

July 21, 2015

Mr. Ryan Raab, Natural Resources Program Specialist
Budget Coordinator
Bureau of Watershed Management
Wisconsin Dept. of Natural Resources
P.O. Box 7921
Madison, WI 53707

RE: 2015 Work Program Contract Quarterly Report & Invoice (2nd Quarter)

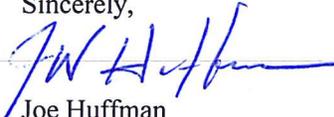
Dear Mr. Raab:

Pursuant to the 2015 contract for Water Quality Management planning, please find attached the quarterly progress report for the second quarter of 2015, (April-June). The invoicing contained herein includes the payment request for the first quarter, 2015 as the previous quarterly reporting did not request payment. The enclosed invoice contains billing of the current contract in the amount of \$16,000.00. As requested, an electronic copy of this submission has been sent to fran.keally@wisconsin.gov.

The total amount for the six months' expenses under the work program is \$38,062.39.

Please find enclosed ECWRPC Invoice Number 0000928-IN dated June 30, 2015. East Central, at this time, is requesting payment of the above referenced progress report. If you have any questions, please feel free to contact myself or Eric Fowle at (920) 751-4770.

Sincerely,



Joe Huffman
Sewer Service Area Planner

Cc: Eric Fowle, ECWRPC
Joe Huffman, ECWRPC
Pam Scheibe-Johnson, ECWRPC
Fran Keally, WDNR, (via email & SWIMS)
Lisa Helmuth, WDNR, (via email & SWIMS)
Johanna Lathrop, WDNR, (via email)



East Central Wisconsin
Regional Planning Commission
ECWRPC

Calumet • Fond du Lac • Menominee • Outagamie
Shawano • Waupaca • Waushara • Winnebago
400 Ahnaip St. Suite 100 Menasha, WI 54952 (920) 751-4770
www.eastcentralrpc.org FEIN# 39-1170145

INVOICE

PAGE: 1

INVOICE NUMBER : 0000928-IN
INVOICE DATE : 6/30/2015
SALES TAX CODE : NONTAX

RYAN RAAB
WI. DEPT. OF NATURAL RESOURCES
MONITORING & MGMT SECTION
BUREAU OF WATERSHED MGMT-WY/3
PO BOX 7921
MADISON, WI 53707

CUSTOMER NUMBER : 1200WDN
CUSTOMER PO : WQM 2015
SHIP VIA :
TERMS : PAYABLE UPON RECEIPT

CODE	DESCRIPTION	UNIT	QUANTITY	PRICE	AMOUNT
PROJECT	PROJECT Water Quality Management Planning Assist. Services rendered January - June 2015	EA	1.00	16,000.00	16,000.00

Please reference invoice number with remittance.

Net Invoice: 16,000.00
Freight: 0.00
Sales Tax: 0.00

INVOICE TOTAL 16,000.00

WDNR WATER QUALITY PLANNING PROGRAM PROGRESS REPORT – APRIL, 2015 EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

1200 Program Element – Sustainable/Efficient Community Services & Facilities Committee

1205 Work Element – Committee Administration & Coordination

Staff prepared materials for the April 24, 2015 quarterly Commission meeting completing the Sustainable/Efficient Community Services & Facilities Committee chairman's report detailing activities from the prior quarter. In addition, updated text for the Community Facilities section of the 2014-2015 Annual Report was completed.

1210 Work Element – Technical Assistance

No activities performed in April, 2015 for this element.

1230 Work Element – Sewer Service Area Planning

1231 Work Item – Overall Plan Promotion, Implementation & Administration

- Staff attended a meeting with the Town of Winneconne, Butte des Morts Consolidated Sanitary District and WDNR officials to discuss the process of a potential wastewater facilities plan. The local entities were interested in exploring the minimal criteria needed for WDNR acceptance. At this moment in time the Butte des Morts Consolidated Sanitary District has demonstrated reluctance to invest in a study to upgrade the treatment facility.

1232 Work Item – Continuing Management for Sewer Service Area Planning

- Staff reviewed and commented on four sanitary sewer extension and one private interceptor main projects.
- Staff updated the development status mapping for the 2030 Grand Chute-Menasha West SSA. These updates better reflect the development within the sewer service area. These updates will replace older versions on the commission's website.

