON	\$178.00	\$5,340.00
ITEM COST				\$5,340.00
CONSTRUCTION DELIVERY (15%)				\$801.00
TOTAL COST				\$6,141.00

NOTE: City of De Pere has requested a concrete driveway apron for Belmark. WisDOT will contribute the estimated cost for a typical asphalt driveway apron and the city will be responsible for the remaining costs.

Attachment E: GBMSD ITEMS

PROJECT ID 4085-43-00/71
TOWN OF WRIGHTSTOWN
City of De Pere, STH 32/57 - CTH X Intersection
STH 32
BROWN COUNTY

GBMSD ITEMS

MUNICIPAL UTILITY ADJUSTMENTS ITEM DESCRIPTION	QUANTITY	ITEM UNIT	ESTIMATED UNIT PRICE	ITEM COST
SANITARY MANHOLE ADJUSTMENTS	1	EACH	\$150.00	\$150.00
WATER VALVE BOX ADJUSTMENTS	0	EACH	\$150.00	\$0.00
ITEM COST				\$150.00
CONSTRUCTION DELIVERY (15%)				\$22.50
TOTAL COST				\$172.50

City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: March 10, 2014

DEPARTMENT: Public Works

FROM: Karen Heyrman

SUBJECT: Consider Award of Project 14-10 LED Street Lighting*

The Engineering Department received bids for Project 14-10 LED Street Lighting on February 27th. This work is for replacing the existing street lights with LED fixtures on American Boulevard between Scheuring Road and Red Maple Road. The bids received were as follows:

Bidder	Amount
De Baker Inc.	\$30,200.24
Elmstar Electric Corporation	\$30,860.00
Bodart Electric	\$38,220.00

The budgeted amount from the capital improvement fund is \$37,000. Funding will be from TID 6. The staff recommendation is to award the bid to De Baker Inc. in the amount of \$30,200.24.

ATTACHMENTS:

- 14-10 Bid Tab(PDF)

PROJECT 14-10 LED STREET LIGHTING

3.6.a

BID TAB



				BIDDER NO. 1		BIDDER NO. 2		BIDDER NO. 3		BIDDER NO. 4		BIDDER NO. 5	
				DE BAKER INC.		ELMSTAR ELECTRIC CORPORATION		BODART ELECTRIC SERVICE, INC.		BEACON ELECTRIC NON-CONFORMING		NORTHERN ELECTRIC, INC. NON-CONFORMING	
ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE	AMOUNT BID	UNIT PRICE	AMOUNT BID	UNIT PRICE	AMOUNT BID	UNIT PRICE	AMOUNT BID	UNIT PRICE	AMOUNT BID
SP-01	Luminaire LED	EA	56	\$ 526.79	\$ 29,500.24	\$535.00	\$ 29,960.00	\$ 620.00	\$ 34,720.00				
SP-02	Traffic Control	LS	1	\$ 700.00	\$ 700.00	\$900.00	\$ 900.00	\$ 3,500.00	\$ 3,500.00				
TOTAL AMOUNT BID					\$30,200.24		\$30,860.00		\$38,220.00				

Attachment: 14-10 Bid Tab (1919 : Consider Award of Project 14-10 LED Street Lighting*)

City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: March 10, 2014

DEPARTMENT: Public Works

FROM: Karen Heyrman

SUBJECT: Consider Award of Project 14-13 Crackfilling*

The Engineering Department received bids for Project 14-13 Crackfilling on February 27th. This work is for maintenance of streets and parking lots. The bids received were as follows:

Bidder	Amount
Asphalt Seal & Repair, Inc.	\$80,933
Precision Seal Coating. Inc.	\$128,480

The budget included \$111,000 from general obligation debt to complete this work. The staff recommendation is to award the bid to Asphalt Seal & Repair Inc. in the amount of \$80,933.

ATTACHMENTS:

- 14-13 Bid Tab(PDF)

PROJECT 14-13 CRACKFILLING

3.7.a

BID TAB



				BIDDER NO. 1		BIDDER NO. 2		BIDDER NO. 3	
				ASPHALT SEAL & REPAIR INC.		ASPHALT SERVICES LLC		FAHRNER -NONCONFORMING-	
ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE	AMOUNT BID	UNIT PRICE	AMOUNT BID	UNIT PRICE	AMOUNT BID
SC-01	Crackfilling	LB	90,000	\$ 0.85	\$ 76,320.00	\$ 1.35	\$ 121,500.00		\$ -
SC-02	Seal Coating	SF	54,500	\$ 0.08	\$ 4,360.00	\$ 0.12	\$ 6,540.00		\$ -
SC-03	Pavement Marking	LF	1,100	\$ 0.23	\$ 253.00	\$ 0.40	\$ 440.00		\$ -
TOTAL AMOUNT BID					\$80,933.00		\$128,480.00		\$0.00

Attachment: 14-13 Bid Tab (1920 : Consider Award of Project 14-13 Crackfilling*)

City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: March 10, 2014

DEPARTMENT: Public Works

FROM: Eric Rakers

SUBJECT: Consider Award of Project 14-15 Sewer Cleaning and Televising*

The Engineering Department received bids on Project 14-15 Televising on February 27th. This work is for maintenance of sewers. The bids received were as follows:

Bidder	Amount
Green Bay Pipe & TV, LLC	\$43,107.50
Northern Pipe Equipment, Inc.	\$46,824.00
Speedy Clean Drain & Sewer	\$50,482.50
Great Lakes TV Seal, Inc.	\$72,494.50
Visu-Sewer, Inc.	\$89,017.00
PLC Water Jetting Service, Inc.	\$102,625.00
National Power Rodding Corp.	\$221,656.75
Infratech	\$259,851.25

The budgeted amount for the project from the capital improvement fund is \$60,000. Funding will be \$50,000 from the storm water utility fund and \$10,000 from the sewerage revenue fund. The staff recommendation is to award the bid to Green Bay Pipe & TV, LLC in the amount of \$43,107.50.

