Department of Public Works
Engineering Division
W240N3065 Pewaukee Road • Pewaukee, WI 53072
Phone: (262) 691-0804 • Fax: (262) 691-5729
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PUBLIC WORKS COMMITTEE
MEETING NOTICE AND AGENDA
Thursday, April 25, 2024
4:00 PM

City Hall Common Council Chambers
W240N3065 Pewaukee Road, Pewaukee, WI 53072

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1. Call to Order and Pledge of Allegiance
2. Public Comment - Please limit your comments to 2 minutes. If further time for discussion is needed, please contact your local Alderperson prior to the meeting.
3. Discussion and Action Regarding the Minutes

   3.1.
4. Communications

   4.1. Discussion regarding Council action to dissolve the Bike and Pedestrian Committee and assign all duties to the Public Works Committee.

   4.2. Discussion and possible action regarding petition for Pewaukee Road Trail Extension.

   4.3. Discussion and possible action regarding correspondence from the Women's Club of Pewaukee regarding Pedestrian and Bicycle Safety.
5. Storm Water Management Division

   5.1. Discussion and Possible Action Regarding the Annual NR216 Report [Wagner]
6. Water and Sewer Division

   6.1. Update on PFAS Contamination Limits

   6.2. Discussion and Possible Action Regarding the Village of Lisbon Water Service request
7. Engineering Division

   7.1. Discussion and possible action regarding selection of the consultant for the Meadowbrook Trail Extension.

   7.2. Discussion and possible action regarding Garbage Collection Contract.
8. Highway Division

   8.1. Discussion and possible action regarding collection of waste oil at City Hall Recycling Center.
9. Public Comment - Please limit your comments to 2 minutes. If further time for discussion is needed, please contact your local Alderperson prior to the meeting.

10. Adjournment

Magdelene Wagner
Director of Public Works

January 26, 2023

NOTICE

It is possible that members of other governmental bodies of the municipality may be in attendance to gather information that may form a quorum. At the above stated meeting, no action will be taken by any governmental body other than the governmental body specifically referred to above in this notice.

Any person who has a qualifying disability under the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible format must contact the DPW Main Office, at (262) 691-0804 by 12:00 p.m. the Tuesday prior to the meeting so that arrangements may be made to accommodate your request.

CITY OF PEWAUKEE
PUBLIC WORKS COMMITTEE AGENDA ITEM 3.1.

DATE: April 25, 2024

DEPARTMENT: PW - Water/Sewer

PROVIDED BY:

SUBJECT:

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

2-22-2024 Minutes

In Attendance
Mayor S. Bierce, Alderman J. Wamser, Committee Members: M. Kreiter, D. Swan, J. Tormey

Also in Attendance
M. Wagner-Director of Public Works, J. Mueller-Utility Manager, R. Wirtz-Chief Engineer-Utilities, M. Gabbey-Chief Engineer-Streets and Development, S. Smaxwill-Administrative Assistant

1. Call to Order and Pledge of Allegiance

Mayor Bierce called the meeting to order at 4:00 p.m. and requested everyone stand for the Pledge of Allegiance.

2. Public Comments

None

3. Discussion and Action Regarding the Minutes

3.1. Discussion and possible action regarding the meeting minutes of 12/7/2023 minutes.

A motion was made and seconded (J. Tormey, M. Kreiter) to approve the December 7, 2023 meeting minutes. Motion passed: For-5, Against-0

4. Storm Water Management Division

4.1. Discussion and possible action regarding the Springdale Estates Drainage project.

Ms. Wagner provided a status report on the project. The Council approved the project plans as provided. Staff went out with the arborists and determined which trees were going to be removed. A couple of residents came out and there was a discussion. Staff also met with the utilities that are within the lot line of the properties and are working through potential conflicts.

Ms. Wagner stated she is currently working on finalizing the project for bidding this spring. Target date for construction is this summer, depending the type of spring we have. Notices will be mailed to residents with contractor contact information and other necessary details before construction starts.

No action was taken.

5. Water and Sewer Division

5.1. Discussion and possible action regarding Public Service Commission to reclassify the City of Pewaukee Water Utility from Class C to Class AB.

Ms. Mueller reported the Public Service Commission reclassified the Utility from a Class C to a Class AB. The reclassification was instituted because the Utility met the 4,000-customer threshold. The

reclassification requires a number of additional responsibilities and more detailed reporting. She worked with the accountants to update the chart of accounts so that it covers all the new classifications in the uniform system of accounts. This was done to help integrate the new accounts seamlessly into the new accounting package. There will be much more detailed information required during the budget process.

The reclassification also required us to institute the asset management program, which Mr. Gabbey has been working hard on and teaching us - and is doing a great job at it. Now we are getting into the implementation phase. Staff is now outfitted with equipment to help in the field; it's all work we have done in the past, it just hasn't been documented. This system will allow us to report in detail to the PSC what has been collected and documented.

Ms. Wagner explained that we asked for a time extension because of switching the utility from the UMS software to BS&A. We did this to make sure we are getting the reports we will need from the asset management program, so when we have to start the reporting as a Class AB utility, we have the documentation we need already properly set up.

Ms. Mueller stated that we have some additional challenges from an accounting standpoint, as there have been some staff changes.

Ms. Mueller stated that this new process will provide more efficiency in operations with work tracking aspects. We will be putting together a front-facing portal where people can put in requests from the city website that will go directly to the department that is responsible for the work. Ms. Wagner said there will be an automated response for feedback from the requestor.

Mr. Kreier asked if there would be feedback from the city after submitting a request? Ms. Mueller said yes, if the requestor checks a box for feedback, it would be automatically generated.

No action was taken.

6. Engineering Division

6.1. Discussion and possible action regarding the policy to extend municipal sanitary sewer and water main as part of road reconstruction projects.

Ms. Wagner reported that the Mayor requested this agenda item be discussed at the Council level. She said that Scott Klein suggested a discussion should first take place by this committee to bring some potential options to the Council.

This issue stems from projects we have had in the past couple of years where we are extending municipal sewer and water to existing homes in the road construction project area. The current policy is the city assesses 100% of the costs to those property owners allocated by road, storm sewer, sanitary sewer and water main. The costs for the storm sewer is paid by the Storm Water Utility, which comes from the fee property owners pay every year. The road assessment is capped for the residential properties, but non-residential properties pay 100% and it's been that way since 1984.

The concern comes from the current costs involved in assessments for sewer and water service. The time to extend those services is when the city is reconstructing those roads, if it is available to those properties - or if

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it is an area that has groundwater contamination or old septic fields that we know will eventually need to be replaced.

Ms. Wagner stated staff ran through the current process and how to move forward with these projects. They created a five-year plan that was adopted by the Council and is published on our website. There is a truncated version in our DPW newsletters to give people a heads-up when a project is coming into their area. First, we bring it to the Council to get preliminary approval, informing them we will be reconstructing a road and that there are municipal services nearby. Then we ask whether we should extend municipal services or not? We get the yea or nay from the Council as to whether this project moves forward, and most of the time it is yes, because the right choice is to extend those services before we reconstruct the roads.

Unless there is something wrong with the design, the next time it is discussed is when the project goes to bid. That is when we send the residents a notice that a public hearing has been scheduled, along with the potential costs for the sewer and water extensions. The recent Shady Lane/Shady Nook project assessments were $100K, so the Council decided they could not levy assessments to residents for more than they could bear. A healthy discussion came from that. Ms. Wagner explained that we do offer the 10-year payment plan for road, sewer and water, and it has interest assessed that is typically at what level we are borrowing, or the last borrowing that we did. Not only are those properties paying for those special assessments, but we also have our RCA and ICA charges. These "connection fees" are technically assessments that pay for the oversizing of our infrastructure, the downstream sewer capacity, the upsizing of the lift stations to be able to accommodate larger undeveloped parcels yet, and construction and maintenance of wells and towers. One of the RCA assessments increases yearly by the construction cost index, and the other one increases by a set fee that was done in a previous study that probably needs to be updated. The ICAs are project costs that we allocated to a portion of to the oversizing costs. There are only certain areas that have ICAs.

Ms. Wagner said every property is a little bit different, and every project has its own little nuances, but largely we are trying to find a way to do what is right but not price out the resident. We are looking at different ways to fund these projects. One is through the state loan program; they do have some principal forgiveness which Pewaukee typically does not qualify for because we are too affluent of a community. We would get an offset on the loan rates, but when you use the state loans, you also have to bid using state regulations, which inflate the price of the projects. Ms. Wagner discussed other possible programs with the committee. Most have an income requirement or require a great deal lot of personal financial information to apply for the grants, which most residents would not want to provide, and there is a certain amount of respondents that are required before you can apply for those grants. So because of the affluence of our community, we don't usually pursue most type of grants.

Beyond that we are looking at some other types of funding for offsetting those costs. Because we are required by the PSC, especially on the water side, to basically have a balanced budget every year, there is a only certain amount of fund balance we can maintain and it's not a lot. And if we could do something like that, you have to realize that it's other water customers that are offsetting the costs of those properties to connect to the water system. It's the same on the sewer side. So far, the Council has been pretty reticent to do that. We did try to have some ARPA funds applied to the projects these last couple years and came up with the same resistance to using those type of funds. You are only benefiting a very small area, you are not benefiting the community as a whole.

Ms. Wagner asked the committee for suggestions or a process they'd like the department to follow. We could get some pretty decent estimates put together of the projects, but we're never going to know the hard number until we bid the project and know what the costs are. Bidding out the projects and not installing

them is a waste of funds. We want to make sure that when we are moving forward that we are doing it in a way that those projects can move forward, and we can build the infrastructure that we need to build at a reasonable value.

Mr. Swan stated that he sat in that same position on the Council and had the same reaction; that getting water and sewer to the residents in Pewaukee was a great goal. Is there any other way that you can look at the financial breakdowns and check with other communities our size and find out how they do it? What kind of results do they get? Mr. Swan asked if Ms. Wagner reached out to other similar-sized communities. She said yes, they are all basically doing the same thing that we are for the projects. She doesn't know of any of them that are offsetting the projects, other than Brookfield which has larger lots - and assessing front footage is all they do. They have calculations to equate out the cul-de-sac lots and a maximum on the larger lots (280 linear feet), which the utility picks up the remaining costs. Otherwise, the rest of the communities are all straight assessments to the property owners.

Ms. Wagner went on to say that a lot of communities extended services regardless as they developed neighborhoods. Brookfield has sewer everywhere; their water main plan is laid out by the year, and they come in and put the water in. The residents don't have a vote, they are just given the bill. Oconomowoc developed their neighborhoods with water and sewer. The policies of the other communities were vastly different than Pewaukee's, and there are unique challenges for us moving forward. Most communities followed old DNR regulations, and they pay back the assessments when it comes due.

Mr. Tormey asked Ms. Wagner if the $100K assessments included the sewer, water and the road? Ms. Wagner said yes. The road was capped at $3,000, which was a very small amount of the assessment. He asked if she thought this high assessment amount was just for this project. Ms. Wagner responded that she feels this is going to be a recurring event, that she doesn't see the costs of construction going down. They may level out some, but not go back down.

Ms. Wagner stated that the way the city was laid out, we don't have the density to spread out those costs. The costs will be more for the older neighborhoods. It would have been much cheaper if the water and sewer were put in when they were developed, but many turned it down. The committee discussed the groundwater, bedrock, and other issues in some of the older neighborhoods.

The committee discussed longer payment periods, but the costs are still high and you're paying back with interest (latest borrowing rate was 5.5%).

Mr. Gabbey stated it doesn't seem to be a particularly competitive bidding environment.

Mayor Bierce said his biggest concern is wasting staff time. He feels the city might be done with these type of projects for a while, as there is no interest from the Council in charging large assessments to residents to install sewer or water main. He said another concern is if the DNR gains power again and they start making decisions like making these projects mandatory and then our hands are tied.

Mr. Tormey asked if the sewer and water services are put in during road construction projects, are the residents required to hook up? Ms. Wager responded that they are required to connect to municipal sewer in 15 years. For water, they must pay the assessment, but do not have to connect until the time of sale.

Mr. Kreiter asked which were the two older subdivisions that will require road construction projects? Ms. Wagner responded Sherwood Forest and Hickory Grove Estates. She said that these are older homes, and

some have replaced their septic systems with mound systems, and there is only so much room on the property for proper separation of septic and wells. Having so many holding tanks is something the city does not want to manage. Ms. Wagner feels strongly that these areas need the services, and she wants to do what is best for the community.

Mr. Tormey asked if we could consider a fixed fee rather than have it based on actual costs? Ms. Wagner said there is a cap on the roads and the taxpayers pick up the rest of that cost. She didn't know where the excess funds would come from or who would be paying the difference, especially on the water side. A conversation with the PSC would need to take place. She could argue that there is an overall benefit for the community as a whole by getting sewer and water to these areas. Areas with groundwater contamination and PFAS, which is in the upper aquifer where private wells draw water, affect people with private wells and the community as a whole. Ms. Wagner said she recently participated in a webinar with members of the DNR that is looking at a group of emerging contaminants. That is largely where PFAS came from, and regulations like these are only going to expand when you look at our drinking water system. The more people you have on the system the more there is to share the costs to pay for the new systems. Having the connections to the homes provides the income for our infrastructure and to maintain its operations.

Mr. Kreiter asked about the City of Waukesha. Ms. Wagner said Waukesha gets its water from Milwaukee and sends all of its wastewater back to Milwaukee; that is its mitigation system. SEWRPC was strong on the opinion that Pewaukee would always be on wells. Our wastewater goes to two different wastewater treatment plants. It would be difficult for us to pursue Waukesha or Milwaukee as an option to mitigate the contaminants.

Ms. Mueller said if your septic system fails, the contractors make you pay for their services now; they don't allow you to pay them back over many years, like the city does. We try to give residents opportunities to make it more affordable to pay it back.

Mr. Kreiter said that maybe we address areas like Shady Lane to prepare them ahead of time, and then get the estimates at that time and look for more grant money to assign to that area. Ms. Wagner stated that grants will go for PFAS or lead service line replacements; these will score higher in grants. Ground contamination has been there since the 90's and DNR didn't do anything then, why would they do it now? The opportunity for that subdivision has passed. We were extending services in that area and they rejected it. Brownfield Funding is only looking for large projects with redevelopment and parks, we wouldn't qualify with these smaller residential projects.

The committee agreed that there isn't an easy answer to this problem.

Mayor Bierce asked Ms. Wagner to bring this item back for further discussion at the next meeting. She mentioned pursuing the option of some sort of cap to the assessments, and who could fund the overages. She will also reach out to the PSC to see if we can create a fund to offset the water costs.

No action was taken.

7. Public Comment

Mr. Kreiter asked about the status of the railroad track improvements on Springdale Road. Ms. Wagner stated she hadn't heard anything yet. They are still working through the design process and have not submitted their paperwork.

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8. Adjournment

A motion was made and seconded (M. Kreiter, D. Swan) to adjourn the meeting at 5:04 p.m.
Motion Passed: For-5, Against-0

Respectfully Submitted,

Magdelene Wagner
Director of Public Works

DRAFT

CITY OF PEWAUKEE
PUBLIC WORKS COMMITTEE AGENDA ITEM 4.1.

DATE: April 25, 2024

DEPARTMENT: Public Works

PROVIDED BY: Magdelene Wagner

SUBJECT:

Discussion regarding Council action to dissolve the Bike and Pedestrian Committee and assign all duties to the Public Works Committee.

BACKGROUND:

The Common Council on April 15, 2024 took action to dissolve the Bike and Pedestrian Committee (BPC) and assign all duties to the Public Works Committee (PWC).

The BPC was dissolved for several reasons including not having a Council member assigned to the Committee for several years, a member decided they were unable to continue on the committee, lack of agenda items, and difficulty in obtaining a quorum. Many items addressed by the BPC were also discussed at the PWC and then on to Common Council. It was decided we would be more efficient if these items were addressed at the PWC moving forward.

Congratulations on your new responsibility!

FINANCIAL IMPACT:

RECOMMENDED MOTION:

CITY OF PEWAUKEE
PUBLIC WORKS COMMITTEE AGENDA ITEM 4.2.

DATE: April 25, 2024

DEPARTMENT: PW - Engineering

PROVIDED BY: Magdelene Wagner

SUBJECT:

Discussion and possible action regarding petition for Pewaukee Road Trail Extension.

BACKGROUND:

A resident has submitted a petition to extend a trail along Pewaukee Road from its current termination at Pewaukee Road and Riverwood Drive North south to Tower Place. This will allow access to amenities such as restaurants, gas station, health care facilities, etc.

The City's Bike and Pedestrian Plan has a trail on private property to connect the current trail to Tower Place. The City had a grant 20+ years ago to build this section within Pewaukee Road right of way which subsequently was returned to the State due to a lack of support for this extension.

The extension of this trail within Pewaukee right of way will be a challenging stretch with grade challenges, existing berms screening the business parks which were required by the Plan Commission when they were developed, and this is a State right of way. With the substantial grade changes required for the trail, there will likely be many utility relocations required which will be compensable since it is not City right of way. The State will have specific requirements for the installation of the trail which will be different than the current trail since the current trail was constructed when Pewaukee Road was a County Road.

The Bike & Ped Plan call for an on road trail along Riverwood Drive and then an easement connection to Tower Drive from Riverwood Drive South. This will be challenging with grade, potential utilities, and acquisition of easements (we cannot condemn for trails) on private property.

The previous Bike & Pedestrian Committee has this project in their 10 year plan. Engineering would begin in 2031 with construction potentially in 2032. We would also look to partner with the State if they pursue any road projects in this stretch.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

10 year Budget

Resident Petition

BP Plan Connection

City of Pewaukee
Bike Pedestrian Capital Plan
2024 to 2035

Project	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Total	Notes
Northview Road from west end of sidewalk to South Park	$3,000.00													Retainage
Duplainville Road (Green Rd to Weyer Rd)	$12,000.00													Retainage
Meadowbrook Road, Lake Country Trail to City/Village Boundary	$30,000.00	$75,000.00	$400,000.00											Design/Permits - Construction 2023
Pedestrian Crossing at STH 164 (Pewaukee Road) and Ridgeview Pkwy	$60,000.00													
Recreational Crossing at Nettesheim Park and Prospect Ave (CTH SS)	$30,000.00													
Recreational Crossing at Crestview Drive and Prospect Ave (CTH G)	$5,500.00	$5,500.00	$60,000.00											Construct as part of MB Trail 2025
Watertown Road - North Avenue to Springdale Road	$97,000.00	$450,000.00												City Road project 2025 construction
Watertown Road/CTH M - North Avenue to Creekside Dr	$120,000.00	$500,000.00												County Road Construction 2025
Green Road (STH 164 to Wagner Park)				$42,000.00	$168,000.00									
Glacier Road (Village Limits to City Limits)			$30,000.00	$350,000.00										City Road Project 2027 construction
Lindsay Road (Swan Rd to Pewaukee Sports Complex)						$250,000.00	$1,000,000.00							Complete with Road Project
Weyer Road (Duplainville Rd to City Limits)							$30,000.00	$350,000.00						Complete with Road Project
Pewaukee Road (N. Riverwood Drive to Tower Pl)								$30,000.00	$120,000.00					
Springdale Road (STH 190 to Kathryn Ct.)									$30,000.00	$120,000.00				
Springdale Road (STH 190 to Weyer Rd)											$140,000.00	$500,000.00		
	$357,500.00	$1,030,500.00	$490,000.00	$392,000.00	$168,000.00	$250,000.00	$1,030,000.00	$380,000.00	$150,000.00	$120,000.00	$140,000.00	$500,000.00	$5,008,000.00	

To whom it may concern.

The reasons I started this petition are many. But here are a few. One, it gives my grandmother more independce. It give my grandmother another safe way to get to the doctor. Two it give not just my grandmother But everyone who lives in the area a longer walking path for exersie. Three, give everyone another safe way to Thunder Bay grill and the Machine Shed. Four, the amout of staff from the pro Health building alone ALL said they would love to Be able to walk to work. Five, every Senior citizen I talked to said, it would be so much easier for them to get to these doctors, if the mulit use trail was extered to the pro health building. Those are just some of my many Reasons

4-16-24

PETITION TO City of Pewaukee

Subject of Petition: Extension of Multi use Trail/walking path from Rosewood drive to the Pro Health Building & tower drive.

We, the undersigned: fully support the extension of the multiuse trail along pewaukee Rd and Rosewood drive

Principal Petitioner	Contact Address	Signature
Gianni Juedes	W240 N2550 E Parkway Meadow cir #3 Pewaukee	

Name	Phone Number	Address	Signature
Mike Moller	262-442-7418	W240 N2550 E Pkwy Meadow Cir	
MARTIN BURGDORFF	608-421-2568	W240 N2550 E PKWY MDW CIR UNIT 6	
Jessica Tomasino	414-305-0276	W240 N2538 E Pkwy Meadow #5	
Wilton Burgo	262-271-1692	W240N2578 E.P.M. CIR#6	
Sidney Vertu	618-975-1088	W240 N2578 E. PKWY MDW CIR 8 Pewaukee WI 53072	
JoAnne Howe	414 236 0819	W 240 N2578 E Pkwy Meadow Cir.	
Julie Polakowski	414-940-7271	N25W24069 River Park Dr #8	
Ed Dielen	414.567.2773	W240 N2532 Pkwy Mead #2	
Sandra Hotz	414-630-0800	W240 N2532 E Pkwy Meadow #2	
Patricia Pom	262-349-9415	W240 N2532 E. Parkway Mdw. #1	Patricia Pom
ANTHONY J. DIAZ	(262) 894-1686	W240 N2532 E Parkway #8	
Paul Kraemer	414-322-8704	W24N2524 E Parkway Mead #2	
MARJI KING	262-230-8348	W240 N2524 E Parkway Meadow	
Mary Nesslee	414 232 3015	W240N2524E Pkway #8	
Harriet Bartscher	262-151-6432	W240 N2524 E. Pkwy.	Harriet Bartscher

All petitions should be forwarded to: W240 N3065 Pewaukee Rd.

(Address, zip, city) Pewaukee, WI 53072

PETITION TO City of Pewaukee

Subject of Petition: extension of the multiuse trail from Rosewood drive to the pro health Building and tower dr

We, the undersigned: we fully support the extension of the multiuse trail along Pewaukee Rd & Rosewood dr.

Principal Petitioner	Contact Address	Signature
Gianni Juedes	W240 N2550 E Parkway Meadow cir #3 Pewaukee	2-7-24

Name	Phone Number	Address	Signature
Joanne Hoeft	414-570-7237	W240N2524 E. Pkwy. Medow Cir #2	Joanne Hoeft
Cindy Michelson	262-853-0606	W240 N2534 E Pkwy Meadow Cir #5	Cindy Michelson
Erin Noonan	262-510-6293	W240 N2566 E Pkwy Meadow cir #1	Erin Noonan
Rebecca Budreck	414-334-3421	W240 N2550 E Pkwy Mead. Cir #2 Pewaukee	Rebecca Budreck
Daniel Budreck	414-334-3416	W240 N2550 E PKWAY Medow #2 Pewaukee	[illegible]
Kendra Trautman	612-868-4516	W240N2556 E Pkway Meadow #7 Pewaukee	[illegible]
Martha Bafeny	608-780-9142	W240 N2532 E Parkway Meadow Cir. #3	[illegible]
Michael Svec	414 617 0809	W240N2532 E. Parkway Meadow Dr. #7	[illegible]
Cecelia Kuenn	4-415 676 2	W240 N2520 E Pkwy Mdo Cir #7 Pewaukee	[illegible]
Peter Schroeder	262-366-5364	W240 N2529 E Parkway Meadow Cir #3 Pewaukee WI 53072	Peter Schroeder
Dawn Burczyk	262-506-4481	W240 N2500 E Parkway Meadow Pewaukee WI	Dawn Burczyk ~~Pewaukee WI 53072~~
Randy Williams	262-269-1242	W240 N2500 E PARKWAY Meadow Cir #4	Randy Williams
Sue Best	414-881-5206	W240 N2500 E PARKWAY Mdw Cir #3	Sue Best
Mason Tripi	414-380-9596	W240 N2506 E PKWY MDW Drive Cir #15	[illegible]
Barb Dolter	414 255-4043	W240 N2500 PKWY Meadow	[illegible]

All petitions should be forwarded to: W240 N3065 Pewaukee Rd.

(Address, zip, city) Pewaukee, WI 53072

PETITION TO City of Pewaukee

Subject of Petition: extension of the multiuse trail along Pewaukee Rd.

We, the undersigned: fully support the extension of the Multiuse trail along Pewaukee Rd & Rosewood dr, to the Pro health Building & Tower drive

Principal Petitioner	Contact Address	Signature
Giani Juedes	W240 N2550 E Pkw Meadow Lirdt 3 Pewaukee	3-9-24

Name	Phone Number	Address	Signature
Ellen Gangnon	2623470555	N24W24070 B Saddle Brook Dr	Ellen Gangnon
Dan Lynko	2625108240	N24W24090 Saddle Brook D- #A	
Dick Rosenstein	2623470103	N24W24090B Saddle Brook Dr	Richard Rosenstein
Judy Klawitter	262617-4296	N24W24090A Saddle Brook	Judy Klawitter
Chuck Klawitter	Same	Same	Charles Klawitter
MARK LUNDGREN		N24W24096 Saddle Brook	
Maxine Gerken	262 271-1109	N24W24210 Saddle Brook Dr	
Martin Gerken	262-444-2228	"	
[illegible]	262.348.1803	N24233 [illegible]	
Teri Nitschke	414-322-5777	N24W24232A Saddlebrook	Teri Nitschke
Steve Mulvey	262-488-5257	N24W24223 Saddle Brook Dr	
LINDA GONZALES	262-719-5301	N24W24219 Saddle Brook Dr., Unit A	
Patricia Ashley	414-588-1136	N24W24099 Saddle Brk	Patricia Ashley
Hailey Maki	608-778-2856	N24W24095A Saddle brook	
Tom Langton	262-634-6003	N24W24095A Saddle brook	

All petitions should be forwarded to: W240 N3065 Pewaukee Rd

(Address, zip, city) Pewaukee, WI 53072

PETITION TO City of Pewaukee

Subject of Petition: extension of the Multiuse trail along Pewaukee Rd

We, the undersigned: fully support the extension of the Multiuse trail along Pewaukee Rd. & Rosewood dr. to the Pro Health Building & Tower dr.

Principal Petitioner	Contact Address	Signature
Gianni Tuedes	W240 N2550 E Parkway Meadowview cir #3 Pewaukee	[illegible]

Name	Phone Number	Address	Signature
BARRY TRIMBLE	414-419-3537	N25 W24129 River PARK DR	[illegible]
Meryl Cartelli	414-429-4833	N26 W24160 River Park Blvd	M Cartelli
Kate Kaplan	630-660-8645	N26W24160 Riverpark Dr #C	Kathryn Kaplan
Carol Musselwhite	770-287-2116	N26W24080 River Pk #E	[illegible]
Jill Herbst	614-309-1615	N26W24150 River Park Dr	Jill M Herbst
Sandra Comeli	262-212-0189	N26W24040 River Park	[illegible]
Jim Scott	901-481-0201	N26W24040 River Park	[illegible]
Adam Chamorro	630-430-4082	N26W24030 River Park	[illegible]
Rebecca Herman	(229) 834-9959	N26 W24030 River Park Dr	[illegible]
Deborah Myers	(815) 245-7119	N26W24030 River Park DR	Deborah L Myers
Tia Hoffmann	262-613-9919	W240N2578 Apt A E. Parkway Ct	[illegible]
Ty Hoffmann	414-617-1700	" "	[illegible]
Christine Reilly	9734793618	W24N2546 E Pkwy Unit Ncd	Christine Reilly
Gayle Flach	262-751-5557	N24 W24050 Brandon Oaks A	Gayle Flach
Susan Spose	262-523-9410	N24W24057 BRANDON OAKS DR	Susan Spose

All petitions should be forwarded to : W240 N3065 Pewaukee Rd

(Address, zip, city) Pewaukee WI 53072

PETITION TO City of Pewaukee

Subject of Petition: extension of the multiuse trail along Pewaukee Rd.

We, the undersigned: full support the extension of the multiuse trail along Pewaukee Rd & Rosewood dr, to the Pro health Building & tower drive

Principal Petitioner	Contact Address	Signature
Gianni Juedes	W240 N2550 E Parkway Meadow cir #3 Pewaukee	

Name	Phone Number	Address	Signature
Carter Tschner	(262) 523-3440	W241 N2511 E. Pkwy Meadow Cr - #6	
Sheri Guide	262 527 2793	" "	
Brown Stan	414-453-6267	W241 N2533 E Pkwy	
Daniel Stevens	414-453-6262	W241 N2533 E. Parkway Meadow Cir 1	Daniel P. Stevens
Chris Wolf	414-331-7909 ~~322-7404~~	W241 N2533 E Pkway Meadow Circle #8	
Ronald Rolbowski	262-349-9670	W241 N2531 E Parkway Meadow #3	
Kayla Wolkowski	262-798-9628	W241 N2351 E Pkwy Meadow Cir #7	
Ruth Schulz	262-327-0615	401 Sheffield Rd Waukesha WI 53186	Ruth Schulz
Doug Porchetta	~~414-285-2245~~	W241 N2567 E Pkwy Meadow	
Nancy Sinek	414-553-6113	N25W24117 River Park 262-290-8881 Unit 3	
Paul Averbeck	262-521-8607	N25W24117 River Park Drive Unit 3	
Theresa Westphal	262 617 8651	N25W24117 River Park #8	
William Toege	414-333-6196	W241N2542 E. Pkway Cir	
Gary Plysda	262 523-0227	W241 N2573 Pkwy Rd	
William Kling	414 698-8092	W241 N98 258	

All petitions should be forwarded to: W240 N3065 Pewaukee Rd. Pewaukee WI 53072

(Address, zip, city)

PETITION TO City of Pewaukee

Subject of Petition: extension of the multiuse trail / walking path from Rosewood dr. to the pro health Building & tower dr.

We, the undersigned : fully support the extension of the multiuse trail along Pewaukee Rd. & Rosewood dr.

Principal Petitioner	Contact Address	Signature
Gianni Juedes	W240 N2550 E Parkway Meadow cir #3 Pewaukee	

Name	Phone Number		Signature
Molly PELLER	262.232.0848	W Molly Peller W240N2500 E Pkwy. Meadow Cir. Unit 1 Pewaukee, WI 53072	
Tom Brockhausen	414-526-4157	Same # 6	Thomas Brockhausen
Jeff Hervashein	262-320 1461	W240 N2550 Parkway	
Julie Schantz	262-893-5734	1801 Dublin Rd	
Michele Elliott	262-410 2451	W241 N2507 E Pkwy Meadow Cir #6	
Robert Malley	925 353 6204	W241 N2507 E Pkwy Meadow Cir	
Mike Lang	815 666 8954	" Same "	
Tina Butschli	262-370-5282	W241 N2507 E PARKWAY Meadow Cir #1	
Lynn Rahkonen	262-510-5073	" unit 5	L. Rahkonen
Laura Wirth	262-751-3617	" Same 8	
Rob Jun	414 530 1230	Same #8	
Chris Colbert	262-510-1317	Same 5	
Natalie Funk	414-315-3855	same #4	
Michael Schwebke	262-523-3565	W241N2531 Pkwy Meadow #6	
Pauline Thomas	262 344 0886	W241N2511 E Pkwy Mdw. #3	Pauline Thomas

All petitions should be forwarded to : W240N3065 Pewaukee Rd.

(Address, zip, city) Pewaukee, WI 53072

PETITION TO City of Pewaukee

Subject of Petition: extension of the Multiuse trail along Pewaukee Rd

We, the undersigned: fully support the extension of the Multiuse trail along Pewaukee Rd & Rosewood dr. to the Pro Health Building and Towne dr.

Principal Petitioner	Contact Address	Signature
Gianni Juedes	W240 N2550 E Parkway Meadow cir #3 Pewaukee	3-13-24

Name	Phone Number	Address	Signature
ILANA HADAR	262-951-8522	N21W24327 Cumberland Unit N. Pewaukee WI 53072	Dr. Ilana Hadar
Thomas Nettesheim	920 495-2121	N21W24311 Cumberland	Thomas Nettesheim
[illegible]	414.324 6149	N21W23904	[illegible]
[illegible]	262 613-9523	N21W24304 Cumberland Dr	[illegible]
[illegible]			
Kathleen M Reich	262-523-4525	Same address	Kathleen Reich
Barbara Conaway	262-745-1348	N21W24311 Cumberland Dr	Barbara Conaway
M. G. Gondek	262-522-4002	38N-N21W24305 Cumberland Dr	M. G. Gondek
Steve Emmocenti	414-758-5983	N21W24090 Gordon Ct	Steve Emmocenti
Rebecca Emmocenti	414-758-8105	Same	Rebecca Emmocenti
[illegible]	2-347-8379	Glendale	29N-N21W24304
[illegible]	262.347.3596	N21W24300 Glendale unit 28	[illegible]
Jill Mitchell	630 779 7167	N21W24300 Cumberland Dr. 28H	Jill Mitchell
Beverly Longwood	763-553-9297	N21W24305 Cumberland	Beverly Longwood

All petitions should be forwarded to : W240 N3065 Pewaukee Rd.

(Address, zip, city) Pewaukee, WI 53072

PETITION TO City of Pewaukee

Subject of Petition: extension of the Multiuse Trail along Pewaukee Rd.

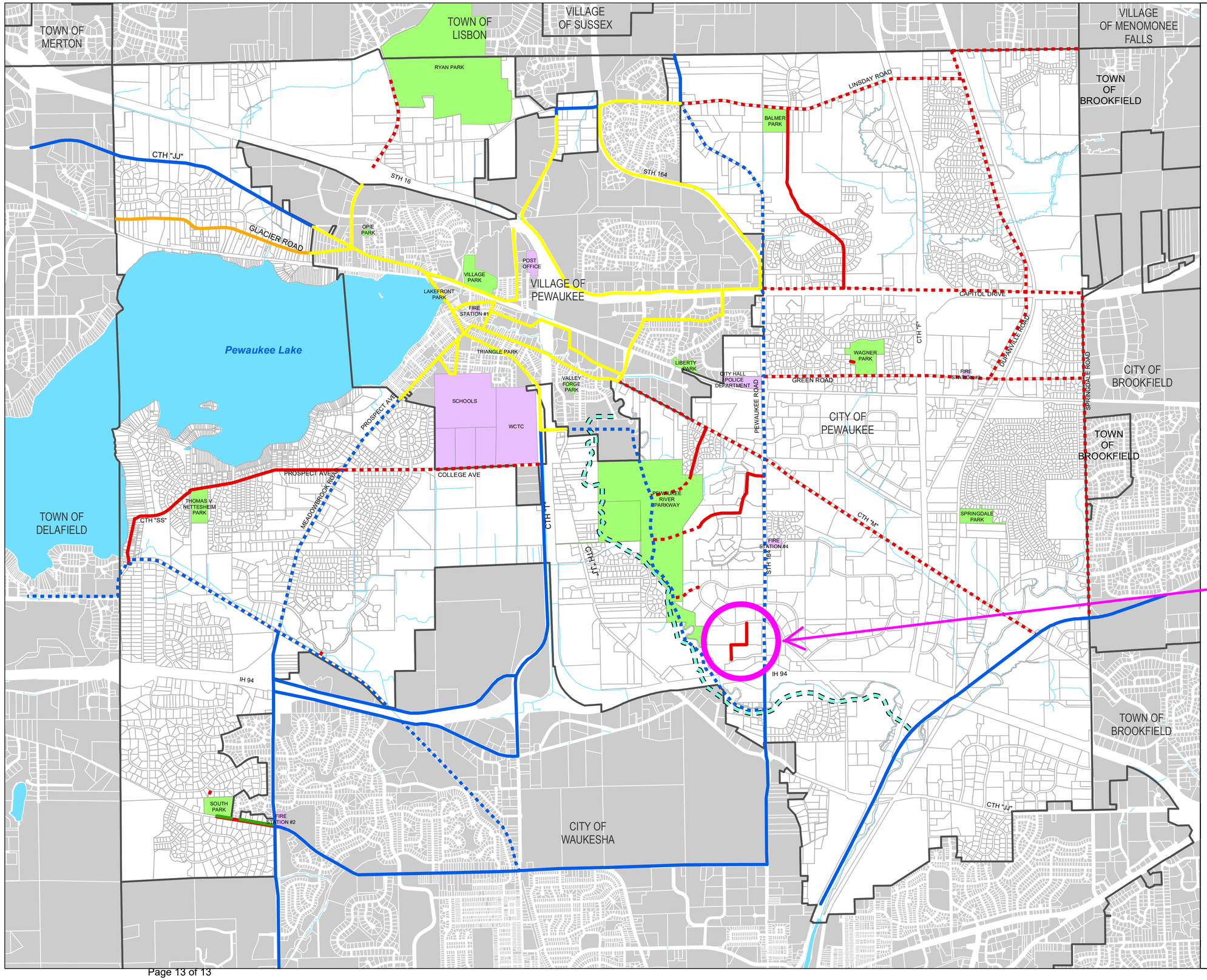
We, the undersigned: fully support the extension of the Multiuse trail along Pewaukee Rd & Roseswood dr, to the Pro Health Building and Tower dr.