1233 Work Item – Updates for Sewer Service Area Plans

- Staff met with the Village of Oakfield Council to discuss the 2030 Oakfield SSA plan update prior to public hearing scheduled for April 20, 2015. This meeting allowed the community to comment further on the plan and to suggest any alterations.
- Staff held the 2030 Oakfield SSA Plan update public hearing at the Oakfield Community Center on April 20, 2015. No private or public concerns attended the public hearing which closed at 7:00 p.m.
- Staff attended the Village of Eden council meeting whereby the Village of Eden approved the 2030 Eden Sewer Service Area Plan update as presented. This approval will be acted on at the June 10, 2015 Sustainable/Efficient Community Services & Facilities Committee.

Other Sewer Service Area Related Activities

- Staff attended the Lake De Neveu Homeowners Association Annual meeting. East Central conducted a presentation regarding the flooding issues detailing

where the process is and the results to date. This is an on-going technical assistance project that impacts the health of Lake De Neveu and to future development. In addition, staff met with the Wisconsin Department of Transportation, (Green Bay), to discuss the resurfacing project scheduled for USH 45 and a re-alignment of CTH H. This highway project is felt by many residents as a potential hindrance to the existing flooding concerns.

Expenditures for April, 2015 totaled \$2,619.74.

**WDNR WATER QUALITY PLANNING PROGRAM PROGRESS REPORT – MAY, 2015
EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION**

1200 Program Element – Sustainable/Efficient Community Services & Facilities Committee

1205 Work Element – Committee Administration & Coordination

No committee business conducted in February, 2015.

1210 Work Element – Technical Assistance

1212 Work Item – Town of Clayton Service Provision Analysis

- Staff attended a meeting with the Town of Clayton to review the current situation and to gain any new insights to the potential service provision to a proposed development area. Preliminary sewer sizing and potential routing were discussed. This project is relying on neighboring communities to provide potential capacity to interceptor sewers as well.
- In a related note, East Central met with Cedar Corp. to discuss the Larsen-Winchester SSA conditions. The Larsen-Winchester sewer service area is being looked at as a potential service provider for sewerage treatment in the Town of Clayton. To that end, staff researched the most recent facilities planning documents and evaluation summaries and provided this data to Cedar Corp.

1230 Work Element – Sewer Service Area Planning

1231 Work Item – Overall Plan Promotion, Implementation & Administration

- Staff prepared and submitted the 1st quarter billing report to the WDNR as per the 2015 Water Quality Management Agreement.

1232 Work Item – Continuing Management for Sewer Service Area Planning

- Staff reviewed and commented on one sanitary sewer extension, three private interceptor mains and one comprehensive land use plan amendment, (T. Caledonia, Waupaca Co.), for the month of May, 2015.
- Staff met with private consultants to discuss the lifting of a sewer hold area within the 2030 Neenah-Menasha SSA. Also discussed was the potential sewer routing for the new development area. Upon finalizing the proposed amendment the item was scheduled as an action item for a June 10, 2015 CFC meeting.

1233 Work Item – Updates for Sewer Service Area Plans

- Staff drafted a letter to the Town and Village of Oakfield to report on the public hearing process which was held on April 20, 2015. There were no objections to the proposed SSA plan as presented. Arrangements were also made to meet with each jurisdiction to seek community approval.
- The proposed update for the Fond du Lac urbanized area remains on hold until the areas' Outside User Group Agreement can be finalized.
- Preparations are being made to conduct a windshield land use inventory for the Rosendale sewer service area. This inventory will commence in mid-July, 2015.
- The development status updates for the 2030 Grand Chute-Menasha West Sewer Service Area are complete. Attention is being turned to the other Fox Cities SSA's, (Appleton, HOV, Neenah-Menasha).

Other Sewer Service Area Related Activities

- Staff has been processing historical land use data, (1972-2013), for the Empire Drainage Study. This data hopes to show development trends that may have impacted the De Neveu Creek Subwatershed over the years. This study and the recommendations/action plan it may provide will be useful data for the Empire Sanitary Districts and the 2030 Fond du Lac SSA update. Staff also hosted a conference call with the Lake Association leaders to further the process with potential meetings with the Town of Empire and to strategize for funding sources.
- Staff continues to attend the monthly Manitowoc River Watershed Task Force meetings. East Central gave a brief PowerPoint presentation at the May, 2015 meeting.

Expenditures for May, 2015 totaled \$4,583.65

**WDNR WATER QUALITY PLANNING PROGRAM PROGRESS REPORT – JUNE, 2015
EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION**

1200 Program Element – Sustainable/Efficient Community Services & Facilities Committee

1205 Work Element – Committee Administration & Coordination

- Staff prepared materials for the June 10, 2015 Sustainable/Efficient Community Services & Facilities Committee. Committee acted on a request to lift a particular sewer extension hold area within the 2030 Neenah-Menasha Sewer Service Area. This proposal was approved by committee as presented by staff and the consultant to the project. In addition, this meeting approved the resolutions to adopt the 2035 Eden and Oakfield Sewer Service Area Plan updates contingent upon receipt of the community approval letters or minutes. These resolutions will then be submitted to the full Commission in July, 2015 for adoption.