ATTACHMENTS:

- 14-15 Bid Tab(PDF)



				BIDDER NO. 1		BIDDER NO. 2		BIDDER NO. 3		BIDDER NO. 4		BIDDER NO. 5		BIDDER NO. 6		BIDDER NO. 7		BIDDER NO. 8	
				GREEN BAY PIPE & TV, LLC		NORTHERN PIPE CLEANING & TV INC		SPEEDY CLEAN DRAIN & SEWER		GREAT LAKES TV SEAL, INC.		VISU-SEWER		PLC WATER JETTING SERVICE, INC.		NATIONAL POWER RODDING CORP.		INFRATECH	
ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE	AMOUNT BID	UNIT PRICE	AMOUNT BID	UNIT PRICE	AMOUNT BID	UNIT PRICE	AMOUNT BID	UNIT PRICE	AMOUNT BID	UNIT PRICE	AMOUNT BID	UNIT PRICE	AMOUNT BID	UNIT PRICE	AMOUNT BID
SP-01	SANITARY SEWER CLEANING (6-12 INCH)	LF	525	\$ 0.35	\$ 183.75	\$ 0.48	\$ 252.00	\$ 0.45	\$ 236.25	\$ 0.41	\$ 215.25	\$ 4.00	\$ 2,100.00	\$ 0.50	\$ 262.50	\$ 0.01	\$ 5.25	\$ 1.09	\$ 572.25
SP-02	SANITARY SEWER TELEVING (6-12 INCH)	LF	525	\$ 0.35	\$ 183.75	\$ 0.48	\$ 252.00	\$ 0.45	\$ 236.25	\$ 0.41	\$ 215.25	\$ 1.00	\$ 525.00	\$ 0.50	\$ 262.50	\$ 3.74	\$ 1,963.50	\$ 1.00	\$ 525.00
SP-03	STORM SEWER CLEANING (8-27 INCH)	LF	34,000	\$ 0.40	\$ 13,600.00	\$ 0.45	\$ 15,300.00	\$ 0.45	\$ 15,300.00	\$ 0.41	\$ 13,940.00	\$ 0.50	\$ 17,000.00	\$ 1.00	\$ 34,000.00	\$ 0.01	\$ 340.00	\$ 1.15	\$ 39,100.00
SP-04	STORM SEWER CLEANING (30-48 INCH)	LF	8,400	\$ 0.40	\$ 3,360.00	\$ 0.45	\$ 3,780.00	\$ 0.45	\$ 3,780.00	\$ 0.41	\$ 3,444.00	\$ 0.50	\$ 4,200.00	\$ 1.50	\$ 12,600.00	\$ 1.00	\$ 8,400.00	\$ 2.89	\$ 24,276.00
SP-05	HEAVY SEWER CLEANING (6-27 INCH)	LF	12,000	\$ 0.37	\$ 4,440.00	\$ 0.46	\$ 5,520.00	\$ 0.60	\$ 7,200.00	\$ 1.50	\$ 18,000.00	\$ 1.00	\$ 12,000.00	\$ 2.00	\$ 24,000.00	\$ 2.50	\$ 30,000.00	\$ 7.38	\$ 88,560.00
SP-06	HEAVY SEWER CLEANING (30-48 INCH)	LF	3,000	\$ 0.52	\$ 1,560.00	\$ 0.58	\$ 1,740.00	\$ 0.75	\$ 2,250.00	\$ 2.00	\$ 6,000.00	\$ 5.00	\$ 15,000.00	\$ 2.00	\$ 6,000.00	\$ 5.00	\$ 15,000.00	\$ 11.11	\$ 33,330.00
SP-07	STORM SEWER TELEVISIONING (8-27 INCH)	LF	34,000	\$ 0.45	\$ 15,300.00	\$ 0.45	\$ 15,300.00	\$ 0.45	\$ 15,300.00	\$ 0.42	\$ 14,280.00	\$ 0.83	\$ 28,220.00	\$ 0.50	\$ 17,000.00	\$ 3.74	\$ 127,160.00	\$ 1.05	\$ 35,700.00
SP-08	STORM SEWER TELEVISIONING (27-48 INCH)	LF	8,400	\$ 0.45	\$ 3,780.00	\$ 0.45	\$ 3,780.00	\$ 0.45	\$ 3,780.00	\$ 1.00	\$ 8,400.00	\$ 0.83	\$ 6,972.00	\$ 0.75	\$ 6,300.00	\$ 4.32	\$ 36,288.00	\$ 2.65	\$ 22,260.00
SP-09	SEWER PIPE ROOT CUTTING (6-48 INCH)	LF	1,000	\$ 0.50	\$ 500.00	\$ 0.50	\$ 500.00	\$ 2.00	\$ 2,000.00	\$ 2.00	\$ 2,000.00	\$ 1.00	\$ 1,000.00	\$ 1.00	\$ 1,000.00	\$ 1.50	\$ 1,500.00	\$ 10.98	\$ 10,980.00
SP-10	REMOVAL MINERAL DEPOSITS	LF	400	\$ 0.50	\$ 200.00	\$ 1.00	\$ 400.00	\$ 1.00	\$ 400.00	\$ 15.00	\$ 6,000.00	\$ 5.00	\$ 2,000.00	\$ 3.00	\$ 1,200.00	\$ 2.50	\$ 1,000.00	\$ 11.37	\$ 4,548.00
	TOTAL AMOUNT BID				\$43,107.50		\$46,824.00		\$50,482.50		\$72,494.50		\$89,017.00		\$102,625.00		\$ 221,656.75		\$ 259,851.25

Attachment: 14-15 Bid Tab (1921 : Consider Award of Project 14-15 Sewer Cleaning and Televisioning)

City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: March 10, 2014

DEPARTMENT: Public Works

FROM: Eric Rakers

SUBJECT: Consider 2013 Annual Report for the Wisconsin Department of Natural Resources MS4 General Permit*

The Engineering Department has completed the Annual Report under MS4 General Permit for the 2013 calendar year and attached for your review. This report is required to be completed annually and submitted to the Wisconsin Department of Natural Resources (WDNR). The Report identifies activities that the City has completed in 2013 to meet our MS4 General Permit for storm water discharge. Highlights from the 2013 Report include:

- Membership in the Northeast Stormwater Consortium (NEWSC) which helps the City meet the requirements for Public Outreach and Education and Public Involvement and Participation.
- Completed annual Illicit Discharge Detection and Elimination program testing at major outfalls. One fifth of the City is reviewed each year. No illicit discharges were identified.
- Upsized storm sewer on American Boulevard.

Staff recommends the BOPW approve the Report for submittal to the WDNR.

ATTACHMENTS:

- CI_BOPW-MS4 Annual Report (PDF)

Due by March 31, 2014

Notice: Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (DNR) by March 31 of each year to report on activities for the previous calendar year. This form is being provided by the DNR for the user's convenience. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

This form is for reporting on activities undertaken in calendar year 2013.