Principal Petitioner	Contact Address	Signature
Giani Juedes	W240 N2550 E Parkway Meadow cir #3 Pewaukee	3-12-24

Name	Phone Number	Address	Signature
Charlotte Piscitello	(262) 470-7150	5356 Fox St. Muk WI 53149	Charlotte Piscitello
Chuck Malkowski	262-719-0262	W240 N2310 E Parkway	Chuck Malkowski
LORNA PHillips	262 349-4266	W240 N2320 E Meadow Cir Parkway	Lorna Phillips
Marion Eales	262 522 0309	N21W24315 E Parkway Meadow B	[illegible]
Tyler Hendee	(262) 765-4607	135 N Elm St Platteville, WI 53818	[illegible]
Lynne Hendee	(262) 751-9120	N21W24369 Cumberland Pewaukee 53072	Lynne Hendee
[illegible]	262-523-4647	Pewaukee 53072	[illegible]
Jennifer Kelchner	262 303 4665	N21W243 Cumberland Dr	Jennifer Kelchner
Jeff Bachmann	262-523-4222	N21W243G Cumberland	Jeff Bachmann
[illegible]	262-542-1661	N21W2 CUMBERLAND	[illegible]
Myra Diaz	414-349-9787	N21 W24393 Cumberland DR	Myra Diaz
Mary Ann Wurff	414-416-3736	N21W24392 33rd Cumberland Dr	Mary Ann Wurff
Roberto Marga	414-238-3989	N21 W24393 Cumberland DR 33rd Pewaukee	Roberto A. Marga
Katherine Kylem	608 444 2789	N21 W24393 Cumberland 33N	[illegible]
Robert Muller	262 501-3264	N21 W24369 #35I Cumberland Dr	[illegible]

All petitions should be forwarded to: W240 N3065 Pewaukee Rd.

(Address, zip, city) Pewaukee, WI 53072



CITY OF PEWAUKEE

The City in the Country

City of Pewaukee Bike Plan

- Village of Pewaukee Bike Plan
- SEWRPC 2010 Bike & Pedestrian Plan Off Road Facility
- SEWRPC 2010 Bike & Pedestrian Plan On Road Facility
- Proposed City Of Pewaukee Bike Plan Off Road Facility
- Proposed City Of Pewaukee Bike Plan On Road Facility
- Proposed City Of Pewaukee Bike Plan Alternate
- Proposed Sidewalk
- Proposed Waukesha County Greenway Corridor
- Civic/School Building
- Park/Parkway
- City of Pewaukee
- Adjacent Municipality

0 900 1,800 3,600

Scale in Feet

raSmith

CREATIVITY BEYOND ENGINEERING

Updated March 11, 2019

H:\1180597\GIS\Bike Plan 22x34.mxd

CITY OF PEWAUKEE
PUBLIC WORKS COMMITTEE AGENDA ITEM 4.3.

DATE: April 25, 2024

DEPARTMENT: PW - Engineering

PROVIDED BY: Magdelene Wagner

SUBJECT:

Discussion and possible action regarding correspondence from the Women's Club of Pewaukee regarding Pedestrian and Bicycle Safety.

BACKGROUND:

The Women's Club of Pewaukee delivered the attached letter to the City regarding Pedestrian and Bicycle Safety in the City of Pewaukee.

The Prospect Avenue (CTH SS) is a County Road. It is on our Bike & Pedestrian Plan for an on road trail. This section of road has little right of way, large trees, and ditches. This is not in the 10 year plan as it is better suited to be completed when the County reconstructs Prospect Avenue. In addition, the neighborhoods will be able to connect to the Meadowbrook Trail (CTH G) trail from residential neighborhoods with a crossing at Oak Street and Prospect which is currently under design.

The Meadowbrook (CTH G) Trail will be starting design soon.

The crossing signage and painting are within Waukesha County Right of Way and are the responsibility of the County to maintain. The County has requested we maintain these recently, but that is a separate discussion and no funding offered.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Women's Club Letter

GFWC-WI
Woman's Club of Pewaukee
1904

GFWC est. 1890 GENERAL FEDERATION OF WOMEN'S CLUBS

February 22, 2024

Dear Sir or Madam,

We are writing to you as residents of the City and Village of Pewaukee and Waukesha County, and as representatives of the Woman's Club of Pewaukee (WCP). We have concerns about the pedestrian and bicycle safety of our community, and believe that addressing such issues is within the purview of your committee. We would like to be on the agenda at your next meeting to better express our interest in helping and share our ideas.

Our directive as WCP members is to strive for community enrichment and improvement, and we are particularly concerned about the safety of the children in our community. While the Lake Country has an abundance of pedestrian and biking paths and trails, we believe that the pattern of the existing paths and trails lacks continuity and safety in Pewaukee. Consequently, this limits the accessibility of the paths and trails, and creates dangerous conditions for all pedestrians and bikers, especially children in and around our schools. Our vision is to have a cohesive, safe and continuous sustainable network of pedestrian and biking paths and trails to expand the recreational opportunities in the Lake Country area.

We would like to draw your attention to two key areas in the Village and City of Pewaukee that would immensely improve the safety and enjoyment of the pedestrian and biking paths and trails for citizens and visitors of any age:

1. **Connect existing city, village and county pedestrian and biking paths and trails**

Currently, Waukesha County has over 26 miles of scenic bike trails, and over 120 miles of trails for hikers, bikers and walkers. One of those is the nearby Lake Country Recreation Trail, which is a tremendous asset to the area residents and others who wish to explore this beautiful community. There are also several designated pedestrian and biking paths and trails in the Pewaukee area; in fact, in the 2020 Pewaukee Area Park and Recreational Services survey, 51% of respondents utilized the existing Village and City walking paths as compared to other recreational opportunities. These local paths and trails can be used for recreation, fitness and transportation, and can enhance public access to schools, residential neighborhoods, parks and other recreational facilities and local businesses. Moreover, they can provide opportunities for social interaction and healthy living, and increase tourism.

Unfortunately, there are no safe routes for pedestrians or bikers to access downtown Pewaukee or the established Pewaukee Recreational Routes from the Lake Country Recreation Trail. This limits the travel choices for pedestrians and bikers, and forces them onto dangerous roadways. We believe this can and should be improved. After much research, discussion and brain-storming, we offer two recommendations:

a. Connect the Lake Country Recreation Trail to established Pewaukee Recreational Routes via Prospect Ave.

Prospect Ave (SS) is a heavily-trafficked road with narrow shoulders and limited sightlines, and consequently it is treacherous to walk or bike on the road. In order to provide a safe route choice for pedestrians and bikers, we suggest creating a trail on Prospect Ave. from the Lake Country Recreation Trail to Oak St; from there, pedestrians and bikers can connect with the Pewaukee Red and Blue Recreational Routes already established by the city. If there is no space for improvement along Prospect Ave., perhaps an off-road trail through the wetlands utilizing a boardwalk could be a solution for connecting the Lake Country Recreation Trail to Oak St.

b. Connect Lake Country Recreation Trail to downtown Pewaukee via Meadowbrook Rd.

Meadowbrook Rd. (G) likewise is a heavily-trafficked road with narrow shoulders and limited sightlines, which is treacherous and unsafe for pedestrians and bikers. It provides direct access to the Pewaukee schools and the downtown business district. Currently, there is no pedestrian and bike path or trail along Meadowbrook traveling from the intersection of the I-94 overpass, to the north, until it reaches Spring St; at that point, there is a very narrow and uneven sidewalk. We suggest creating a trail or sidewalk on Meadowbrook Rd. from the Lake Country Recreation Trail to downtown Pewaukee. This will provide a safe route for children to walk or bike to school, connect existing trails, and enhance access to downtown businesses and recreational opportunities.

2. Increase signage on and around pedestrian and biking paths and trails

There is a lack of signage on and around the existing pedestrian and biking paths and trails in the Pewaukee area. We suggest improvements in two areas:

a. Identification of existing pedestrian and bike paths and trails

Pewaukee currently has designated red, blue and yellow recreational routes, which provide a safer path for pedestrians and bikers off busy and dangerous roadways. However, there is no signage on the roadways to alert drivers to the existence of the routes or to guide the pedestrians and bikers along the route. Since these routes wind through residential neighborhoods, we suggest increasing publicity of these routes to encourage their usage, providing map stations that outline the routes, adding signage to alert drivers of the routes and creating directional signs for pedestrians and bikers using the routes.

b. Increase driver awareness of the paths and trails that cross roads with signs and lights

As mentioned above, the Lake Country Recreation Trail is a tremendous asset to the community. It is a heavily used trail that crosses several streets in the Pewaukee area, moving east to west:

Meadowbrook Rd (G), Prospect Ave (SS) , Oakton Rd., Elmhurst Rd., Glen Cove Rd., and Maple Ave. Each of these crossings is currently marked differently, with no consistent signage to alert drivers of the trail, creating unsafe crossing conditions for pedestrians and bikers. Moreover, most of the trail crossings are at uncontrolled intersections. This is a significant safety issue, particularly on Meadowbrook Rd. (G), where the speed limit is 35 mph and 45 mph, and the road is heavily trafficked. Safety concerns in this area will be magnified once the planned developments on the Pewaukee Golf Course and the Thomas Farm lead to increased traffic on Meadowbrook and Golf Roads. We suggest that on all Lake Country Recreation Trail road crossings, at a minimum, advance yield markings (signage and pavement markings) and high visibility crosswalks (e.g. continental, ladder) be installed. On heavily trafficked roads, such as Meadowbrook Rd. (G) and Maple Ave., we suggest the additional safety measure of rapid flashing beacons, such as those installed on Prospect Ave. (SS.) This will increase drivers' awareness of the trail crossing and protect pedestrians and bikers crossing the roads. Please see the attached addendum for photos of the aforementioned crossings.

While we have included photos to illuminate our concerns, we encourage you to **walk** the Lake Country Recreation Trail roadway crossings yourself to witness firsthand the safety issues we have raised. To effectuate some of our suggested improvements, the WCP Club is willing to help raise and to donate funds for the project; in addition, we have contacted some local Boy Scout Troops who are interested in helping with this project, by building signage/map displays and benches, as appropriate.

We respectfully request that you take the above recommendations into consideration, which are consistent with the mission statements, sustainability plans and declarations of both the City and the Village of Pewaukee, Waukesha County and the federal Transportation Alternatives Program (see below).

Improving the pedestrian and biking paths and trails will greatly increase the safety of our community and also encourage children and adults to safely walk or bike to schools, the library, parks and businesses. We thank you for your time and consideration and look forward to supporting your efforts and ideas.

Respectfully submitted,

Woman's Club of Pewaukee, Legislative Committee

Germaine McKenna, Co Chair 262-893-7962
Susan VanAartsen, Co Chair 262-424-3512
Mary Dietz
Mary Heim
Christine Howard
Chris Krasovich
Lori Seebooth

Federal Transportation Alternatives Program "Safe Routes to School" - The Safe Routes to School program, which has been incorporated into the 2021 federal Transportation Alternatives Program (TAP), and adopted by WISDOT was created to:

a. create safer walking and biking routes for kindergarten thru grade 12 so children can walk or bike to school;

b. promote a healthier lifestyle in children at an early age; and

c. decrease auto-related emissions near schools.

Waukesha County:

"to promote the health, safety and quality of life of citizens"

"a long range planning goal is to create a county-wide trail network accessible to all residents"

"add bicycle accommodation to highway projects by teaming up with municipalities to include planned bike paths, multi use paths or walkways in highway projects".

"safety is the number one .

concern for Waukesha County residents" County Exec. Paul Farrow

City of Pewaukee: "enhance the lives of the Pewaukee community by providing parks, open spaces, recreational and leisure activities"

Village of Pewaukee: "conscientious development and redevelopment, public safety, community services and regional cooperation"

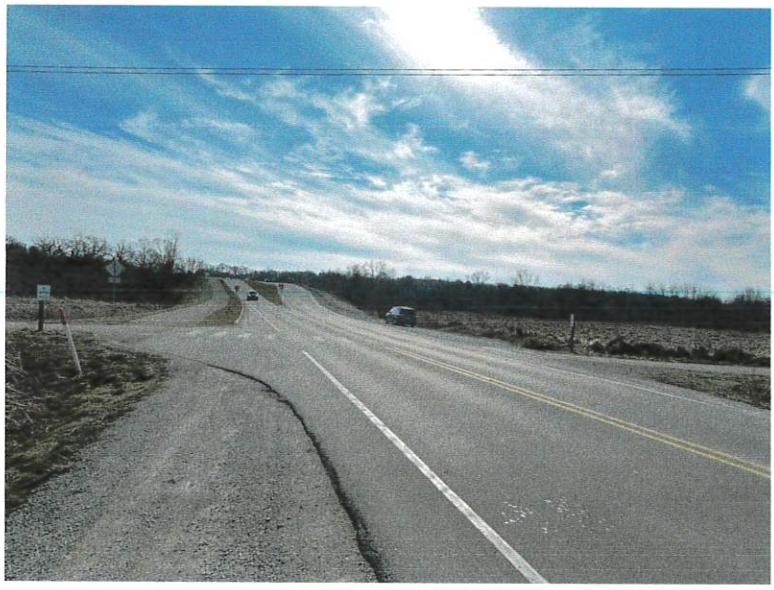
ADDENDUM

The Lake Country Recreation Trail crossing at Elmhurst Rd, facing north near the Oakton Rd intersection. No high visibility crosswalk.

The Lake Country Recreation Trail crossing at Elmhurst Rd, approaching from Oakton Rd and heading south. This is a dangerous intersection because there is no advance warning signage on Oakton, either to the east or the west. Vehicles traveling west on Oakton Rd invariably turn left onto Elmhurst Rd, given that continuing straight leads to a dead end. Since there is no advance warning signage on Oakton, and no high visibility crosswalk, drivers are not aware of the trail until they cross it.

The Lake Country Recreation Trail crossing Glen Cove Rd. There is no high visibility crosswalk.

The Lake Country Recreation Trail crossing Maple Ave. There is no high visibility crosswalk.



The Lake Country Recreation Trail crossing Meadowbrook Rd. While there are crosswalk markings, they are severely faded.

The Lake Country Recreation Trail crossing Prospect Ave. This is the ideal advance warning system, since it incorporates both rapid flashing beacons and a high visibility crosswalk. We propose this be replicated at the Trail crossings on both Meadowbrook Rd and Maple Ave.

CITY OF PEWAUKEE
PUBLIC WORKS COMMITTEE AGENDA ITEM 5.1.

DATE: April 25, 2024

DEPARTMENT: PW - Stormwater

PROVIDED BY: Magdelene Wagner

SUBJECT:

Discussion and Possible Action Regarding the Annual NR216 Report [Wagner]

BACKGROUND:

The Wisconsin Department of Natural Resources (WDNR) requires we complete an annual report for our NR216 permit. Attached is our 2023 MS4 Annual Report submitted to the WDNR on March 27, 2024.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

No motion required.

ATTACHMENTS:

Description

Summary of Annual Report

NR216 Annual Report

Department of Public Works
Engineering Division
W240N3065 Pewaukee Road
Pewaukee, WI 53072
(262) 691-0804 Fax: (262) 691-5720

Memorandum

To: **Magdelene Wagner, P.E.**

From: **Richard J. Wirtz, P.E., CFM**

Subject: **City of Pewaukee Annual MS4 Report for 2023**

Date: **March 27, 2024**

The Wisconsin Department of Natural Resources changed the format of the annual report to an electronic filing process as of 2017. The eReporting system provides the WDNR with a standardized method and form for receiving reports from permitted communities who must report on specific program components and the measurable goals of their permit. However, this standardized method of reporting may not provide enough information or clarity to interested residents or elected officials who are unfamiliar with the programs and processes required by the City's MS4 permit. As in previous reporting cycles, we are providing a brief summary report and supporting data to be posted on the City's website and provided to members of the Public Works Committee and Common Council which briefly describes the major components of the City's permit, the measurable goals of these components, the results achieved during the reporting year and any recommended changes to the programs. This summary report along with the information provided in Attachments B through F were submitted to the WDNR along with the City's eReport. A copy of the 2023 eReport filed with the WDNR is attached at the end of the summary report as Attachment A.

Highlights from the report include:

- City staff and consultants performed 422 erosion control inspections, issued four Notices of Noncompliance, issued 3 Notices of Violation, and recommended $2500.00 dollars in fines to the Sherrif's office during the reporting year.
- The city currently owns 17 Best Management Practices (BMP's) of which 13 were inspected at least once during the reporting and three facilities repaired to correct deficiencies.
- City staff received a complaint from residents of one development regarding the condition of the sites BMP's. Staff inspected the sites 4 BMP's, issued a letter to the development's owner identifying required maintenance and met with the developments landscape committee regarding the maintenance of the BMP's.
- City staff time spent on construction site erosion control accounted for 267 hours while

Department of Public Works
Engineering Division
W240N3065 Pewaukee Road
Pewaukee, WI 53072
(262) 691-0804 Fax: (262) 691-5720

171 hours were spent on post construction site storm water management.

- Highway crews applied 1960 tons of salt and 4238 gallons of salt brine to city streets so far during the 2023-2024 winter season. This results in an average application of 10.3 tons per lane mile for the winter season. This is 3.3 tons less than the previous winter season.
- Highway crews removed 18 tons of material from catch basins, repaired 22 storm stewer structures, cleaned 1680 feet of roadside swales, and swept 1129 lane miles of streets removing 54.1 tons of material from city streets.
- City contracted projects accounted for approximately 5200 feet of ditch improvements, 1470 feet of new culverts, construction of a 4.7 acre dry pond, 3038 feet of storm sewer televising and cleaning, improvements to 6 storm sewer structures,1950 feet of storm sewer lining and replacement of 918 feet of storm sewer.

CITY OF PEWAUKEE

ANNUAL REPORT TO

THE DEPARTMENT OF NATURAL RESOURCES

IN ACCORDANCE WITH

NR216 PERMIT REQUIREMENTS

SUBMITTED MARCH 27, 2024

Illicit Discharge Detection and Elimination/Spills Response Program

Description of Program

The purpose of the Illicit Discharge Detection and Elimination program as well as the Spills Response program is to prevent harmful substances from entering the City's Municipal Separate Storm Sewer System (MS4) and being discharged to waters of the state. The Illicit Discharge Detection and Elimination program incorporates field screening procedures of 20 major outfalls for the purpose of detecting, investigating, and eliminating discharges to the MS4 system which are not entirely composed of storm water. The Spills Response program is a procedure for responding to, investigating and remediating material spills which could enter the City's MS4 system.

Measurable Goals

Perform field screening of the City's major outfalls to determine if illicit discharges are occurring, document the findings, trace any illicit discharges to the source and have the source removed. The measurable goal of the Spills Response program is to document and report on the spills reported to the city and to ensure the spills are mitigated.

Results Achieved

City staff performed biannual field screening of the 20 major outfalls identified in its plan. There was one illicit discharge detected during the field screening program. A white, chalky substance was discharged to a storm sewer inlet on Ridgeview Parkway West, just upstream of outfall P23-6. The residue from the discharge was dry at the time of discovery. A review of the activities occurring in the area did not determine a likely source for the discharge and evidence of similar discharges to storm inlets in the area were not present.

The City of Pewaukee Fire Department (PFD) responded to 12 incidents involving a spill in the past reporting year; 10 of these occurred either on Waukesha County Highway or Wisconsin State Highway property, and two occurred in the City of Pewaukee. One of the incidents occurring in the City of Pewaukee involved a chemical spilled in the box of a delivery truck. The spill was estimated to be 3-4 gallons of Vortexx. MSDS sheets for the product recommended containment of small spills with oil dry and to dilute any product that was outside the truck with water at a 10 to 1 ratio. The spilled substance in the vehicle was contained with oil dry and the remainer was diluted with 750 gallons of water. The second incident was for a disabled vehicle that was supposed to have an active leak. Upon arrival no leak was found.

City Staff responded to one illicit discharge complaint during the reporting year and were made aware of three other incidents. A complaint was received in July 2023 of a concrete truck washing out to a storm inlet in the Springdale Estates Subdivision. By the time the incident was reported, it had been approximately 24 hours since the discharge had occurred. The Highway Department was contacted regarding removal of the remaining liquid contained in the inlet.

City Staff were notified of spill at a business on Cheaney Road by the Wisconsin Department of Natural Resources (WDNR) in late November 2023. Approximately 100 gallons of lube oil had spilled onto a parking lot and entered the storm sewer system. A remediation company was working with the business and the WDNR to clean up the spill.

Two sanitary sewer overflows occurred during the reporting year. The first occurred early in the morning in January 2023 on Westwood Drive and was the result of a pump failure at the downstream lift station.

Sewage backed up into a local business and out of a sampling manhole into a section of Westwood Drive. The estimated quantity of sewage was approximately 130,000 gallons. Utility staff were able to fix the pump and by the time staff from the engineering department were notified and arrived at the scene, the sewage that had overflowed into the street section had been removed. Utility staff had indicated the fire department had responded to the spill.

The second incident occurred in March 2023 on Sunny Ridge Lane when an 8-inch sewer plug left in the system from an old project (a 2011 sewer extension) caused a sewer backup and sewage to seep out of a manhole. Utility staff had a sewer cleaning contractor dislodge the plug and eliminate the back up. The estimated amount of sewage involved was approximately 1000 gallons.

Describe Any Planned Changes to the Program

In conjunction with the requirements stemming from the WDNR's audit of the City's MS4 program, the City entered into a contract with AECOM to prepare a city-wide comprehensive storm water management plan. The planning effort includes a re-evaluation of the IDDE dry weather screening outfalls and an updated MS4 map. The program re-evaluation will be consistent with the recommendations provided in the WDNR program guidance document 3800-2012-01. The planning effort is anticipated to be completed in late 2024.

Construction Site Pollutant Control

Description of Program

The city regulates land disturbing activity according to Chapters 14 and 19 of the Municipal code. Chapter 14 of the Municipal Code pertains to the design, construction, alteration, demolition and moving of buildings and structures within the city and associated land disturbing construction activities. The requirements of this chapter are regulated and enforced by the City's Building Inspection Department. Chapter 19 of the Municipal Code pertains to construction site erosion control, post construction site storm water management and illicit discharges. Regulation and enforcement of the requirements of this chapter are conducted by the City's Engineering Department. The construction site erosion control requirements of Chapter 19 of the Municipal Code are consistent with the provisions of NR 216 and the performance standards of NR 151 of the Administrative Code.

Measurable Goals

The Engineering Department and its consultants review proposed developments for conformance with the erosion control requirements of Chapter 19 of the Municipal Code and issues a Certificate of Permit Coverage for development plans meeting the requirements of the ordinance. The Department and its consultants also conduct weekly and post 0.5-inch rainfall event compliance inspections of permitted construction sites for the purpose of maintaining compliance with Chapter 19 of the Municipal Code. A report is generated for each inspection performed and provided to the owner/designated representatives of the permitted site. The compliance inspection reports detail any maintenance to be performed, deficiencies noted and/or additional BMPs required to maintain compliance. Sites which are out of compliance are subject to enforcement which can include issuing Notices of Noncompliance, Notices of Violation, issuing fines, posting stop work orders, requiring enforcement conferences and revoking permits.

The Building Inspection Department issues erosion control permits for land disturbing construction activities associated with buildings and structures. Inspections of the erosion control best management practices are performed on sites with disturbances less than 1 acre in area. Inspections are performed each time the Building Inspector is on a site having an erosion control permit.

Results Achieved

The Engineering Department issued five erosion control permits for new development and conducted approximately 422 compliance inspections in 2023. Four Notices of Noncompliance and three Notices of Violation were issued during the reporting year. This resulted in recommendations for fines of approximately $2500.00. City Staff (not including consultant time) spent approximately 267 hours conducting inspections, reviewing erosion control plans and reports, and enforcing the City's erosion control ordinance.

The Building Inspection Department conducted approximately 171 erosion control inspections in 2023.

Describe Any Planned Changes to the Program

None at this time.

Post-Construction Site Storm Water Management

Description of Program

The city regulates post-construction site storm water management according to Chapter 19 of the Municipal code. The post-construction storm water management requirements are compliant with the applicable provisions of NR 216 and the performance standards contained in NR 151 of the Administrative Code regarding infiltration and TSS reductions. However, the City's ordinance is more restrictive than the performance standards contained in NR 151 in terms of the pre- and post-developed discharge rates from the site. The City's ordinance requires the peak discharge from the 1, 2, 10 and 100-year storm events from the post developed site be at or below the peak discharge rates from the site under pre-settlement conditions. Post construction site storm water management practices are required to be maintained and the city requires a maintenance agreement be executed and recorded at Waukesha County Register of Deeds for the perpetual maintenance of the practices.

Measurable Goals

The City reviews proposed development plans for conformance with the post-construction site storm water management requirements of Chapter 19 of the Municipal Code and issues a Certificate of Permit Coverage for development plans meeting the requirements of the ordinance.

Results Achieved

The City issued three permits for post-construction site discharges from new development in 2023. City Staff and consultants have conducted reviews of submittals for six proposed developments and six existing developments for compliance with the post-construction site storm water management requirements of the Municipal Code during the reporting year. Staff also conducted fourteen inspections of City owned BMP's and six inspections of privately owned BMP's during the reporting year. City staff issued one notice to a developer/HOA requiring corrective actions for the sites four storm water management facilities. This program accounted for approximately 171 hours of City Staff time during the reporting period.

Describe Any Planned Changes to the Program

The city has been in the process of documenting its storm water management program and formalizing procedures for inspection and tracking of existing storm water management facilities built to comply with Chapter 19 of the Municipal Code and NR 216 and NR 151 of the State Statutes. This work has been delayed by the review, permitting and enforcement of the City's construction site erosion control and post-construction site storm water management ordinance. To date the bulk of the program has been documented and forms have been created for the inspection of various storm water management practices. Remaining work items include documenting the procedures and frequency for the inspection of the existing storm water management facilities, and a program for the tracking of inspections, maintenance, and enforcement of the post-construction site BMP's. City Staff continue to locate and compile available data on the existing storm water management facilities that have been constructed over the years. This data will aid in the inspection of these facilities and determine what agreements are in place for the maintenance of these facilities.

Pollution Prevention

The city is required to implement a variety of programs under the Pollution Prevention criteria identified within its WPDES permit. These programs include:

1. Inspection, maintenance, and inventory of post-construction site storm water management facilities.
2. Catch basin cleaning program.
3. Street sweeping program.
4. Winter road management program.
5. Leaf management program.
6. SWPPP for municipal facilities.
7. Nutrient management plan for municipal properties with pervious surfaces over 5 acres.
8. Management procedures for unplanned water main discharges.
9. Other Reportable Results.

The following will provide a brief summary of each of the above programs, identify the measurable goals (if any), the results achieved and any planned program changes or improvements.

Inspection, Maintenance, and Inventory of Post-Construction Site Storm Water Management Facilities

Description of Program

This program shares considerable overlap with the Post Construction Site Storm Water Management Program and consists of an inventory of the existing storm water management facilities and ensuring the facilities are properly maintained to function according to the performance standards used for the design of the facility. The City owns seventeen municipal facilities between Wagner Park (2 wet ponds and a biofiltration basin), the City Hall Campus (1 biofiltration basin), the new DPW Facility (2 wet detention ponds, a bio-retention basin and 2 infiltration swales), Duplainville Road right-of-way (2 biofiltration basins), Hill-N-Dale subdivision (1 dry detention pond), Kathryn Court (1 bio-retention basin) and the Pewaukee Sports Complex (2 wet detention ponds, 1 dry detention pond and 1 infiltration basin). As of this reporting year, only the BMPs at the City Hall Campus, the new DPW Facility, the Pewaukee Sports Complex and the 2 biofilters in Duplainville Road are required to comply with Chapters NR 151 and NR 216 of the Administrative Code.

Measurable Goals

In 2010 the city identified through aerial photographs approximately 192 facilities within the municipal boundaries that were potential storm water BMPs implemented to control post-developed discharges and/or provide for a TSS reduction. A significant amount of information still needs to be collected from available City records to complete the inventory and conduct inspections of these facilities.

The inventory includes such items as the location, general condition, age, and ownership of each facility; whether a long-term maintenance agreement exists for the facility; the general design of the facility; results of any previous inspections; and completion of any previously recommended maintenance and repairs.

The City is required to inspect and maintain the BMPs on municipal property that are necessary to comply with Chapters NR 151 and NR 216 of the Administrative Code. City Staff also inspect the other facilities to

ensure they are generally in good condition and meet the storm water management requirements for discharge and/or water quality at the time of their construction.

Results Achieved

As indicated previously, City Staff have begun and continue to locate and compile available data on the existing storm water management facilities that have been constructed over the years. To date, approximately 30 pond asbuilts, 37 maintenance agreements and 100 storm water management plans have been located and scanned into the City's network.

Thirteen municipal facilities were inspected by City Staff during the reporting period. City Staff also conducted six inspections of privately owned storm water management ponds and received reports from private facility owners covering an additional fourteen inspections during the reporting period. City staff issued one notice to a developer/HOA requiring corrective actions for the sites four storm water management facilities.

During the reporting period repairs were made to the three facilities at Wagner Park at a total contract cost of $164,767.00. Additionally, the city is currently seeking to repair the outlet structure for one of the private ponds for which the city has maintenance responsibility.

Describe Any Planned Changes to the Program

The completion of the inventory is still lagging due to the time requirements of other permit programs. As time allows staff will work on the completion of the inventory, preparation of inspection forms and the development of procedures for conducting and tracking inspections of the private facilities.

Catch Basin Cleaning Program

Description of Program

The city identified twelve catch basins along Peterson Drive in 2005 to be inspected and cleaned annually when the program proposal was initially created. This list has been expanded to include: an additional 65 catch basins along Green Road which were installed as a part of a road construction project in 2013; and an additional 28 catch basins and manholes with sumps installed as a part of the reconstruction of Duplainville Road in 2022. Reported under this program is the maintenance and repair of the City's existing storm sewer structures.

Measurable Goals

To ensure the continued function of the MS4 system and to remove sediment deposits from the system.

Results Achieved

Approximately eighteen tons of solids were removed as a result of catch basin cleaning in 2023. Additionally, 28 storm sewer structures were repaired during the reporting period. Repairs were conducted through a combination of City Highway Staff and City contracted projects.

A total of seventy structures along Green Road were inspected to estimate sump depth and the amount of material captured within the sump. Five of these structures were determined to be inlets (having no sump) with the remainder having sumps that range from 12 to 18 inches in depth. The table in Attachment B identifies the structures to be included in the program.

Describe Any Planned Changes to the Program

The program needs to be updated to include the catch basins installed along Green Road and Duplainville Road and to include the maintenance and repairs of the storm inlets and manholes that have been occurring annually over the last several years.

Street Sweeping Program

Description of Program

The City Highway Department is responsible for the sweeping of the City Streets. The current program consists of sweeping all City streets once in the spring (as soon as the snow melts) and sweeping once in the fall all City streets with a curb and gutter cross-section. City streets around the lake are swept more frequently in the fall to keep leaves out of the storms sewer system. Additionally, City crews sweep arterial streets once per week for 1.5 months in the spring (as soon as the snow cover permits). As of 2023, the city had approximately 95.2 miles (190.4 lane miles) of roadways, of which approximately 44.3 miles (88.6 lane miles) were of a rural cross-section and 50.9 miles (101.8 lane miles) were of an urban cross-section. An urban cross-section is typified as having curb and gutter on either side of the street while a rural cross-section is typified as having gravel shoulders and open ditches on either side of the street. Approximately 1.9 miles (3.8 lane miles) of municipal roadways were designated as arterial.

Measurable Goals

To remove sediment and debris from the road surface and gutter line prior to being transported by runoff into the City's MS4 system.

Results Achieved

Approximately 114 hours were spent sweeping 1129 lane miles of streets in 2023. This effort removed approximately 54.1 tons of solids prior to entering the City's MS4 system.

Describe Any Planned Changes to the Program

None at this time.

Winter Road Management Program

Description of Program

The winter road management program prescribes the methodologies and guidelines for the removal and control of snow and ice buildup on the City's streets. The City Highway Department is responsible for establishing the procedures, methods, equipment, and labor to implement the program. Details of the program evolve coincident with the evolution of technology and experience within the department regarding snow and ice removal.

Measurable Goals

The goal of the program is to maintain the roadway in a safe driving condition within the limitations of resources, climactic conditions, preservation of the driving surface and environmental concerns. In balancing these concerns, the department is recommended to strive for "passable roadway" conditions on the driving lanes during the storm event. A "passable roadway" is defined as a roadway surface that is free from drifts, snow ridges and as much ice and snowpack as is practical and can be traveled safely at reasonable speeds.

Secondary to maintaining safe driving conditions is the reduction of the amount of salt used during a winter storm event. To this extent the city has invested in equipment which allows for the use of a salt brine for pre-wetting of salt or as a stand-alone pre-treatment of the pavement surface. As a stand-alone pre-treatment, salt brine helps to prevent ice/snow from bonding to the pavement surface thereby providing for easier removal during plowing operations. When used to pre-wet dry salt prior to application to a pavement surface, the brine helps to maintain the salt on the pavement surface rather than be displaced into the ditch or curb line. In either case the salt brine is anticipated to reduce the amount of dry salt required to achieve a "passable roadway."

The equipment utilized by the Highway Department is calibrated annually. Salt applications are set based upon the ground speed of the vehicle and the temperature of the pavement. The brine solution used for pre-wetting the salt is set not to exceed 10 gallons per ton with 8 gallons per ton being typical.

City Staff from the Highway Department attend training periodically regarding winter management operations. The last training event was held in 2016 (Smart Salting Level 1) with seven members of the Highway Department attending.

Results Achieved

The Highway Department maintains records of each event during the winter season which includes the amount of product used, pertinent weather data, hours worked, number of trucks in service and other measurable data. These records are maintained for the purpose of evaluating the program on a yearly basis. Snowfall totals used in this evaluation are taken from the weather station at Milwaukee International Airport.

The amount of salt used for a given event or season is highly variable and dependent on a variety of conditions such as but not limited to air temperature; pavement temperature; type of precipitation; intensity of storm; the miles of road to be maintained; and the number of events in a given year. It is therefore difficult to evaluate whether the City's salt application is reduced using salt brines for pre-wetting or as a stand-alone pre-treatment from year to year. Table 1 summarizes the City's salt use for the winter seasons beginning with the 2004-2005 winter season. A typical salt brine solution is composed of 23.3 % salt which yields approximately 2.5 pounds of salt per gallon of brine.

The city implemented the use of salt brines during the 2011-2012 winter season. Prior to the 2011-2012 winter season combinations of salt and salt/sand were used in conjunction with plowing for removal of ice and snow from the municipal streets. Average salt use from the 2004-2005 winter season through the 2010-2011 winter season was approximately 17.7 tons per lane mile. Since then, the average salt use has been 3.3 tons per mile less at 14.4 tons per lane mile. However, this simplistic evaluation is a little misleading as it does not consider the severity of the winter season, or the effort required by road crews to maintain a "passable roadway."

