

August 16, 2019

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: 2019 Work Program Contract Quarterly Report & Invoice (1st & 2nd Quarter)

Dear Mr. Raab:

Pursuant to the 2019 contract for Water Quality Management planning, please find attached the quarterly progress reports for the first and second quarters of 2019, (January-June). The enclosed invoice contains billing of the current contract in the amount of \$10,000.00. As requested, an electronic copy of this submission has been sent to lisa.helmuth@wisconsin.gov.

The total amount for the six months' expenses under the work program is \$52,124.18.

Please find enclosed ECWRPC Invoice Number 0001270-IN dated July 30, 2019. 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,



Todd Verboomen
Associate Planner

Cc: Eric Fowle, ECWRPC
Pam Scheibe-Johnson, ECWRPC
Ruth Person, WDNR, NR Program Specialist, (via email & SWIMS)
Tim Asplund, WDNR, Section Chief, Division of Environmental Management, (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.ecwrpc.org FEIN# 39-1170145

INVOICE

INVOICE NUMBER : 0001270-IN
INVOICE DATE : 6/30/2019
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 : 2019 WQM Plan
SHIP VIA :
TERMS : PAYABLE UPON RECEIPT

CODE	DESCRIPTION	UNIT	QUANTITY	PRICE	AMOUNT
PROJECT	PROJECT Services rendered January thru June, 2019 Water Quality Management Planning Assistance	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 – JANUARY, 2019 EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

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

1205 Work Element – Committee Administration & Coordination

The Sustainable/Efficient Community Services & Facilities Committee, (SECSFC), met on January 9, 2019. This committee acted on the draft 2019 work program pertaining to the 1200 Work Element: Sustainable and Efficient Community Services and Facilities and was approved prior to the full-Commission approval later in the month. Additionally, the summary of proceedings from the October 26, 2018 and December 12, 2018 Summary of Proceedings SECSFC meeting were approved.

1230 Work Element – Sewer Service Area Planning

1232 Work Item – Continuing Management for Sewer Service Area Planning

- Staff reviewed and issued a conformance approval for three sanitary sewer extension projects for the Grand Chute-Menasha West, (3) and Heart of the Valley, SSA's. Staff also reviewed one private lateral for the Oshkosh SSA.
- Met with the Village of Harrison staff discussing potential sewer service needs.
- Staff provided comments on three preliminary plat designs for the Village of Harrison, City of Neenah, and the Village of Black Creek.
- Staff developed some preliminary mapping related to the Town of Clayton and the City of Appleton's proposed service agreement.
- Staff searched for historic WWTF record for the Town of Dale.
- Staff coordinated with the Village of Fox Crossing to provide assistance in finding available vacant land for a SSA Swap Amendment (Amendment Track 158).
- Reviewed NR-121, East Central's SSA Amendment Policies and current WI state law related to wetlands.
- Staff met with residents living within the Sherwood SSA, but within the Village of Harrison to discuss future sewer needs and options.
- Drafted the 2019 Water Quality Management Agreement for the Wisconsin Department of Natural Resources. Staff also prepared the 2018 3rd and 4th quarter billing reports for submittal to the Wisconsin Department of Natural Resources.

1233 Work Item – Updates for Sewer Service Area Plans

- Staff collected demographic data for the Fox Cities 2040 SSA Plan and formatted tables.
- Staff sorted through the Fox Cities 2030 SSA file folders and created new 2040 SSA Plan folders, time-line, and mail list.

Expenditures for January, 2019 totaled \$9,503.29.

**WDNR WATER QUALITY PLANNING PROGRAM PROGRESS REPORT – FEBRUARY, 2019
EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION**

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

1205 Work Element – Committee Administration & Coordination

- No committee meetings were conducted in February, 2019.
- The summary of proceedings from the January 9, 2019 Sustainable and Efficient Community Services and Facilities completed.