Instructions: Complete each section of the form that follows. If additional space is needed to respond to a question, attach additional pages. Provide descriptions that explain the program actions taken to comply with the general permit. Complete and submit the annual report by March 31, 2014, to the appropriate address indicated on the last page of this form.

SECTION I. Municipal Information

Name of Municipality		Facility ID No. (FIN)	
City of De Pere		31088	
Mailing Address	City	State	ZIP Code
925 S. Sixth Street	De Pere	WI	54115
County(s) in which Municipality is located	Municipality Type: (select one) ☐ County ☒ City ☐ Village ☐ Town ☐ Other (specify)		

SECTION II. Municipal Contact Information

Name of Municipal Contact Person		Title	
Eric Rakers		City Engineer	
Mailing Address	City	State	ZIP Code
925 S. Sixth Street	De Pere	WI	54115
Email	Phone Number (include area code)	Fax Number (include area code)	
erakers@mail.de-pere.org	(920) 339-8304	(920) 339-4071	

SECTION III. Certification

I hereby certify that I am an authorized representative of the municipality covered under MS4 General Permit No. WI-S050075-1 for which this annual report is being submitted and that the information contained in this document and all attachments were gathered and prepared under my direction or supervision. Based on my inquiry of the person or persons under my direction or supervision involved in the preparation of this document, to the best of my knowledge, the information is true, accurate, and complete. I further certify that the municipality's governing body or delegated representatives have reviewed or been apprised of the contents of this annual report. I understand that Wisconsin law provides severe penalties for submitting false information.

Authorized Representative Printed Name	Authorized Representative Title		
Eric Rakers	City Engineer		
Signature of Authorized Representative	Date		
	03/19/2014		
Email	Phone Number (include area code)	Fax Number (include area code)	
erakers@mail.de-pere.org	(920) 339-8304	(920) 339-4071	

b. Describe how elected and municipal officials and appropriate staff have been kept apprised of the municipal storm water discharge permit and its requirements.

City staff keeps the Board of Public Works and Common Council apprised of the discharge permit and the requirement of the permit during the year as services to meet the requirements are obtained. This includes when professional services are obtained for pond design and IDDE review.

31088 City of De Pere
FIN / Municipality Name

Annual Report under MS4
General Permit No. WI-S050075-1

Form 3400-195 (R 12/13)

Page 2 of 7

SECTION IV. General Information

- a. Describe what efforts the municipality has undertaken to invite the municipal governing body, interest groups, and the general public to review and comment on the annual report.

The annual report was presented to the Board of Public Works on March 7, 2014 and the Common Council on March 18, 2014. The draft annual report was placed on the website on March 14, 2014.

- c. Has the municipality prepared its own municipal-wide storm water management plan? ☒ Yes ☐ No

If yes, title and date of storm water management plan:

EarthTech Inc. completed a report titled City of De Pere Nonpoint Pollution WinSLAMM Analysis in March of 2008.

- d. Has the municipality entered into a written agreement with another municipality or a contract with another entity to perform one or more of the conditions of the general permit as provided under Section 2.10 of the general permit? ☐ Yes ☒ No

If yes, describe these cooperative efforts:

- e. Does the municipality have an internet website? ☒ Yes ☐ No

If yes, provide web address:

<http://www.de-pere.org>

If the municipality has an internet website, is there current information about or links provided to the MS4 general permit and/or the municipality's storm water management program?

☒ Yes ☐ No

If yes, provide web address:

<http://www.de-pere.org>

SECTION V. Permit Conditions

- a. **Minimum Control Measures:** For each of the permit conditions listed below, provide a description of the status of implementation of program elements, the status of meeting measurable goals, and compliance with permit schedule in section 3 of the MS4 general permit. Provide an evaluation of program compliance with the general permit, the appropriateness of identified best management practices, and progress towards achieving identified measurable goals. Be specific in describing the actions that have been taken during the reporting year to implement each permit condition and whether measurable goals have been met, including any data collected to document a measurable goal. Also, explain the reasons for any variations from the compliance schedule in the MS4 general permit.

- Public Education and Outreach

The City utilizes the information from the Northeast Stormwater Consortium-NEWSC Stormwater Management activities. In addition to the NEWSC activities, the City included an article on vehicle maintenance and impacts to storm water in the 2013 summer newsletter. The City placed storm water posters at public facilities around the City.

- Public Involvement and Participation

The City has a link to the City's stormwater ordinance plus a link to the NEWSC website. The City has information available for the public including handouts on: seasonal packet - soil testing, grass clippings, lawn watering, fall fertilizing, leaf maintenance, household hazardous waste, algae blooms, and composting.

- Illicit Discharge Detection and Elimination

The City completed the IDDE Field Screening Program in 2013 per the 2010 approved plan.

- Construction Site Pollutant Control

Ordinance 09-04, Chapter 28, De Pere Municipal Code relating to storm water management including the NEWSC Stormwater Reference Guide was adopted on 2/3/2009.

- Post-Construction Storm Water Management

No additional post construction ponds were constructed in 2013. Additional cleaning and televising was completed in 2013. Approximately one fifth of the City storm sewer was cleaned and televised.

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• **Pollution Prevention**

City streets are swept eight to ten times per year. Approximately 200 catch basins are cleaned each year. Street sweepings and catch basin debris is hauled directly to the landfill. The City is pre-wetting salt for winter spreading which helps reduce the amount of salt applied to the roadway. Trucks are calibrated each year and salt usage tracked. The City collected branches and yard waste three times in 2013. Leaves were collected in the spring and fall. These materials were hauled to the compost site with leaves also being hauled to area farmers. The pollution prevention plan for the City's municipal garage site includes frequent cleaning of the catch basins, street sweeping of the facility, storing the sand and salt mixture in a shed with a roof, and a truck wash to clean debris from trucks.

- b. **Storm Water Quality Management:** Has the municipality completed a pollutant-loading analysis to assess compliance with the 20% TSS reduction developed urban area performance standard? ☒ Yes ☐ No

If yes, provide the following: Model used Winslanum Version 9.2.5 Reduction (%) 33

If no, include a description of any actions the municipality has undertaken during 2013 to help achieve the 20% standard.