The Wisconsin DOT has created a Winter Severity Index (WSI) which it utilizes in evaluating the severity of the winter season in relation to its winter management program. The index considers factors such as number of snow events, amount of snow, number of freezing rain events, storm durations, and number of incidents (frost runs, drifting and clean up). The State DOT developed the WSI in 1995. Prior to the 2013-2014 winter season, index values ranged from 0 to 100. Therefore, the higher the index value, the more severe the winter season and the lower the index value the milder the winter season. The State DOT revised the WSI in the 2013-2014 winter season to provide results which are scaled and compared to the average of the 5 previous winters; the value of which is set as 100. Therefore, values in excess of 100 indicate a severer than average winter and values less than 100 indicate a milder than average winter.

The statewide average WSI is shown in Table 2 for each winter season. Included in Table 2 are values for the WSI for Waukesha County as well. Previously, values for the Waukesha County WSI from 2010 to 2013 were only given in the previous index (weighted from 0 to 100) with the remainder provided in the revised index. The values shown for Waukesha County in Table 2 for those years before the revised index were extrapolated based upon the statewide average values which were available in both versions of the index.

Table 1. City of Pewaukee Salt Use for Winter Road Management.

Winter Season	Tons of Salt	Gallons of Salt Brine	Total Tons of Salt	Lane Miles of Roads	Tons of Salt/lane mile
2004-2005	1584*	NA	1584*	160.6	9.9
2005-2006	2995*	NA	2995*	162.8	18.4
2006-2007	4199*	NA	4199*	167.0	25.1
2007-2008	4287*	NA	4287*	172.8	24.8
2008-2009	2808*	NA	2808*	175.9	16.0
2009-2010	1995*	NA	1995*	176.3	11.3
2010-2011	3203**	NA	3203**	176.4	18.2
2011-2012	1540	14200	1558	176.6	8.8
2012-2013	3520	22679	3548	177.0	20.0
2013-2014	3160	11490	3174	176.8	18.0
2014-2015	2390	4800	2396	179.4	13.4
2015-2016	1865	5100	1871	183.0	10.2
2016-2017	2900	11225	2914	183.0	15.9
2017-2018	3365	5650	3372	184.3	18.3
2018-2019	3365	9070	3376	184.3	18.3
2019-2020	2450	7750	2460	184.3	13.4
2020-2021	2240	7819	2250	185.2	12.2
2021-2022	2060	4500	2066	185.2	11.2
2022-2023	2550	11245	2564	188.7	13.6
2023-2024	1960	4238	1965	190.4	10.3

*Total may include salt and salt/sand mixture. **Total includes salt and salt/sand mixture.

The approximate total snowfall per season and the number of measurable snow events are taken from the Mitchell International weather station in Milwaukee. The average snowfall is based upon the total snowfall for the season divided by the number of measurable events.

Figure 1 compares the Winter Severity Index for the statewide average and Waukesha County versus the salt usage for the City of Pewaukee and Waukesha County in tons of salt per lane mile. Overall, the WSI generally coincides with the amount of salt utilized per lane mile to maintain the City's streets in a

passable condition for a winter season. The WSI for the 2023-2024 winter season will not be available until the State publishes its Annual Winter Maintenance Report, usually at the end of the year.

The statewide average WSI for the 2022-2023 winter season was 116.2 which indicates an above average winter season for the state as a whole with the harshest weather in the northern part of the state. The WSI for Waukesha County on the other hand was 84.6 which indicates a below average winter for the county.

As of the writing of this report, the salt use for the 2023-2024 winter season is calculated to be 599 tons less than the previous season with approximately 1965 total tons of salt used. This translates to approximately 10.3 tons per lane mile of salt applied to City Streets which is 3.3 tons per lane mile less than the previous year.

Waukesha County was reported to have utilized approximately 16.1 tons of salt/lane mile for the 2022-2023 winter season which was 2.5 tons per lane mile more than the City of Pewaukee's application over the same period. The average application for the City of Pewaukee from beginning the use of salt brines in the 2011-2012 winter season to 2022-2023 winter season is approximately 14.4 tons per lane mile. This is approximately 1.5 tons per lane mile less than the average 15.9 tons per lane mile for Waukesha County for the same period. The winter management summary tables for the last 5 years of the program are included as Attachment C.

Describe Any Planned Changes to the Program

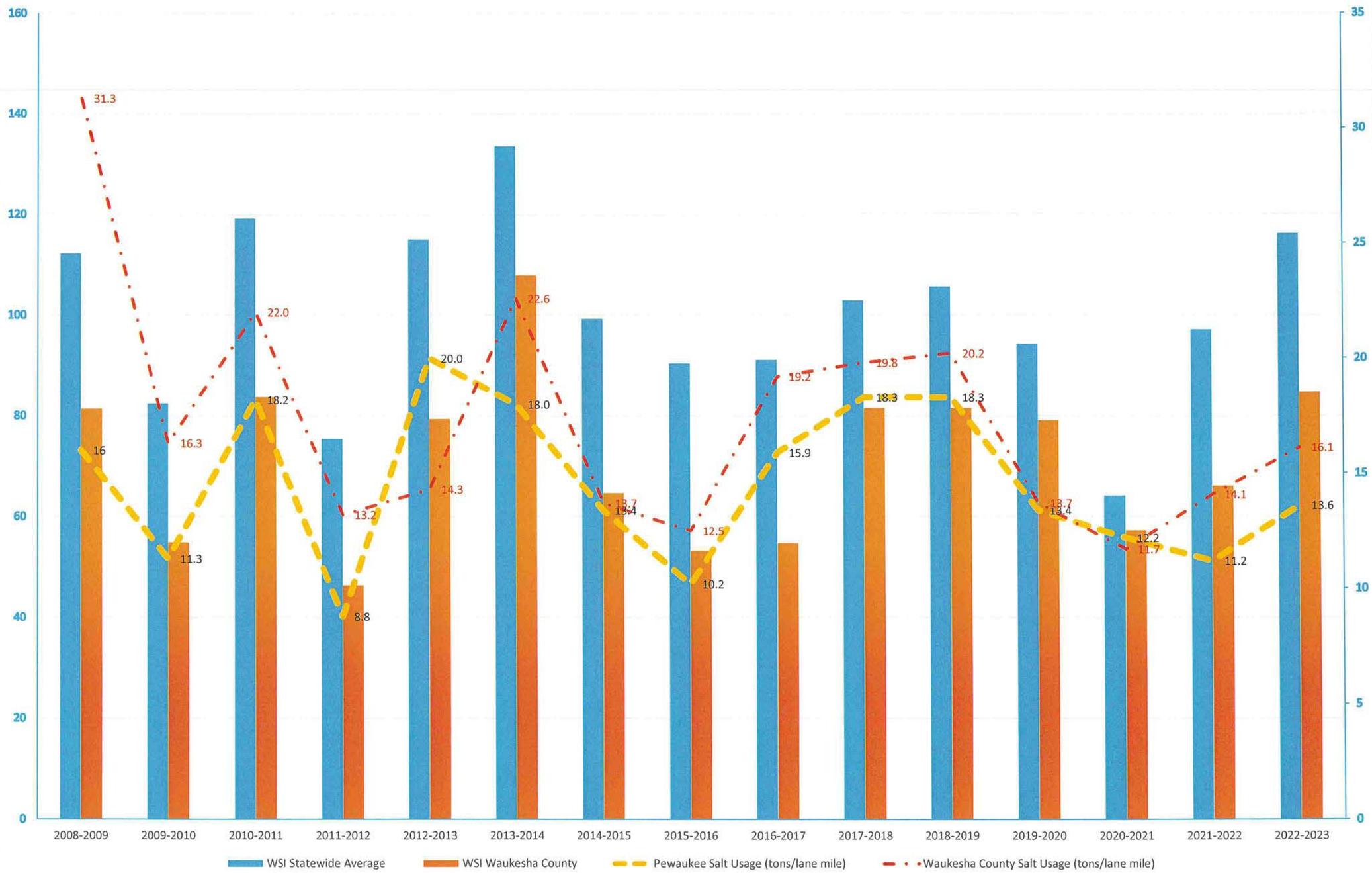
None at this time.

Table 2. Comparison of Winter Seasons and City of Pewaukee Salt Use.

Winter Season	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Approx. Total Snowfall (inches)	47.1	37.9	58.1	99.1	76.0	38.3	61.9	29.6	45.0	63.4	43.0	39.1	37.6	46.7	55.8	36.7	47.8	28.6	52.4	23.9
Number of Measurable Events	33	34	28	50	39	29	45	26	31	52	38	25	23	36	40	31	29	26	31	14
Average Snowfall per event (inches)	1.4	1.1	2.1	2.0	1.9	1.3	1.4	1.1	1.5	1.2	1.1	1.6	1.6	1.3	1.4	1.2	1.6	1.1	1.7	1.7
Total Tons of Salt	1584~	2995~	4199~	4287~	2808~	1995~	3203*	1558	3548	3174	2396	1881	2914	3372	3376	2460	2250	2066	2564	1965
Total Hours Worked	NA	NA	NA	NA	NA	NA	NA	596	1272	1863	903	812	1171	1215	1564	1213	1230	1123	1527	1329
Tons of Salt per Lane Mile of Road	**9.9**	**18.4**	**25.1**	**24.8**	**16.0**	**11.3**	**18.2**	**8.8**	**20.0**	**18.0**	**13.4**	**10.2**	**15.9**	**18.3**	**18.3**	**13.4**	**12.2**	**11.2**	**13.6**	**10.3**
Average Pavement Temp. (degrees F)	NA	NA	NA	NA	NA	NA	NA	NA	NA	19.8	20.1	25.6	25.3	23.1	26.4	28.3	22.8	21.0	24.3	19.3
WisDOT Statewide WSI	**NA**	**NA**	**NA**	**NA**	**112.2**	**82.4**	**119.2**	**75.4**	**115.1**	**133.6**	**99.3**	**90.4**	**91.1**	**102.9**	**105.7**	**94.3**	**64.1**	**97.1**	**116.2**	**
WSI for Waukesha County	**NA**	**NA**	**NA**	**NA**	**81.4[a]**	**54.8[a]**	**83.7[a]**	**46.3[a]**	**79.4[a]**	**107.9**	**64.6**	**53.2**	**54.7**	**81.5**	**81.5**	**79.1**	**57.2**	**66.0**	**84.6**	**
Waukesha County Tons of Salt per Lane mile	**21.9**	**18.6**	**24.1**	**39.5**	**31.3**	**16.3**	**22.0**	**13.2**	**14.3**	**22.6**	**13.7**	**12.5**	**19.2**	**19.8**	**20.2**	**13.7**	**11.7**	**14.1**	**16.1**	**

~ Total may include salt and salt/sand mixture. *Total includes salt and salt/sand mixture. **Not determined at the time of reporting. [a]Extrapolated values to statewide index.

Figure 1 Winter Severity Index versus Salt Usage



Leaf Management Program

Description of Program

The city accepts leaves and grass clippings at the City Recycling Center drop off site located on the lower level of the Pewaukee City Hall campus. Material collected at the site is taken to a facility in Menomonee Falls for composting. The City's waste hauler will also pick up leaves and grass clippings for a fee.

Measurable Goals

To provide an alternative means of disposing of leaves and grass clippings for the city residents as opposed to burning or dumping the debris into the City's right-of-way or ditches.

Results Achieved

In previous years yard waste was broken down into categories to determine the mass of leaves taken to the yard waste site. Similar to last year's reporting by Waukesha County, the mass of leaves collected is included in the total yard waste collected which was 452 tons of material. The City's waste hauler reported collecting approximately 2.64 tons of yard waste in 2023.

Describe Any Planned Changes to the Program

None at this time.

SWPPP for Municipal Facilities

Description of Program

The City's permit requires a storm water pollution prevention plan be prepared for municipal facilities with bulk storage piles, outdoor vehicle maintenance, fueling, outdoor material storage, uncovered dumpsters, composting and other areas which have the potential for contributing pollutants to waters of the state. The city had prepared an update to its Evaluation of Public Works Yard in 2011. The goal of the evaluation was to identify potential sources of non-point source pollution and provide recommendations to mitigate these sources. The city provided additional information in the 2015 annual report regarding planned projects to occur within the city "campus" site which would impact operations on site as well as potentially how storm water is managed. These planned projects included the construction of a new water tower, the construction of a new salt storage facility and repairs to the City Hall and highway garage. To date the new water tower and the repairs to City Hall and highway garage have been completed.

Measurable Goals

The goal of the program is to reduce non-point source pollutant loadings from municipal sites as a result of day-to-day operations. Annual inspections of the facilities are required to ensure good housekeeping practices and controls are in place to mitigate potential sources of nonpoint source pollution.

Results Achieved

An inspection of the new public works yard and the city hall campus site was performed in 2023.

Describe Any Planned Changes to the Program

The city completed construction of a new public works facility in 2023 at W225N32101 Duplainville Road. The new location includes a new highway garage/maintenance building, a new salt storage facility, a yard waste/recycling location and refueling site. The completion of the new highway garage and the revisions to the operations of the current city hall campus site will necessitate the preparation of a new SWPPP.

The SWPPP for the new facility was started in 2023 and will be completed in 2024. Revisions to the current city hall campus site SWPPP are anticipated to be completed once the new uses and operations for the site have been designated.

Nutrient Management for Municipal Properties with Pervious Surfaces over 5 acres

Description of Program

The City has five parks with pervious areas over 5 acres: Balmer Park, Wagner Park, South Park, Nettesheim Park, and the Pewaukee Sports Complex.

The current practice for maintaining the turf areas in the City's Park system is to contract with a company specializing in turf maintenance to assess the condition of the fields and to apply treatments as recommended. Treatments are typically composed of one or more of the following products: Dimension 2EW (a post emergence herbicide); a Urea Nitrogen-Potash fertilizer 25-0-5; a Urea Nitrogen-Potash fertilizer 17-0-5; Trupower 3 (a selective post emergence herbicide); and Cool Power (a selective post emergence herbicide). In addition, the infields of existing baseball fields receive a non-phosphorous fertilizer treatment (composed of a 33-0-5 NPK ratio) three times a year. Mowing of the established turf areas occurs on a weekly rotation with mowing of the baseball infields occurring up to three times a week if necessary.

Measurable Goals

The goal of the program is to reduce the amount of nutrients (namely phosphorous) applied to the turf areas and to apply only what is required to maintain a vigorous growth of vegetation.

Results Achieved

The City's current practices and ordinance bans the use of fertilizers containing phosphorous except for the establishment of new turf areas or if soil tests confirm phosphorous is required.

Describe Any Planned Changes to the Program

It was the recommendation of the WDNR from the 2021 program audit to develop a written turf management program which would include language that a nutrient management plan based on appropriate soil testing be conducted if nutrients containing phosphorous are applied to turf areas over 5 acres.

Management Procedures for Unplanned Water Main Discharges

Description of Program

The city is required by permit to develop a program to mitigate discharges of sediment to its MS4 system from unplanned water main discharges otherwise known as "water main breaks." The program was developed for Water and Sewer Utility staff who may be responding to such incidents. The priority for staff responding to a water main break is to locate the source of the discharge and to isolate it, or in layman's terms to "shut it off" as quickly as possible. Temporary erosion control measures, if required, can then be employed to prevent sediment from entering the MS4 system or waters of the State. The program identifies potential erosion control measures that can be employed to contain/limit the discharge of sediment from a water main break.

Measurable Goals

The goal of the program is to reduce the amount of sediment entering the City's MS4 system or a water of the State from an unplanned water main discharge.

Results Achieved

No water main breaks occurred during the reporting period.

Describe Any Planned Changes to the Program

None at this time.

Other Reportable Results

Roadways within the City are comprised of a combination of rural cross sections and urban cross sections. Rural cross sections include roadside ditches to collect storm water runoff along with gravel shoulders and paved travel lanes. Urban cross sections include storm sewers and curbs and gutter to collect storm water runoff and paved travel lanes. The City of Pewaukee contains approximately 95.2 lineal miles of roads with approximately 44.3 miles of roads having a rural cross-section. Roadside swales need to be periodically cleaned of accumulated sediment to function properly. Each year the City's Highway Department cleans a portion of its roadside swales of sediment. Last year the Highway Department cleaned approximately 1680 feet of roadside swales which netted an estimated 152 tons of soil. The City also contracted for 3 construction projects which included approximately 5200 lineal feet of ditch improvements, 1470 feet of new culverts and the construction of a 4.7-acre dry pond.

In addition to the storm sewer structures repaired or replaced during the year as reported under the Catch Basin Cleaning Program, the City cleaned and televised approximately 3038 lineal feet of storm sewer, lined approximately 1950 lineal feet of storm sewer with a cured in place pipe liner, and replaced 918 lineal feet of damaged storm sewer.

Improvements to the storm water management facilities in Wagner Park were substantially completed in the fall of 2023. The improvements included: re-attachment of the storm sewer outfalls to the north pond; new outlet structures to the north and south pond; correcting the erosion and muskrat damage to the banks of the south pond; and installation of engineered soil and changes to the outlet for the southwest rain garden.

Worksheets for the Fiscal Analysis required as a part of the City's annual report are included in Attachment D.

Members of the City's Engineering Staff attended multiple erosion control and storm water management workshops and seminars during 2023. These included:

- NASECA-WI's 20th Annual Conference and Trade Show, February 1-2, 2023 (1 attendees)
- WAFSCM 2023 Annual Conference, November 2, 2023 (1 attendee)
- TMDL & MS4 Compliance: What We've Learned and Where We're Headed Next, September 26, 2023 (1 attendee)

Public Education and Outreach and Public Involvement and Participation Programs

Description of Program

The City of Pewaukee along with other members of the Upper Fox River Watershed Group contract with Waukesha County to implement the public education and outreach and public involvement and participation programs as required by the Group WPDES permit. The County organizes the plan based upon a target audience. For each target audience a set of activities and goals are defined.

Attachment E contains the County's 2023 Activity Summary Report identifying the key components of last year's plan, the measurable goals and the results achieved. Also included is a copy of the County's proposed Three-Year Information and Education Plan for the City of Pewaukee.

City Staff work with our elected and Municipal officials regarding the City's municipal storm water discharge permit through discussions regarding: the function and need of the City's Storm Water Utility; budget hearings and discussions; discussion regarding potential changes to the City's MS4 permit; changes to the City's post construction site storm water management and construction site erosion control ordinance; discussions related to capital improvement projects that impact storm water discharges; and discussions regarding enforcement of the City's post construction site storm water management and construction site erosion control ordinance. As an example, the City's MS4 Annual Report was presented to the Common Council on April 3, 2023. Additionally, road construction projects often include storm water conveyance and management improvements which are identified in the Engineer's Report for the project and are discussed at the projects public hearing.

City Staff knowledgeable of the MS4 permit requirements disseminate this knowledge internally as well as to the public through answering broad questions regarding the operations and maintenance of storm water BMP's; questions regarding what storm water utility fees are used for; answering drainage concerns; and discussions regarding how permit requirements impact internal job functions and the burden of reporting requirements. Beginning in 2022, the Public Works Department began holding a bi-annual meeting to discuss current and upcoming projects; address concerns and questions from Staff; provide feedback; and to review operations.

Beginning in 2022 the Public Works Department began a biannual newsletter which is sent to all the property owners in the City and includes information on topics such as storm water pollution, Waukesha County's Adopt-A-Drain program, and winter salt usage. Information is also posted on the City's website such as tips regarding grass clippings (https://www.cityofpewaukee.us/320/Tips-from-DPW) as well as postings to the City's Facebook page (https://www.facebook.com/cityofpewaukee). Copies of the newsletter and grass clippings flier can be found in Attachment F.

City Engineering Staff have ongoing discussions educating contractors, developers and engineers regarding: the requirements of the City's construction site erosion control and post construction site storm water management ordinance; the City's Technical Standards; WDNR guidance documents, permit conditions and Technical Standards; and enforcement of post construction site storm water management and erosion control. The City's Construction Site Erosion Control, Post-construction Storm Water Management and Illicit Discharges Ordinance and Technical Standards are posted on the City's website.

Attachment A

WDNR eReporting System Annual Report

Submittal of Annual Reports and Other Compliance Documents for Municipal Separate Storm Sewer System (MS4) Permits

NOTE: Missing or incomplete fields are highlighted at the bottom of each page. You may save, close and return to your draft permit as often as necessary to complete your application. After 120 days your draft is **deleted.**

Form 3400-224(R8/2021)

Reporting Information :

Will you be completing the Annual Report or other submittal type? ◉ **Annual Report** ○ **Other**

Project Name:	2023 Annual Report
County:	Waukesha
Municipality:	Pewaukee, City
Permit Number:	S050105
Facility Number:	30726
Reporting Year:	2023

Is this submittal also satisfying an Urban Nonpoint Source Grant funded deliverable? ○ **Yes** ◉ **No**

Required Attachments and Supplemental Information

Please complete the contents of each tab to submit your MS4 permit compliance document. The information included in this checklist is necessary for a complete submittal. A complete and detailed submittal will help us review about your MS4 permit document. To help us make a decision in the shortest amount of time possible, the following information must be submitted:

Annual Report

- Review related web site and instructions for Municipal storm water permit eReporting [Exit Form]
- Complete all required fields on the annual report form and upload required attachments
- Attach the following other supporting documents as appropriate using the attachments tab above
  - Public Education and Outreach Annual Report Summary
  - Public Involvement and Participation Annual Report Summary
  - Illicit Discharge Detection and Elimination Annual Report Summary
  - Construction Site Pollution Control Annual Report Summary
  - Post-Construction Storm Water Management Annual Report Summary
  - Pollution Prevention Annual Report Summary
    - Leaf and Yard Waste Management
    - Municipal Facility (BMP) Inspection Report
    - Municipal Property SWPPP
    - Municipally Property Inspection Report
    - Winter Road Maintenance
  - Storm Sewer Map Annual Report Attachment
  - Storm Water Quality Management Annual Report Attachment
  - TMDL Attachment
  - Storm Water Consortium/Group Report

- Municipal Cooperation Attachment
- Other Annual Report Attachment

- Attach the following permit compliance documents as appropriate using the attachments tab above

  - Storm Water Management Program
    - Public Education and Outreach Program
    - Public Involvement and Participation Program
    - Illicit Discharge Detection and Elimination Program
    - Construction Site Pollutant Control Program
    - Post-Construction Storm Water Management Program
    - Pollution Prevention Program
      - Municipal Storm Water Management Facility (BMP) Inventory
      - Municipal Storm Water Management Facility (BMP) Inspection and Maintenance Plan
  - Total Maximum Daily Load documents *(*If applicable, see permit for due dates.)*
    - TMDL Mapping*
    - TMDL Modeling*
    - TMDL Implementation Plan*
    - Fecal Coliform Screening Parameter *
    - Fecal Coliform Inventory and Map *(S050075-03 general permittees Appendix B B.5.2 – document due to the department by March 31, 2022)*
    - Fecal Coliform Source Elimination Plan *(S050075-03 general permittees Appendix B - document due to the department by October 31,2023)*

- Sign and Submit form

Municipal Contact Information- Complete

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 (Department) by March 31 of each year to report on activities for the previous calendar year ("reporting year"). This form is being provided by the Department for the user's convenience for reporting on activities undertaken in each reporting year of the permit term. 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.].
Note: Compliance items must be submitted using the Attachments tab.

Municipality Information

Name of Municipality	Pewaukee, City
Facility ID # or (FIN):	30726
Updated Information:	☐ Check to update mailing address information
Mailing Address:	W240N3065 Pewaukee Road
Mailing Address 2:	
City:	Pewaukee, City
State:	WI
Zip Code:	53072 xxxxx or xxxxx-xxxx

Primary Municipal Contact Person (Authorized Representative for MS4 Permit)

The "Authorized Representative" or "Authorized Municipal Contact" includes the municipal official that was charged with compliance and oversight of the permit conditions, and has signature authority for submitting permit documents to the Department (i.e., Mayor, Municipal Administrator, Director of Public Works, City Engineer).

☐ Select to ***create new*** primary contact

First Name:	Magdelene
Last Name:	Wagner

☐ Select to ***update*** current contact information

Title:	Director of Public Works
Mailing Address:	W240N3065 Pewaukee Road
Mailing Address 2:	
City:	Pewaukee
State:	WI
Zip Code:	53072-4044 xxxxx or xxxxx-xxxx
Phone Number:	262-691-0804 Ext: xxx-xxx-xxxx
Email:	wagner@pewaukee.wi.us

Additional Contacts Information (Optional)

☐ I&E Program
☑ IDDE Program
☑ IDDE Assessment Procedure Manual

Individual with responsibility for: (Check all that apply)	☑ Municipal-wide Water Quality Plan ☐ Ordinances ☑ Pollution Prevention Program ☑ Post-Construction Program ☐ Winter roadway maintenance

First Name:	Richard
Last Name:	Wirtz
Title:	Chief Engineer - Uti
Mailing Address:	W240N3065 Pewaukee Road
Mailing Address 2:	
City:	Pewaukee
State:	WI
Zip Code:	53072 xxxxx or xxxxx-xxxx
Phone Number:	262-691-0804 Ext: xxx-xxx-xxxx
Email:	wirtz@pewaukee.wi.us

Municipal Billing Contact Person (Authorized Representative for MS4 Permit)

☑ Select to ***create new*** Billing contact

First Name:	Magdelene
Last Name:	Wagner

☑ Select to ***update*** current contact information

Title:	Director of Public Works
Mailing Address:	W240N3065 Pewaukee Road
Mailing Address 2:	
City:	Pewaukee
State:	WI
Zip Code:	53072 xxxxx or xxxxx-xxxx
Phone Number:	262-691-0804 Ext: xxx-xxx-xxxx
Email:	wagner@pewaukee.wi.us

1. Does the municipality rely on another entity to satisfy some of the permit requirements?

◉ Yes ○ No

☑ Public Education and Outreach Waukesha County

☑ Public Involvement and Participation Waukesha County

☐ Illicit Discharge Detection and Elimination

☐ Construction Site Pollutant Control

☐ Post-Construction Storm Water Management

☐ Pollution Prevention

2. Has there been any changes to the municipality's participation in group efforts towards permit compliances (i.e., the municipality has added or dropped consortium membership)?

○ Yes ◉ No

Minimum Control Measures- Section 1 : Complete

1. Public Education and Outreach

a. Does MS4 conduct any educational efforts or events independently (not with a group) ◉ Yes ○ No

b. How many total educational events were held during the reporting year: 70

c. Were any of the public education and outreach delivery mechanisms conducted during the reporting year active or interactive? ◉ Yes ○ No

d. Please select all storm water topics, target audiences, and delivery mechanisms used in the reporting year

Public Education and Outreach Delivery Mechanisms (Active and Passive)	
Active/Interactive Mechanisms	**Passive Mechanisms**
☑ Education activities (school presentations, summer camps) ☑ Information booth at event ☑ Targeted group training (contractors, consultants, etc.) ☑ Government event (public hearing, council meeting) ☑ Workshops ☑ Tours ☐ Other:	☑ Passive print media (brochures at front desk, posters, etc.) ☑ Distribution of print media (mailings, newsletters, etc.) via mail or email. ☑ Media offerings (radio and TV ads, press release, etc.) ☑ Social media posts ☑ Signage ☑ Website ☐ Other:

Topics Covered	Target Audience
☑ Illicit discharge detection and elimination ☑ Household hazardous waste disposal/pet waste management/vehicle washing ☑ Yard waste management/pesticide and fertilizer application ☑ Stream and shoreline management ☑ Residential infiltration ☑ Construction sites and post-construction storm water management ☑ Pollution prevention ☑ Green infrastructure/low impact development ☐ Other:	☑ General Public ☑ Public Employees ☑ Residents ☑ Businesses ☑ Contractors ☑ Developers ☑ Industries ☑ Public Officials ☐ Other:

e. Will additional information/summary of these education events be attached to the annual report?
◉ Yes ○ No

If no, please provide additional comment in the brief explanation box below. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Minimum Control Measures - Section 2 : Complete

2. Public Involvement and Participation

a. Permit Activities. Select all of the following topics the Permittee did to engage public participation and involvement.

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
☑ MS4 Annual Report ☐ Storm Water Management Program ☐ Storm Water related ordinance ☑ Other: Storm Water Management Pract...	☑ General Public ☐ Public Employees ☑ Residents ☐ Businesses ☐ Contractors ☐ Developers ☐ Industries ☑ Public Officials ☐ Other	Select...	○ Yes ◉ No

b. Volunteer Activities. Select all of the following audiences targeted for volunteer involvement and participation related to storm water.

☐ NA (Individual Permittee)

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
Volunteer Opportunity	☑ General Public ☐ Public Employees ☐ Residents ☐ Businesses ☐ Contractors ☐ Developers ☐ Industries ☐ Public Officials ☐ Other	101 +	◉ Yes ○ No

c. Brief explanation on Public Involvement and Participation reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Residents who adopt-a-drain are asked to clean 2 times per month & report the quantity they remove. Citizen stream monitors collect water quality data from local waters. Clam surveys get residents learning about aquatic life in that waterway.

Minimum Control Measures - Section 3 : Complete

3. Illicit Discharge Detection and Elimination

a. How many total outfalls does the municipality have? 126

b. How many outfalls did the municipality evaluate as part of their 20

routine ongoing field screening program?

c. From the municipality's routine screening, how many were confirmed illicit discharges? 1

d. How many illicit discharge complaints did the municipality receive? 1

e. From the complaints received, how many were confirmed illicit discharges? 1

f. How many of the identified illicit discharges did the municipality eliminate in the reporting year (from both routine screening and complaints)? 0

(If the sum of 3.c. and 3.e. does not equal 3.f., please explain below.)

g. What types of regulatory mechanisms does the municipality have available to compel compliance with this program? Check all that are available and how many times each were used in the reporting year.

- ☐ Verbal Warning
- ☑ Written Warning (including email) 0
- ☑ Notice of Violation 0
- ☑ Civil Penalty/ Citation 0

Additional Information:

h. Brief explanation on Illicit Discharge Detection and Elimination reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

The 2 illicit discharges discovered were one time discharges to storm inlets. Both were discovered after the fact and no information was available on the offenders. See the attached City of Pewaukee Annual Report for more information.

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 4 : Complete

4. Construction Site Pollutant Control

a. How many total construction sites with one acre or more of land disturbing construction activity were active at any point in the reporting year? 17

b. How many construction sites with one acre or more of land disturbing construction activity did the municipality issue permits for in the reporting year? 5

c. How many erosion control inspections did the municipality complete in the reporting year (at sites with one acre or more of land disturbing construction activity)? 422

d. What types of regulatory mechanisms does the municipality have available to compel compliance with this program? Check all that are available and how many times each were used in the reporting year.

- ☐ Verbal Warning

☑ Written Warning (including email)	4
☑ Notice of Violation	3
☑ Civil Penalty/ Citation	3
☑ Stop Work Order	0
☐ Forfeiture of Deposit	
☑ Other - Describe below	0

Enforcement Conference

e. Brief explanation on Construction Site Pollutant Control reporting . *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page*.

See attached City of Pewaukee Annual Report

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 5 : Complete

5. Post-Construction Storm Water Management

a. How many new structural storm water management Best Management Practice (BMP) have received local approval ? 5

*Engineered and constructed systems that are designed to provide storm water quality control such as wet detention ponds, constructed wetlands, infiltration basins, grassed swales, permeable pavement,

b. Does the MS4 have procedures for inspecting and maintaining private storm water facilities? ◉ Yes ○ No

c. If Yes, how many privately owned storm water management facilities were inspected in the reporting year ? Inspections completed by private landowners should be included in the reported number. 20

d. Does the municipality utilize privately owned storm water management BMP in its pollutant reduction analysis? ○ Yes ◉ No

e. Does MS4 have maintenance authority on these privately owned BMPs?

f. How many municipally operated (private) storm water management BMPs were inspected in the reporting year? 0

g. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year.

☐ Verbal Warning	
☑ Written Warning (including email)	1
☑ Notice of Violation	0

☑ Civil Penalty/ Citation	0
☐ Forfeiture of Deposit	
☑ Complete Maintenance	0
☑ Bill Responsible Party	0
☑ Other - Describe below	0

Loss of a storm water utility credit

e. Brief explanation on Post-Construction Storm Water Management reporting . *If marked 'Unsure' on any questions above, justify your reasoning. Limit your response to 250 characters and/or attach supplemental information on the attachments page*.

See attached City of Pewaukee Annual Report

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 6 : Complete

6. Pollution Prevention

Storm Water Management Best Management Practice Inspections ☐ Not Applicable

a. Enter the total number of municipally owned or operated (i.e., privately owned BMPs) structural storm water management best management practices. 17

b. How many new municipally owned storm water management best management practices were installed in the reporting year ? 1

c. How many municipally owned (public) storm water management best management practices were inspected in the reporting year? 13

d. What elements are looked at during inspections (250 character limit)?

Embankments, outlets, vegetation, erosion, pre-treatment, accumulation of trash and debris, etc.

e. How many of these facilities required maintenance? 3

f. Brief explanation on Storm Water Management Best Management Practice inspection reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page*.

See attached City of Pewaukee Annual Report

Public Works Yards & Other Municipally Owned Properties that require a stormwater pollution prevention plan (SWPPP)* ☐ Not Applicable

g. How many municipal properties require a SWPPP? 2

h. How many inspections of municipal properties have been conducted in the reporting year? 2

i. Have amendments to the SWPPPs been made?

○ Yes ◉ No

j. If yes, describe what changes have been made. Limit response to 250 characters and/or attach supplemental information on the attachment page:

k. Brief explanation on Storm Water Pollution Prevention Plan reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

See attached City of Pewaukee Annual Report.

* Any municipally owned property that has the potential to generate stormwater pollution should have a SWPPP. For example, if a municipal property stores compost piles, material storage, yard wastes, etc., outside and can contaminate stormwater runoff—a SWPPP is required.

Collection Services - *Street Sweeping Program* ☐ Not Applicable

l. Did the municipality conduct street sweeping during the reporting year?
◉ Yes ○ No

m. If known, how many tons of material was removed? 54

n. Does the municipality have a low hazard exemption for this material? ○ Yes ◉ No

o. If street sweeping is identified as a storm water best management practice in the pollutant loading analysis, was street cleaning completed at the assumed frequency?

○ Yes - Explain frequency _____

○ No - Explain _____

◉ Not Applicable

Collection Services - *Catch Basin Sump Cleaning Program* ☐ Not Applicable

p. Did the municipality conduct catch basin sump cleaning during the reporting year? ◉ Yes ○ No

q. How many catch basin sumps were cleaned in the reporting year? 0

r. If known, how many tons of material was collected? 18

s. Does the municipality have a low hazard exemption for this material? ○ Yes ◉ No

t. If catch basin sump cleaning is identified as a storm water best management practice in the pollutant loading analysis, was cleaning completed at the assumed frequency?

○ Yes- Explain frequency _____

○ No - Explain _____

◉ Not Applicable

Collection Services - *Leaf Collection Program* ☑ Not Applicable

Winter Road Management ☐ Not Applicable

*Note: We are requesting information that goes beyond the reporting year, answer the best you can.

aa. How many lane-miles of roadway is the municipality responsible for doing snow and ice control? (*One mile of a two-way road equals two* 190

lane miles.)

ab. Provide amount of de-icing products used by month last winter season?

Solids (tons) (ex. sand, or salt-sand)

Product	Oct	Nov	Dec	Jan	Feb	Mar
Salt	0	60	80	1560	260	0

Liquids (gallons) (ex. brine)

	Oct	Nov	Dec	Jan	Feb	Mar
Brine	0	0	0	2770	1468	0

ac. Was salt applying machinery calibrated in the reporting year? ◉ Yes ○ No

ad. Have municipal personnel attended salt reduction strategy training in the reporting year? ○ Yes ◉ No

Training Date	Training Name	# Attendance

ae. Brief explanation on Winter Road Management reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page*

See attached City of Pewaukee Annual Report

Internal (Staff) Education & Communication

af. Has the municipality provided an opportunity for internal training or education to staff implementing the municipality's procedures for each of the pollution prevention program element ? ◉ Yes ○ No

If yes, describe what training was provided (250 character limit):

See attached City of Pewaukee Annual Report.

ag. Describe how the municipality has kept the following local officials and municipal staff aware of the municipal storm water discharge permit programs, procedures and pollution prevention program requirements.