1230 Work Element – Sewer Service Area Planning

1232 Work Item – Continuing Management for Sewer Service Area Planning

- Staff reviewed and issued a conformance approval for six sanitary sewer extension projects for the Grand Chute-Menasha West, and Heart of the Valley (3), and the Neenah-Menasha SSA's.
- Staff reviewed sewer density standards adopted in EC's Long-Range Transportation/LU Plan for the Fox Cities, Oshkosh, and Fond du Lac to respond to the Village of Fox Crossing's proposed sewer development.
- Reviewed CFC 2015 SOPs and documents related to an area outside the SSA in the Village of Harrison related to Track 158.

1233 Work Item – Updates for Sewer Service Area Plans

- Staff continued to fill in missing data for the 2040 SSA Plan and continued to make edits to the document.
- Staff continued to collect and analyze demographic data for the Fox Cities 2040 SSA Plan.
- Staff developed land use maps to be used in the Fox Cities vacant land inventory.

Expenditures for February, 2019 totaled \$9,851.58

WDNR WATER QUALITY PLANNING PROGRAM PROGRESS REPORT – MARCH, 2019 EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

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

1205 Work Element – Committee Administration & Coordination

- Staff prepared for the Sustainable and Efficient Community Services and Facilities meeting for March 13, 2019. The Committee approved the January 9, 2019 SOPs and took action on the Village of Fox Crossing Swap Amendment Request (Track 158), for the GCMW 2030 SSA. The Committee also was provided an update on the Town of Clayton and City of Appleton sewer service agreement status.
- Staff prepared materials for the special April CFC meeting.

1230 Work Element – Sewer Service Area Planning

1232 Work Item – Continuing Management for Sewer Service Area Planning

- One commercial subdivision plat was reviewed and comments submitted for the Town of Buchanan, (2030 Heart of the Valley SSA).
- Three public sewer extensions were approved for the 2030 Heart of the Valley SSA, Grand Chute-Menasha West SSA, and the Fond du Lac SSA. Two private sanitary lateral reviews and comments provided for 2030 Heart of the Valley and the Neenah-Menasha 2030 SSA. Staff also approved and provided a 208 letter to the City of New London.
- Staff prepared and submitted Track 158 for WDNR approval consideration.
- Reviewed East Central's Amendment process related to a 30 day review period WDNR submittal with known challenges.
- Staff coordinated with a local consultant and Village staff regarding future sewer needs in the Village of Harrison.

1233 Work Item – Updates for Sewer Service Area Plans

- Continued to finalize the Fond du Lac 2040 SSA Plan, finalized the Plan's appendices and updated the Plan's Environmental Assessment.
- Fine-tuned a timeline for the Fox Cities 2040 SSA Plan update and continued to utilize GIS data for the vacant land inventory.
- Staff worked together to better track SSA amendments and file current data on East Central's website.

Expenditures for March, 2018 totaled \$8,686.63

**WDNR WATER QUALITY PLANNING PROGRAM PROGRESS REPORT – APRIL, 2019
EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION**

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

1205 Work Element – Committee Administration & Coordination

- The Community Facilities Committee, (CFC) met this month to act on one item which included an amendment to the 2030 Neenah-Menasha SSA.
- The summary of proceedings for the April 27, 2018 CFC were completed.

1230 Work Element – Sewer Service Area Planning

1232 Work Item – Continuing Management for Sewer Service Area Planning

- Staff reviewed and approved two public sanitary sewer extension projects for the 2030 Fond du Lac SSA, for the Town of Taycheedah and the 2030 Grand Chute Menasha West SSA for the Town of Greenville. One private lateral review was approved for a commercial development within the 2030 Grand Chute/Menasha West SSA.
- Prepared and submitted the approved action items from the April 26, 2019 SECSFC to the Wisconsin Department of Natural Resources. This packet included an amendment to the 2030 Neenah-Menasha SSA for areas within the Village of Harrison.
- Provided WQM Letter information and forms to various consultants.
- Reviewed lift station population projections for the Town of Greenville.
- Coordinated with the Town of Neenah SD discussing current SD boundaries.
- Staff participated in a SKYPE meeting with WDNR staff discussing statuses of SSA Amendments, and issues related to the Fox Cities SSA.
- Attended a Northeast Wisconsin Real Estate Forecast event to gain a better understanding growth trends throughout the Fox Cities.
- Met with the Village of Bonduel discussing current Shawano 2030 SSA boundaries and potential future needs.
- Attended a SWIMs training at the Wisconsin Lakes Convention.