- Has the municipality completed an evaluation of all municipal owned or operated structural flood control facilities to determine the feasibility of retrofitting to increase TSS removal? ☐ Yes ☒ No

If yes, describe:

- c. **Best Management Practices Maintenance:** Does the municipality have a maintenance program for installed storm water best management practices? ☒ Yes ☐ No

If yes, describe the maintenance program and any maintenance activities that have occurred for best management practices in 2013. If available, attach any additional information on the maintenance program.

The City reviewed storm sewer outfalls and ponds as part of the IDDE program.

- d. **Storm Sewer System Map:** Describe any changes or updates to the storm sewer system map made in the reporting year. Provide an updated map if any changes occurred during the reporting year.

The City modified storm sewer on American Boulevard. The modifications involved pipe size increases. The locations remained the same.

SECTION VI. Fiscal Analysis

- a. Provide a fiscal analysis that includes the annual expenditures for 2013, and the budget for 2013 and 2014. A table to document fiscal information is provided on page 6.

- b. What financing/fiscal strategy has the municipality implemented to finance the requirements of the general permit?

☒ Storm water utility ☐ General fund ☐ Other _____

- c. Are adequate revenues being generated to implement your storm water management program to meet the permit requirements? ☒ Yes ☐ No

Please provide a brief summary of your financing/fiscal strategy and any additional information that will assist the Department in understanding how storm water management funds are being generated to implement and administer your storm water management program.

Storm water management funds are generated from a user charge for the storm water utility. The City has implemented a rate policy based on residential user equivalents (RUE's). The RUE's are determined based on the size of the parcel and land use.

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SECTION VII. Inspections and Enforcement Actions

Note: If an ordinance listed below has previously been submitted and has not been amended since that time, a copy does not need to be submitted again. If the ordinance was previously submitted, indicate such in the space provided.

- a. As of the date of this annual report, has the municipality adopted a construction site pollutant control ordinance in accordance with subsection 2.4.1 of the general permit? ☒ Yes ☐ No If yes, attach copy or provide web link to ordinance:

<http://www.de-pere.org>

- b. As of the date of this annual report, has the municipality adopted a post-construction storm water management ordinance in accordance with subsection 2.5.1 of the general permit? ☒ Yes ☐ No If yes, attach copy or provide web link to ordinance:

<http://www.de-pere.org>

- c. As of the date of this annual report, has the municipality adopted an illicit discharge detection and elimination ordinance in accordance with subsection 2.3.1 of the general permit? ☒ Yes ☐ No If yes, attach copy or provide web link to ordinance:

<http://www.de-pere.org>

- d. As of the date of this annual report, has the municipality adopted any other ordinances it has deemed necessary to implement a program under the general permit (e.g., pet waste ordinance, leaf management/yard waste ordinance, parking restrictions for street cleaning, etc.)? ☐ Yes ☒ No If yes, attach copy or provide web link to ordinance:

- e. Provide a summary of available information on the number and nature of inspections and enforcement actions conducted during the reporting period to ensure compliance with the ordinances described in a. to d. above.

The City completed 118 inspections. No enforcements were issued.

SECTION VIII. Water Quality Concerns

- a. Does any part of the MS4 discharge to an outstanding resource water (ORW) or exceptional resource water (ERW) listed under s. NR 102.10 or 102.11, Wis. Adm. Code? (A list of ORWs and ERWs may be found on the Department's Internet site at: <http://dnr.wi.gov/topic/SurfaceWater/orwerw.html>) ☐ Yes ☒ No If yes, list:

- b. Does any part of the MS4 discharge to an impaired waterbody listed in accordance with section 303(d)(1) of the federal Clean Water Act, 33 USC § 1313(d)(1)(C)? (A list of the most current Wisconsin impaired waterbodies may be found on the Department's Internet site at: <http://dnr.wi.gov/water/impairedsearch.aspx?status=303d>) ☒ Yes ☐ No If yes, complete the following:

- Impaired waterbody to which the MS4 discharges:

Ashwaubenon Creek, East River, Fox River

- Description of actions municipality has taken to comply with section 1.5.2 of the MS4 general permit for discharges of pollutant(s) of concern to an impaired waterbody:

City streets are swept eight to ten times per year. Approximately 200 catch basins are cleaned each year. Street sweepings and catch basin debris is hauled directly to the landfill. The City is pre-wetting salt for winter spreading which helps reduce the amount of salt applied to the roadway. Trucks are calibrated each year and salt usage tracked. The City collected branches and yard waste three times a year and leaves in the spring and fall. These materials were hauled to the compost site with leaves also being hauled to area farmers.

- c. Identify any known water quality improvements in the receiving water to which the MS4 discharges during the reporting period.

No storm water treatment facilities were added in 2013.

- d. Identify any known water quality degradation in the receiving water to which the MS4 discharges during the reporting period and what actions are being taken to improve the water quality in the receiving water.

Describe any proposed changes to the storm water management program being contemplated by the municipality for 2014 and the schedule for implementing those changes. Proposed program changes must be consistent with the requirements of the general permit.

The City is planning to complete two swale stabilization projects, repair damage to a storm water management pond,

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SECTION IX. Proposed Program Changes

and construct a new regional storm water management pond.

Fiscal Analysis Table. Complete the fiscal analysis table provided below.

Program Element	Annual Expenditure 2013	Budget		Source of Funds
		2013	2014	
Public Education and Outreach	2,000	2,000	2,000	Storm Water Utility
Public Involvement and Participation	1,000	1,000	1,000	Storm Water Utility
Illicit Discharge Detection and Elimination	2,000	2,500	2,500	Storm Water Utility
Construction Site Pollutant Control	2,750	2,750	2,750	Storm Water Utility
Post-Construction Storm Water Management	109,215	109,200	731,681	331,681 - Storm Water Utility, 400,000 - TID
Pollution Prevention	687,646	687,550	681,057	Storm Water Utility
Storm Water Quality Management (including pollutant-loading analysis)	225,031	225,000	209,686	Storm Water Utility
Storm Sewer System Map	10,900	10,900	10,900	Storm Water Utility
Other: New Leaf Loader			275,000	Storm Water Utility

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NORTHERN REGION COUNTIES

Ashland	Langlade	DNR Service Center
Barron	Lincoln	Attn: Storm Water Program
Bayfield	Oneida	5301 Rib Mountain Rd.
Burnett	Polk	Wausau, WI 54401
Douglas	Price	Phone: (715) 359-4522
Florence	Rusk	
Forest	Sawyer	
Iron	Taylor	
	Vilas	
	Washburn	