Elected Officials

See attached City of Pewaukee Annual Report.

Municipal Officials

See attached City of Pewaukee Annual Report.

Appropriate Staff (such as operators, Department heads, and those that interact with public)

See attached City of Pewaukee Annual Report.

ah. Brief explanation on Internal Education reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

See attached City of Pewaukee Annual Report.

Minimum Control Measures - Section 7 : Complete

7. Storm Sewer System Map

a. Did the municipality update their storm sewer map this year?

○ Yes ◉ No

If yes, check the areas the map items that got updated or changed:

- ☐ Storm water treatment facilities
- ☐ Storm pipes
- ☐ Vegetated swales
- ☐ Outfalls
- ☐ Other - Describe below

b. Brief explanation on Storm Sewer System Map reporting. *If you marked Unsure for an question for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page*.

See attached City of Pewaukee Annual Report

Final Evaluation - Complete

Fiscal Analysis

Complete the fiscal analysis table provided below. For municipalities that do not break out funding into permit program elements, please enter the monetary amount to your best estimate of what funding may be going towards these programs.

Annual Expenditure Reporting Year	**Budget** Reporting Year	**Budget** Upcoming Year	**Source of Funds**
Element: Public Education and Outreach			
1465	1500	1500	Storm water utility
Element: Public Involvement and Participation			
1465	1500	1500	Storm water utility
Element: Illicit Discharge Detection and Elimination			
6230	3290	3410	Storm water utility
Element: Construction Site Pollutant Control			
82470	43609	45790	Other
Element: Post-Construction Storm Water Management			
15840	43609	45790	Other
Element: Pollution Prevention			
1535908	3497000	2436002	Storm water utility
Other (describe)			
Storm Water Quality Management			
223187	410000	225000	Storm water utility
Other (describe)			
Storm Sewer System Map			
0	5000	5000	Storm water utility

Please provide a justification for a "0" entered in the Fiscal Analysis. *Limit response to 250 characters*.

Water Quality

a: Were there any known water quality improvements in the receiving waters to which the

municipality's storm sewer system directly discharges to?
○ Yes ◉ No ○ Unsure If Yes, explain below:

b : Were there any known water quality degradation in the receiving waters to which the municipality's storm sewer system directly discharges to?
○ Yes ◉ No ○ Unsure If Yes, explain below:

c: Have any of the receiving waters that the municipality discharges to been added to the impaired waters list during the reporting year?
○ Yes ◉ No ○ Unsure

d: Has the municipality evaluated their storm water practices to reduce the pollutants of concern?
◉ Yes ○ No ○ Unsure

Storm Water Quality Management

a. Has the municipality completed or updated modeling in the reporting year (relating to developed urban area performance standards of s. NR 151.13(2)(b)1., Wis. Adm. Code)? ○ Yes ◉ No

b. If yes, enter percent reduction in the annual average mass discharging from the entire MS4 to surface waters of the state as compared to implementing no storm water management controls:

Total suspended solids (TSS)

Total phosphorus (TP)

Additional Information

Based on the municipality's storm water program evaluation, describe any proposed changes to the municipality's storm water program. *If your response exceeds the 250 character limit, attach supplemental information on the attachments page.*

See attached City of Pewaukee Annual Report

Requests for Assistance on Understanding Permit Programs

Would the municipality like the Department to contact them about providing more information on understanding any of the Municipal Separate Storm Sewer Permit programs?

Please select all that apply:

☐ Public Education and Outreach

☐ Public Involvement and Participation

☐ Illicit Discharge Detection and Elimination

☐ Construction Site Pollutant Control

☐ Post-Construction Storm Water Management

☐ Pollution Prevention

☐ Storm Water Quality Management

☐ Storm Sewer System Map

☐ Water Quality Concerns

☐ Compliance Schedule Items Due

☐ MS4 Program Evaluation

Required Attachments and Supplemental Information

Any other MS4 program information for inclusion in the Annual Report may be attached on here. Use the Add Additional Attachments to add multiple documents.

Upload Required Attachments (15 MB per file limit) - Help reduce file size and trouble shoot file uploads
*Required Item

Note: To replace an existing file, use the 'Click here to attach file ' link or press the to delete an item.

Attach - Other Supporting Documents

AR_Other

File Attachment

20240327_City of Pewaukee Draft Annual Report.pdf

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Attach - Permit Compliance Documents

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Sign and Submit Your Application

Steps to Complete the signature process

1. Read and Accept the Terms and Conditions
2. Press the Submit and Send to the DNR button

NOTE: For security purposes all email correspondence will be sent to the address you used when registering your WAMS ID. This may be a different email than that provided in the application. For information on your WAMS account click HERE .

Terms and Conditions

Certification: I hereby certify that I am an authorized representative of the municipality covered under Pewaukee, City MS4 Permit for which this annual report or other compliance document is being submitted, and that the information contained in this submittal 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.

Signee (must check current role prior to accepting terms and conditions)

◉ Authorized municipal contact using WAMS ID.

○ Delegation of Signature Authority (Form 3400-220) for agent signing on the behalf of the authorized municipal contact.

○ Agent seeking to share this item with authorized municipal contact (authorized municipal contact must get WAMS id and complete signature).

Name:	Magdelene Wagner
Title:	Director of Public Works/City Engineer

Authorized Signature.

☑ I accept the above terms and conditions.

Signed by : i:0#.f|wamsmembership|cityofpewaukee on 2024-03-28T13:14:56

You have already signed and submitted this application to the DNR. Please contact the Wisconsin DNR for assistance.

After providing the final authorized signature, the system will send an email to the authorized party and any agents. This email will include a copy to the final read only version of this application.

Attachment B

Pewaukee Catch Basin Inventory

Pewaukee Catch Basin Inventory

15-May-23

GIS Sturcture Number	Plan Structure Number	Structure Size	Estimated/Assumed Sump Depth	Asbuilt/Plan Sheet Number	Notes
Un-numbered	?	?	?	?	Structure # RPR1 in original program-location has not yet been determined.
17.2-012	CB MH 1	assume 48 inch DIA	assume 12 inches	Asbuilt TP-331	Structure # PETRD1 in original program-have not verified structure size/sump depth.
17.2-011	CB MH 2	assume 48 inch DIA	assume 12 inches	Asbuilt TP-331	Structure # PETRD2 in original program-have not verified structure size/sump depth.
17.2-010	CB MH 3	assume 48 inch DIA	assume 12 inches	Asbuilt TP-331	Structure # PETRD3 in original program-have not verified structure size/sump depth.
17.2-009	CB MH 4	assume 48 inch DIA	assume 12 inches	Asbuilt TP-330	Structure # PETRD4 in original program-have not verified structure size/sump depth.
17.2-008	CB MH 5	assume 48 inch DIA	assume 12 inches	Asbuilt TP-330	Structure # PETRD5 in original program-have not verified structure size/sump depth.
17.2-007	CB 6A	assume 20x30 inches	assume 12 inches	Asbuilt TP-330	Structure # PETRD6A in original program-have not verified structure size/sump depth.
17.2-006	CB MH 7A	assume 48 inch DIA	assume 12 inches	Asbuilt TP-330	Structure # PETRD7A in original program-have not verified structure size/sump depth.
17.2-005	CB MH 7B	assume 48 inch DIA	assume 12 inches	Asbuilt TP-330	Structure # PETRD7B in original program-have not verified structure size/sump depth.
17.2-004	CB MH 8	assume 48 inch DIA	assume 12 inches	Asbuilt TP-329	Structure # PETRD8 in original program-have not verified structure size/sump depth.
17.2-003	CB MH 9A	assume 48 inch DIA	assume 12 inches	Asbuilt TP-329	Structure # PETRD9A in original program-have not verified structure size/sump depth.
17.2-002	CB MH 9B	assume 48 inch DIA	assume 12 inches	Asbuilt TP-329	Structure # PETRD9B in original program-have not verified structure size/sump depth.
17.2-001	CB 9C	assume 20x30 inches	assume 12 inches	Asbuilt TP-329	Not included in original program-indentified CB on asbuilts.
17.2-013	INLET 11A	assume 20x30 inches	assume 12 inches	Asbuilt TP-332	Not included in original program-determined structure has sump in field.
17.2-014	INLET 11B	assume 20x30 inches	assume 12 inches	Asbuilt TP-332	Not included in original program-determined structure has sump in field.
17.2-021	CB	assume 24 inch DIA	assume 12 inches	Asbuilt TP-329	Not included in original program-indentified CB on asbuilts.
14.2-001	CB 1A	24X36 inch	estimated 12 inches	Asbuilt TP-639/PS-01	May 2023: estimated 5 inches slop; estimated 3 inches top of slop to invert.
14.2-002	CB 3A	24X36 inch	estimated 12 inches	Asbuilt TP-640/PS-02	May 2023: estimated 6 inches slop; estimated 6 inches top of slop to invert.
11.3-004	CB 3C	24X36 inch	NO SUMP	Asbuilt TP-640/PS-02	May 2023: estimated 3 inches slop with hard bottom; top of slop at invert.
11.3-003	CB 3B	24X36 inch	estimated 12 inches	Asbuilt TP-640/PS-02	May 2023: estimated 6 inches slop; estimated 3 inches top of slop to invert.
11.3-005	CB 3D	24 inch DIA	estimated 12 inches	Asbuilt TP-640/PS-02	May 2023: sump needs cleaning.
11.3-001	CB 1C	assume 24 inch DIA	assume 12 inches	Asbuilt TP-639/PS-01	May 2023: did not measure
11.3-002	CB 2A	24 inch DIA	estimated 12 inches	Asbuilt TP-639/PS-01	
11.3-006	CB 5B	24X36 inch	estimated 12 inches	Asbuilt TP-641/PS-03	May 2023: estimated 8-9 inches slop; estimated 2 inches top of slop to invert.
11.3-007	CB 6B	24X36 inch	estimated 12 inches	Asbuilt TP-641/PS-03	May 2023: estimated 6 inches slop; estimated 3 inches top of slop to invert.
11.3-008	CB 6C	24X36 inch	estimated 12 inches	Asbuilt TP-641/PS-03	May 2023: estimated 6 inches slop; estimated 6 inches top of slop to invert.
14.2-003	CB 5A	24X36 inch	NO SUMP	Asbuilt TP-641/PS-03	May 2023: estimated 3-5 inches slop with hard bottom; top of slop at invert.
14.2-004	CB 6A	24X36 inch	estimated 12 inches	Asbuilt TP-641/PS-03	May 2023: estimated 12 inches slop; top of slop at invert.
14.2-005	CB 8A	48 inch DIA	NO SUMP	Asbuilt TP-642/PS-04	May 2023: poured inverts
14.2-006	CB 8B	24X36 inch	estimated 12 inches	Asbuilt TP-642/PS-04	May 2023: estimated 6 inches slop; estimated 3 inches top of slop to invert.
11.3-009	CB 8D	24X36 inch	estimated 12 inches	Asbuilt TP-642/PS-04	May 2023: estimated 9 inches slop; top of slop at invert.
11.3-010	CB 8C	24X36 inch	estimated 12 inches	Asbuilt TP-642/PS-04	May 2023: estimated 5 inches slop; estimated 2 inches top of slop to invert.
11.3-011	CB 8E	24 inch DIA	estimated 18 inches	Asbuilt TP-642/PS-04	May 2023: estimated 12 inches slop; estimated 2 inches top of slop to invert.
11.3-023	CB 9A	24X36 inch	estimated 12 inches	Asbuilt TP-643/PS-05	May 2023: estimated 6 inches slop; estimated 6 inches top of slop to invert.
11.3-024	CB 9B	24X36 inch	NO SUMP	Asbuilt TP-643/PS-05	May 2023: is an inlet.
11.3-012	CB 10B	24X36 inch	estimated 12 inches	Asbuilt TP-643/PS-05	May 2023: estimated 7 inches slop; estimated 3-5 inches top of slop to invert.
14.2-007	CB 10A	24X36 inch	estimated 12 inches	Asbuilt TP-643/PS-05	May 2023: estimated 6 inches slop; top of slop at invert.
11.4-001	CB 13D	assume 24 inch DIA	assume 12 inches	Asbuilt TP-644/PS-06	May 2023: did not measure
14.1-165	CB 12A	24X36 inch	estimated 12 inches	Asbuilt TP-644/PS-06	May 2023: estimated 7 inches slop; estimated 3-5 inches top of slop to invert.
14.1-167	CB 13A	24X36 inch	estimated 12 inches	Asbuilt TP-644/PS-06	May 2023: estimated 5 inches slop; estimated 3-4 inches top of slop to invert.
14.1-169	CB 14B	24X36 inch	estimated 12 inches	Asbuilt TP-645/PS-07	May 2023: estimated 11 inches slop; top of slop at invert.

Pewaukee Catch Basin Inventory

15-May-23

GIS Sturcture Number	Plan Structure Number	Structure Size	Estimated/Assumed Sump Depth	Asbuilt/Plan Sheet Number	Notes
14.1-170	CB 14A	24X36 inch	estimated 12 inches	Asbuilt TP-645/PS-07	May 2023: estimated 6 inches slop; estimated 2 inches top of slop to invert.
14.1-172	CB 15	24X36 inch	estimated 12 inches	Asbuilt TP-645/PS-07	May 2023: estimated 12 inches slop; top of slop at invert.
14.1-176	CB 16A	24 inch DIA	estimated 12 inches	Asbuilt TP-645/PS-07	May 2023: estimated 6 inches slop; estimated 3 inches top of slop to invert.
Un-numbered	CB 19C	24 inch DIA	estimated 12 inches	Asbuilt TP-646/PS-08	May 2023: estimated 12 inches slop; top of slop at invert.
11.4-002	CB 20B	24 inch DIA	estimated 12 inches	Asbuilt TP-646/PS-08	May 2023: estimated 12 inches slop; top of slop at invert.
14.1-181	CB 19A	24X36 inch	estimated 12 inches	Asbuilt TP-646/PS-08	May 2023: estimated 6 inches slop; estimated 6 inches top of slop to invert.
14.1-184	CB 20A	24X36 inch	estimated 12 inches	Asbuilt TP-646/PS-08	May 2023: estimated 5 inches slop; estimated 3 inches top of slop to invert.
14.1-186	CB 21A	24X36 inch	estimated 12 inches	Asbuilt TP-646/PS-08	May 2023: estimated 6 inches slop; estimated 2 inches top of slop to invert.
14.1-185	CB 21B	24X36 inch	estimated 12 inches	Asbuilt TP-646/PS-08	May 2023: estimated 5 inches slop; estimated 4 inches top of slop to invert.
11.4-009	CB 22A	24X36 inch	estimated 18 inches	Asbuilt TP-647/PS-09	May 2023: estimated 7 inches slop; estimated 11 inches top of slop to invert.
11.4-005	CB 23C	24 inch DIA	estimated 18 inches	Asbuilt TP-647/PS-09	May 2023: estimated 12 inches slop; estimated 3 inches top of slop to invert.
14.1-190	CB 23A	24X36 inch	estimated 12 inches	Asbuilt TP-647/PS-09	May 2023: estimated 5 inches slop; estimated 3 inches top of slop to invert.
11.4-006	CB 24A	24X36 inch	estimated 18 inches	Asbuilt TP-648/PS-10	May 2023: estimated 18 inches slop; top of slop at invert.
11.4-007	CB 26C	24X36 inch	estimated 12 inches	Asbuilt TP-648/PS-10	May 2023: estimated 12 inches slop; top of slop at invert.
14.1-193	CB 25A	24X36 inch	estimated 12 inches	Asbuilt TP-648/PS-10	May 2023: estimated 7 inches slop; estimated 3 inches top of slop to invert.
14.1-195	CB 26A	24X36 inch	estimated 12 inches	Asbuilt TP-648/PS-10	May 2023: estimated 12 inches slop; top of slop at invert.
14.1-196	CB 26B	24X36 inch	estimated 12 inches	Asbuilt TP-648/PS-10	May 2023: estimated 12 inches slop; top of slop at invert.
13.2-001	CB 28	24X36 inch	estimated 12 inches	Asbuilt TP-649/PS-11	May 2023: estimated 12 inches slop; top of slop at invert.
13.2-003	CB 29B	24X36 inch	assume 12 inches	Asbuilt TP-650/PS-12	May 2023: could not measure-ec fabric in structure
13.2-002	CB 29A	24X36 inch	assume 12 inches	Asbuilt TP-650/PS-12	May 2023: could not measure-ec fabric in structure
12.3-001	CB 30D	24X36 inch	assume 12 inches	Asbuilt TP-651/PS-13	May 2023: could not measure-ec fabric in structure
12.3-002	CB 30C	24X36 inch	assume 12 inches	Asbuilt TP-651/PS-13	May 2023: could not measure-ec fabric in structure
13.2-005	CB 30B	24X36 inch	assume 12 inches	Asbuilt TP-651/PS-13	May 2023: could not measure-ec fabric in structure
13.2-004	CB 30A	24X36 inch	assume 12 inches	Asbuilt TP-651/PS-13	May 2023: could not measure-ec fabric in structure
12.3-003	CB 31A	24X36 inch	assume 12 inches	Asbuilt TP-652/PS-14	May 2023: could not measure-ec fabric in structure
13.2-006	CB/MH 47	60 inch DIA (PLAN)	assume 12 inches	Asbuilt TP-652/PS-14	May 2023: could not measure-ec fabric in structure
12.3-004	CB 32B	24X36 inch	estimated 12 inches	Asbuilt TP-653/PS-15	May 2023: estimated 6 inches slop; estimated 4 inches top of slop to invert.
12.3-005	CB 33C	24X36 inch	assume no sump	Asbuilt TP-653/PS-15	May 2023: misc. concrete dumped in structure - could not get accurate measurement
13.2-007	CB 32A	24X36 inch	estimated 12 inches	Asbuilt TP-653/PS-15	May 2023: estimated 6 inches slop; estimated 3 inches top of slop to invert.
13.2-009	CB 33B	24X36 inch	estimated 12 inches	Asbuilt TP-653/PS-15	May 2023: estimated 7 inches slop; estimated 1 inches top of slop to invert.
13.2-008	CB 33A	24X36 inch	estimated 12 inches	Asbuilt TP-653/PS-15	May 2023: estimated 5 inches slop; estimated 3 inches top of slop to invert.
12.3-008	CB 35D	24X36 inch	estimated 12 inches	Asbuilt TP-654/PS-16	May 2023: estimated 12 inches slop; top of slop at invert.
12.3-009	CB 35C	24X36 inch	estimated 12 inches	Asbuilt TP-654/PS-16	May 2023: estimated 7 inches slop; top of slop at invert.
13.2-012	CB 35B	24X36 inch	estimated 12 inches	Asbuilt TP-654/PS-16	May 2023: estimated 7 inches slop; top of slop at invert.
13.1-001	CB 37A	24X36 inch	estimated 12 inches	Asbuilt TP-655/PS-17	May 2023: estimated 5 inches slop; estimated 6 inches top of slop to invert.
13.1-003	CB 38B	24X36 inch	estimated 12 inches	Asbuilt TP-655/PS-17	May 2023: estimated 11 inches slop; top of slop at invert.
13.1-002	CB 38A	24X36 inch	estimated 12 inches	Asbuilt TP-655/PS-17	May 2023: estimated 11 inches slop; top of slop at invert.
13.1-004	CB 40A	24X36 inch	estimated 12 inches	Asbuilt TP-656/PS-18	May 2023: estimated 6 inches slop; estimated 3 inches top of slop to invert.
13.1-005	CB 41A	24X36 inch	estimated 12 inches	Asbuilt TP-656/PS-18	May 2023: estimated 7 inches slop; top of slop at invert.
13.1-009	CB 42A	24X36 inch	estimated 12 inches	Asbuilt TP-657/PS-19	May 2023: estimated 6 inches slop; estimated 3 inches top of slop to invert.
13.1-008	CB-43B	24X36 inch	estimated 12 inches	Asbuilt TP-658/PS-20	May 2023: estimated 12 inches slop; top of slop at invert.

Pewaukee Catch Basin Inventory

15-May-23

GIS Sturcture Number	Plan Structure Number	Structure Size	Estimated/Assumed Sump Depth	Asbuilt/Plan Sheet Number	Notes
13.1-007	CB 43A	24X36 inch	estimated 12 inches	Asbuilt TP-658/PS-20	May 2023: estimated 12 inches slop; top of slop at invert.
13.1-006	CB/MH 44A	48 inch DIA	assume 12 inches	Asbuilt TP-659/PS-21	May 2023: too deep to measure; top of slop at invert
13.1-010	CB 46	24X36 inch	estimated 12 inches	Asbuilt TP-659/PS-21	May 2023: estimated 12 inches slop; top of slop at invert.
13.2-001	CB 35A	24X36 inch	estimated 12 inches	Asbuilt TP-654/PS-16	May 2023: estimated 6 inches slop; top of slop at invert.
Un-numbered	INL 2	24X36 inch (PLAN)	18 inches per plan	Sheet 83	Installed as a part of Duplainville Road project in 2022
Un-numbered	INL 3	24X36 inch (PLAN)	18 inches per plan	Sheet 83	Installed as a part of Duplainville Road project in 2022
Un-numbered	MH 1.2	72 inch DIA (PLAN)	18 inches per plan	Sheet 83	Installed as a part of Duplainville Road project in 2022
Un-numbered	INL 4.1	24X36 inch (PLAN)	18 inches per plan	Sheet 83	Installed as a part of Duplainville Road project in 2022
Un-numbered	MH 1.1	72 inch DIA (PLAN)	18 inches per plan	Sheet 83	Installed as a part of Duplainville Road project in 2022
Un-numbered	INL 4.3	24X36 inch (PLAN)	18 inches per plan	Sheet 83	Installed as a part of Duplainville Road project in 2022
Un-numbered	MH 1.4	84 inch DIA (PLAN)	18 inches per plan	Sheet 83 & 107	Installed as a part of Duplainville Road project in 2022
Un-numbered	INL 6.1	48 inch DIA (PLAN)	18 inches per plan	Sheet 84	Installed as a part of Duplainville Road project in 2022
Un-numbered	MH 2.1	72 inch DIA (PLAN)	18 inches per plan	Sheet 84	Installed as a part of Duplainville Road project in 2022
Un-numbered	MH 4	72 inch DIA (PLAN)	18 inches per plan	Sheet 85	Installed as a part of Duplainville Road project in 2022
Un-numbered	INL 13	24X36 inch (PLAN)	18 inches per plan	Sheet 85	Installed as a part of Duplainville Road project in 2022
Un-numbered	MH 5	72 inch DIA (PLAN)	18 inches per plan	Sheet 86	Installed as a part of Duplainville Road project in 2022
Un-numbered	INL 17	24X36 inch (PLAN)	18 inches per plan	Sheet 86	Installed as a part of Duplainville Road project in 2022
Un-numbered	INL 19	24X36 inch (PLAN)	18 inches per plan	Sheet 87	Installed as a part of Duplainville Road project in 2022
Un-numbered	MH 6	72 inch DIA (PLAN)	18 inches per plan	Sheet 87	Installed as a part of Duplainville Road project in 2022
Un-numbered	INL 20.2	24X36 inch (PLAN)	18 inches per plan	Sheet 87	Installed as a part of Duplainville Road project in 2022
Un-numbered	MH 6.1	72 inch DIA (PLAN)	18 inches per plan	Sheet 87	Installed as a part of Duplainville Road project in 2022
Un-numbered	INL 22	24X36 inch (PLAN)	18 inches per plan	Sheet 89	Installed as a part of Duplainville Road project in 2022
Un-numbered	MH 7.1	48 inch DIA (PLAN)	18 inches per plan	Sheet 89	Installed as a part of Duplainville Road project in 2022
Un-numbered	INL 27.1	24X36 inch (PLAN)	18 inches per plan	Sheet 95	Installed as a part of Duplainville Road project in 2022
Un-numbered	MH 9	48 inch DIA (PLAN)	18 inches per plan	Sheet 95	Installed as a part of Duplainville Road project in 2022
Un-numbered	INL 28.1	60 inch DIA (PLAN)	18 inches per plan	Sheet 96	Installed as a part of Duplainville Road project in 2022
Un-numbered	INL 28.2	60 inch DIA (PLAN)	18 inches per plan	Sheet 96	Installed as a part of Duplainville Road project in 2022
Un-numbered	INL 31.1	60 inch DIA (PLAN)	18 inches per plan	Sheet 97	Installed as a part of Duplainville Road project in 2022
Un-numbered	INL 31	60 inch DIA (PLAN)	18 inches per plan	Sheet 97	Installed as a part of Duplainville Road project in 2022
Un-numbered	INL 36	36 inch DIA (PLAN)	18 inches per plan	Sheet 99	Installed as a part of Duplainville Road project in 2022
Un-numbered	INL 39	60 inch DIA (PLAN)	18 inches per plan	Sheet 100	Installed as a part of Duplainville Road project in 2022
Un-numbered	INL 43	60 inch DIA (PLAN)	18 inches per plan	Sheet 104	Installed as a part of Duplainville Road project in 2022

Attachment C

Winter Road Management Summary Tables

Road Salt / Deicers Usage
City of Pewaukee
2023-2024

Date(s) of Event	Activity	Salt Brine Used (gal)	Product Used (mix=salt/sand)	Amount of Product Used (Tons)	Air Temperature Range during event (°F)	Pavement Temperature Range during event (°F)	Precipitation Amount (inches)	Hours of Event (worked)	# of Drivers/# of Trucks	Hours of Post-Event Clean-Up	Other Information
26-Nov-23	Plow	0	Salt	60	28	28	2	44	10		*The season has begun*
1-Dec-23	Plow	0	Salt	80	29	27	1	48	9		*Rush hour run slippery*
5-Jan-24	Pre-wet	770									*Pre wet Run*
6-Jan-24	plow	400	Salt	80	29	29	1	36	10		*Quick 1 inch*
9-Jan-24	Plow	800	Salt	250	29	28	7	120	10		*All day snow 3 RUNS*
10-Jan-24	Plow	200	Salt	80	26	27	1	50	10		*1 Inch overnight Plus clean-up*
11-Jan-24	Plow	200	Salt	140	26	27	4	80	10		*1" forcasted got 4" 2 Runs*
12-Jan-24	Plow	400	Salt	220	26	25	14	150	10		*Wet and heavy with many trees down 3 Runs*
13-Jan-24	Plow	0	Salt	100	-7	2	1	80	11		*1" overnight plus clean-up*
14-Jan-24	Plow	0	Salt	100	-10	0	2	90	10		*2" overnight plus drifting*
15-Jan-24	Plow	0	Salt	100	2	5		80	10	80	*Drifting and benching*
[illegible]-Jan-24	Plow	0	Salt	50	-10	-2		80	10	40	*Benching*
[illegible]-Jan-24	Plow	0	Salt	40	-6	0		80	10		*Hard pack*
[illegible]-Jan-24	Plow	0	Salt	80	-5	0	2	50	10		*2" overnight plus drifting*
[illegible]-Jan-24	Plow	0	Salt	80	20	15	Ice	50	10		*Freezing Rain*
[illegible]-Jan-24	Salt	0	Salt	160	31	30	Ice	80	10		*Freezing changed to freezing rain 2-Runs*
[illegible]-Jan-24	Plow	0	Salt	80	34	33	1	80	10		*Storm changed to snow*
1-Feb-24	Salt	0	Salt	40	32	31	Ice	24	8		*Freezing Fog*
[illegible]-Feb-24	Pre-wet	1068									*Pre-wet run*
[illegible]-Feb-24	Plow	200	Salt	60	32	31	2	40	10		*Quick Hitter*
23-Feb-24	Salt	200	Salt	80	28	26	1	27	9		*Dusting but got icy*
28-Feb-24	Salt	0	Salt	80	22	23	1	40	10		*73 degrees to 21 degrees with snow new record*

Total Brine Used (gal) 4238 | *Total Salt Used (tons)* 1960 | *Average Air Temp per Entry (deg F)* 17.8 | *Average Pavement Temp. per Entry (deg F)* 19.25 | *Number of Entries* 20

Total Event Hours Worked 1329

Road Salt / Deicers Usage
City of Pewaukee
2023-2024

Date(s) of Event	Activity	Salt Brine Used (gal)	Product Used (mix=salt/sand)	Amount of Product Used (Tons)	Air Temperature Range during event (°F)	Pavement Temperature Range during event (°F)	Precipitation Amount (inches)	Hours of Event (worked)	# of Drivers/# of Trucks	Hours of Post-Event Clean-Up	Other Information
	Brine	Salt									
October	0	0									
November	0	60									
December	0	80									
January	2770	1560									
February	1468	260									
March	0	0									

Road Salt / Deicers Usage
City of Pewaukee
2022-2023

Date(s) of Event	Activity	Salt Brine Used (gal)	Product Used (mix=salt/sand)	Amount of Product Used (Tons)	Air Temperature Range during event (°F)	Pavement Temperature Range during event (°F)	Precipitation Amount (inches)	Hours of Event (worked)	# of Drivers/# of Trucks	Hours of Post-Event Clean-Up	Other Information
15-Nov-22	Salt	0	SALT	80	36	36	2	26	10		*All day snow*
19-Nov-22	Salt	0	SALT	60	20	24	1	20	5		*Varying amounts of snow throughout city*
7-Dec-22	Salt	0	SALT	60	31	32	Ice	27	9		*Freezing fog*
9-Dec-22	Plow	0	SALT	60	30	32	3	30	10		*Fast mover*
9-Dec-22	Plow	0	SALT	40	32	31		25	10		*Clean-up run*
15-Dec-22	Plow	350	SALT	80	34	32	2	40	8		*Wet and heavy snow*
15-Dec-22	Plow	200	SALT	40	34	33		24	8		*Clean-up run*
16-Dec-22	Salt	200	SALT	60	34	32	1	24	6		*Quick inch*
16-Dec-22	Salt	200	SALT	60	30	29	1	27	9		*Quick inch*
19-Dec-22	Salt	0	SALT	40	26	27	Dusting	24	8		*Very light snow but slippery*
22-Dec-22	Plow	200	SALT	80	32	30	1	40	10		*Beginning of blizzard*
[illegible]-Dec-22	Plow	0	SALT	60	14	16	1	36	10		*"BOMB CYCLONE"*
[illegible]-Dec-22	Plow	0	SALT	40	-5	12	1	36	10		*Blizzard is continuing 50+ winds*
[illegible]-Dec-22	Plow	0	SALT	60	-13	2		40	10		*Very windy drift run*
[illegible]-Dec-22	Plow	0	SALT	50	-5	0		30	10		*Very windy a lot drifting*
[illegible]-Dec-22	Plow	0	SALT	70	8	14		50	10		*Same stuff starting to break*
[illegible]-Dec-22	Plow	0	SALT	50	24	18		36	9		*Hard pack clean-up*
[illegible]-Jan-23	Salt	300	SALT	80	30	31	1	36	9		*Rain with snow mixed in*
[illegible]-Jan-23	Salt	200	SALT	30	32	31	Ice	24	9		*Freezing rain and fog*
[illegible]-Jan-23	Salt	20	SALT	70	32	31	Ice	27	10		*Freezing rain*
[illegible]-Jan-23	Salt	0	SALT	30	36	34					*Pre-salt all hills curves and intersections*
18-Jan-23	Pre-wet	1325									*Pre-wet all hills curves and intersections*
19-Jan-23	Salt	300	SALT	60	35	33	Possible Ice	32	9		*Rain and slush temps dropping*
22-Jan-23	Salt	300	SALT	60	31	30	0.05	30	10		*Light dusting*
24-Jan-23	Pre-wet	1150									*Pre-wet run*
25-Jan-23	Plow	300	SALT	70	32	31	1	27	9		*Fast mover*
26-Jan-23	Plow	0	SALT	70	29	28	1	27	9		*Fast mover*
27-Jan-23	Salt	0	SALT	70	29	28	0.05	27	9		*Dusting*
28-Jan-23	Plow	300	SALT	70	31	30	4	32	9		*Storm starting*
29-Jan-23	Plow	300	SALT	80	32	30	4	50	10		*Fast mover*
30-Jan-23	Plow	200	SALT	60	22	21		45	10		*Clean-up*
16-Feb-23	Plow	300	SALT	70	28	26	6	50	10		*Wet and heavy snow*
16-Feb-23	Plow	300	SALT	60	24	22		40	10		*Still snowing*

Road Salt / Deicers Usage
City of Pewaukee
2022-2023

Date(s) of Event	Activity	Salt Brine Used (gal)	Product Used (mix=salt/sand)	Amount of Product Used (Tons)	Air Temperature Range during event (°F)	Pavement Temperature Range during event (°F)	Precipitation Amount (inches)	Hours of Event (worked)	# of Drivers/# of Trucks	Hours of Post-Event Clean-Up	Other Information
17-Feb-23	Plow	0	SALT	80	15	12		48	10		*Clean-up*
22-Feb-23	Plow	400	SALT	60	28	26	5	50	10		*Just started*
22-Feb-23	Plow	200	SALT	60	28	26		60	10		*Another run*
23-Feb-23	Plow	300	SALT	80	29	28		60	10		*Clean-up*
25-Feb-23	Plow	300	SALT	80	23	21	2	45	9		*Fast mover overnight*
6-Mar-23	Plow	300	SALT	60	32	29	2	50	10		*Wet and slushy*
9-Mar-23	Pre-wet	1000									*Pre- wet*
9-Mar-23	Salt	300	SALT	50	33	32		40	10		*Snow just started*
10-Mar-23	Plow	300	SALT	50	33	32	7	50	10		*Wet and heavy snow*
10-Mar-23	Plow	300	SALT	30	34	33		30	10		*Clean up run*
24-Mar-23	Salt	1400	SALT	10	38	35		16	2		*Pre-wet and pre salt*
25-Mar-23	Plow		SALT	80	30	29	5	36	10		*Still snowing*
2[illegible]-Mar-23	Plow		SALT	40	34	33	2	60	10		*Wet and heavy hopefully done for the YEAR!*

Total Brine Used (gal) 11245 *Total Salt Used (tons)* 2550 *Average Air Temp per Entry (deg F)* 26.56 *Average Pavement Temp. per Entry (deg F)* 24.3 *Number of Entries* 43

Total Event Hours Worked 1527

	Brine	Salt
October	0	0
November	0	140
December	1150	850
January	4695	750
February	1800	490
March	3600	320
April	NA	NA