1230 Work Element – Sewer Service Area Planning

1231 Work Item – Overall Plan Promotion, Implementation & Administration

- No items under this element for June, 2015.

1232 Work Item – Continuing Management for Sewer Service Area Planning

- Development status updates for the 2030 Heart of the Valley, Appleton and Neenah-Menasha Sewer Service Areas are complete. These updates are reflected in new mapping on the Commission website.
- Staff reviewed and commented on five sanitary sewer extensions, three private interceptor main, one plat review, (Towering Pines 2), and one comprehensive land use amendment, (Town of Farmington, Waupaca Co.), projects.
- Staff met with the City of Waupaca to finalize the requirements for submitting a sewer service area amendment for the 2030 Waupaca-Chain 'o' Lakes Sewer Service Area. This submittal will be placed on the September, 2015 Sustainable/Efficient Community Services & Facilities Committee meeting for action.

1233 Work Item – Updates for Sewer Service Area Plans

- Staff attended the Village of Oakfield Council meeting whereby the Village approved, via resolution, the 2035 Oakfield Sewer Service Area Plan update. The Town of Oakfield also met on June 10, 2015 and the Town Board approved the 2035 Oakfield Sewer Service Area Plan update.
- Staff attended the Town of Eden Board meeting to address any concerns or issues with the 2035 Eden Sewer Service Area Plan update. The agenda called for this to be an action item, however, due to this item being mischaracterized on the agenda the Town of Eden could not act. Approval for the 2035 Eden Sewer Service Area Plan update will be placed on the July, 2015 agenda.
- The 2030 Fond du Lac SSA plan update remains on hold as the Outside User Group nears completion of the sewer agreement among the service providers. It is anticipated the update will move forward in August, 2015.

Other Sewer Service Area Related Activities

- Staff continued to develop the historical land use data, (1972-2013), for the Empire Drainage Study. This includes incremental mapping of the land use trends and summarizing the land use categories. Future land use data is also being developed in an effort to estimate additional development and increased stormwater volumes.
- Staff met with officials from Fond du Lac County to discuss the issues facing the Town of Empire and the drainage issues. The involvement between Fond du Lac County and WisDOT may produce other alternatives regarding the Lake De Neveu flooding issue.
- Staff continues to attend the monthly Manitowoc River Watershed Task Force meetings. Staff created a road centerline file within Manitowoc County for mapping purposes.

Expenditures for June, 2015 totaled \$7,038.55

Quarter: 01 Apr – 30 Jun 2015



Time Report >

Joe Huffman

Hours Tracked
487.50



Billable Hours
487.50 Billable
0.00 Non-Billable

Billable Amount
N/A

Uninvoiced Amount
N/A

Projects

Name	Clients	Hours	Billable Hours
[1205-015] 1205-015: Community Facilities Committee Coordination & Administration	XEast Central WI Regional Planning Commission	3.50	3.50 (100%)
[1212-015] 1212-015: T. Clayton Sewer & Water Service Analysis	XEast Central WI Regional Planning Commission	5.00	5.00 (100%)
[1231-015] 1231-015: Sewer Service Area Plan Promotion, Implementation, & Administration	DNR	15.50	15.50 (100%)
[1232-015] 1232-015: Sewer Service Area Plan Continuing Management	DNR	133.00	133.00 (100%)
[1233-015] 1233-015: Sewer Service Area Plan Updates	DNR	53.00	53.00 (100%)
[1612-015] 1612-015: Calumet Co. - Manitowoc River Watershed - Green Infrastructure Plan	XEast Central WI Regional Planning Commission	41.50	41.50 (100%)
[1615-015] 1615-015: T. Empire Drainage Study	XEast Central WI Regional Planning Commission	171.00	171.00 (100%)
[5200-015] 5200-015: Staff Development	XEast Central WI Regional Planning Commission	2.00	2.00 (100%)
[5901-015] 5901-015: Holiday	XEast Central WI Regional Planning Commission	15.00	15.00 (100%)
[5902-015] 5902-015: Sick Time	XEast Central WI Regional Planning Commission	16.50	16.50 (100%)
[5903-015] 5903-015: Vacation Time	XEast Central WI Regional Planning Commission	31.50	31.50 (100%)