WEST CENTRAL REGION COUNTIES

Adams	Marathon	DNR Service Center
Buffalo	Monroe	Attn: Storm Water Program
Chippewa	Pepin	5301 Rib Mountain Rd.
Clark	Pierce	Wausau, WI 54401
Crawford	Portage	Phone: (715) 359-4522
Dunn	St. Croix	
Eau Claire	Trempealeau	
Jackson	Vernon	
Juneau	Wood	
La Crosse		

NORTHEAST REGION COUNTIES

Brown	Marquette	DNR Northeast Region
Calumet	Menominee	Attn: Storm Water Program
Door	Oconto	2984 Shawano Ave.
Fond du Lac	Outagamie	Green Bay, WI 54313
Green Lake	Shawano	Phone: (920) 662-5100
Kewaunee	Waupaca	
Manitowoc	Wausara	
Marinette	Winnebago	

SOUTH CENTRAL REGION COUNTIES

Columbia	Jefferson	DNR South Central Region
Dane	LaFayette	Attn: Storm Water Program
Dodge	Richland	3911 Fish Hatchery Rd.
Grant	Rock	Fitchburg, WI 53711
Green	Sauk	Phone: (608) 275-3266
Iowa		

SOUTHEAST REGION COUNTIES

Kenosha	Sheboygan	DNR Service Center
Milwaukee	Walworth	Attn: Storm Water Program
Ozaukee	Washington	141 NW Barstow Street,
Racine	Waukesha	Room 180
		Waukesha, WI 53188
		(262) 574-2100

City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: March 10, 2014

DEPARTMENT: Public Works

FROM: Eric Rakers

SUBJECT: Consider WDNR Urban Nonpoint Source & Storm Water Program Planning Grant Application*

The Wisconsin Department of Natural Resources (WDNR) offers planning grants under the Urban Nonpoint Source and Storm Water Management Grant Program. This program is on a 2-year cycle. Grants for the upcoming cycle are due April 15, 2014. Grant funding may be up to \$85,000. Projects eligible for planning grants include:

- Storm water management planning for urban areas.
- Preparation of local ordinances affecting storm water discharge (construction site or post construction erosion control, pet waste, or illicit discharge management).
- Local financing options for evaluation of storm water utilities/programs.
- Administrative costs for initial establishment of local storm water management funding programs.
- Illicit discharge detection and elimination.
- Public information and education activities.

The City last updated the storm water management plan and modeling in 2008. Since that time, modeling software upgrades have been made and improvements to the City storm water management system have been completed.

In addition to changes within the City, there have been many regulatory changes that impact the long term planning for the City. In particular is the upcoming incorporation of Total Maximum Daily Loads (TMDL's) by the WDNR for pollutants from storm water flowing to the Lower Fox River and tributaries such as Ashwaubenon Creek and the East River.

The WDNR is also revising the MS4 General Permit for 2014. There will be additional requirements for the City under this permit including revised storm water mapping, storm water plans for City facilities, and revisions to the storm water ordinance.

Funds from the grant would be used for the following:

- Storm water model updates.

- Storm water ordinance updates.
- Storm water prevention plans for municipal facilities.
- Long term planning to meet TMDL requirements.
- Update the Storm Water User's Guide for private development in the City.

The grant application will be prepared by City Staff in conjunction with Graef. Funding for the grant application was included in the budget and in the proposal from Graef which was approved at the February Board of Public Works.

Staff recommends approval for the preparation and submittal of an application for the Urban Nonpoint Source and Storm Water Management Grant Program.

ATTACHMENTS:

- WDNRStormWaterGrant (PDF)

State of Wisconsin
 Runoff Management Section-WT/3
 Department of Natural Resources
 101 South Webster Street
 Madison, WI 53703 or
 P.O. Box 7921
 Madison WI 53707-7921

Urban Nonpoint Source & Storm Water (UNPS&SW) Program Planning Grant Application

Form 8700-299A (R 1/14)

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Notice: This application form template was created by the Wisconsin Department of Natural Resources. Application is hereby made to the Wisconsin Department of Natural Resources, Bureau of Watershed Management, for grant assistance consistent with s. 281.66, Wis. Stats., and Chapters NR 151, 154, and 155, Wis. Adm. Code. Collection of this information is authorized under the authority of s. 281.66, Wis. Stats. Personal information collected will be used for administrative purposes and may be provided to requesters to the extent required by Wisconsin's Open Records Law [ss. 19.31 - 19.39, Wis. Stats.]. *Unless otherwise noted, all citations refer to Wisconsin Administrative Code.*

Please read the instructions prior to completion of this form. Complete all sections as applicable. Tab to each section or click in answer spaces.

Applicant Information

Calendar Year of Grant Start

Project Name

Applicant (governmental unit applying; name and type, e.g. Madison, City of)

Name of Government Official - Authorized Signatory (First Last)

Name of Government Official - Grant Contact Person (First Last)

Title

Title

Area Code + Phone Number

Area Code + Phone Number

E-Mail Address

E-Mail Address

Mailing Address - Street or Route

Mailing Address - Street or Route

City

State
WI

ZIP Code

City

State
WI

ZIP Code

Project Information

A. Location of Project

County

State Senate District number:

State Assembly District number:

Minor Civil Division (city, town, village, e.g., Wrightstown, Village of)	Township (N)	Range	E or W	Section	Quarter	Quarter- Quarter	Latitude (North, 4 to 7 decimal places)	Longitude (West, 4 to 7 decimal places)
	N							
	N							
	N							

Method for Determining Latitude & Longitude (check one)

- ☐ GPS ☐ DNR Surface Water Data Viewer (<http://dnrm.wisconsin.gov/SWViewer>)
☐ Other (specify):

Project Name: _____

UNPS&SW Program - Planning Grant Application

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B. Project Summary and Description. Use this space for the project summary and description, not an attachment.**C. Watershed, Waterbody and Pollutants** (see Attachment A and <http://dnrmmaps.wi.gov/SL/?Viewer=SWDV>).*Note: Planning areas may encompass several square miles and may affect multiple watersheds.*

Watershed Name	Watershed Code	12-digit Hydrologic Unit Code (HUC)	% of Project Area	Nearest Waterbody Name

Nonpoint Source Pollutant(s) Controlled by the Project

☐ Nutrients ☐ Sediment ☐ Other, specify: _____
Part I. Screening Requirements**A. Maps and Photographs**

Yes

- ☐ An 8.5" x 11" map from the DNR data/map viewers, showing the project area, is attached (link to <http://dnrmmaps.wi.gov/SL/?Viewer=SWDV>).
- ☐ Aerial photo maps and project area photos are also included.