Road Salt / Deicers Usage
City of Pewaukee
2021-2022

Date(s) of Event	Activity	Salt Brine Used (gal)	Product Used (mix=salt/sand)	Amount of Product Used (Tons)	Air Temperature Range during event (°F)	Pavement Temperature Range during event (°F)	Precipitation Amount (inches)	Hours of Event (worked)	# of Drivers/# of Trucks	Hours of Post-Event Clean-Up	Other Information
6-Dec-21	Salt	300	Salt	60	28	26	1	30	10	0	*Light dusting*
11-Dec-21	Salt	300	Salt	80	30	28	1	30	10	0	*Light dusting*
27-Dec-21	Plow	400	Salt	100	28	2	3	50	10	0	*Fast mover*
28-Dec-21	Plow	500	Salt	160	32	30	3	60	10	0	*Slow mover*
31-Dec-21	Salt	400	Salt	70	31	29	Ice	26	10	0	*Light mist freezing to road surface*
1-Jan-22	Plow	0	Salt	80	17	15	2	48	10	0	*Plow and salt; snow continues*
2-Jan-22	Plow	0	Salt	80	15	13	2	55	10	0	*4 inches total from storm*
5-Jan-22	Salt	200	Salt	80	19	24	1	30	10	0	*Fluffy light snow and winds to 40 mph*
5-Jan-22	Plow	0	Salt	80	14	13	1	30	10	0	*Same storm*
6-Jan-22	Plow	0	Salt	80	13	11	1	44	10	0	*Same storm*
15-Jan-22	Plow	300	Salt	80	26	25	1	30	10	0	*Fast mover*
20-Jan-22	Plow	0	Salt	80	13	10	3	45	9	0	*3 inches overnight with ice build up under snow*
23-Jan-22	Plow	0	Salt	80	15	13	2	40	10	0	*Slippery road conditions*
24-Jan-22	Plow	0	Salt	60	15	13	1	60	10	0	*Same storm; required full clean-up*
1-Feb-22	Plow	300	Salt	60	24	22	2	50	10	0	*Fast mover*
7-Feb-22	Salt	400	Salt	60	23	21	Ice	40	10	0	*Spotty icing of roadway*
9-Feb-22	Salt	400	Salt	60	24	21	1	27	9	0	*Light dusting*
11-Feb-22	Salt	200	Salt	50	34	32	1	45	9	0	*1 inch overnight*
18-Feb-22	Plow	0	Salt	60	15	15	2	36	9	0	*Fast snow squall with low visability*
19-Feb-22	Plow	0	Salt	60	10	13	0	36	9	0	*High winds and ice*
21-Feb-22	Salt	0	Salt	80	34	32	Ice	40	10	0	*Very icy*
22-Feb-22	Salt	0	Salt	80	31	30	Ice	40	10	0	*Ice*
22-Feb-22	Plow	0	Salt	80	30	29	Sleet	40	10	0	*Sleet from same storm*
22-Feb-22	Plow	200	Salt	80	28	26	Ice	40	10	0	*Re-freezing from same storm*
23-Feb-22	Plow	0	Salt	60	15	13	Hard pack ice	36	9	0	*Re-freezing from same storm*
25-Feb-22	Plow	300	Salt	60	23	21	5	50	10	0	*Overnight fast mover*
25-Feb-22	Plow	100	Salt	30	32	31	Slush run	20	8	0	*Melting*
7-Mar-22	Plow	200	Salt	70	32	30	Start	45	10	0	*Beginning of storm*

Total Brine Used (gal) 4500 | *Total Salt Used (tons)* 2060 | *Average Air Temp per Entry (deg F)* 23.25 | *Average Pavement Temp. per Entry (deg F)* 21 | *Number of Entries* 28

Total Event Hours Worked 1123

Road Salt / Deicers Usage
City of Pewaukee
2021-2022

Date(s) of Event	Activity	Salt Brine Used (gal)	Product Used (mix=salt/sand)	Amount of Product Used (Tons)	Air Temperature Range during event (°F)	Pavement Temperature Range during event (°F)	Precipitation Amount (inches)	Hours of Event (worked)	# of Drivers/# of Trucks	Hours of Post-Event Clean-Up	Other Information
	Brine	Salt									
October	0	0									
November	0	0									
December	1900	470									
January	500	700									
February	1900	820									
March	200	70									

Road Salt / Deicers Usage
City of Pewaukee
2020-2021

Date(s) of Event	Activity	Salt Brine Used (gal)	Product Used (mix=salt/sand)	Amount of Product Used (Tons)	Air Temperature Range during event (°F)	Pavement Temperature Range during event (°F)	Precipitation Amount (inches)	Hours of Event (worked)	# of Drivers/# of Trucks	Hours of Post-Event Clean-Up	Other Information
12-Dec-20	Plow	600	Salt	180	32	31	2	86	10		*Heavey snow all day long; 2 runs*
27-Dec-20	Plow	400	Salt	100	31	30	1	32	10		*Light snow but very icy*
29-Dec-20	Pre-wet	768									*Pre-wet application prior to event*
30-Dec-20	Plow	500	Salt	160	33	31	7	90	10		*Heavy wet snow, fast mover; 2 runs*
1-Jan-21	Plow	400	Salt	160	32	30	4	100	11		*1 inch of snow predicted, received 4 inches; 2 runs*
15-Jan-21	Plow	300	Salt	100	34	32	2	36	10		*Overnight storm, fast mover*
16-Jan-21	Plow	300	Salt	100	32	31	1	36	10		*Overnight storm, fast mover*
19-Jan-21	Plow	300	Salt	100	26	25	1	30	10		*Snowfall not originally forcasted, still received 1 inch*
13-Jan-21	Pre-wet	951									*Pre-wet application prior to event*
24-Jan-21	Plow	500	Salt	150	24	26	3	70	10		*Light and fluffy snow*
25-Jan-21	Plow	800	Salt	210	26	25	8	120	10		*2 inches of snow predicted, received 8 inches with high winds; 3 runs*
[illegible]-Jan-21	Pre-wet	600									*Pre-wet application prior to event*
[illegible]-Jan-21	Plow	600	Salt	180	28	26	8	100	10		*8 inches of heavy wet snow; 2 runs*
[illegible]-Feb-21	Salt	200	Salt	40	20	18	trace	14	7		*Light dusting overnight*
[illegible]-Feb-21	Plow	300	Salt	120	32	26	3	80	10		*Temperatures falling with high winds; 2 runs*
[illegible]-Feb-21	Plow	0	Salt	100	10	11	2	120	10		*Packed snow/ice with high winds, lots of drifting; 3 runs*
12-Feb-21	Plow	0	Salt	150	6	10	2	80	10		*2 inches of snow overnight; 2 runs*
13-Feb-21	Plow	0	Salt	150	0	4	3	100	10		*3 inches of snow and cold temperatures; 2 runs*
16-Feb-21	Plow	0	Salt	160	4	5	2	64	10		*2 inches of snow overnight; 2 runs*
[illegible]-Feb-21	Plow	300	Salt	80	31	26	4	72	10		*4 inches of snow overnight, fast mover; 2 runs*

Total Brine Used (gal) 7819 *Total Salt Used (tons)* 2240 *Average Air Temp per Entry (deg F)* 23.59 *Average Pavement Temp. per Entry (deg F)* 22.76 *Number of Entries* 17

Total Event Hours Worked 1230

Road Salt / Deicers Usage
City of Pewaukee
2020-2021

Date(s) of Event	Activity	Salt Brine Used (gal)	Product Used (mix=salt/sand)	Amount of Product Used (Tons)	Air Temperature Range during event (°F)	Pavement Temperature Range during event (°F)	Precipitation Amount (inches)	Hours of Event (worked)	# of Drivers/# of Trucks	Hours of Post-Event Clean-Up	Other Information
	Brine	Salt									
October	0	0									
November	0	0									
December	2268	440									
January	4751	1000									
February	800	800									
March	0	0									

Road Salt / Deicers Usage
City of Pewaukee
2019-2020

Date(s) of Event	Activity	Salt Brine Used (gal)	Product Used (mix=salt/sand)	Amount of Product Used (Tons)	Air Temperature Range during event (°F)	Pavement Temperature Range during event (°F)	Precipitation Amount (inches)	Hours of Event (worked)	# of Drivers/# of Trucks	Hours of Post-Event Clean-Up	Other Information
31-Oct-19	Plow	300	Salt	140	28	29	7	96	8		*Happy Halloween Slow mover; 2- RUNS*
6-Nov-19	Plow	300	Salt	70	30	28	2	32	8		*2" Started @ 3AM done @ 9AM*
6-Nov-19	Plow	300	Salt	70	30	27	1	24	8		*1" continuation of storm*
11-Nov-19	Plow	400	Salt	160	22	23	3	96	9		*2 " Very slippery; 2- Runs*
14-Nov-19	Plow	300	Salt	60	28	27	1	24	7		*1" fast mover*
12-Dec-19	Pre-wet	850									
14-Dec-19	Salt	500	Salt	80	31	29	Ice	30	9		*Light mist turned to Ice*
16-Dec-19	Plow	300	Salt	80	21	23	1	27	9		*1" overnight*
31-Dec-19	Plow	300	Salt	150	26	24	4	80	10		*5" overnight super slippery; 2- Runs*
10-Jan-20	Salt	0	Salt	50	32	34	0	27	9		*Pre- Salt prior to Storm10" inches expected*
[illegible]-Jan-20	Salt	0	Salt	100	28	27	ICE	30	10		*ICE Temperature Dropped 6 Degrees in 30 Minutes*
[illegible]-Jan-20	Salt	300	Salt	80	26	27	1"	30	10		*Beginning of Strom*
[illegible]-Jan-20	Salt	300	Salt	120	24	25	3"	50	10		*End of Strom*
[illegible]-Jan-20	Salt	300	Salt	80	32	30	2"	30	10		*2" overnight*
[illegible]-Jan-20	Salt	0	Salt	50	32	31	0	27	9		*Pre salt Run*
[illegible]-Jan-20	Plow	300	Salt	80	32	31	3	30	10		*Beginning of Storm*
[illegible]-Jan-20	Plow	300	Salt	140	32	31	3	80	10		*6" Total from storm High Winds coming; 2- Runs*
23-Jan-20	Plow	300	Salt	80	32	31	2	40	10		*Overnight Beginning of long drawn out storm*
[illegible]-Jan-20	Plow	300	Salt	100	34	33	1	40	10		*Storm continuing*
24-Jan-20	Plow	300	Salt	80	36	32	2	40	10		*Still Snowing*
25-Jan-20	Plow	300	Salt	80	34	32	1	50	10		*Still Snowing*
25-Jan-20	Plow	300	Salt	60	36	32	2	50	10		*End of Storm8" Total*
9-Feb-20	Plow	300	Salt	100	32	31	2	30	10		*Start of storm 5" perdicted.*
9-Feb-20	Plow	300	Salt	100	30	28	5	50	10		*Total storm 8" Fast mover*
13-Feb-20	Plow	0	Salt	180	12	10	4	120	10		*Quick mover Cold Blast to follow; 2- Runs*
17-Feb-20	Plow	300	Salt	80	32	30	2	40	10		*Beginning of storm*
18-Feb-20	Plow	300	Salt	80	32	30	2	40	10		*Fast mover 4 " total*

Total Brine Used (gal) 7750 *Total Salt Used (tons)* 2450 *Average Air Temp per Entry (deg F)* 29.38 *Average Pavement Temp. per Entry (deg F)* 28.27 *Number of Entries* 26

Total Event Hours Worked 1213

Road Salt / Deicers Usage
City of Pewaukee
2019-2020

Date(s) of Event	Activity	Salt Brine Used (gal)	Product Used (mix=salt/sand)	Amount of Product Used (Tons)	Air Temperature Range during event (°F)	Pavement Temperature Range during event (°F)	Precipitation Amount (inches)	Hours of Event (worked)	# of Drivers/# of Trucks	Hours of Post-Event Clean-Up	Other Information
	Salt	Brine									
October	300	140									
November	360	1300									
December	310	1950									
January	1100	3000									
February	540	1200									
March	0	0									

Attachment D

Fiscal Analysis Worksheets

Spreadsheet for Fiscal Analysis Portion of City of Pewaukee's 2023 MS4 Annual Report

	Budget for Reporting Year	Annual Expenditures for Reporting year	Budget for Upcoming Year
Public Education and Outreach	$1,500.00	$1,465.50	$1,500.00
Public Involvement and Participation	$1,500.00	$1,465.50	$1,500.00
Illicit Discharge Detection and Ellimination	$3,290.00	$6,230.00	$3,410.00
Construction Site Pollution Control	$43,608.50	$82,470.00	$45,790.00
Post-Construction Storm Water Management	$43,608.50	$15,840.00	$45,790.00
Pollution Prevention	$3,496,999.73	$1,535,908.38	$2,436,002.00
Storm Water Quality Management	$410,000.00	$223,187.40	$225,000.00
Storm Sewer System Map	$5,000.00	$0.00	$5,000.00
Totals	**$4,005,506.73**	**$1,866,566.78**	**$2,763,992.00**

Public Information and Outreach

Budget for Reporting Year	$1,500.00
Expenditures for Reporting Year	$1,465.50
Budget for Upcoming year	$1,500.00

Budget item for reporting purposes is identified as Permit Compliance-Information and Education and includes contracted amount to Waukesha County. This dollar figure is half of the reported/budgeted number as the Public Involvement and Participation program is included in here as well.

Note: for upcoming year budget, dollars are estimated for reporting purposes and may not necessarily correspond to the City's Budget summary. DNR catagories do not correspond to City Budget Accounting Fields.

Public Involvement and Participation

Budget for Reporting Year	$1,500.00
Expenditures for Reporting Year	$1,465.50
Budget for Upcoming year	$1,500.00

Budget item for reporting purposes is identified as Permit Compliance-Information and Education and includes contracted amount to Waukesha County. This dollar figure is half of the reported/budgeted number as the Public Education and Outreach program is included in here as well.

Note: for upcoming year budget, dollars are estimated for reporting purposes and may not necessarily correspond to the City's Budget summary. DNR catagories do not correspond to City Budget Accounting Fields.

Illicit Discharge Detection and Ellimination Program

Budget item for reporting purposes is an estimation of Engineering Technicians time and Civil Engineers time to inspect identified MS4 outfalls and review reports. Costs will include estimates of time spent persuing spills/dumping complaints by Engineering Staff and by City Fire Services.

Reporting Year Mileage Rate (Budget):	0.655
Budget Year Milage Rate:	0.67

Note: for upcoming year budget, dollars are estimated for reporting purposes and may not necessarily correspond to the City's Budget summary. DNR catagories do not correspond to City Budget Accounting Fields. Fire Dept. projections are not included for budget purposes as Fire is a 24/7 service and is a required service regardless of whether or not a spill occurs.

Budget for Reporting Year					**Annual Expenditures for Rporting Year**				**Budget Upcoming Year**			
Engineering Staff	**Hourly Wage**	**Hours**	**Cost**		**Hourly Wage**	**Hours**	**Cost**		**Hourly Wage**	**Hours**	**Cost**	
Engineering Technician	$57.86	40.00	$2,314.40		$57.86	40.00	$2,314.40		$59.88	40.00	$2,395.20	
Senior Engineering Technician	$63.22	4.00	$252.88		$63.22	0.00	$0.00		$65.44	4.00	$261.76	
Civil Engineer	$63.55	6.00	$381.30		$63.55	0.00	$0.00		$65.77	6.00	$394.62	
Chief Engineer-Utilities	$91.52	2.00	$183.04		$91.52	11.00	$1,006.72		$95.88	2.00	$191.76	
Chief Engineer-Roads/Develop	$88.85	0.00	$0.00		$88.85	0.00	$0.00		$93.29	0.00	$0.00	
DPW Director	$118.94	1.00	$118.94		$118.94	0.00	$0.00		$125.48	1.00	$125.48	
Mileage costs			$32.75				$41.27				$33.50	
			$3,283.31	Subtotal			$3,362.39	Subtotal			$3,402.32	Subtotal
Fire Department Staff												
Battalion Chief	$91.46	0.00	0.00		$91.46	1.00	$91.46		$99.45	0.00	$0.00	
Fire Paid on Premise Driver/Paramedic	$0.00	0.00	0.00		$0.00	0.00	$0.00		$0.00	0.00	$0.00	
Fire Paid on Premise Fire Fighter/EMT	$44.54	0.00	0.00		$44.54	5.00	$222.70		$44.54	0.00	$0.00	
Fire Paid on Premise Paramedic	$45.64	0.00	0.00		$45.64	2.00	$91.28		$45.64	0.00	$0.00	
Ladder Truck Costs	$0.00	0.00	0.00		$800.00	0.75	$600.00		$800.00	0.00	$0.00	
Engine Costs	$650.00	0.00	0.00		$650.00	2.00	$1,300.00		$760.00	0.00	$0.00	
Ambulance Costs	$500.00	0.00	0.00		$500.00	1.00	$500.00		$625.00	0.00	$0.00	
Command Vehicle Costs	$62.00	0.00	0.00		$62.00	1.00	$62.00		$130.00	0.00	$0.00	
			0.00	Subtotal			$2,867.44	Subtotal			$0.00	Subtotal
			3,283.31	Total			**$6,229.83**	**Total**			$3,402.32	Total
			3,290.00	**Use**			**6,230.00**	**Use**			**$3,410.00**	**Use**

Re-calculated Engine cost assumed based on apparatus cost of 760,000 with 10 year life cycle and 100 hours of use per year.
Re-calculated Command Vehicle assumed based on cost of 65,000 with 8 year life cycle and 100 hours of use per year.
Re-calculated ALS Unit assumed based on cost of 350,000 with 6 year life cyle and 100 hours of use per year.
Ladder Truck cost assumed based on apparatus cost of 1,200,000 with a 15 year life cycle and 100 hours of use per year.
Mileage costs based on vehicle distance of 63 miles (expenditures-63 miles@ 0.655) and 50 miles (budget) at mileage rate of 65.5 cents for 2023 and 67.0 cents for 2024.
Wages based upon hourly rate multiplied by 2.0 to account for benefits, etc. and to match current bill back rates used by accounting.

Construction Site Pollutant Control Program

Note: The City's Construction Site Pollution Control Program includes compliance inspections, enforcement, erosion control plan review and permitting. The financial estimates contained in this spreadsheet are for construction sites over an acre only and do not include estimates of Building Inspection costs. Developer driven expenditures are generally billed back to the Developer. Budget dollars are taken from line items under "Permit Compliance" in the Storm Water Utility Budget (one half of Numbers 230-53656-51290 and 230-53656-51950 and all of 230-53656-53530).

Budget for Reporting Year	$43,608.50	**Budget for Upcoming Year**	$45,790.00
Annual Expenditures for Reporting Year	$82,470.00		

Project		Wages	Hours	Total		
Swan View Farms Phase 1						
	R/M Bills			$1,828.22		
	AECOM Bills			$0.00		
	Engineer Tech	$57.86	0.00	$0.00		
	Sr. Engineer Tech	$63.22	0.00	$0.00		
	Civil Engineer	$63.55	3.00	$190.65		
	Chief Engineer-Utilities	$91.52	2.50	$228.80		
	Chief Engineer-Roads/Develop	$88.85	0.00	$0.00		
	DPW Director	$118.94	0.00	$0.00		
					Total	$2,247.67
Swan View Farms Phase 2		Wages	Hours	Total		
	R/M Bills			$5,178.74		
	AECOM Bills			$0.00		
	Engineer Tech	$57.86	0.00	$0.00		
	Sr. Engineer Tech	$63.22	0.00	$0.00		
	Civil Engineer	$63.55	3.25	$206.54		
	Chief Engineer-Utilities	$91.52	2.00	$183.04		
	Chief Engineer-Roads/Develop	$88.85	0.00	$0.00		
	DPW Director	$118.94	0.00	$0.00		
					Total	$5,568.32
Baenen CSM/Northview Residential		Wages	Hours	Total		
	R/M Bills			$2,299.70		
	AECOM Bills			$0.00		
	Engineer Tech	$57.86	0.00	$0.00		
	Sr. Engineer Tech	$63.22	0.00	$0.00		
	Civil Engineer	$63.55	0.25	$15.89		
	Chief Engineer-Utilities	$91.52	5.00	$457.60		
	Chief Engineer-Roads/Develop	$88.85	0.00	$0.00		
	DPW Director	$118.94	0.00	$0.00		
					Total	$2,773.19
Woodleaf Reserve Phase 4		Wages	Hours	Total		
	R/M Bills			$777.12		
	AECOM Bills			$0.00		
	Engineer Tech	$57.86	0.00	$0.00		
	Sr. Engineer Tech	$63.22	0.00	$0.00		
	Civil Engineer	$63.55	1.25	$79.44		
	Chief Engineer-Utilities	$91.52	0.50	$45.76		
	Chief Engineer-Roads/Develop	$88.85	0.00	$0.00		
	DPW Director	$118.94	0.00	$0.00		
					Total	$902.32
Waters Senior Living		Wages	Hours	Total		
	R/M Bills			$9,121.55		
	AECOM Bills			$0.00		
	Engineer Tech	$57.86	0.00	$0.00		
	Sr. Engineer Tech	$63.22	0.00	$0.00		
	Civil Engineer	$63.55	14.75	$937.36		
	Chief Engineer-Utilities	$91.52	12.75	$1,166.88		
	Chief Engineer-Roads/Develop	$88.85	0.00	$0.00		
	DPW Director	$118.94	0.00	$0.00		

			Total	$11,225.79

Woodleaf Reserve Phase 5	Wages	Hours	Total		
R/M Bills			$1,635.34		
AECOM Bills			$0.00		
Engineer Tech	$57.86	0.00	$0.00		
Sr. Engineer Tech	$63.22	0.00	$0.00		
Civil Engineer	$63.55	2.75	$174.76		
Chief Engineer-Utilities	$91.52	2.25	$205.92		
Chief Engineer-Roads/Develop	$88.85	0.00	$0.00		
DPW Director	$118.94	0.00	$0.00		
				Total	$2,016.02

WVRC Emergency Vet Clinic	Wages	Hours	Total		
R/M Bills			$821.62		
AECOM Bills			$0.00		
Engineer Tech	$57.86	0.00	$0.00		
Sr. Engineer Tech	$63.22	0.00	$0.00		
Civil Engineer	$63.55	0.75	$47.66		
Chief Engineer-Utilities	$91.52	2.00	$183.04		
Chief Engineer-Roads/Develop	$88.85	34.63	$3,076.43		
DPW Director	$118.94	0.00	$0.00		
				Total	$4,128.75

Klein-Dickert Building Expansion	Wages	Hours	Total		
R/M Bills			$30.25		
AECOM Bills			$0.00		
Engineer Tech	$57.86	0.00	$0.00		
Sr. Engineer Tech	$63.22	0.00	$0.00		
Civil Engineer	$63.55	0.00	$0.00		
Chief Engineer-Utilities	$91.52	0.75	$68.64		
Chief Engineer-Roads/Develop	$88.85	26.13	$2,321.21		
DPW Director	$118.94	0.00	$0.00		
				Total	$2,420.10

Cardinal Meadow Subdivision	Wages	Hours	Total		
R/M Bills			$7,593.21		
AECOM Bills			$0.00		
Engineer Tech	$57.86	0.00	$0.00		
Sr. Engineer Tech	$63.22	0.00	$0.00		
Civil Engineer	$63.55	5.50	$349.53		
Chief Engineer-Utilities	$91.52	9.25	$846.56		
Chief Engineer-Roads/Develop	$88.85	0.00	$0.00		
DPW Director	$118.94	0.00	$0.00		
				Total	$8,789.30

The Glen At Parkway Ridge	Wages	Hours	Total		
R/M Bills			$1,393.25		
AECOM Bills			$0.00		
Engineer Tech	$57.86	0.00	$0.00		
Sr. Engineer Tech	$63.22	0.00	$0.00		
Civil Engineer	$63.55	2.50	$158.88		
Chief Engineer-Utilities	$91.52	1.75	$160.16		
Chief Engineer-Roads/Develop	$88.85	0.00	$0.00		
DPW Director	$118.94	0.00	$0.00		
				Total	$1,712.29

Lakewood Baptist Building Addition-Soccer Field	Wages	Hours	Total		
R/M Bills			$5,338.68		
AECOM Bills			$640.51		
Engineer Tech	$57.86	0.00	$0.00		
Sr. Engineer Tech	$63.22	0.00	$0.00		
Civil Engineer	$63.55	3.25	$206.54		
Chief Engineer-Utilities	$91.52	6.25	$572.00		
Chief Engineer-Roads/Develop	$88.85	0.00	$0.00		
DPW Director	$118.94	0.00	$0.00		
				Total	$6,757.73

Irgens Fox Run	Wages	Hours	Total
R/M Bills			$0.00
AECOM Bills			$0.00

Engineer Tech	$57.86	0.00	$0.00	
Sr. Engineer Tech	$63.22	0.00	$0.00	
Civil Engineer	$63.55	0.00	$0.00	
Chief Engineer-Utilities	$91.52	0.00	$0.00	
Chief Engineer-Roads/Develop	$88.85	3.25	$288.76	
DPW Director	$118.94	0.00	$0.00	
			Total	$288.76

Pewaukee South Industrial Building	Wages	Hours	Total	
R/M Bills			$1,834.82	
AECOM Bills			$0.00	
Engineer Tech	$57.86	0.00	$0.00	
Sr. Engineer Tech	$63.22	0.00	$0.00	
Civil Engineer	$63.55	0.25	$15.89	
Chief Engineer-Utilities	$91.52	4.25	$388.96	
Chief Engineer-Roads/Develop	$88.85	0.00	$0.00	
DPW Director	$118.94	0.00	$0.00	
			Total	$2,239.67

WeEnergies Pewaukee Stores Site Improvements	Wages	Hours	Total	
R/M Bills			$3,354.60	
AECOM Bills			$0.00	
Engineer Tech	$57.86	0.00	$0.00	
Sr. Engineer Tech	$63.22	0.00	$0.00	
Civil Engineer	$63.55	1.50	$95.33	
Chief Engineer-Utilities	$91.52	1.50	$137.28	
Chief Engineer-Roads/Develop	$88.85	0.00	$0.00	
DPW Director	$118.94	0.00	$0.00	
			Total	$3,587.21

Pewaukee Sports Complex Turf Replacement	Wages	Hours	Total	
R/M Bills			$0.00	
AECOM Bills			$0.00	
Engineer Tech	$57.86	0.00	$0.00	
Sr. Engineer Tech	$63.22	0.00	$0.00	
Civil Engineer	$63.55	0.00	$0.00	
Chief Engineer-Utilities	$91.52	0.00	$0.00	
Chief Engineer-Roads/Develop	$88.85	3.00	$266.55	
DPW Director	$118.94	0.00	$0.00	
			Total	$266.55

Hill-N-Dale Drainage Improvements	Wages	Hours	Total	
R/M Bills			$4,931.00	
AECOM Bills			$0.00	
Engineer Tech	$57.86	0.00	$0.00	
Sr. Engineer Tech	$63.22	0.00	$0.00	
Civil Engineer	$63.55	0.00	$0.00	
Chief Engineer-Utilities	$91.52	4.25	$388.96	
Chief Engineer-Roads/Develop	$88.85	0.00	$0.00	
DPW Director	$118.94	0.00	$0.00	
			Total	$5,319.96

Paul Road Water Main Relay	Wages	Hours	Total	
R/M Bills			$5,220.67	
AECOM Bills			$0.00	
Engineer Tech	$57.86	0.00	$0.00	
Sr. Engineer Tech	$63.22	0.00	$0.00	
Civil Engineer	$63.55	0.00	$0.00	
Chief Engineer-Utilities	$91.52	1.50	$137.28	
Chief Engineer-Roads/Develop	$88.85	0.00	$0.00	
DPW Director	$118.94	0.00	$0.00	
			Total	$5,357.95

Ridgeview Multi-Family/Interstate Partners	Wages	Hours	Total
R/M Bills			$0.00
AECOM Bills			$0.00
Engineer Tech	$57.86	0.00	$0.00
Sr. Engineer Tech	$63.22	0.00	$0.00
Civil Engineer	$63.55	0.00	$0.00
Chief Engineer-Utilities	$91.52	2.38	$217.36
Chief Engineer-Roads/Develop	$88.85	0.00	$0.00

DPW Director	$118.94	0.00	$0.00	
			Total	$217.36

	Wages	Hours	Total	
R/M Bills			$0.00	
AECOM Bills			$0.00	
Engineer Tech	$57.86	0.00	$0.00	
Sr. Engineer Tech	$63.22	0.00	$0.00	
Civil Engineer	$63.55	0.00	$0.00	
Chief Engineer-Utilities	$91.52	0.00	$0.00	
Chief Engineer-Roads/Develop	$88.85	0.00	$0.00	
DPW Director	$118.94	0.00	$0.00	
			Total	$0.00

	Wages	Hours	Total	
R/M Bills			$0.00	
Strand Bills			$0.00	
Engineer Tech	$57.86	0.00	$0.00	
Sr. Engineer Tech	$63.22	0.00	$0.00	
Civil Engineer	$63.55	0.00	$0.00	
Chief Engineer-Utilities	$91.52	0.00	$0.00	
Chief Engineer-Roads/Develop	$88.85	0.00	$0.00	
DPW Director	$118.94	0.00	$0.00	
			Total	$0.00

Pewaukee DPW Facility Phase 1	Wages	Hours	Total	
R/M Bills			$0.00	
AECOM Bills			$0.00	
Engineer Tech	$57.86	18.75	$1,084.88	
Sr. Engineer Tech	$63.22	0.00	$0.00	
Civil Engineer	$63.55	0.00	$0.00	
Chief Engineer-Utilities	$91.52	2.50	$228.80	
Chief Engineer-Roads/Develop	$88.85	0.00	$0.00	
DPW Director	$118.94	0.00	$0.00	
			Total	$1,313.68

Pewaukee DPW Facility Phase 2	Wages	Hours	Total	
R/M Bills			$0.00	
AECOM Bills			$0.00	
Engineer Tech	$57.86	18.75	$1,084.88	
Sr. Engineer Tech	$63.22	0.00	$0.00	
Civil Engineer	$63.55	0.00	$0.00	
Chief Engineer-Utilities	$91.52	2.75	$251.68	
Chief Engineer-Roads/Develop	$88.85	0.00	$0.00	
DPW Director	$118.94	0.00	$0.00	
			Total	$1,336.56

Apple Tree - Pear Tree Road Reconstruction	Wages	Hours	Total	
R/M Bills			$3,169.33	
AECOM Bills			$0.00	
Engineer Tech	$57.86	0.00	$0.00	
Sr. Engineer Tech	$63.22	0.00	$0.00	
Civil Engineer	$63.55	0.00	$0.00	
Chief Engineer-Utilities	$91.52	3.00	$274.56	
Chief Engineer-Roads/Develop	$88.85	0.00	$0.00	
DPW Director	$118.94	0.00	$0.00	
			Total	$3,443.89

Pewaukee Storage	Wages	Hours	Total	
R/M Bills			$0.00	
AECOM Bills			$0.00	
Engineer Tech	$57.86	0.00	$0.00	
Sr. Engineer Tech	$63.22	0.00	$0.00	
Civil Engineer	$63.55	0.00	$0.00	
Chief Engineer-Utilities	$91.52	0.00	$0.00	
Chief Engineer-Roads/Develop	$88.85	1.75	$155.49	
DPW Director	$118.94	0.00	$0.00	
			Total	$155.49

Green Road Industrial Bldg/Interstate Partners	Wages	Hours	Total
R/M Bills			$5,596.63
AECOM Bills			$0.00
Engineer Tech	$57.86	0.00	$0.00
Sr. Engineer Tech	$63.22	0.00	$0.00
Civil Engineer	$63.55	3.50	$222.43

Chief Engineer-Utilities	$91.52	13.75	$1,258.40	
Chief Engineer-Roads/Develop	$88.85	33.88	$3,009.79	
DPW Director	$118.94	0.00	$0.00	
			Total	$10,087.25

Radiant Plastic Surgery	Wages	Hours	Total	
R/M Bills			$0.00	
AECOM Bills			$0.00	
Engineer Tech	$57.86	0.00	$0.00	
Sr. Engineer Tech	$63.22	0.00	$0.00	
Civil Engineer	$63.55	0.00	$0.00	
Chief Engineer-Utilities	$91.52	0.00	$0.00	
Chief Engineer-Roads/Develop	$88.85	3.50	$310.98	
DPW Director	$118.94	0.00	$0.00	
			Total	$310.98

	Wages	Hours	Total	
R/M Bills			$0.00	
AECOM Bills			$0.00	
Engineer Tech	$57.86	0.00	$0.00	
Sr. Engineer Tech	$63.22	0.00	$0.00	
Civil Engineer	$63.55	0.00	$0.00	
Chief Engineer-Utilities	$91.52	0.00	$0.00	
Chief Engineer-Roads/Develop	$88.85	0.00	$0.00	
DPW Director	$118.94	0.00	$0.00	
			Total	$0.00

Post Construction Storm Water Management

Note: The City's Post Construction Site Storm Water Management Program Program includes pond inspections, review of maintenance agreements, plan review and permitting. Estimates are provided for Civil Engineer and Chief Engineer-Utilities review of Wagner Park Ponds, Public Works Dept. Ponds, Green Road Pond, the Pewaukee Sports Complex Ponds, City Hall Bio-infiltration device and the Rockwood Drive Pond. Developer driven expenditures are generally billed back to the Developer. Budget dollars are taken from line items under "Permit Compliance" in the Storm Water Utility Budget (one half of Numbers 230-53656-51290 and 230-53656-51950 and all of numbers 230-53656-52150 and 230-53656-53510).