1233 Work Item – Updates for Sewer Service Area Plans

- Continued to finalize the draft 2040 Fond du Lac Sewer Service Area plan update for WDNR submittal.
- Attended the Heart of the Valley Sewerage District Annual Meeting.
- Organized Excel tables for the 2040 Fox Cities Sewer Service Area Plan update.
- Coordinated with East Central GIS staff to start the vacant land inventory for the Fox Cities SSA.

Expenditures for April, 2018 totaled \$8,844.53.

**WDNR WATER QUALITY PLANNING PROGRAM PROGRESS REPORT – MAY, 2019
EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION**

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

1205 Work Element – Committee Administration & Coordination

- No activity in this element.

1230 Work Element – Sewer Service Area Planning

1231 Work Item – Sewer Service Area Plan Promotion, Implementation and Administration

- The 1st quarter reporting was completed as per the 2019 Water Quality Management Agreement.

1232 Work Item – Continuing Management for Sewer Service Area Planning

- Staff reviewed and approved three public sanitary sewer extensions for the 2030 Neenah-Menasha, Appleton, and Sherwood 2030 SSA's.
- Staff coordinated with the City of Appleton regarding a 2030 SSA Amendment.
- Provided follow up materials to the Village of Bonduel related to the April meeting.
- Provided a preliminary review and comments for the City of Appleton's SSA Amendment request to provide service to the Town of Clayton Sanitary District.
- Reviewed the Town of Clayton's proposed facilities plan as part of the Appleton SSA Amendment request.
- Responded to the Village of Fox Crossing's concern that the Village was not provided the status of the City of Appleton's SSA Amendment request. Staff reassured that a final amendment request has not been submitted and assured the Village that once East Central received a final request the information will be shared with all neighboring communities.

1233 Work Item – Updates for Sewer Service Area Plans

- Staff made edits to SSA tables to help organize the Fox Cities 2040 SSA update.
- Staff began the vacant land inventory for the Fox Cities 2040 SSA update.
- Upon WDNR request re-submitted the Track 158 Cover letter.

Expenditures for May, 2018 totaled \$8,388.07

**WDNR WATER QUALITY PLANNING PROGRAM PROGRESS REPORT – JUNE, 2019
EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION**

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

1205 Work Element – Committee Administration & Coordination

- Final preparations were made for the June 12, 2019 SECSFC meeting with respect to the agenda, mapping and staff memorandums, (where necessary). The meeting was attended and the post-meeting summary of proceedings were drafted and completed.
- The Sustainable/Efficient Community Services & Facilities Committee, (SECSFC) met to act on three items which included approvals of the March 13, 2019 and April 26, 2019 Summary of Proceedings, elections of the Committee Chair and Co-chair and approved the 2019-20 Committee meeting dates.

1230 Work Element – Sewer Service Area Planning

1231 Work Item – Sewer Service Area Plan Promotion, Administration

- No activity in this element.

1232 Work Item – Continuing Management for Sewer Service Area Planning

- Staff reviewed and commented on three public sewer extensions for the various service areas. In addition, four private interceptor main projects were approved for the Neenah-Menasha and Oshkosh SSA's.
- Consulted with WDNR regarding their role in the facilitation of the Town of Clayton's sanitary sewer needs.
- Established an inter-governmental meeting between the City of Appleton and the Village of Harrison to discuss sanitary sewer service to the Renn property.

1233 Work Item – Updates for Sewer Service Area Plans

- Requested CMAR Reports for the Heart of the Valley Sewerage District and the Appleton WWTF.
- Updated tables (population and housing splits) for the Heart of the Valley 2040 SSA Plan update.
- Continued with the Fox Cities SSA vacant land inventory.

Expenditures for June, 2018 totaled \$6,850.08.