B. Filters *Note: The applicant must be able to check "Yes" to questions 1 through 8 below to be eligible for a grant. Check "Yes" to question 9, if applicable.*

Yes

- ☐ 1. Project is in an area that is urban or will be urban within 20 years (see Attachment B).
- ☐ 2. Project will be completed within 24 months of the start of the grant period.
- ☐ 3. Staff and consultants designated to work on this project have adequate training, knowledge, and experience to implement the proposed project.
- ☐ 4. Staff or contractual services, in addition to those funded by this grant, will be provided if needed.
- ☐ 5. Planning products prepared under this grant will not work at cross-purposes to (are consistent with) the non-agricultural performance standards under ch. NR 151 (see Attachment D).
- ☐ 6. The local DNR District Nonpoint Source Coordinator has been contacted and the project was discussed. See contacts at: <http://dnr.wi.gov/topic/nonpoint/NPScontacts.html>.

Name of the District Nonpoint Source Coordinator Contacted	Date Contacted	Subject of Contact

Project Name: _____

UNPS&SW Program - Planning Grant Application

Form 8700-299A (R 1/14)

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- ☐ 7. The applicant can declare that **one** of the two statements below is TRUE.
- ☐ a. Statement A: The grant application is for a local governmental unit that has jurisdiction over the project area. (Jurisdiction over the project area means that the governmental unit has control over whether the planning recommendations are carried out.)
- ☐ b. Statement B: The applicant does not have jurisdiction over the project area; however conditions "i" and "ii" or "i" and "iii" are met
- ☐ i. The applicant is required to obtain a permit under subchapter I. of ch. NR 216; and
- ☐ ii. In addition, Inter-Governmental Agreements (IGAs) are in place,
- ☐ iii. or, will be put in place prior to the commencement of the grant period, to assure urban best management practices included on the grant are installed and maintained (see Attachment G).
- ☐ 8. The applicant can declare that **one** of the two statements below is TRUE.
- ☐ a. Statement A: The applicant is not the University of Wisconsin Board of Regents.
- ☐ b. Statement B: The applicant is the University of Wisconsin Board of Regents and the project will develop recommendations for a UW Campus area located in a municipality that meets **both** of the following criteria:
- ☐ i. The municipality is required to obtain a municipal storm water permit under ch. NR 216 and
- ☐ ii. The municipality is located either in a priority watershed or lake area identified under s. 281.65, Wis. Stats., or in an area of concern as identified by the International Joint Commission under the Great Lakes Water Quality Agreement.
- ☐ 9. This application is a joint application among local units of government, and
- ☐ If yes, the required Inter-Governmental Agreement (maybe a DRAFT) is attached (see Attachment G).

If the applicant answered "No" to any of the items in 1-8, above, stop here. This project is ineligible.

Part II. Competitive Elements

Question 1. Fiscal Accountability

A. Timeline and Source of Staff

For each applicable milestone listed below, fill in the appropriate data.

Milestone	Target Completion Date (month/year)	Source(s) of Staff
Basic Milestones		
Prepare preliminary scope of services and discuss with DNR NPS Coordinator		
Prepare Request for Proposal		
Select Consultant		
Finalize Scope of Service and Professional Services Contract		
Get DNR approval of Professional Services Contract		
Hold "kick-off" meeting		
Interim meeting with DNR		
Presentation to Municipal Council		
Submit project and final report to DNR		
Additional Milestones (list below)		

Project Name:

UNPS&SW Program - Planning Grant Application

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B. Adequate Financial Budget

Provide information about project activities. Please note: the state share may not exceed 70% of eligible costs. The grant amount is capped at \$85,000 for the eligible planning activities.

B.1. Financial Budget Table - Planning Activities

A	B	C
Project Activity for Which DNR Funding is Requested Use this space, not an attachment.	Estimated Total Cost (\$)	Amount from Column B Eligible for DNR Cost Sharing (\$)
1. Total		

B.1. (continued) Cost Sharing Worksheet

Eligible Costs:

2. 70% of Column C Total Row 1 above	\$
--------------------------------------	----

Cap Test:

3. Maximum State Share Row 2 or \$85,000, whichever is less	\$
---	----

State and Local Share:

4. Requested State-Share Amount (= Requested Grant Amount)	\$
--	----

5. Local-Share Amount (Total of Row 1 Column B less Row 4)	\$
--	----

B.2. Cost Estimate Quality Describe the quality of cost estimates including whether the cost estimate is based on a competitive bid, scope of services, similar projects conducted locally, similar projects conducted elsewhere in the state or region, or other more generalized data. Provide documentation.

Project Name:

**UNPS&SW Program - Planning Grant
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Identify the source of the local share:

Question 2. Project Evaluation Strategy

Information that will be developed and presented to DNR to evaluate the environmental benefits of completing this project. Check all that apply.

- ☐ A. Information that quantifies how project implementation is projected to decrease storm water impacts on state waters will be provided to the DNR. The information may be provided as part of the planning product (e.g., storm water plan, I&E plan) or in the Final Report.
- ☐ B. Information that tracks progress in carrying out recommendations of this project will be provided to the Department for one or two years after the project is completed. Specify if it is going to be one or two years that tracking information will be provided and describe how this annual post-project tracking process will work:

Question 3. Evidence of Local Support

For A. and B., check the applicable situation that exists at the time of application. Include attachments, if applicable.

A. Government

- ☐ 1. The local-share funds for the project expenses are already included specifically in an **adopted** budget. Describe the document and list date of adoption:
- ☐ 2. The local-share funds for the project expenses are or will be included in a **proposed** budget. Describe the document and list date of adoption:

B. Community

- ☐ 1. There is community support specifically for the project in this application.
☐ Evidence of this support is included with the application submittal.
- ☐ 2. There is community support for addressing general water resource needs in the community, even though there may not be evidence of support for this specific project.
☐ Evidence of this support is included with the application submittal.

Project Name: _____

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Question 4. Water Quality Needs

The project must be consistent with at least one of the following seven watershed priorities. For each watershed in the project area, identify the category that best identifies the project goals. If more than one category is checked (because the project area contains more than one watershed), estimate the portion of the project area to be assigned to each category.