Budget for Reporting Year	$43,608.50	**Budget for Upcoming Year**	$45,790.00
Annual Expenditures for Reporting Year	$15,840.00		

Project

The Glen At Parkway Ridge	Wages	Hours	Total		
AECOM Bills			$0.00		
Engineer Tech	$57.86	0.00	$0.00		
Sr. Engineer Tech	$63.22	0.00	$0.00		
Civil Engineer	$63.55	0.00	$0.00		
Chief Engineer-Utilities	$91.52	11.50	$1,052.48		
Chief Engineer-Roads/Develop	$88.85	0.00	$0.00		
DPW Director	$118.94	0.00	$0.00		
				Total	$1,052.48

Lakewood Baptist Bldg Addition-Soccer Field	Wages	Hours	Total		
AECOM Bills			$640.55		
Engineer Tech	$57.86	0.00	$0.00		
Sr. Engineer Tech	$63.22	0.00	$0.00		
Civil Engineer	$63.55	0.00	$0.00		
Chief Engineer-Utilities	$91.52	5.75	$526.24		
Chief Engineer-Roads/Develop	$88.85	0.00	$0.00		
DPW Director	$118.94	0.00	$0.00		
				Total	$1,166.79

Irgens Fox Run	Wages	Hours	Total		
AECOM Bills			$0.00		
Engineer Tech	$57.86	0.00	$0.00		
Sr. Engineer Tech	$63.22	0.00	$0.00		
Civil Engineer	$63.55	0.00	$0.00		
Chief Engineer-Utilities	$91.52	0.00	$0.00		
Chief Engineer-Roads/Develop	$88.85	3.25	$288.76		
DPW Director	$118.94	0.00	$0.00		
				Total	$288.76

Green Road Industrial Building/Interstate Partners	Wages	Hours	Total		
AECOM Bills			$0.00		
Engineer Tech	$57.86	0.00	$0.00		
Sr. Engineer Tech	$63.22	0.00	$0.00		
Civil Engineer	$63.55	0.00	$0.00		
Chief Engineer-Utilities	$91.52	0.00	$0.00		
Chief Engineer-Roads/Develop	$88.85	33.88	$3,009.79		
DPW Director	$118.94	0.00	$0.00		
				Total	$3,009.79

Ridgeview Multi-Family/Interstate Partners	Wages	Hours	Total		
AECOM Bills			$0.00		
Engineer Tech	$57.86	0.00	$0.00		
Sr. Engineer Tech	$63.22	0.00	$0.00		
Civil Engineer	$63.55	0.00	$0.00		
Chief Engineer-Utilities	$91.52	2.38	$217.36		
Chief Engineer-Roads/Develop	$88.85	0.00	$0.00		
DPW Director	$118.94	0.00	$0.00		
				Total	$217.36

Klein-Dickert Building Expansion	Wages	Hours	Total		
AECOM Bills			$0.00		
Engineer Tech	$57.86	0.00	$0.00		
Sr. Engineer Tech	$63.22	0.00	$0.00		
Civil Engineer	$63.55	0.00	$0.00		
Chief Engineer-Utilities	$91.52	0.75	$68.64		
Chief Engineer-Roads/Develop	$88.85	26.13	$2,321.21		
DPW Director	$118.94	0.00	$0.00		
				Total	$2,389.85

Swan View Farms Phase 1	Wages	Hours	Total		
AECOM Bills			$0.00		
Engineer Tech	$57.86	0.00	$0.00		
Sr. Engineer Tech	$63.22	0.00	$0.00		
Civil Engineer	$63.55	0.00	$0.00		
Chief Engineer-Utilities	$91.52	1.50	$137.28		
Chief Engineer-Roads/Develop	$88.85	0.00	$0.00		
DPW Director	$118.94	0.00	$0.00		
				Total	$137.28

Pewaukee Sports Complex Turf Replacement	Wages	Hours	Total		
AECOM Bills			$0.00		
Engineer Tech	$57.86	0.00	$0.00		
Sr. Engineer Tech	$63.22	0.00	$0.00		
Civil Engineer	$63.55	0.00	$0.00		
Chief Engineer-Utilities	$91.52	0.00	$0.00		
Chief Engineer-Roads/Develop	$88.85	3.00	$266.55		
DPW Director	$118.94	0.00	$0.00		
				Total	$266.55

Pewaukee Storage	Wages	Hours	Total		
AECOM Bills			$0.00		
Engineer Tech	$57.86	0.00	$0.00		
Sr. Engineer Tech	$63.22	0.00	$0.00		
Civil Engineer	$63.55	0.00	$0.00		
Chief Engineer-Utilities	$91.52	0.00	$0.00		
Chief Engineer-Roads/Develop	$88.85	1.75	$155.49		
DPW Director	$118.94	0.00	$0.00		
				Total	$155.49

Radiant Plastic Surgery	Wages	Hours	Total		
AECOM Bills			$0.00		
Engineer Tech	$57.86	0.00	$0.00		
Sr. Engineer Tech	$63.22	0.00	$0.00		
Civil Engineer	$63.55	0.00	$0.00		
Chief Engineer-Utilities	$91.52	0.00	$0.00		
Chief Engineer-Roads/Develop	$88.85	3.50	$310.98		
DPW Director	$118.94	0.00	$0.00		
				Total	$310.98

WVRC - Vet Emergency Clinic	Wages	Hours	Total		
AECOM Bills			$0.00		
Engineer Tech	$57.86	0.00	$0.00		
Sr. Engineer Tech	$63.22	0.00	$0.00		
Civil Engineer	$63.55	0.00	$0.00		
Chief Engineer-Utilities	$91.52	0.00	$0.00		
Chief Engineer-Roads/Develop	$88.85	27.63	$2,454.48		
DPW Director	$118.94	0.00	$0.00		
				Total	$2,454.48

Waukesha Gun Club	Wages	Hours	Total
AECOM Bills			$0.00
Engineer Tech	$57.86	0.00	$0.00
Sr. Engineer Tech	$63.22	0.00	$0.00
Civil Engineer	$63.55	0.00	$0.00
Chief Engineer-Utilities	$91.52	12.75	$1,166.88
Chief Engineer-Roads/Develop	$88.85	0.00	$0.00

DPW Director	$118.94	0.00	$0.00	
			Total	$1,166.88

	Wages	Hours	Total	
AECOM Bills			$0.00	
Engineer Tech	$57.86	0.00	$0.00	
Sr. Engineer Tech	$63.22	0.00	$0.00	
Civil Engineer	$63.55	0.00	$0.00	
Chief Engineer-Utilities	$91.52	0.00	$0.00	
Chief Engineer-Roads/Develop	$88.85	0.00	$0.00	
DPW Director	$118.94	0.00	$0.00	
			Total	$0.00

Green Road Pond Inspection	Wages	Hours	Total	
AECOM Bills			$0.00	
Engineer Tech	$57.86	0.00	$0.00	
Sr. Engineer Tech	$63.22	0.00	$0.00	
Civil Engineer	$63.55	1.50	$95.33	
Chief Engineer-Utilities	$91.52	0.00	$0.00	
Chief Engineer-Roads/Develop	$88.85	0.00	$0.00	
DPW Director	$118.94	0.00	$0.00	
			Total	$95.33

Sports Complex Pond Inspections	Wages	Hours	Total	
AECOM Bills			$0.00	
Engineer Tech	$57.86	0.00	$0.00	
Sr. Engineer Tech	$63.22	0.00	$0.00	
Civil Engineer	$63.55	0.00	$0.00	
Chief Engineer-Utilities	$91.52	4.25	$388.96	
Chief Engineer-Roads/Develop	$88.85	0.00	$0.00	
DPW Director	$118.94	0.00	$0.00	
			Total	$388.96

Rockwood Drive Pond Inspection	Wages	Hours	Total	
AECOM Bills			$0.00	
Engineer Tech	$57.86	0.00	$0.00	
Sr. Engineer Tech	$63.22	0.00	$0.00	
Civil Engineer	$63.55	2.75	$174.76	
Chief Engineer-Utilities	$91.52	0.00	$0.00	
Chief Engineer-Roads/Develop	$88.85	0.00	$0.00	
DPW Director	$118.94	0.00	$0.00	
			Total	$174.76

Wagner Park Pond Inspections	Wages	Hours	Total	
AECOM Bills			$0.00	
Engineer Tech	$57.86	2.00	$115.72	
Sr. Engineer Tech	$63.22	0.00	$0.00	
Civil Engineer	$63.55	0.00	$0.00	
Chief Engineer-Utilities	$91.52	5.75	$526.24	
Chief Engineer-Roads/Develop	$88.85	0.00	$0.00	
DPW Director	$118.94	0.00	$0.00	
			Total	$641.96

City Hall Biofiltration Device	Wages	Hours	Total	
AECOM Bills			$0.00	
Engineer Tech	$57.86	0.00	$0.00	
Sr. Engineer Tech	$63.22	0.00	$0.00	
Civil Engineer	$63.55	0.00	$0.00	
Chief Engineer-Utilities	$91.52	1.00	$91.52	
Chief Engineer-Roads/Develop	$88.85	0.00	$0.00	
DPW Director	$118.94	0.00	$0.00	
			Total	$91.52

Pewaukee DPW Facility Phase 1	Wages	Hours	Total
AECOM Bills			$0.00
Engineer Tech	$57.86	0.00	$0.00
Sr. Engineer Tech	$63.22	0.00	$0.00
Civil Engineer	$63.55	0.00	$0.00

Chief Engineer-Utilities	$91.52	20.00	$1,830.40		
Chief Engineer-Roads/Develop	$88.85	0.00	$0.00		
DPW Director	$118.94	0.00	$0.00		
				Total	$1,830.40

Pollution Prevention

	2023 Budgeted	2023 Expenditure	2024 Budgeted
Catch Basin Cleaning and Maintenance	$41,050.00	$45,842.07	$113,550.00
Storm Inlets and Catch Basins	$75,000.00	$8,395.28	$75,000.00
Street Sweeping	$25,750.00	$17,019.78	$27,750.00
Ditch and Culvert Maintenance	$2,287,391.00	$920,105.34	$975,049.00
Storm Sewer Maintenance	$960,311.00	$449,958.01	$1,118,653.00
Yard Maintenance	$10,000.00	$0.00	$10,000.00
Yard Waste Recycling	$97,497.73	$94,587.90	$116,000.00
Totals	**$3,496,999.73**	**$1,535,908.38**	**$2,436,002.00**

Items reported here were typically broken out in the budget. "Yard Maintenance" is found under #230-53656-53520. "Storm Inlets and Catch Basins" was found under Storm Water Projects. "Yard Waste Recycling" was taken as a fraction of the budgeted and actual expenditures from "Refuse Collection and Recycling" (10.307% of totals). Actual expenditures and budegeted for "Storm Sewer Maintenance" include expenses from Wagner Park (420-57422-58210); expenses and budget dollars from Spice Creek/Meadowbrook Farms #3 (230-57557-58210) for storm sewer cleaning, storm sewer lining, storm sewer replacement, manhole repairs and end-section repairs; expenses and budget dollars from Valley Brook Subd. Storm Sewer (230-57354-58210); and 2023 and 2024 budget dollars for Spice Creek/Meadowbrook Farms #4 (230-57557-58210) . Ditch and culvert maintenance includes budget and costs from Hill-n-Dale Pond project (230-57301-58210), Yench Road Culvert (230-57355-58210), Apple-Pear Road Reconstruction (230-57561-58210), and budget for Shady Lane-Shady Nook Road Reconstruction (230-57333-58210) and Takoma Hills Street Reconstruction Phase 1 (230-57322-58210). Actual expenditures for "Storm Inlets and Catch Basins" include expenses from Spice Creek/Meadowbrook Farms #3 (230-57556-58210) for inlet repairs. Expenditures do not include engineering costs.

Storm Water Quality Management

Budget for Reporting Year	$410,000.00
Expenditures for Reporting Year	$223,187.40
Budget for Upcoming year	$225,000.00

Storm Water Quality Management within the permit is the maintenance of the City's pollution reduction total at the time the law was changed to negate the 40% requirement. As there is no budget line item for this, I have included the budgeted costs for a new Storm Water Study found under Projects (230-57340-58210). The City entered into a contract with AECOM in 2022 to prepare a comprehensive storm water management plan. The planning effort will include a complete remodel for water quality and quantity purposes, a re-evaluation of the dry weather outfall monitoring program and the creation of a new MS4 map. The project is anticipated to be completed in late 2024.

Storm Sewer System Mapping

Budget for Reporting Year	$5,000.00
Expenditures for Reporting Year	$0.00
Budget for Upcoming year	$5,000.00

"Storm Sewer System Mapping" is lumped within Storm Sewer Maintenance budget category. The breakout for this is under 230-53651-53520 within the budget software General Ledger. Dollars shown here have been removed from the "Storm Sewer Maintenance" category.

Attachment E

Waukesha County Contracted Program Summary Report & Three-Year Public Education and Outreach Plan

INFORMATION AND EDUCATION LEDGER OF ACTIVITIES

Target --from workplan	Req #	req2	req3	Program Name	Activity	Column1	Date	Where	# People	Additional Description or Information
Teachers and Students	7			Nature Exploration	hike		1-5-23	Retzer	62	Nature Exploration program with Oconomowoc High School with water temperature investigation and discussion
General Public	7				presentation		1-23-23		739	Statewide Salt Awareness Week webinar: Freshwater Salinization Syndrome
General Public	7				presentation		1-24-23		387	SAW week webinar: Tracking Road Salt
General Public	7				presentation		1-25-23		366	SAW week webinar: Salty Drinking Water
General Public	7				presentation		1-26-23		255	SAW week webinar: DNR response to salt
General Public	7				presentation		1-27-23		224	SAW week webinar: Be A Salt Champion
Teachers and Students				Glacial landscape	hike		1-27-23	Retzer	45	glacial program including soil formation and importance of organic matter for infiltration
Teachers and Students	1	3	5	career	presentation		1-27-23	Retzer	40	career day with Wales Elementary
General Public	1	3	5		displays and handouts		2-21-23	Waukesha	1261	display at Town of Waukesha primary elections covering yard waste management
General Public	1				displays and handouts		2-28-23	Waukesha	50	storm drain delivers to lakes and rivers message at United Way mini golf event for Waukesha County
General Public	1				presentation		3-1-23	Retzer	12	water cycle hike to learn about water moving through the environment
Teachers and Students	5				presentation		3-3-23	Retzer	155	recycling program covering composting and improving water capture with compost
Teachers and Students	1	3	5	I Live in	presentation		3-6-23	Pewaukee	7	after school environmental club learned about water pollution and how they can prevent it
General Public	1	5			presentation		3-6-23	Retzer	12	training for Retzer volunteers to teach some talking points about water--talked about runoff, groundwater, storm drains and more
Teachers and Students	1	3	5	career	presentation		3-8-23	New Berlin	104	Career day for Ronald Reagan Elementary School
General Public	3				social media		3-15-23		2689	social media post about naturalizing the yard at Retzer--leaving dandelions and violets for pollinators and seeding clover to feed the grass
General Public	1				press release		3-22-23			press release about Adopt a Drain for World Water Day
Teachers and Students	1	3	5	career	presentation		3-24-23	New Berlin	92	career day for Orchard Lane Elementary
General public	9				volunteer appreciation		4-1-23	Retzer	25	appreciation event for Volunteer Stream Monitoring
Teachers and Students	5			rain gardens	presentation		4-4-23	Waukesha	60	rain garden program for 2 classes at Montessori school in Waukesha
General Public	1	2	3		displays and handouts		4-4-23	Waukesha	1905	display for Town of Waukesha spring elections
General Public	1				displays and handouts		4-4-23	Brookfield	1072	storm drain display for Town of Brookfield spring elections
Teachers and Students	1	2	3	I Live in	presentation		4-6-23	Genesee	32	water program for Magee Elementary Science Day
Teachers and students	3	5		Healthy Soils	presentation		4-6-23	Genesee	34	soils program for Magee Elementary Science Day
General Public	2	3	5	Sustainable Yardenir	presentation		4-11-23	Waukesha	55	presentation for Waukesha Public Library
Contractors, Dev & Consul				stormwater wkshop	presentation		4-12-23		135	
Contractors, Dev & Consul				stormwater wkshop	presentation		4-13-23		155	
General Public	1				presentation		4-17-23	Retzer	13	talked about runoff pollution with girl scouts
General Public	2	3	5	rain gardens and bar	presentation		4-18-23	Oconomowoc	4	Rain gardens and Rain Barrel program at Oconomowoc Library
General Public	2	3	5		presentation		4-18-23		15	watershed model for girl scouts working on Wonders of Water badge
Teachers and Students	5			glacial landscape	presentation		4-20-23	Retzer	140	cover soils and infiltration
General Public	1	2	3		displays and handouts		4-20-23	Oconomowoc	120	used watershed model at Parklawn Elementary Stem Night with parents and students
Teachers and Students	1	2	3	career	presentation		4-21-23	Mukwonago	45	used watershed model at Park View Middle School
General Public	1	2	3		displays and handouts		4-22-23	Retzer	163	used watershed model for outreach at Retzer Earth Day celebration
General Publiic	1	2	3		presentation		4-22-23	Elm Grove	32	watershed model for earth day celebration in Elm Grove
General Public	2	3	5	rain gardens	presentation		4-25-23	Pewaukee	62	Rain Garden design and installation class for Pewaukee Library in conjunction with Pewaukee Green Team
Teachers and Students	3	5		Healthy Soils	presentation		4-28-23	Retzer	52	Healthy Soils program for Cushing Elementary 2nd grade
General Public	6				meeting		5-4-23	Muskego	1	met with Homeowners Association to discuss pond maintenance
General Public	1	2	3	WAV training	training		5-6-23	Genesee	10	Water Action Volunteers training day
Teachers and Students	5			composting	presentation		5-10-23	Retzer	60	composting as part of recycling program
Teachers and Students	1	2	3	pond	presentation		5-10-23	Retzer	77	watershed model with Pond program
General Public	9				benchmark		5-11-23	Oconomowoc	2	benchmark on Oconomowoc River at Highway K
Teachers and Students	1	2	3	water resources	presentation		5-12-23	Pewaukee	200	presentation to 5th grade before trip to camp
General Public	9				benchmark		5-16-23	Pewaukee	2	benchmark visit for Pewaukee River at old SH164
General Public	1	5			presentation		5-17-23	Retzer	19	Secrets of Stream Life program for Outdoor Classroom at Retzer
Teachers and Students	1	2		pond	presentation		5-17-23	Retzer	64	watershed model with pond program
General Public	9				benchmark		5-19-23	Bark River	4	benchmark visit for Bark River at Hwy 67
General Public	9				benchmark		5-20-23	Vernon	2	benchmark visit for Mill Brook
Teachers and Students	3	5		healthy soils	presentation		5-22-23	Retzer	60	healthy soils program for Eagleville Elementary
General Public	9				benchmark		5-22-23	Pewaukee	9	site visit for Coco Creek with Pewaukee Women's Club
General Public	9				benchmark		5-22-23	Oconomowoc	2	benchmark for Oconomowoc River at Concord Rd
Teachers and Students	1	2	3	lake study	presentation		5-25-23	Camp Whitcomb	130	Lake study program for Pewaukee 5th graders
Teachers and Students	1	2	3	lake study	presentation		5-26-23	Camp Whitcomb	130	Lake study program for Pewaukee 5th graders
Teachers and Students	1			pond	presentation		5-26-23	Retzer	110	watershed model with pond program for Merton Elementary
Teachers and Students	1			stream study	presentation		6-2-23	Eagleville	28	biotic index on Jericho Creek with Eagleville Elementary
Teachers and Students	1	2	3	stream study	presentation		6-5-23	Prairie Springs	60	stream study with pollution discussion with Saratoga Stem Middle School
General Public	1	2	3	pond	presentation		6-7-23	Retzer	15	watershed model with pond program
Teachers and Students	1			pond	presentation		6-9-23	Retzer	42	watershed model with pond program for homeschool group
Teachers and Students	1	2	3	stream study	presentation		6-13-23	Eagleville	150	stream study with pollution discussion with Eagleville Elementary Summer School program
General Public	9				benchmark		6-13-23	Merton	2	benchmark monitoring for Bark River at Dorn Road
General Public	1	3	5	Environmental Scien	presentation		6-15-23	Retzer	20	soil and water portions of Environmental Science Merit Badge
General Public	7			Sustainable Business	Presentation		6-20-23	Retzer	32	Sustainable Business program covering salt use and winter maintenance as well as green infrastructure management
General Public	1	2	3		displays and handouts		6-24-23	Pewaukee	100	watershed model at Clean Water Festival
General Public	5	8			displays and handouts		6-24-23	Pewaukee	100	native plant roots display and rain garden information at Clean water Festival
General Public	1	5			displays and handouts		6-24-23	Pewaukee	100	impervious surfaces display and fishing activity for Clean Water Festival
General Public	9				benchmark		6-29-23	Merton	2	Benchmark for Bark River at Dorn Rd
General Public	1	3			displays and handouts		7-14-23	Wales	300	unstaffed display for beer garden event
Teachers and Students	1	2	3		presentation		7-14-23	Retzer	30	used watershed model as part of the pond program
General Public	1	2	3	I Live in a	presentation		7-20-23	Delafield	40	program for Kettle Moraine Garden Club

General Public	1				displays and handouts	7-21-23	Pewaukee	50	outreach at Touch a Truck event at Pewaukee Library
General Public	1	2	3		presentation	7-21-23	Retzer	20	training for Master Naturalist program covering groundwater, water pollution, stream monitoring
General Public	9				training	7-25-23	Prairie Springs	8	training for habitat assessment in WAV
General Public	1				displays and handouts	7-26-23	Hartland	400	outreach at Hartland Kids Fest
General Public	9				field work	7-27-23	Mukwonago	10	Asian Clam survey on Mukwonago River
General Public	1				displays and handouts	8-1-23	Mukwonago	200	storm drain display at National Night out event
General Public	1	3			displays and handouts	8-1-23	Merton	200	display for National Night out event
General Public	1				displays and handouts	8-2-23	Sussex	200	storm drain display at National Night out event
General Public	1				displays and handouts	8-8-23	Oconomowoc	500	departmental outreach at Kids Fest event
General Public	1	2	3		presentation	8-9-23	Retzer	6	Sustainable Yardening presentation
General Public	1	2	3		displays and handouts	8-9-23	Retzer	30	stormwater activities including rain gardens, impervious surfaces, water monitoring, watershed model and more
General Public	9				field work	8-10-23	Hartland	4	Asian Clam survey on Bark River at Nixon Park
General Public	1	3			displays and handouts	8-12-23	Wales	200	unstaffed display for beer garden event
General Public	9				field work	8-19-23	Mukwonago	9	Snapshot Day search for invasive species
Teachers and Students	1				presentation	8-22-23	Retzer	80	program with aquatic inverts
General Public	5				presentation	8-22-23			appearance on Fox 6 to promote rain gardens and Sustainability Fair
General Public	5				presentation	8-26-23	Retzer	7	demonstration on rain gardens at Sustainsbility Fair
General Public	1	2	3		presentation	8-26-23	Retzer	9	Sustainable Yardening program at Sustainability Fair
Teachers and Students	6	8		Sustainable Bldg	presentation	29-23	WCTC	13	Virtual program for WCTC Sustainable Building Class
Genereral Public	2	3			presentation	9-6-23	The Moring Blend		Appearance on the Morning Blend on WTMJ covering storm draiins and keeping them clean
General Public	1	3			displays and handouts	9-8-23	Wales	40	unstaffed display for beer garden event
Teachers and Students	3	5		Healthy Soils	presentation	9-11-23	Waukesha	46	Hillcrest Elementary Healthy Soils--two classes
Teachers and Studens	3	5		Healthy Soils	presentation	9-12-23	Waukesha	54	Prairie Elementary - two classes
Teachers and Students	3	5		Healthy Soils	presentation	9-13-23	Waukesha	108	healthy soils program for 4 classes at Rose Glen Elementary
Teachers and Students	1	7			field work	9-14-23	Brookfield	25	stream monitoring with 7th grade from St. Mary's, Elm Grove
General Public	1	2	3	I Live in a	presentation	9-14-23	Brookfield	9	program using watershed model for Elmbrook Library
General Public	1	2	3		displays and handouts	9-15 to 17	North Prairie	500	display at Fall Festival event
General Public	9				field work	9-18-23	Pewaukee	8	Met with Pewaukee Ladies Club for fall monitoring
Teachers and Students	3	5		Healthy Soils	presentation	9-20-23	Waukesha	20	Waukesha STEM at the old Whittier campus
General Public	5				displays and handouts	9-23-23	Retzer	1800	impervious surfaces display and fishing activity for Apple Harvest Fest
Businesses	7					9-26-23	Muskego	6	met with Badger Color Concentrates to review stormwater plan
Teachers and Students	1	2	3		presentation	10-23	Waukesha	614	worked with Waukesha School district to have watershed model used with all 5th grade programs
Teachers and Students	1			Water Journey	presentation	10-2-23	Retzer	10	Incredible Water Journey with class from Hamilton High School
Teachers and Students	1	2	3	I Live in a	presentation	10-5-23	Waukesha	60	3 classes of 5th graders at Hadfield Elementary talking about runoff pollution with watershed model
Teachers and Students	1	2	3	I Live in a	presentation	10-9-23	Waukesha	24	watershed program with model at Saratoga STEM academy
Teachers and Students	1	2	3		field experience	10-10-23	Eagleville	37	water testing on Jericho Creek with Eagleville Elementary
Teachers and Students	1	2	3	career	presentation	10-12-23	Pewaukee	42	watershed model at career day at Pewaukee High School
Teachers and Students	1	2	3	I Live in a	presentation	10-20-23	Retzer	80	Watershed program for 3rd grade from Clarendon Ave Elementary from Mukwonago
Teachers and Students	6	8		Sustainable Bldg	presentation	11-1-23	WCTC	25	Virtual program for WCTC Sustainable Building Class
Contractors, Dev & Consu	7				workshop	11-2-23	Retzer	38	Saltwise training for parking lots and sidewalks
General Public					displays and handouts	11-4-23	Retzer	200	hands on activity table covering salt use at Science Fest
General Public	1	2	3		presentation	11-4-23	Retzer	64	presentation with the watershed model at Science Fest
General Public	7			horse mgmt	presentation	11-16-23	Waukesha	21	horse management workshop to cover manure storage and spreading
Teachers and Students	1	5			water testing	11-28-23	Sussex	52	water testing for Sussex Hamilton AP students
General Public	2	3	6		displays and handouts	12-5-23	Merton	300	display at annual tree lighting and community center open house
Teachers and Students	1	2	3	career	presentation	12-11-23	Wales	64	career day at Kettle Moraine High school
General Public	2	3	6		displays and handouts	12-6-23	Pewaukee	300	display at City of Pewaukee through the end of the year during tax payment season

MS4 Information and Education 3 Year Plan

Prepared by Waukesha County for the

City of Pewaukee

2023

Key Focus: Yard Waste Management/Composting

Special Emphasis: Riparian owners

Reasoning and Goals: The City chose this topic for the first year to be able to leverage partnering with the Village and Town of Delafield to really target the riparian owners around Pewaukee Lake. With an already established Adopt a Drain program, we can measure citizen engagement through that program for general yard waste. The first goal will be to see 10 new storm drains adopted. The second goal will be to have at least 20 people participate in the shoreline workshop.

Plan Elements:

1. **Social media posts:** County will provide 6 social media posts to highlight seasonal lawn care and waste management. City will post once per month May - October.
2. **Utility bill messaging:** County will, with input from the City, develop messaging for 3 utility bills. City will include in bills typically sent out in April, July and October.
3. **Educational workshop - composting:** County will provide a workshop on yard waste management at the Pewaukee Library. Pewaukee Green Team will be invited to co-host. County will promote the workshop through providing a display banner to the library prior to the workshop. City will promote the workshop by posting the event on their website, at their building, and via a social media post (County to provide).
4. **Educational workshop – shoreline management:** The County will provide a workshop on shoreline management. Pewaukee Green Team and the Pewaukee River Partnership will be invited to co-host. County will promote the workshop through a targeted mailer sent to all riparian owners in the Municipality (City to provide names and addresses). City will promote the workshop by posting the event on their website, at their building, and via a social media post (County to provide).
5. **Outreach:** County will have a staffed yard waste management outreach display at the Clean Water Festival.
6. **Webpage information:** County will create content for a website identifying the EPAs hierarchy of yard and food waste management and providing local resources for the management of organic items. City will provide County terms of current yard waste program available to residents in the City (i.e. curbside/drop off options as available) and will host the final webpage on the City's website for the duration of the 3 year plan.

Implementation Month	Item
January	Webpage information
April	Utility bill message

	Educational Workshop – Composting (proposed)
May	Social media post Summer staff training
June	Social media post Outreach – Clean Water Festival
July	Social media post Utility bill message
August	Social media post Educational Workshop – Shoreline Management (proposed)
September	Social media posts
October	Social media post Utility bill message

2024

Key Focus: Homeowner Association Education

Reasoning and Goals: The City has many aging BMP's spread through many neighborhoods. As the day approaches that maintenance may be required, it is time to start educating the homeowners associations about their obligations, so they can take actions to delay required maintenance and begin budgeting for the inevitable. The goal will be to have at least 10 associations represented at the educational meeting.

Plan Elements:

1. **Social Media:** County will provide one social media post to advertise the workshop, and one social media post addressing maintenance.
2. **Stormwater Billing:** County will, with input from the City, provide an insert for the stormwater billing.
3. **Educational workshop – BMP Maintenance for HOA's:** County will work with the City to provide a fall workshop on BMP maintenance aimed at Homeowners Associations.
4. **Outreach:** County will provide a display and outreach materials for Public Works Day.

Implementation Month	Item
March	Set workshop date and location Display for Public Works Day
September	Social media posts delivered Article for fall newsletter delivered Targeted mailing for workshop invitations
October	Fall workshop on BMP maintenance

2025

Key Focus: Adopt a Drain

Reasoning and Goal: The Adopt a Drain program is a great way to educate and engage residents with measurable results. Because taking care of a storm drain addresses so many of the pollutants it was decided to take extra steps to increase the number of storm drains adopted. The goal will be to have at least 10 new drains adopted in 2025.

Plan Elements:

1. **Social media posts:** County will provide a series of 8 social media posts to promote the Adopt a Drain program. City will post one per month from March to October.
2. **Utility bill messaging:** County will, with input from the City, develop messaging for 2 utility bills. City will include in bills typically sent out in April and July.
3. **Display:** County will coordinate with the Pewaukee Public Library to host the interactive storm drain display during the month of March. The County will deliver, set up, and pick up the display from the library. Display must be plugged in for maximum interaction.
4. **Display:** City will host the interactive storm drain display at City Hall in December during tax payment time. County will deliver, set up, and pick up the display from City Hall. Display must be plugged in for maximum interaction.
5. **Outreach:** County will set up the storm drain display at the Clean Water Festival.
6. **K-12 programming**: – County will work with the Pewaukee School District to include education for 5th grade class during pre-camp presentation.
7. **Outreach:** County will share Adopt a Drain information with Pewaukee Women's Club to encourage adoptions.

Implementation Month	Item
March	Social media post Display at Library
April	Utility bill message Social media post Display at Spring Elections Outreach to Women's Club
May	Social media post K-12 programming – present to 5th grade
June	Social media post Outreach – Clean Water Festival
July	Utility bill message Social media post
August	Social media post
September	Social media post
October	Social media post

Attachment F

Department of Public Works Newsletters and Grass Clippings Flier

CITY OF PEWAUKEE

Department of PUBLIC WORKS

2023 Spring/Summer

Identifying the Difference Between Utility Covers

From time to time, while out walking the dog or riding your bike, for example, you may notice a utility ground opening in the grass or the street with a missing cover. While all types of covers are important to replace, they each have a different urgency with respect to repairs or replacement. For instance, manhole covers provide an important safety function by preventing anything or anyone from falling into the storm or sanitary sewer manhole and require immediate attention.

If you come across any type of missing utility cover, it is important that you call the City's Department of Public Works office and report it as soon as possible. Below are photos to assist you in identifying the different types of covers. By providing the correct name of the missing cover, you will help us in prioritizing our safety response and the appropriate replacement parts needed.

Curb Stop Box is usually located outside in the front yard on the border between public and private property (front lawn or driveway). This provides access to shut the water off to a home or business in case of an emergency.

Valve Box provides access to valves which control the flow of water in the large water services to a building from the water main and within branches of the City's water mains. Often times they follow along or under the roadway.

Manhole is an opening in a street or right-of-way that allows utility workers access to underground sewer. The manhole covers can be used in conjunction with sanitary sewers or storm sewers, and often times "SEWER" is stamped directly on the cover.

Catch Basin/Storm Drain is installed in a curb to receive and direct the flow of storm water into City sewer mains. A clogged catch basin or missing or damaged grate can lead to flooding and property damage.

PUBLIC WORKS DEPARTMENT

W240N3065 Pewaukee Road
Pewaukee, WI 53072
Office: (262) 691-0804
Email: *publicworks@pewaukee.wi.us*
Regular Hours: Monday-Friday
8:00 am to 4:30 pm
Drop Box Available 24/7 in
City Hall Main Foyer

Engineering Division
Magdelene Wagner, P.E.
Director of Public Works/
City Engineer

Highway Division
Matthew Stevens
Street Superintendent

Water & Sewer Division
Jane Mueller
Utility Manager

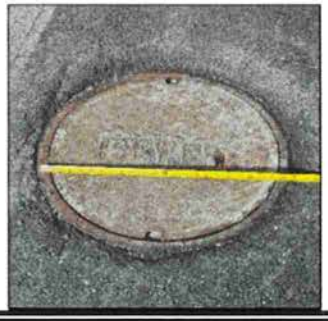
RECYCLING CENTER

Open Year Round
Saturdays: 9:00 am to 3:00 pm
Open April thru November
Wednesdays: 1:00 to 6:00 pm
City Recycling Permit Required

Curb Stop Box Cover (4")

Valve Box Cover (7")

Manhole Cover (24")



Catch Basin/Storm Drain

City Lawn Watering Policy

With the summer watering season just around the corner, this is a reminder that the City of Pewaukee has annual lawn watering restrictions in place between May 15 and September 15. Outdoor irrigation/sprinkling, including lawn and garden watering, is restricted to ***every other day*** during this time. Customers whose official address ends in an ***even*** number will be allowed to water only on *even* number calendar days, and those whose official address ends in an ***odd*** number will be allowed to water only on *odd* number calendar days. (Ord. Sec. 16.0202) For more information contact our office at (262) 691-0804.

2023 PUBLIC WORKS PROJECTS

City Road & Bridge Projects

Duplainville Road and Trail & Duplainville Road Bridge: Restoration and bridge match point "bump" repair will be completed in Summer 2023.

Joseph Road: Project canceled due to groundwater contamination. Project will be rebid for 2024.

Meadowbrook Farms Phase 3: Construction will begin in May 2023. We appreciate your patience and understanding in advance.

Shady Lane and Shady Nook: Project was rejected for 2023.

Hill n Dale Pond: Construction is anticipated to begin in June 2023.

Busse Road Bridge Replacement: Project was delayed to allow time to apply for additional federal funding.

Takoma Hills Subdivision Road Project: Project is under design with construction anticipated in 2024.

Highlands Subdivision Road Project: Construction will begin in July 2023.

Storm Water Utility Projects

Springdale Estates Drainage Easement: Design of Phase 1 is underway. Once this is complete, a public information meeting will be held. Construction is targeted for 2024.

Wagner Park Pond Dredging: Final design is underway. Construction is anticipated for Fall 2023.

Yench Road Culvert Replacements: Final design is underway. Construction is anticipated in late Fall 2023.

Water & Sewer Utility Projects

Gun Club Lift Station: Plans to upgrade this lift station are in design. Construction is anticipated in 2024.

Bluemound Water Main Loop: This design will loop the southern portion of our water system to allow for Well #5 to be abandoned. Construction is anticipated in late 2023 and early 2024.

Additional information on the projects listed above, or about future road projects can be found on the City of Pewaukee website at *https://www.cityofpewaukee.us/480/Road-Construction.*

Quiet Zones

The City is currently completing quiet zones studies for the railroad crossings at Weyer Road, Springdale Road, Duplainville Road, and Green Road. The studies require updated traffic counts for these roadways which are being completed now.

Once the studies are complete, the City will be applying for a quiet zone. The analysis by the railroad is a lengthy process which will likely take a year or longer to complete. For those interested, please be patient as we work through this process with the railroad, and state and federal agencies.

City Fire Hydrants

Fire hydrants may only be operated by City of Pewaukee Water & Sewer Utility or Fire Department staff, unless a hydrant permit is obtained from the Utility office.

Landscapers or other contractors may NOT obtain water from a fire hydrant . If you see someone using a hydrant, please contact the Utility office at (262) 691-0804.

Taking water from a fire hydrant without a permit is illegal and costs everybody money!

Driveway Permits

Did you know that the City requires you to obtain a driveway permit before you install or replace your driveway?

Applications are available online at *https://www.cityofpewaukee.us/DocumentCenter/View/3095/Driveway-Permit-rev-Dec-2019.*

An inspection must be completed by City staff at the time the driveway is graded and formed, prior to concrete or asphalt being installed.

Please allow 48 hours prior to the requested inspection time.

Dig Safe!

When anyone digs in Wisconsin, whether planting a tree or building a house, there is a high probability that underground utilities exist within the dig site area. Hitting an underground utility line does more than disrupt service; it risks the safety of the person digging and the public. Homeowners should request a utility locate for any project that requires digging.

Before tackling your long list of outdoor projects, (e.g., new patio, fence, garden, shrubs or trees), be sure to call Digger's Hotline by dialing **8-1-1**, or file online at *DiggersHotline.com*. Notify Digger's Hotline at least three business days before work begins. Utilities will be marked by the appropriate utility. Do not dig closer than 18" of the marks.

Safe Walking Practices

Walking is a healthy activity, but you need to know the rules of thumb of pedestrian safety. This is especially true if you are walking in an area of the City where there aren't sidewalks or paths separated from the road. If you choose to walk in the road, you should observe traffic safety rules as well as guidelines that will help you stay safe when walking in public areas.

1. Always walk facing traffic. Walking opposite traffic gives you the best chance to see vehicles approaching and allow for evasive action when needed. When cars approach, walk in a single file line if you are walking with others.
2. Cross safely. Look both ways and stay aware of your surroundings whenever you cross the street. Make eye contact with any drivers who may be turning. It can be tempting to simply jaywalk, but that is a safety hazard and can result in a ticket.
3. Be visible. Wear bright colors when walking in the daytime. When walking at night, wear light-colored and reflective clothing or a vest to be visible to drivers. Make sure your pets are visible as well.
4. Keep the volume down. Don't drown out your environment when listening to music with your earbuds or headphones.
5. Hang up and eyes up. Distracted walking due to chatting, texting, or playing games on a mobile device while you walk is as dangerous as doing those things while driving. Put your phone in your pocket or stop at a safe place to take a call.
6. Be aware of stranger danger. Street safety is a concern for many walkers. Choose a walking route frequented by other walkers, joggers, and bikers. Being alert and aware can dissuade dangerous people from making you a target.

Enjoy the summer and walk safe! *(It should be noted that we **do not recommend walking in the roadway**.)*

Arbor Day

Arbor Day was on April 28, 2023 this year. Although the official day has passed, you can still honor the day by planting a tree. Trees capture carbon emissions, protect biodiversity, improve our health, and provide habitat and shade.

Six things you should know when planting a tree.

1. **Call Before You Dig** - Several days before planting, call the national 811 hotline to have underground utilities located.

2. **Handle with Care** - Always lift tree by the root ball. Keep roots moist until planting.

3. **Digging a Proper Hole** - Dig 2 to 5 times wider than the diameter of the root ball with sloping sides to allow for proper root growth.