Note: For border waters where a State of the Basin Report does not exist, another governmental document acceptable to the District NPS Coordinator may be used to identify the water quality need.

Percent of Project Area (Total should equal 100%)		Surface Water Considerations
☐		A. Clean Water Act section 303(d) List of Impaired Waters Project with water quality goals directly dealing with a water body (lake or stream) on the latest Clean Water Act (CWA) s. 303(d) List of Impaired Waters, where the cause of the impairment is nonpoint source pollution and this project will reduce the type of nonpoint pollutants for which the water is listed (see Attachment A and http://dnrmaps.wi.gov/SL/?Viewer=SWDV). Name of Applicable Impaired Water: _____ Name of Pollutant Causing Impairment: _____
☐		B. Outstanding or Exceptional Resource Waters or Other Areas of Special Natural Resource Interest Prevention of degradation due to nonpoint sources of outstanding resource waters (ORW) (per s. NR 102.10) or exceptional resource waters (ERW) (per s. NR 102.11) or other areas of special natural resource interest (ASNRI). To locate ORW/ERW and other ASNRI's see Attachment A and go to DNR's Surface Water Data Viewer Designated Waters Theme at http://dnrmaps.wi.gov/SL/Viewer.html?Viewer=SWDV&runWorkflow=DesignatedWaters . Name of Applicable ORW/ERW or ASNRI: _____
☐		C. Not Fully Supporting Uses or NPS Ranking of High or Medium A water body (lake or stream) identified in a DNR-approved Basin/Watershed Plan as not supporting designated uses due to nonpoint sources, but is not on the section 303(d) List. In newer plans, these waters are categorized as "supporting" (as opposed to "fully supporting") designated uses; in plans prior to 2010 they were labeled as "partially meeting" designated uses. Or, the project is located in watershed, lake watershed, or other area ranked high or medium on the NPS Rankings List, where the goals of the project are directly associated with the reason for the ranking on the NPS Rankings List.
☐		D. Surface Water Quality Prevention of degradation of surface water quality due to nonpoint sources
		Groundwater Considerations For assistance with this section, please consult the DNR District Drinking Water and Groundwater Specialist at: http://dnr.wi.gov/topic/drinkingwater/contact.html or the County Extension office.
☐		E. Exceeds Groundwater Enforcement Standard Groundwater within the project area where representative information indicates that stormwater pollutants in groundwater exceed the Enforcement Standard (ES).
☐		F. Exceeds Groundwater Preventive Action Limit Groundwater within the project area where representative information indicates that storm water pollutants in groundwater exceed the Preventive Action Limit (PAL).
☐		G. Groundwater Quality (see Attachment F) The project area is within a geological area defined in Attachment F as susceptible to groundwater contamination.
Total:		

Project Name: _____

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Drinking Water Bonus Points (see Attachment E)

- Yes ☐ Check this box if the project water quality goals identified above relate to the reduction of nonpoint source contaminants in community or non-community public drinking water supplies. This includes any of the following: Municipal supplies governed by chs. NR 809 and 811; Other-Than-Municipal (OTM) water supplies governed by chs. NR 809 and 811; Non-Transient water supplies governed by chs. NR 809 and 811; Transient water supplies governed by chs. NR 809 and 812.
1. If "Yes," and you checked boxes E, F, or G, above, then mark a, b, or c, below and move on to question 6.
(You will need assistance from your DNR District NPS Coordinator at <http://dnr.wi.gov/topic/nonpoint/NPSContacts.html> or Water Supply Specialist at <http://dnr.wi.gov/topic/drinkingwater/Contact.html> to answer.)
- ☐ a. Check this box if the project is located: within the wellhead protection area of a municipal well; or within 1,200 feet of a municipal well for which a wellhead protection area is not delineated; or within 1,200 feet of an Other-Than-Municipal (OTM) water supply well; or within 1,200 feet of a Non-Transient water supply well.
- ☐ b. Check this box if the project is located within 200 feet of a Transient water supply well.
- ☐ c. Check this box if **neither** a nor b applies
2. If "Yes," and you checked box A, B, or C or D above, then place a check mark next to the appropriate drainage area where the project is located. If the project is in more than one drainage area, enter the appropriate percentages in the boxes provided.
(See [Attachment E](#) .)

Source Water Drainage Area	Portion of Project in Assessment Area (%)
☐ Pike River and Creek	
☐ Root River	
☐ Oak Creek	
☐ Milwaukee River	
☐ Sauk Creek	
☐ Sheboygan and Onion Rivers	
☐ Manitowoc River	
☐ Twin Rivers	
☐ Kewaunee and Ahnapee Rivers	
☐ Menominee River	
☐ Fish Creek	
☐ St. Louis and Nemadji Rivers	
☐ Lake Winnebago	

Question 5. Project Activities and Extent of Pollutant Control

A project can consist of one or more of the following planning activity categories (A through F). For each category below, check the boxes that describe the work products which will be produced under **this** grant. **Do not check boxes based on prior work.**

A. Ordinance Preparation

Develop New Update Existing The project is to develop or update one or more of the following ordinances (must be the applying Governmental Unit's ordinances), including associated information, education and public participation activities. Check all that apply.

- ☐ ☐ 1. Construction erosion control ordinance including all the requirements of s. NR 151.11.
- ☐ ☐ 2. Storm water ordinance for new development and re-development including all the requirements of ss. NR 151.12, NR 151.121-128, and NR 151.241-249.
(See NR 151 at: http://docs.legis.wi.gov/code/admin_code/nr/100/151.pdf#page=1)
- ☐ ☐ 3. Low impact development/conservation subdivision ordinances.
- ☐ ☐ 4. Other ordinances such as an illicit discharge ordinance, storm water ordinances affecting runoff from developed urban areas (e.g., pet waste management ordinances, nutrient management ordinances), or ordinances that regulate the application of fertilizers to non-municipal properties in accordance with s. NR 151.14.

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B. Financing Mechanisms

Develop Update The project will evaluate financing mechanisms for storm water management, including associated information, education and public participation activities. Recommendations will be presented to the governing board for approval and DNR will be notified of the governing board's action. Check **one** of the following:

- ☐ ☐ 1. The project develops a dedicated revenue source, such as a storm water utility, to implement a storm water program focusing on implementation of performance standards in Subchapter III of ch. NR 151.
OR
☐ ☐ 2. The project is a general feasibility analysis of alternative funding mechanisms

C. Storm Water Plan for Developed Urban Areas (includes redevelopment)

Develop Update The project is to develop or update a storm water management plan for developed urban areas, including redevelopment, which addresses all applicable performance standards under NR 151 including associated information, education and public participation activities. Check **one** of the following

- ☐ ☐ 1. This project will cover the entire geographic area of the governmental unit.
OR
☐ ☐ 2. This project will cover only part of the geographic area of the governmental unit.

D. Storm Water Plan for New Development

Develop Update The project will develop or update a storm water management plan for new development that addresses all of the performance standards under ss. NR 151.12, NR 151.121-128, and NR 151.241-249, including associated information, education and public participation activities. Check **one** of the following:

- ☐ ☐ 1. This project will cover the entire geographic area of the governmental unit.
OR
☐ ☐ 2. This project will cover only part of the geographic area of the governmental unit.

E. Comprehensive Storm Water Information and Education Program

- ☐ Check this box if the project will develop and/or implement a comprehensive storm water information and education program.
Note: This category may not be checked if any boxes in categories A through D, above, have been checked.
 Information and education activities are expected to be included as necessary components of projects under categories A through D.

F. Inter-Municipal and Watershed-based Cooperation (bonus)

- ☐ Check this box if this project is being conducted as part of an inter-governmental storm water management strategy for a common water resource. This also includes entering into a Watershed-based Storm Water Management Permit with other municipalities.

Note: If more than one local unit of government is joining in this project application (a "joint application"), then an Inter-Governmental Agreement (IGA) meeting the requirements of Attachment G must be submitted with this application.

Provide a description of the inter-governmental effort that will be used to complete the project.

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Question 6. Plans and Regulations**A. Consistency With Resource Management Plans**

- ☐ Check this box if the proposed project focuses on plans to implement a water quality recommendation from a locally-approved resource management plan. Examples include Smart Growth plans, Legacy Community plans, Water Star plans, local Storm Water Management plans, wellhead protection, lake management, regional water quality plans, Remedial Action plans and other watershed-based nonpoint source control plans.

(This question does not include a TMDL report, TMDL implementation plan, or County Land and Water Resource Management Plan.)

If Yes, summarize the water quality recommendation and describe how it relates to the goals of this proposed project. Cite the title, author and date(s) of publication of the resource management plan. Attach pertinent page(s) or provide URL and page numbers.

B. Supporting Regulations

Check the box for the statement(s) that applies to this project. The project is located within an area which has:

- ☐ 1. The applicant (applying governmental unit) has regulations in place to administer and enforce construction erosion controls in the governmental unit that are consistent with the non-agricultural performance standards in s. NR 151.11. Include the web site where the regulation can be found (most direct web page URL) and page number(s).
- ☐ Or check the box if a copy of the regulation is attached to this application.
- ☐ 2. The applicant (applying governmental unit) has regulations in place to administer and enforce post-construction runoff for areas of new development and redevelopment in the governmental unit consistent with the non-agricultural performance standards in s. NR 151.12. Include the web site where the regulation can be found (most direct web page URL) and page number(s).

☐ Or check the box if a copy of the regulation is attached to this application.

Question 7. Use of Additional Funding

- ☐ Check this box if the applicant is requesting less state share than the 70% rate and below the \$85,000 cap.

Question 8. City of Racine

- ☐ Check this box if this is an application from the City of Racine for a project that is necessary for the city to comply with state storm water permitting requirements.

Part III. Eligibility for Multipliers

Completion of this part of the application is optional. However, an applicant can increase the final project score by qualifying for a project multiplier.

Local Implementation Program (select all that are in place as of the application submittal date)

- ☐ A. The governmental unit is implementing a pollution prevention information and education program targeted for property owners and other residents.
- ☐ B. The governmental unit is tracking storm water permitting activity (construction and post-construction) in the governmental unit and can make summary information available to the DNR upon request.
- N/A
- ☐ ☐ C. The governmental unit is implementing a nutrient management plan for municipally-owned properties of pervious area where nutrients are applied.

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Optional Additional Information

Carefully review the answers to all of the questions above. Is there additional information that will add to the understanding of this project? If so, describe here.

Applicant Certification

A Responsible Governmental Official (authorized signatory) must sign and date the application form prior to submittal to the DNR. All four copies must include the signature of the Responsible Governmental Official.

Signature of Government Official - Authorized Signatory

Date Signed

Name (Please Print)

Title

☐ Check this box if the required, completed Governmental Responsibility Resolution (see Attachment H) is attached

Submittal Directions

To be considered for funding, provide the following for each application submitted:

- One hard copy of the completed application form [DNR Form 8700-299A (R 1/14) with **original signature in blue ink** and all attachments.
- Three additional hard copies of the completed, signed application form and all attachments.
- One electronic copy of the completed application form (this saved application form) in **PDF format only** plus all attachments on CD.

All application materials must be postmarked by midnight **April 15 of the same calendar year**.

Mail to: State of Wisconsin
Runoff Management Section-WT/3
Department of Natural Resources
101 South Webster Street
Madison, WI 53703

PO Box 7921
or Madison WI 53707-7921

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Please use this page to write any constructive comment(s) you might have to improve this application.

Thank you.

City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE:	March 10, 2014
DEPARTMENT:	Public Works
FROM:	Scott Thoresen
SUBJECT:	Discussion of City Equipment & Vehicles Requiring a City Decal

It was requested by Alderperson Heuvelmans to discuss having all City equipment and vehicles to have a permanent City decal.

The Administration implemented an unwritten policy approximately three years ago to acquire magnetic decals for all City owned vehicles that did not have permanent decals. The intent of the administrative policy was to provide employees that take home the same City vehicle every day or utilize a City vehicle periodically for sensitive workload to have a way to remove the decal when the employee is not at work performing non-sensitive City tasks. The administration also felt allowing decals to be removed from certain vehicles would lessen the likelihood of vandalism if the vehicle is sitting in a driveway overnight or in a parking lot. Employees were instructed to utilize the magnetic decal when performing City work tasks that are not of a sensitive nature.

Since this request affects several City departments, the human resource department will be drafting a formal policy to be brought forward to the Finance/Personnel Committee and then to the Common Council for approval at a later date.

No action is required at this time.