4. **Planting Depth** - The trunk flare should sit slightly above ground level and the top-most roots should be buried 1 to 2 inches.

5. **Filling the Hole** - Backfill with native soil unless it's all clay. Tamp in soil gently to fill large air spaces.

6. **Mulch** - Allow 1 to 2 inch clearance between the trunk and the mulch. Mulch should be 2 to 3 inches deep.

For more tree-planting tips and information, visit **arborday.org**.

Source: Arbor Day Foundation

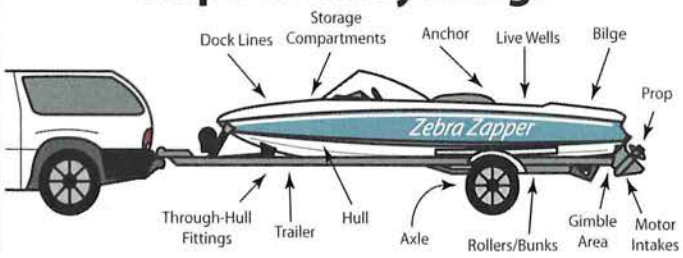
Clean Boats, Clean Water (CBCW)

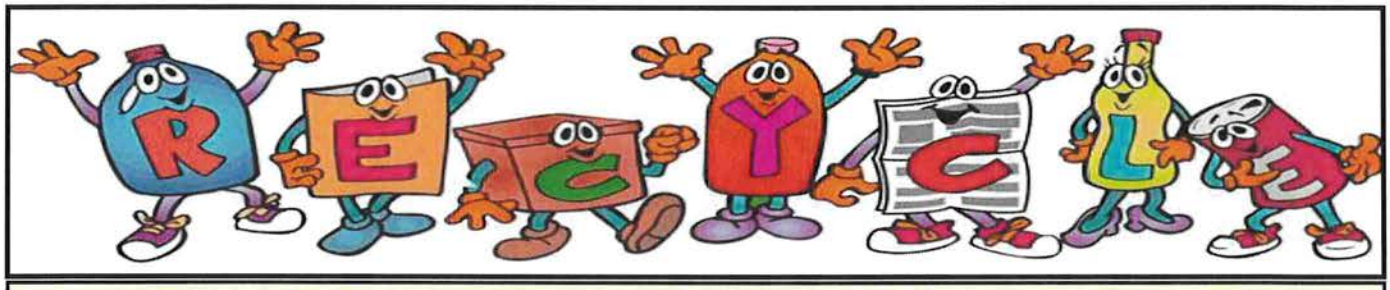
With the growing concern of the spread of aquatic invasive species such as zebra mussels, Eurasian watermilfoil, and fish diseases to Wisconsin inland lakes, boaters need to be diligent in checking for any species that may be attached to their boats or trailers. Visit the DNR website at dnr.wi.gov/lakes/invasives for more information.

If you want to help further, Waukesha County offers free training for Aquatic Invasive Species Inspector volunteers. Visit *www.waukeshacounty.gov/AIS* for more information.

Before leaving and before launching...

inspect everything!





City Recycling Center Spring/Summer Schedule

Located behind City Hall, the City of Pewaukee's Recycling Center is now open on Wednesdays from 1:00 p.m. to 6:00 p.m. as well as Saturdays from 9:00 a.m. to 3:00 p.m. (except on holidays). **City residents must obtain and display a city recycle permit tag in their vehicle when visiting the Recycling Center.** City recycle tags can be picked up at no charge at the Clerk's office at City Hall during regular office hours. Proof of residency is required. For more information and a list of acceptable items allowed, please visit our website at *www.cityofpewaukee.us* and search *Garbage and Recycling*.

Don't Let Your Summer Fun Flame Out

Summer is coming and we are all looking forward to the picnic and grilling season. Did you know many picnic materials are not recyclable?

Propane tanks have the potential to cause explosions and fires, making them a huge risk when placed in your curbside recycling or trash bin. Help us keep recycling and hauling staff safe by recycling right and keeping propane tanks out of the recycling bin. Sites that accept propane tanks for disposal can be found here: www.waukeshacounty.gov/propane.

In addition to propane tanks - plastic cups, paper plates, napkins and towels, and disposable dishware are NOT recyclable and belong in the trash! Many of these items are too small for sorting equipment, contain the wrong materials to recycle, or have remnants of food waste on them which can contaminate other clean recyclables! For more information on what is accepted in your curbside recycling bin, please visit: *www.waukeshacounty.gov/CurbsideRecycling*.

Stop the Scrap!

Scrap metal cannot be placed in your curbside recycling bin. This type of material puts recycling facility workers and hauling staff at risk of harm. Additionally, it could cause significant damage, including fire, to valuable recycling facility sorting equipment. Items that don't belong in the cart are costly to dispose of and can impact the quality and value of other, acceptable recyclable materials. A good rule of thumb is **"when in doubt, throw it out (in the trash)"**. This will ensure recycling and hauling staff stay safe at work, eliminate costly repairs, and ensure high quality recycling of acceptable materials.

Most scrap metal can be brought to the City Recycling Center and placed in the scrap metal bin. Do not put scrap metal in the recycling dumpster.

Please check the recycling guide and many other disposal options at *www.waukeshacounty.gov/productdisposal* before placing anything in your recycling cart.

Gardening and Recycling

While we all know that it's important to recycle your garden materials, there are some plastics that cannot go into the recycle bin. Do not put plastic trays like those shown here in your curbside recycling bins—and do not put them in your huge pile of yard waste.

So where the heck do they go? Those plastic containers and planting trays can go back to your local garden store or nursery. Or, hop on YouTube and check out the fun and ingenious ways you can reuse your empty plastic plant containers.

How to Dispose of Paint

It is important to dispose of paint properly. Not all paint types are disposed of the same way.

For Latex Paint: Let them dry out or use a "waste paint hardener" which can be found at most hardware stores. Once the paint is dry, then throw it in the trash. Or, donate left over or unwanted paint to local schools or drama clubs, or give it away on a Buy, Sell, Trade group.

For Oil-Based Paint: Oil-based paints, stains, and lacquers can be dropped off at Household Hazardous Waste collection sites. Some home improvement stores will also take these items.

2023 Waukesha County Household Hazardous Waste Disposal Schedule

Spring cleaning season has arrived, and Waukesha County Parks & Land Use reminds residents to visit Household Hazardous Waste (HHW) Collection sites to safely dispose of chemicals and dangerous materials. Waukesha County has three free sites and four one-time collection events for residents.

HHW **ongoing collection sites** are free to Waukesha County residents with proof of residency. View schedules at *www.WaukeshaCounty.gov/HazardousWaste*.

- **Menomonee Falls:** Veolia Environmental Services, W124N9451 Boundary Road
- **Muskego:** North of Emerald Park Landfill, W124S10391 South 124 Street
- **Waukesha:** **NEW LOCATION** 1500 N University Dr. (near the water tower)

All Waukesha County residents are welcome at **one-time collection events** with proof of residency:

- **Mukwonago** May 20: Village Public Works Garage, 630 Hwy NN
- **Brookfield** June 3: City Public Works Yard, 19700 Riverview Dr.
- **Delafield** June 17: City Dept. of Public Works, 111 Main St.
- **Oconomowoc** September 9: City Public Works Garage, 630 S. Worthington St.

Old, unusable chemicals, pesticides, wood preservatives, solvents, oil-based paints, and mercury-containing products are accepted. Not accepted are latex paint, non-hazardous cleaning materials, motor oil, and oil filters.

No Grass Clippings in Streets

The City of Pewaukee prohibits blowing grass clippings into the street, trails, or sidewalk. If grass clippings are placed on these areas, they can:

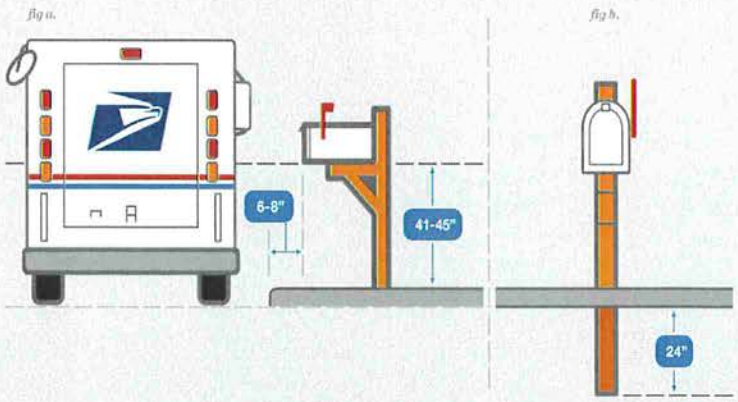
1. Create an unsafe passage on the public right of way. Grass clippings can make the road slippery, especially for motorcyclists, which can cause an accident.
2. Blowing clippings towards the road can launch a rock or wood debris into the road and cause damage or injury to vehicles or people passing by.
3. If left in the roadway, storm water can pick up the clippings, including any fertilizers or chemicals placed on the lawn to waterways. The clippings eventually turn into excessive nutrients combined with the chemicals put on the lawn which feed algae in those ponds, streams, and lakes. This can turn waterways into a green and blue algae bloom which causes fish kills and putrid smelling water.
4. Clippings can contribute to clogging of storm drains and storm sewers which may cause flooding of streets.

So what can you do with those grass clippings? You can use them as a fertilizer, compost, mulch, or drop them off at the recycling center. Please **do not use plastic bags** when recycling your clippings or yard waste! Instead, use the paper yard waste bags available at most home stores to transport your yard waste. The city is part of a program to take the yard waste and grass clippings dropped off at the recycling center to a composter. Plasti bags in our load will result in rejection of those loads. John's Disposal will also pick up yard waste that has a sticker attached. Stickers can be purchased at City Hall during normal business hours. You must call John's Disposal to schedule this pickup at (262) 473-4700.

Mailbox Maintenance Time

It is important for residents and business owners to conduct periodic mailbox inspections and perform routine maintenance on your mailbox. Check for adequate construction of materials and the condition of the mailbox and support post. The mailbox should be installed and maintained to withstand snow coming off the end of the plow.

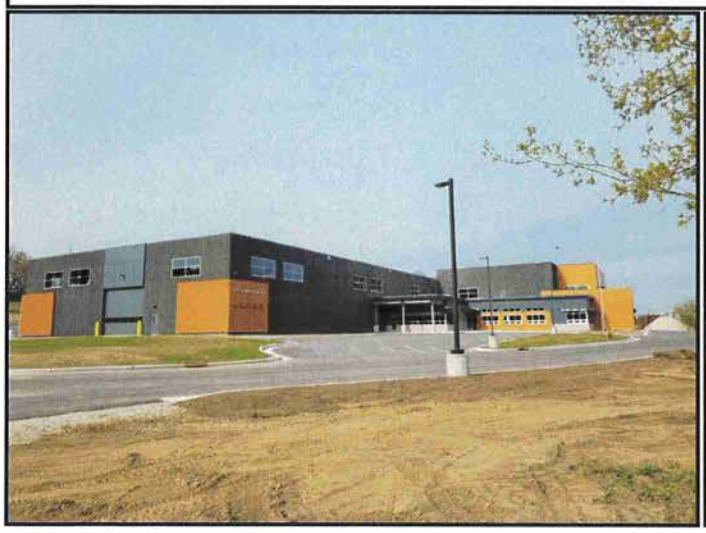
Summer is the perfect time to get this work done. Remember, the mailbox must be approximately 3'6" above ground grade. Additionally, guidelines such as post installation, mailbox size, etc. are available on the USPS website: *https://www.usps.com/manage/mailboxes.htm*.



Department of Public Works New Highway Garage

The City of Pewaukee Highway Division provides routine maintenance and repair of all public pavements and surface infrastructure within the street right-of-way. The Highway Division is responsible for snow and ice control, equipment maintenance, street sweeping, pothole filling, storm drainage, street lighting, sign maintenance, and brush and tree maintenance within the city right-of-way, as well as a whole list of other duties.

City Highway staff are in the process of moving into the new Department of Public Works garage (see photos below) located on the corner of Duplainville Road and Green Road. The new salt shed, fueling island, and recycling yard are currently under construction. The existing Recycling Center will remain at City Hall until further notice.



City of Pewaukee • Department of Public Works • W240N3065 Pewaukee, WI 53072 • Office: (262) 691-0804

CITY OF PEWAUKEE

DEPARTMENT OF PUBLIC WORKS
W240N3065 PEWAUKEE ROAD
PEWAUKEE, WI 53072

CITY OF PEWAUKEE

Department of PUBLIC WORKS

2023 Fall/Winter

What to Do with All Those Leaves

With the changing of seasons those beautiful leaves are falling fast. Not only can those piles of leaves be an eyesore, they can actually be damaging to city infrastructure. Storm drains, sewer systems and bike lanes can get clogged up, sometimes leading to flooding on the roadways.

The City of Pewaukee does not pick up leaves piled at the street. You should not sweep or blow leaves from your yard into the street. Below are a few important reasons why.

A road with wet leaves can be just as slippery as an icy road. The water on the leaves make it difficult for vehicle, motorcycle and bicycle tires to find traction and may cause an accident. Leaves can also hide potholes, pavement markings, and other obstacles on the road.

It's harmful to the environment. When leaves are not left in the yard to decompose, they often end up in the streets where they are washed into storm drains. From the storm drains, they make their way into lakes and rivers where they continue to decompose and release the nutrient phosphorus into water-bodies. Algae then uses these nutrients to grow in higher levels than normal, turning lakes green, using up oxygen that plants and fish need, and decreasing water quality.

Most importantly, it's against City Ordinance to rake or blow leaves and grass clippings from your property into City streets.

Then what should I do with my leaves? Mow and then leave the grass clippings and leaves on the lawn, use them as mulch, try composting them in your backyard, or collect grass clippings and leaves and bring them to the City Recycling Center located behind City Hall (during Recycling Center hours of operation, permit required).

Consider adopting a storm drain and keep it clear of leaves and debris. For more information visit *https://www.waukeshacounty.gov/adoptadrain* or call (262) 896-8300.

Inspect Your Mailbox Before the Snow Flies

The snow and wind keeps our City snow plow drivers very busy in the winter. Every year we advise our residents to inspect their post and mailbox to make sure that it doesn't need to be repaired or replaced. Grab it and give it a good shake. If it wiggles at all, that's a good indication that it needs some maintenance. Mailboxes should be installed and maintained to withstand the snow coming off the end of the plow. Remember to clear the area around the mailbox after every snowfall.

The City of Pewaukee is compiling an inventory of mailboxes found in poor condition. You may be notified if we find that your mailbox needs to be repaired or replaced. Guidelines regarding mailbox placement is available on the USPS website: *https://www.usps.com/manage/mailboxes.htm*. **Please Note: If you do not make necessary repairs or replacement, the City will not repair your mailbox if it is damaged during snow plow operations.**

PUBLIC WORKS DEPARTMENT

W240N3065 Pewaukee Road
Pewaukee, WI 53072
Office: (262) 691-0804
Email: *publicworks@pewaukee.wi.us*
Regular Hours: Monday-Friday
8:00 a.m. to 4:30 p.m.
Drop Box Available 24/7 in the City Hall Main Foyer

Engineering Division
Magdelene Wagner, P.E.
Director of Public Works/
City Engineer

Streets Division
Matthew Stevens
Street Superintendent

Water & Sewer Utility Division
Jane Mueller, Utility Manager

RECYCLING CENTER

Open Saturdays Year-Round:
9:00 am to 3:00 pm
Open Wednesdays April thru Nov:
1:00 to 6:00 pm
City Recycling Permit Required

EMERGENCY NUMBERS

City Road Emergency:	(262) 466-5070
City Sewer or Water:	(866) 248-7555
LPSD Sanitary Sewer:	(262) 366-4627

OTHER CONTACT NUMBERS

Billing City Water/Sewer	(262) 691-0804
County Road Issues	(262) 548-7736
Dead Deer on City Road	(262) 691-0804
Dead Deer-County Road	(262) 548-7736
Hydrant Water Use	(262) 691-0804
Johns Disposal	(262) 473-4700
Spills or Illicit Discharge	(800) 943-0003
Storm Drainage Issues	(262) 691-0804

2023-24 PUBLIC WORKS PROJECT UPDATES

For more details on the projects listed below, please visit our website at
www.cityofpewaukee.us/480/Road-Construction

City Road & Bridge Projects

- **Busse Road Bridge Replacement:** The project is under design with construction over the Pewaukee River anticipated in the late summer of 2024.
- **Duplainville Road and Trail:** Restoration and miscellaneous repairs continue.
- **Ridgeview Corporate Phase 1:** The project is under design with construction along Corporate Court and Westwood Drive anticipated in 2024.
- **The Highlands Subdivision Road Project:** Paving and miscellaneous touch-ups will begin in the coming weeks.
- **Joseph Road:** A Public Hearing will be held on October 16th to determine whether to move forward with the project.
- **Meadowbrook Farms Phase 3:** Reconstruction of the speed humps will begin in the coming days.
- **Meadowbrook Farms Phase 4:** The project is under design with construction along Fieldhack Drive anticipated in 2024.
- **Shady Lane and Shady Nook:** The project will be rebid later this year with construction of the road and drainage improvements anticipated in 2024.
- **Takoma Hill Subdivision Road Project:** The project is under design with construction anticipated in 2024. The City of Waukesha will also complete a utility project within the area.

Storm Water Utility Projects

- **Hill N Dale Pond:** Restoration and miscellaneous touch-ups will continue for the coming weeks.
- **Springdale Estates Drainage Easement:** Design of Phase 1 is underway. Construction is targeted for 2024.
- **Valley Brook:** Construction will continue into November 2023.
- **Wagner Park Pond Dredging:** Construction will begin in the coming weeks and will continue into December 2023.
- **Yench Road Culvert Replacements:** Construction over Coco Creek will begin in the coming weeks and will continue into December 2023.

Water & Sewer Utility Projects

- **Bluemound Water Main Loop:** The project is under design with construction anticipated in May 2024 and continues through 2025.
- **Gun Club Lift Station:** Construction is anticipated to begin in December 2023 and continue through 2025.

City Hall will be closed for the holidays on December 25, 26, at noon on Dec 29th, and January 1st

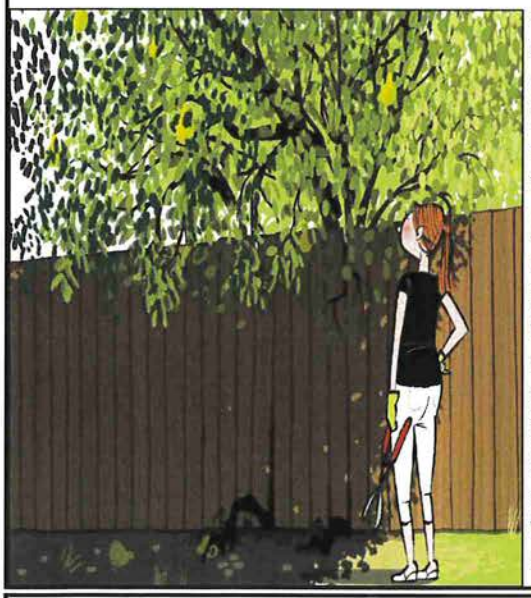
Weekly Recycling Pick-Up Starts in 2024

Effective January 1, 2024, Johns Disposal will begin weekly recycling pick-up. This is a change from the current every-other week recycling collection. Residents will place both garbage and recycling carts out for pick-up on the same day each week as listed on a schedule provided by Johns Disposal. Watch for additional information on the City website at *www.cityofpewaukee.us* as we get closer to January.

Tree Trimming Etiquette

The Streets and Forestry Department is reminding property owners to trim or remove tree branches or bushes from the city right-of-way, private property and boulevard areas to avoid creating safety hazards by obstructing traffic signs at intersections and other areas in the city.

Property owners can be cited for failure to remove obstructions. It is a safety issue. In some instances, a driver approaches an intersection and they cannot see the stop sign, yield sign, school zone sign or other important traffic signs due to overhanging tree limbs laden with leaves, or bushes with overgrowth obstructing the view of the sign. We want to remind homeowners that it is their responsibility to keep trees and bushes located on private property trimmed so there is no obstruction to signage for oncoming traffic.



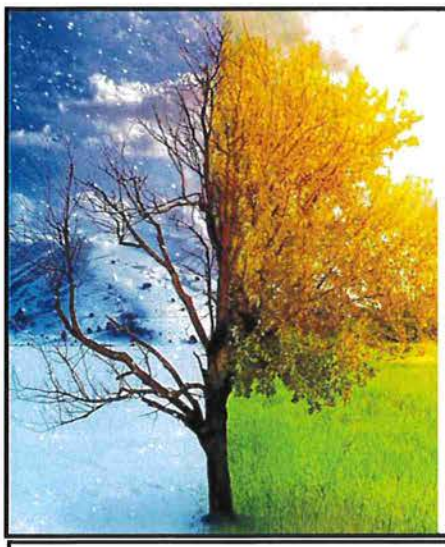
Also, Wisconsin recognizes the common law right of self-help to cut encroaching branches at the property line. Even though a tree may be planted by your neighbors well within their property lines, over time as the tree grows, the branches can extend beyond the property line into your yard. If limbs or branches from your neighbor's tree extend into your property line, you are legally allowed to trim the areas hanging over your property. When trimming them, however, you must stay on your own property. This means you may not go into your neighbor's yard for a better angle when cutting the tree. Please use extreme caution when trimming trees and be sure to stay aware of your surroundings. Make sure you clean up the branches and brush when you're done.

Protect Your Home's Water Pipes

With cold weather quickly approaching, it is important for home and business owners to act now to protect their water pipes from freezing or bursting. Below are ways to help protect your pipes this winter:

- Double-check outdoor hose bibs to make sure all hoses are disconnected and faucets are turned off and drained. Outdoor spigot covers can purchased to help prevent water in the faucet from freezing.
- Make sure your basement is properly insulated, and check areas where cold air may be rushing in.
- Insulate pipes in unheated areas like crawl spaces, unheated garages, and attics.
- Leave some heat on in unused areas of your home.
- If you leave home for a few days, keep your thermostat on at least 55 degrees and open any cabinets where sink plumbing is against an outside wall.
- Never try to thaw a frozen pipe with an open flame.
- Ensure your furnace vents are clear of snow and ice. A clogged furnace vent can cause a backup of toxic carbon monoxide in your home.
- Find the master shut-off valve that turns off the water to your entire home—it's usually in the basement—and make sure everyone in your home knows where it is in case a pipe does freeze and burst.

Winter Parking Ordinance—Overnight parking is not allowed in the City of Pewaukee



Recycling Center Fall/Winter Schedule Begins

The City of Pewaukee Recycling Center will be **closed on Wednesdays as of December 6, 2023** for the winter season. The Recycling Center remains open on Saturdays from 9:00 a.m. to 3:00 p.m. year-round, except on holidays. A City recycle permit tag must be displayed in your vehicle at time of drop-off. City tags can be obtained at no charge from the City Clerk's office at City Hall during regular business hours. For more information, or a list of acceptable items allowed in the Recycling Center, please visit our website at *www.cityofpewaukee.us* and search Garbage and Recycling.

Reminder: Real Christmas trees must be completely stripped of all decorations including tinsel, ornaments, lights, etc. before they are brought to the Recycling Center. Artificial trees are **not** allowed in the Recycling Center.

Correct Garbage & Recycling Cart Placement

Garbage and recycling carts should be placed at the end of your driveway, six feet from cars, trees or other obstructions with cart lids open towards the street. No materials shall be placed on top of the carts. Carts should be put out no earlier than 24 hours before regular collection time and returned as soon as possible, but no later than 24 hours after collection. ***PLEASE DO NOT PLACE YOUR CARTS IN THE ROADWAY!***

Putting your garbage in trash bags rather than loose in your cart helps prevent litter, avoids attracting wildlife, and keeps our neighborhoods clean.

Winter Garbage Container Placement

Do **NOT** place these items in your garbage cart for collection:

- Recyclables
- Leaves
- Grass clippings
- Branches and brush
- Appliances
- Electronics
- Hazardous waste
- Automotive items, tires

Recyclables should be kept loose in the cart—please do not put them in plastic bags. Recycling is required by State law and City Ordinance.

Proper Disposal of Used Batteries

Batteries used in many household and office products contain a variety of heavy metals and other materials that can be harmful to human health and the environment if not disposed of properly.

Lithium and Lithium-ion batteries pose a fire risk when disposed of improperly. They contain toxic chemicals that can leach into the soil and contaminate the ground. When disposing, place each individual battery in a separate clear plastic bag.

The batteries listed below MUST be properly disposed of as **hazardous waste**:

- Lithium and lithium-ion batteries
- Button batteries
- Rechargeable nickel-cadmium batteries
- Nickel-metal hydride batteries
- Sealed lead-acid batteries
- Mercury oxide batteries

Single-use alkaline batteries have little recycling value and may be safely thrown in the trash. For more information, visit *https://dnr.wisconsin.gov* and search "Household Battery Recycling".

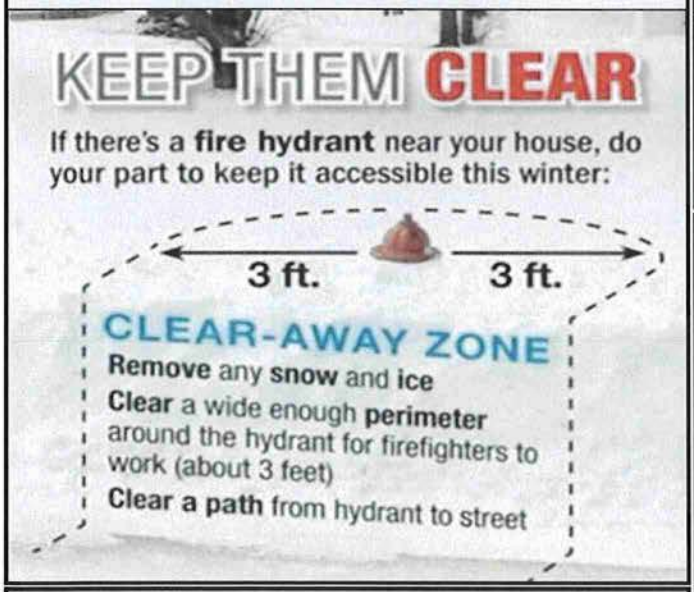
Rock salt becomes ineffective at melting ice and snow when the temperature falls below 15 degrees.

Help Keep Fire Hydrants Clear of Snow

If you have a fire hydrant in your front yard, please help by keeping it clearly visible from the road. Firefighters lose valuable time trying to locate a hydrant buried in snow when they arrive at a fire. You are performing a valuable public service and protecting yourself, your family and your neighbors by taking on the responsibility of shoveling out and clearing the fire hydrant near your home. With plenty of snow on the way, we would like to offer these suggestions:

* Know the location of the nearest fire hydrants.
* Make sure hydrants are shoveled after each snowfall.
* Clear the snow at least 3 feet around the hydrant so firefighters have enough room to access the hydrant.

We appreciate your help in keeping our City safe by clearing out the hydrants near your property.



Where to Dispose of Your Pumpkins

City residents can dispose of pumpkins, gourds and similar organic materials at the Recycling Center. All pumpkins must be free of decorations, including candles. Residents are also allowed to put pumpkins in their garbage cart. A good alternative is to chop the pumpkin into pieces and put it in a compost area or garden. Cover it with leaves so those nutrients stay in the soil. Composting is a more sustainable option rather than throwing them in the trash, and it reduces solid waste disposal costs.

Don't Plow or Blow Snow in the Street

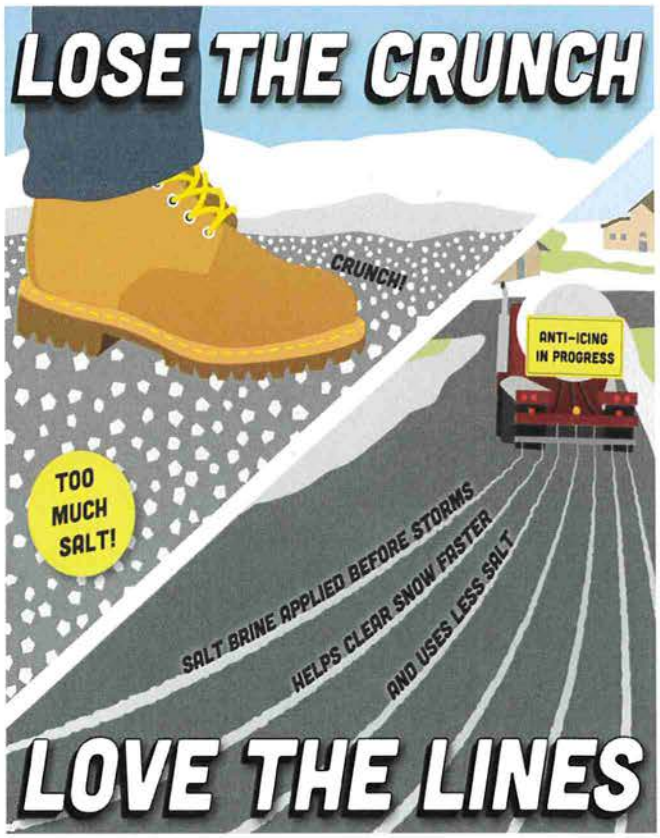
This is an important reminder to all City of Pewaukee residents and business owners that shoveling, pushing or blowing snow or ice into the streets or right-of-way, or across public roadways creates unsafe conditions for drivers and is punishable by law.

When plowing your private street or driveway, make sure you do not block the intersection's vision corners to ensure a clear view of traffic.

Remember to notify your snow/plow removal contractors as they must comply with these laws as well.

Thank you for doing your part to help keep our streets and sidewalks safe for everyone.

Pewaukee Ordinance Chapter 10.09. Deposit of Snow in the Streets or Right-of-Ways; Wis. State Statute 346.94(5).



A 12-ounce cup or mug full of salt is enough to melt ice on a 20-foot driveway

Trail Etiquette - Who Has the Right of Way?

There are a number of trails in the City, and although we're sure most walkers out there enjoy their fair share of peace and solitude on the trail, odds are you'll eventually end up sharing the trail with others.

But don't worry—whether you are sharing the outdoors with fellow walkers/runners (hikers), or bikers, there are general guidelines for *how* to share that tiny trail space with others.

Hikers vs. Bikers: Since bikes are considered more maneuverable than hikers' legs, bikers are generally expected to yield to hikers on the trail. However, because those bikes are often moving considerably faster than said legs, it is usually easier for hikers to yield the right of way—especially if the biker is huffing and puffing up a tough incline. A biker should never *expect* a hiker to yield, though.

Hikers vs. Hikers: If you're about the pass another hiker from behind, a simple "hello" is often the best way to announce your presence. Always hike single file, never taking up more than half the trail space and when a group meets a single hiker, it's generally preferable for the single hiker to yield and step safely to the side. Remember, when in doubt, just treat hikers and bikers the same way you would treat the trail itself—with respect. Then get back to enjoying that solitude!

Waukesha County Park System

TRAIL ETIQUETTE

- Be courteous and respectful of others along the trail
- Stay on the designated trail
- Don't block the trail - pull off on shoulder to stop
- Keep the trail clean - don't litter
- Keep right - announce yourself and pass on the left
- Keep dogs under control and leashed
- Pick up all animal waste
- Travel at a safe and controlled speed

To report hazardous trail conditions

Call: **(262) 548-7801**

Download Mobile App: **YourGOV**

For emergencies 911

Thank you for your cooperation.

www.waukeshacountyparks.com

City Hall will be closed for the holidays on December 25, 26, at noon on Dec 29th, and January 1st

CITY OF PEWAUKEE

DEPARTMENT OF PUBLIC WORKS
W240N3065 PEWAUKEE ROAD
PEWAUKEE, WI 53072

Important Information About Keeping Grass Off City Streets

PROPER STORM WATER MANAGEMENT

Many homeowners and landscape companies are guilty of sweeping or blowing yard waste, like grass clipping and leaves, into the street. Storm drains, inlets, ditches, streets and other parts of the storm drainage system are not part of the sanitary or sewer system. Sanitary sewer waters are treated, storm sewer waters are not.

In the City of Pewaukee, it is illegal to dump, sweep, rake or blow grass clippings and yard waste into drains, ditches and streets. When it rains, yard waste left in the streets, on sidewalks or on driveways will wash into nearby storm drains. These drains become clogged and often lead to flooding in streets and nearby properties. Expensive equipment and labor are often required to remove clogs in drainage systems and ditches.

While grass clippings, tree leaves and other yard waste are organic, they still pollute our local waterways. When yard waste washes into storm water drains it eventually breaks down or decomposes and discharges directly to the creeks, rivers, and lakes where you and your children may swim. Yard waste also depletes the oxygen in the water. Aquatic life, such as fish, need oxygen to survive. If oxygen levels become too low, fish and other aquatic life cannot survive.

PREVENT SAFETY HAZARDS

Grass clippings on roadways not only clog storm drains, they can be a real safety hazard for motorcyclists and bicyclists. The tiny blades of grass are comprised of 85% water and are very slippery. Wet or dry, when blown onto the streets or highways, the grass clippings can come between a motorcycle's tires and the pavement and cause a loss of traction. The simple act of blowing your grass clippings back into your yard could help prevent a serious accident, or worse.

HOW TO HANDLE YARD WASTE

Leave it on the lawn, use it to improve your landscape, or compost your yard waste. Grass clippings left on the lawn do not contribute to thatch, but return valuable nutrients to the soil. This may reduce your need for chemical fertilizers. During the fall, a light covering of leaves can be mowed without the catch-bag, leaving the shredded leaves on the lawn. And, as leaves contain 50-80% of the nutrients that a plant extracts from the soil and air during the growing season, you are taking advantage of a natural resource.

Mulching is a simple and effective way to recycle leaves and improve your landscape. It reduces evaporation from the soil surface, inhibits weed growth, moderates soil temperatures, keeps soil from eroding and crusting, and prevents soil compaction. As organic mulch decomposes, valuable nutrients are released for use by plants.

Composting is an easy way to recycle yard waste. Compost is a dark, crumbly and earthy-smelling form of organic matter that has gone through a natural decomposition process. It can be used to enrich the soil by adding nutrients, loosen tight, heavy soils, help sandy soils retain moisture and nutrients, add to potting soils for container grown plants, and mulch around landscape plants and gardens.

HOW CAN I HELP?

In the City of Pewaukee, blowing or sweeping yard waste into the streets, sidewalks, driveways or storm drains is illegal. If caught, a citation may be issued for violating City Ordinance 19.20b. Please ensure your lawn maintenance contractor operates in accordance with City code.

If you see a clogged ditch or storm drain, or illegal dumping, please report it to the City of Pewaukee, Department of Public Works at (262) 691-0804.

6/8/2020

CITY OF PEWAUKEE
PUBLIC WORKS COMMITTEE AGENDA ITEM 6.1.

DATE: April 25, 2024

DEPARTMENT: PW - Water/Sewer

PROVIDED BY: Jane Mueller

SUBJECT:

Update on PFAS Contamination Limits

BACKGROUND:

Re: Update on PFAS contamination limits

The U.S Environmental Protection Agency (EPA) recently set the final drinking water standards for 6 per- and polyfluoroalkyl substances. This will hopefully end some confusion for Wisconsin municipal water systems and its customers. Previously, Wisconsin water utilities were operating under the limits established by Wisconsin Department of Natural Resources (70 ppt) and Wisconsin Department of Health (Hazard Index 1). (Also, historically the EPA typically sets contaminant levels as the regulatory leader not the state DNR or the Department of Health.)

The Utility has been working with consulting engineers on treatment options for our Well #8 and Entry Point 500 (blended wells #11 & #12). We previously planned for the treatment removal to the 4 ppt since discovering the PFAS contamination in mid-2023.

Proposed Drinking Water Standards	**Critical Health Endpoint**	**BAT**	**MCLG (ppt)**	**MCL (ppt)**
Perfluorooctanoic acid (PFOA)	Cancer	Granular Activated Carbon (GAC) Ion Exchange (IX) Nanofiltration (NF) Reverse Osmosis (RO)	0	4.0
Perfluorooctanesulfonic acid (PFOS)	Cancer		0	4.0
Perfluorohexanesulfonic acid (PFHxS)	Thyroid Effects		10	
Perfluorononanoic acid (PFNA)	Developmental Effects		10	
Hexafluoropropylene dimer acid (HFPO-DA) and its ammonium salt	Liver Effects		10	
Perfluorobutanesulfonic acid (PFBS), PFHxS, PFNA, and HFPO-DA and their salts	Multiple		Hazard Index of 1	

We will be meeting with the consultants in the coming week. We will bring the consultants' options to the next Public Works meeting, likely in May.

There are over 10,000 per and polyfluoroalkyl compounds that have been manufactured that have been identified by the EPA so far. PFAS have been identified in the polar ice caps. The current PFAS contamination is just the tip of the iceberg as we address PFAS in our environment in the future.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

AWWA PFAS Regulatory Advisory

DNR PFAS News Release

Mueller, Jane

From: AWWA Public Affairs <publicaffairs@awwa.org>
Sent: Wednesday, April 10, 2024 4:12 AM
To: Mueller, Jane
Subject: AWWA Regulatory Alert - Final Primary Drinking Water Standard for PFAS

View in Browser

AWWA ADVISORY

A BENEFIT OF YOUR AWWA UTILITY MEMBERSHIP

Regulatory Advisory

Who: U.S. EPA
What: Final Primary Drinking Water Standard for PFAS
When: Today

Earlier this morning, the U.S. Environmental Protection Agency (EPA) released information about its final rule setting drinking water standards for six per- and polyfluoroalkyl substances (PFAS). EPA is expected to announce the standards at an event later this morning in Fayetteville, North Carolina. Given the high level of public interest in PFAS, water utilities should prepare for news reports and customer inquiries resulting from the announcement. AWWA's initial statement on the rule is available here.

Much of the final rule remains unchanged from the proposed rule. The rule finalizes the proposed maximum contaminant level goals (MCLGs) and maximum contaminant levels (MCLs) for both perfluorooctanoic acid (PFOA) and perfluorooctanesulfonic acid (PFOS).

The final rule also includes the hazard index approach for perfluorohexanesulfonic acid (PFHxS), perfluorononanoic acid (PFNA), perfluorobutanesulfonic acid (PFBS), and hexafluoropropylene oxide dimer acid (HFPO-DA) as proposed; however, the

MCL is set at 1 (as opposed to 1.0). Additionally, the final rule sets individual MCLGs and MCLs of 10 ppt for PFHxS, PFNA, and HFPO-DA. An overview of the MCLs and MCLGs is shown in the table below.

Proposed Drinking Water Standards	Critical Health Endpoint	BAT	MCLG (ppt)	MCL (ppt)
Perfluorooctanoic acid (PFOA)	Cancer	Granular Activated Carbon (GAC) Ion Exchance (IX) Nanofiltration (NF) Reverse Osmosis (RO)	0	4.0
Perfluorooctanesulfonic acid (PFOS)	Cancer		0	4.0
Perfluorohexanesulfonic acid (PFHxS)	Thyroid Effects		10	
Perfluorononanoic acid (PFNA)	Developmental Effects		10	
Hexafluoropropylene dimer acid (HFPO-DA) and its ammonium salt	Liver Effects		10	
Perfluorobutanesulfonic acid (PFBS), PFHxS, PFNA, and HFPO-DA and their salts	Multiple		Hazard Index of 1	

EPA also revised the proposed compliance timeline with a phased approach. As finalized, systems will need to complete the initial monitoring requirements for each PFAS within three years, and when warranted, take steps to assure compliance within five years. Beginning in 2027, systems will need to include results of initial monitoring and regular monitoring for PFAS for compliance in their consumer confidence reports. Systems will also need to issue public notifications for monitoring and reporting violations. Five years after promulgation (2029), systems that are not in compliance with the MCL based on compliance monitoring must not only take steps to comply but also issue public Tier 2 notifications.

AWWA encourages members to prepare for media inquiries and proactively communicate with their communities about what their water system is doing to address PFAS exposure. In responding to inquiries, AWWA recommends that utilities:

- Acknowledge the concern that all contaminants present to the safety of drinking water and emphasize to media and consumers your commitment to protecting public health
- Point out that your utility seeks out and monitors for unregulated contaminants to stay ahead of potential health risks
- Make clear that your water meets federal and state standards for safety (clearly explaining any Safe Drinking Water Act violations)
- Focus on how water risks are assessed and managed using the rigorous scientific framework of the Safe Drinking Water Act and your state (equivalents)

- Invite media and consumers to learn more about your local water quality by providing them with consumer confidence reports (CCR) and other web-based information or connecting them to the appropriate utility contact
- If possible, contact your local health department and/or a trusted academic voice to collaborate in communicating about PFAS

AWWA has resources to assist water systems in communicating with decision-makers and the public about PFAS.

- PFAS resource page
- *Trending in an Instant: A Risk Communication Guide for Water Utilities*
- PFAS Technical Report Set

Questions can be directed to Chris Moody, AWWA's regulatory technical manager, or Greg Kail, AWWA's communications director.

American Water Works Association
6666 W. Quincy Ave. | Denver, Colorado 80235
Telephone: 1-800-926-7337

Email AWWA | Unsubscribe

OR reply to this message with the word Remove in the subject line.

This email was sent to JEM@PEWAUKEE.WI.US, 00252184

Mueller, Jane

From: Wisconsin Department of Natural Resources <widnr@service.govdelivery.com>
Sent: Wednesday, April 10, 2024 8:05 AM
To: Mueller, Jane
Subject: NEWS RELEASE: DNR, DHS Respond To EPA's Announcement Of Maximum Contaminant Levels For PFAS In Drinking Water

Follow Up Flag: Follow up
Flag Status: Flagged

WISCONSIN DEPARTMENT OF NATURAL RESOURCES

NEWS RELEASE

FOR IMMEDIATE RELEASE: April 10, 2024
Contact: DNR Office of Communications
DNRPress@wisconsin.gov

DNR, DHS Respond To EPA's Announcement Of Maximum Contaminant Levels For PFAS In Drinking Water

MADISON, Wis. – The U.S. Environmental Protection Agency (EPA) today announced new enforceable federal standards for per- and polyfluoroalkyl substances (PFAS) in drinking water. This includes a new enforceable Maximum Contaminant Level (MCL) of 4.0 parts per trillion (ppt) individually for PFOA and PFOS and 10 ppt individually for PFNA, PFHxS and GenX. Additionally, the EPA finalized an MCL at a hazard index of 1 when a combination of PFNA, PFHxS, GenX and PFBS are present in a mixture.

The EPA's enforceable standards acknowledge the importance of limiting exposure to PFAS in total and the role that drinking contaminated water plays in the potential for negative health impacts from PFAS.

"Overall, Wisconsin's public water systems are well positioned to comply with the EPA's enforceable standards," said Steve Elmore, Director of the DNR's Bureau of Drinking Water and Groundwater. "The DNR set enforceable standards for two

types of PFAS in public drinking water in 2022. Over the last year, public water systems throughout Wisconsin have sampled at least once for these and other PFAS."

The current enforceable standard of 70 ppt for PFOA and PFOS in public drinking water will remain in effect until the DNR completes rulemaking to comply with the EPA's drinking water standards. This may take up to three years to complete based on Wisconsin's statutory requirements.

Additionally, the DNR will formally request that the Wisconsin Department of Health Services (DHS) update their health-based recommendations for the six PFAS included in EPA's finalized MCLs to account for new scientific findings. Wisconsin DHS anticipates their updated recommendations will be available during the second half of 2024.

"DHS is committed to protecting Wisconsinites from exposure to PFAS, including diligently reviewing the new scientific information available from EPA," said Kirsten Johnson, DHS Secretary-Designee. "The good news is there are steps people can take right now to reduce their exposure to PFAS in drinking water and other sources."

While this rulemaking process is underway, the DNR will also work with PFAS-impacted public water systems on potential actions to reduce contamination in water provided to the community.

Of Wisconsin's nearly 2,000 public water systems, approximately 95% have PFAS levels below the EPA's standards. Sampling results for municipal public drinking water systems are available to view in the PFAS Interactive Data Viewer.

The specific actions taken by any public water system will depend on their circumstances and could include treating water to remove PFAS or finding a different water source. These MCLs do not apply to drinking water from private wells.

Funding from the federal Bipartisan Infrastructure Law may be available to municipal public water systems to take corrective actions against PFAS.

PFAS are a group of human-made chemicals used for decades in numerous products, including non-stick cookware, fast food wrappers, stain-resistant sprays and certain types of firefighting foam.

These contaminants have made their way into the environment in a variety of ways, including spills of PFAS-containing materials, discharges of wastewater that contain PFAS from treatment plants and use of certain types of firefighting foams. PFAS are known to accumulate in fish and wildlife tissues as well as in the human body, posing several risks to human health.

You can find more information about actions to take to reduce your exposure to PFAS on the DHS website.

Wisconsin Department of Natural Resources | dnr.wi.gov
Call 1-888-936-7463 (TTY Access via relay - 711) from 7 a.m. - 10 p.m.

Update your subscriptions, modify your password or email address, or stop subscriptions at any time on your Subscriber Preferences Page. You will need to use your email address to log in. If you have questions or problems with the subscription service, please visit subscriberhelp.govdelivery.com.

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GOVDELIVERY

CITY OF PEWAUKEE
PUBLIC WORKS COMMITTEE AGENDA ITEM 6.2.

DATE: April 25, 2024

DEPARTMENT: PW - Water/Sewer

PROVIDED BY: Magdelene Wagner

SUBJECT:

Discussion and Possible Action Regarding the Village of Lisbon Water Service request

BACKGROUND:

In the fall of 2021, the City of Pewaukee received a request for water service in the area of the Village of Lisbon for service area that bordered Hwy F to the west, Town Line Rd to the east, Weyer Rd to the south and approximately Hwy K to the north with approximately one-half mile north of K on Town Line Rd. This area represents approximately 87 homes and one church.

In early 2022, the Common Council agreed to have this service area analyzed during the Utility Water Facility study that was completed late last year. Attached is the section of Pewaukee's facility regarding the Village of Lisbon Service area.

The report states that under current operations, Pewaukee would have the capacity to serve the Village of Lisbon in this area. However, if the anticipated growth/demand occurs in 2035 and 2050, the City would observe a shortfall in the ability to meet the maximum day demand as well as reserve well capacity on Pewaukee's growth alone. The shortfall would be exacerbated with the water demands from the Village of Lisbon.
Pewaukee has our own water supply challenges. City staff are currently working with our consultant to identify options for treating the Pewaukee wells that have been contaminated by PFAS. Several of the options that are available will likely reduce the well capacities at these two sites. We will be meeting with our consultants this week and will not have any information available for discussion at this meeting.

The Utility is also continuing to work towards a plan to come into compliance with the radium exceedance with Well #5. We are working with consultants and the DNR to come up with a suitable plan to meet compliance which may or may not result in loss of additional well capacity at Well #5.

Pewaukee options for Lisbon's water service request:
1) Decline Lisbon's request for water service.
2) Offer a short-term water service agreement providing water service for a limited period of time until Lisbon can construct their own Water Utility.
3) Pewaukee can recognize the short fall in meeting the future water demands for the City of Pewaukee and seek additional water sources that will include the Village of Lisbon water demands. This would include cost sharing with the Village of Lisbon capital costs, service fees, surcharges or customer rates or a combination of any of these.
Additional discussions will need to take place with the Village of Lisbon depending on the direction that the Committee and Common Council wish us to go.

Recommendation: The Utility has several projects that are up in the air right now. We are hopeful that in the next two months we will have a clearer idea of the path that the City will take with radium and PFAS treatment. I recommend that

we request additional time from Lisbon to make this decision. Should Lisbon choose not to grant an additional time extension, then I would recommend denying Lisbon's request for water service.

FROM THE PREVIOUS DISCUSSION in 2021:

The Town of Lisbon has requested if the City of Pewaukee Water Utility would be willing to serve a portion of the Town of Lisbon. Attached you will find the correspondences and areas they are requesting service be provided. Prior to moving forward with any analysis for water service capability, Staff needs input as to whether the City would allow or wants to provide service beyond its borders.

Our current water system to this area of the City is a long dead end water main. The Utility is working to loop this main in the next 2-3 years to Lindsay Road and Swan Road. The Woodleaf Reserve Subdivision is looped from Lindsay Road and Weyer Road and an easement on Duplainville Road. See the attached system map for the area.

Extending water to Lisbon would result in a long dead end even after the looping we are already pursuing. We would require water studies be completed to determine if the City has the additional capacity, water pressure, and potential water quality issues. In addition, we would look to require some looping water mains for the area and potential well sites to assist in mitigating the long dead end. Staff feels that these studies should be funded fully by the requesting community therefore an agreement would be required for this.

Should the City decide to extend service beyond its boundaries, we will need to approve an intermunicipal agreement for the service and maintenance of the system.

The public works committee has recommended the studies be complete.

FINANCIAL IMPACT:

This has not yet been determined.

RECOMMENDED MOTION:

ATTACHMENTS:

Description

T. of Lisbon Service Request

Requested service area

T. Lisbon email

System Map

Water Facility Plan - Lisbon Interconnect

Water System Map

TOWN OF LISBON
W234 N8676 Woodside Rd.
Lisbon, WI 53089

November 2, 2021

Re: Formal Request for Water

Dear Madeline Wagner,

Lisbon is looking for possible ways to deliver water service to properties located in the southeast portion of Lisbon. These are areas that Sussex is not able to service. Pewaukee is adjacent to the areas we would like served.

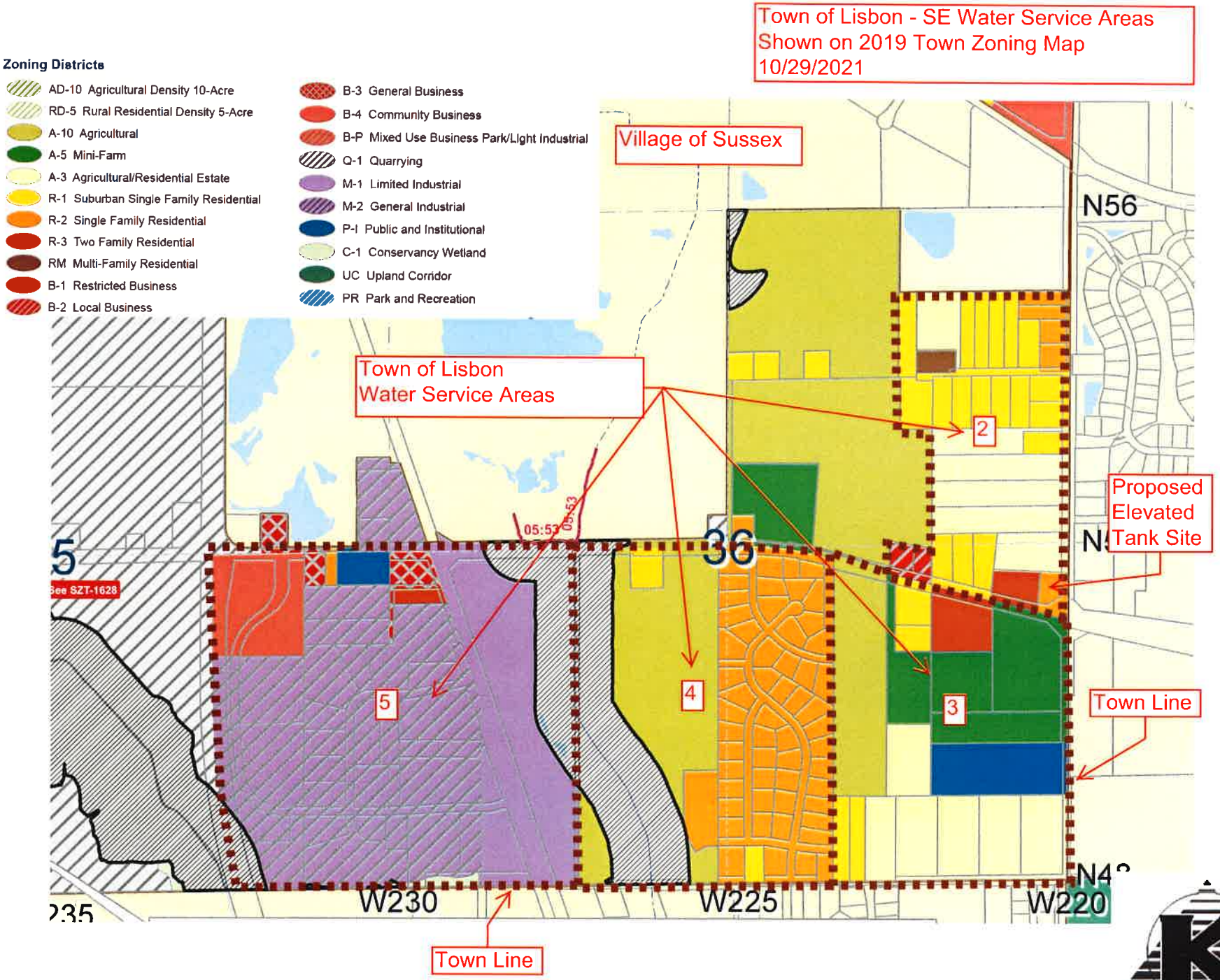
I am requesting Pewaukee water utility to review and consider providing water to Lisbon in areas 2, 4 and 5 of the attached map.

Thank you for taking the time to consider Lisbon's request. Please contact me by email or phone if you have any questions.

Regards,

Kathy Nickolaus
Lisbon Administrator

Office: (262) 246-6100 - E-Mail: townhall@townoflisbonwi.com – www.townoflisbonwi.com


Town of Lisbon - SE Water Service Areas
Shown on 2019 Town Zoning Map
10/29/2021
Zoning Districts
AD-10 Agricultural Density 10-Acre
RD-5 Rural Residential Density 5-Acre
A-10 Agricultural
A-5 Mini-Farm
A-3 Agricultural/Residential Estate
R-1 Suburban Single Family Residential
R-2 Single Family Residential
R-3 Two Family Residential
RM Multi-Family Residential
B-1 Restricted Business
B-2 Local Business
B-3 General Business
B-4 Community Business
B-P Mixed Use Business Park/Light Industrial
Q-1 Quarrying
M-1 Limited Industrial
M-2 General Industrial
P-I Public and Institutional
C-1 Conservancy Wetland
UC Upland Corridor
PR Park and Recreation
Village of Sussex
N56
Town of Lisbon
Water Service Areas
2
Proposed
Elevated
Tank Site
36
See SZT-1628
5
4
3
Town Line
W230
W225
W220
Town Line

Town of Lisbon, Waukesha Co

SE Water Service Area

Map Areas 2, 3, 4, and 5

10/29/2021 by Basil Orechwa PE

Estimated Water Service Demands

	Current Development Demand avg gpd	Future Development Total Demand avg gpd	Future Peak Day Total Demand Max gpd
Area 2	8,322	10,534	21,805
Area 3	2,422	17,116	35,430
Area 4	8,848	20,540	42,518
Area 5	45,100	70,125	145,159
5% Loss	3,235	5,916	12,246
Totals	67,927	124,231	257,158

Current Demand is based on present development and build out
Future Demand is based on present + estimated future development
Max Day has peaking factor below applied
Water loss is added to be compensated by additional pumping req'd

Basis for Water Demand Estimates

158 gal/day/connection Residential Water Demand
Used for Town of Lisbon Planning from PSC Summary Reports for vicinity

1100 gal/day/acre Commercial and Mixed Use Development
Used by SEWRPC for vicinity demand estimates

1100 gal/day/acre Light Industrial (non-wet Process)
50% Parcel utilization factor is applied for storage & yard areas
Metcalf & Eddy references 800-1500 gal/day/acre

5% of total demand Acceptable Pumped Water Loss
2.07 Max Day / Avg Day typical for vicinity waterworks

above estimating values used for 2021 Town of Lisbon Planning
for Rt 164 Corridor Sewer & Watermain Service Area Extensions

Map Area 2

63	Acres Total	3.4 Acres Non-Residential
29	Current Residential Services	
4582	gpd average current residential demand	
3740	gpd average current non-residential demand	
8322	gpd total average current water demand	
1.4	Acres Typ Future Lot Size (Current smaller low density lots)	
43	Potential total future services by division of parcels	
6794	gal/day average potential residential water demand	
3740	gal/day average non-residential water demand	
10534	gal/day Estimated Average Daily Future Water Demand	

Map Area 3

90	Acres Total	9.6 Acres Church Parcel
14	Current Residential Services	
2212	gpd average current residential demand	
210	gal/day average non-residential water demand (Church)	
2422	gpd total average current water demand	
0.75	Acres Typ Lot Size (using adjoining subdivision to west)	
107	Potential total future services by division of parcels	
16906	gal/day average potential residential water demand	
210	gal/day average non-residential water demand (Church)	
17116	gal/day Estimated Average Daily Future Water Demand	

Map Area 4

118	Acres Total	9.1 Acres Waterway Conservancy
56	Current Residential Services	
8848	gpd average current residential demand	
0.75	Acres Typ Lot Size (using currently subdivided lands)	
55.4	Acres currently undeveloped and zoned Ag, less conservancy	
74	Potential total future services by division of parcels	
11692	gal/day Potential Average Daily Future Water Demand	
20540	gal/day Estimated Average Daily Future Water Demand	

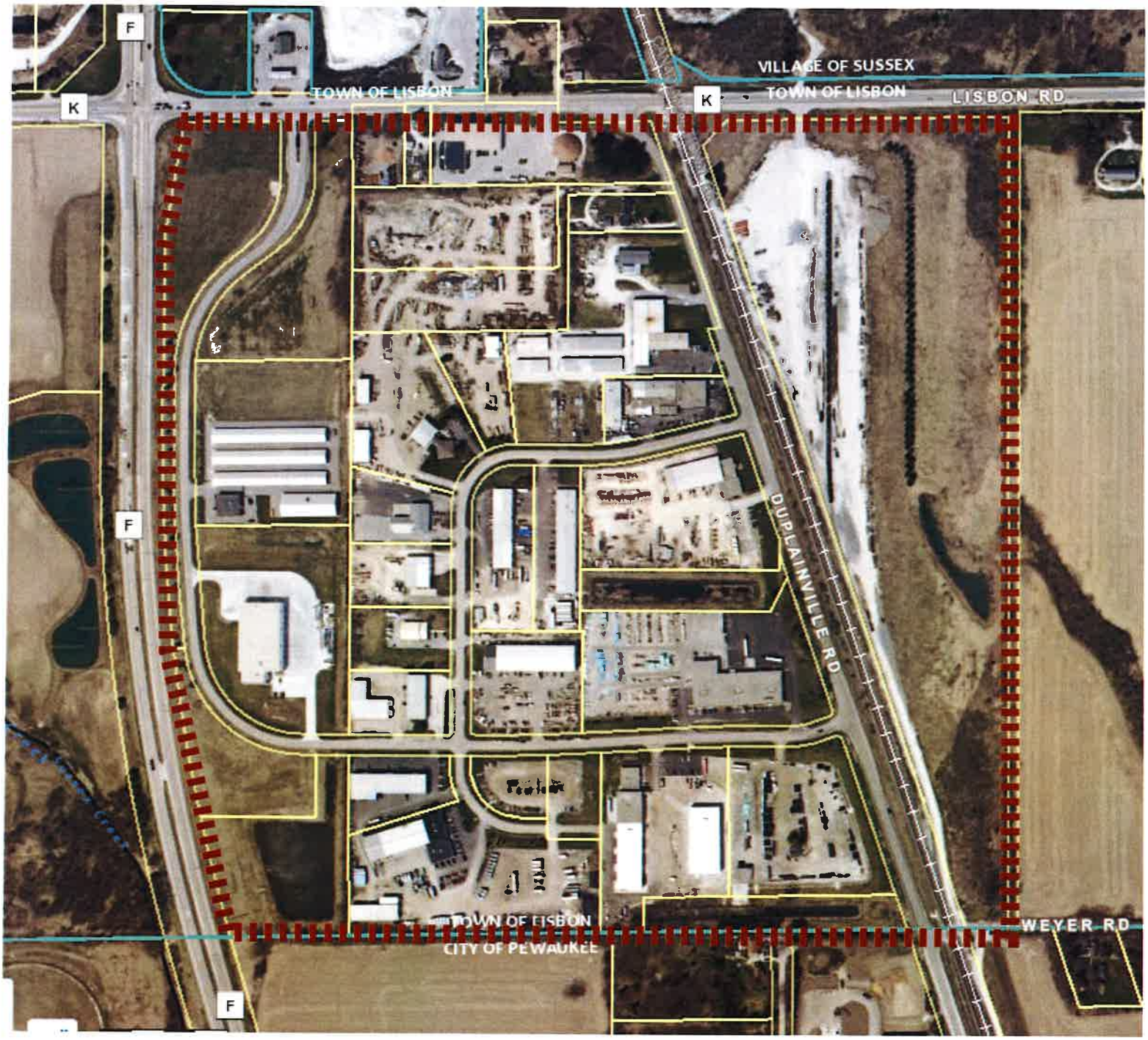
Map Area 5

158.9	Acres Total	Zoning is industrial w/ commercial parcel
50%	Utilization of Industrial Parcels	
82.0	acres Currently Developed	
20.7	acres Stormwater Mgmt & Street R/W	
10.7	acres RR Right of Way	
45.5	acres Undeveloped	
45100	gpd current average water demand	
25025	gpd average remaining buildout water demand	
70125	gpd average full buildout water demand	

Town of Lisbon
SE Water Service
Area 2

Town of Lisbon
SE Water Service
Area 3

Town of Lisbon
SE Water Service
Area 4



Town of Lisbon
SE Water Service
Area 5

LAND INFORMATION SYSTEMS DIVISION

Waukesha County GIS Map

Legend

- Municipal Boundary_2K
- FacilitySites_2K_Labels
- Lots_2K
  - Lot
  - Unit
  - General Common Element
  - Outlot
- SimultaneousConveyance
  - Assessor Plat
  - CSM
  - Condominium
  - Subdivision
- Cartoline_2K
  - <all other values>
  - EA-Easement_Line
  - PL-DA
  - PL-Extended_Tie_line
  - PL-Meander_Line
  - PL-Note
  - PL-Tie
  - PL-Tie_Line
- Road Centerlines_2K
- Railroad_2K
- TaxParcel_2K
- Waterbodies_2K_Labels
- Waterlines_2K_Labels

0 1,653.32Feet

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Notes:

Printed: 8/31/2021

Wagner, Magdelene

From: Wagner, Magdelene
Sent: Wednesday, November 3, 2021 3:50 PM
To: Mueller, Jane; Klein, Scott
Subject: FW: Town of Lisbon - Possible Water Service
Attachments: Town of Lisbon_FormalWaterRequest.pdf; Well_WaterTower_Site Study.pdf

Categories: Blue Category

FYI

I will add this to the PWC meeting agenda for discussion.

Magdelene Wagner, P.E.
Director of Public Works/City Engineer
City of Pewaukee
W240N3065 Pewaukee Road
Pewaukee, WI 53072
262-691-0804

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From: Neitzel, Donald [mailto:dneitzel@geo-logic.com]
Sent: Wednesday, November 3, 2021 2:14 PM
To: Wagner, Magdelene <wagner@pewaukee.wi.us>
Subject: FW: Town of Lisbon - Possible Water Service

Good Afternoon Maggy,

As we discussed, please find attached a formal request (Town of Lisbon_FormalWaterRequest.pdf) from the Town of Lisbon for the City of Pewaukee to review and consider the possibility of providing water to the areas we discussed within the Town of Lisbon and as shown on the map that is attached to the letter from the Town of Lisbon. Also contained within that same pdf are the water calculations for each of the areas shown on that map, as you requested. The one thing I should mention is that I did question the Town Administrator why they were not considering Area 3 for possible water service and she stated that there is no real need for water in that area at this time or in the foreseeable future. Therefore they are just looking at Areas 2, 4, and 5 as shown on the map in that pdf. I known that we provided the current and project water usage for Area 3, but you can simply disregard that information.

I also attached the well and water tower information (Well_WaterTower_SiteReview.pdf) that we looked at for the Town of Lisbon earlier this year that is in this immediate area. As you will note this site is located at the northwest corner of CTH V and CTH K. When going through this information you will note that the numbering of areas on the large aerial photo in this pdf does not mesh up with the map provided in the Formal Request pdf. This study was done earlier this year and was looking at a number of different areas that the Town was interested in, which includes those shown in the map in the Formal Request pdf. So this is why the areas shown on the maps in each of the pdf's are not shown and

number the same. When reviewing and considering the Town's request for water service, please refer to the map in the Formal Request pdf as this corresponds to the areas that are referred to in Kathy Nickolaus' s letter.

Maggy, should you or the City have any questions or need additional information please feel free to give me a call at any time.

Thanks,

Don Neitzel
General Manager

Kunkel Engineering Group
a Geo-Logic Company
107 Parallel Street
Beaver Dam, WI 53916
Office: (920)356-9447 | Direct: (920)210-6335
dneitzel@kunkelengineering.com or dneitzel@geo-logic.com

www.kunkelengineering.com | www.geo-logic.com

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From: Neitzel, Donald
Sent: Thursday, October 28, 2021 12:10 PM
To: wagner@pewaukee.wi.us
Subject: Town of Lisbon - Possible Water Service

Good Morning Mrs. Wagner,

I'm reaching out to you on behalf of the Town of Lisbon regarding possible water service to a few areas within the Town. These areas are shown on the attached map which was given to me by the Town. The areas they would be most interested in are shown on the map as Area 2 (NW corner of Hwy V & Hwy K), Area 4 (shown between Hwy K and Weyer Rd), and Area 5 (shown between Hwy K, Weyer Rd, and Hwy F). I will try giving you a call later this afternoon to review and discuss if there would be any interest from the City of Pewaukee in possibly providing water service to these areas within the Town of Lisbon. Otherwise if you'd like to contact me, my contact information is listed below. Thank you and I look forward to speaking with you.

Thanks,

Don Neitzel
General Manager

Kunkel Engineering Group
a Geo-Logic Company
107 Parallel Street
Beaver Dam, WI 53916
Office: (920)356-9447 | Direct: (920)210-6335

dneitzel@kunkelengineering.com or dneitzel@geo-logic.com

www.kunkelengineering.com | www.geo-logic.com

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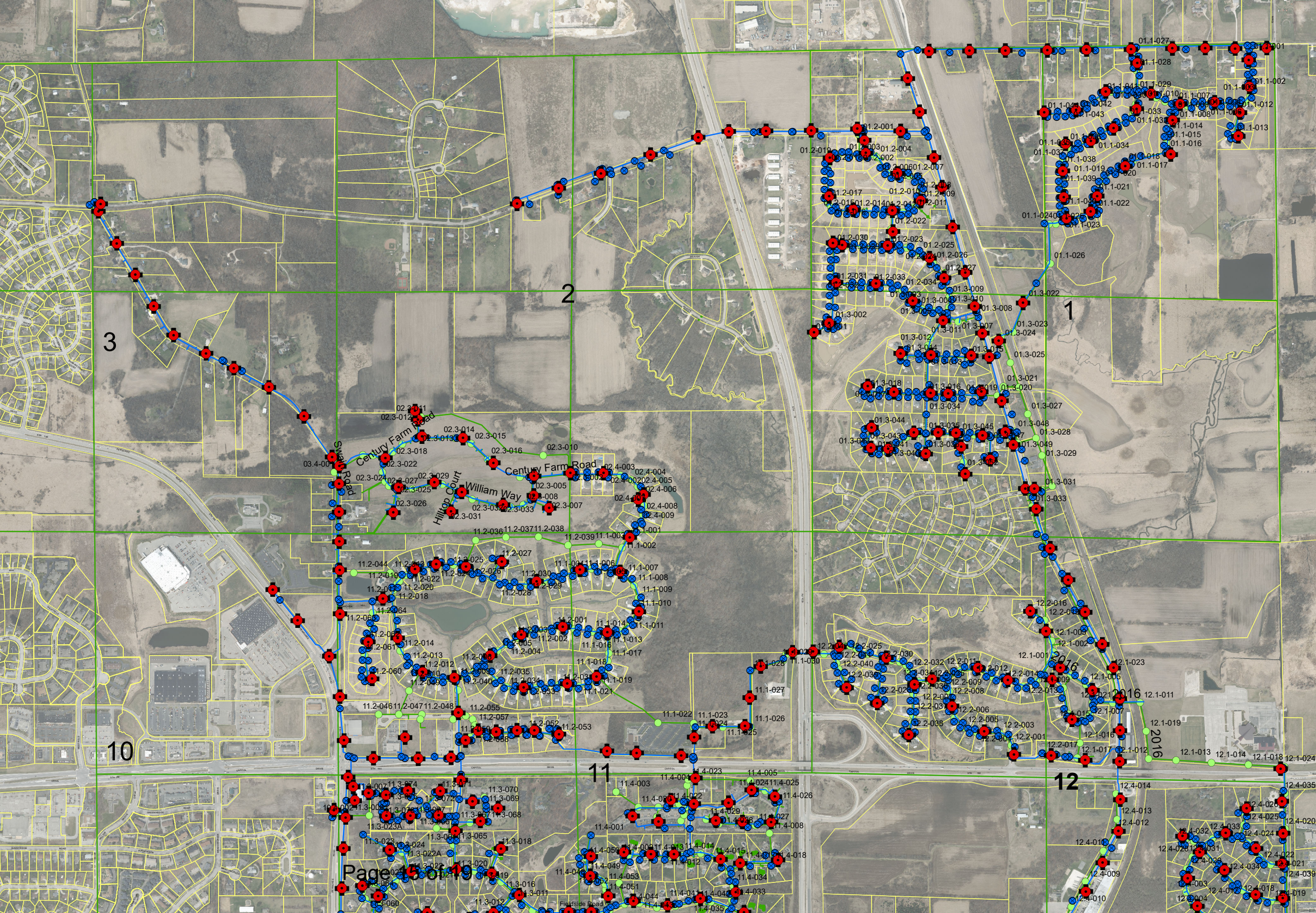

1
2
3
10
11
12
Century Farm Road
Swain Road
Hilltop Court
William Way
Fieldside Road
2016

to the assumptions made when generating these values would also yield a change in the resulting spare capacity.

6.10 VILLAGE OF LISBON (VILLAGE) INTERCONNECT

The Village has reached out to the City about the potential for a portion of the Village to purchase water from the City's distribution system as a wholesale customer. The proposed interconnection location is shown on Figure 6.10-1.

All Village demands will be added to the City's main pressure zone. Demand projections were provided by the Village for the current year and an unspecified future year. These projections are shown in Table 6.10-1.

Lisbon Demand Increase	gpd	gpm	MGD
Current Development	62,000	43	0.06
Future Demand	101,000	70	0.10
Future Peak Day	209,000	145	0.21

Table 6.10-1 Village Projected Demands

Table 6.10-2 demonstrates the City's capacity on the 2050 maximum day both with and without the Village connection and additional Village demands. This demonstrates that the City has adequate well capacity to supply the projected Village demand in the present year, but may not have capacity to serve the Village in the future under firm well conditions.

Demand Case	Firm Well Capacity (MGD)	Maximum Day Demand (MGD)	Reserve Well Capacity (MGD)
Pewaukee Present	4.06	(2.42)	1.64
Pewaukee 2050	3.52	(4.54)	(1.02)
Pewaukee 2050 With Additional Village Demand	3.52	(4.75)	(1.23)

Note: Values within parentheses represent negative values

Table 6.10-2 City Well Capacity with Future Village Demands

6.11 MAXIMUM DAY SUPPLY ANALYSIS WITH VILLAGE DEMANDS

Figure 6.11-1 presents the hourly domestic demand throughout the maximum day, including Village demands. The 2050 maximum hour is expected to be 7.91 MGD (5,491 gpm). This exceeds the firm well capacity. Assuming the City would add firm well capacity to equal system demands, the storage drawdown would be 513,000 gallons.

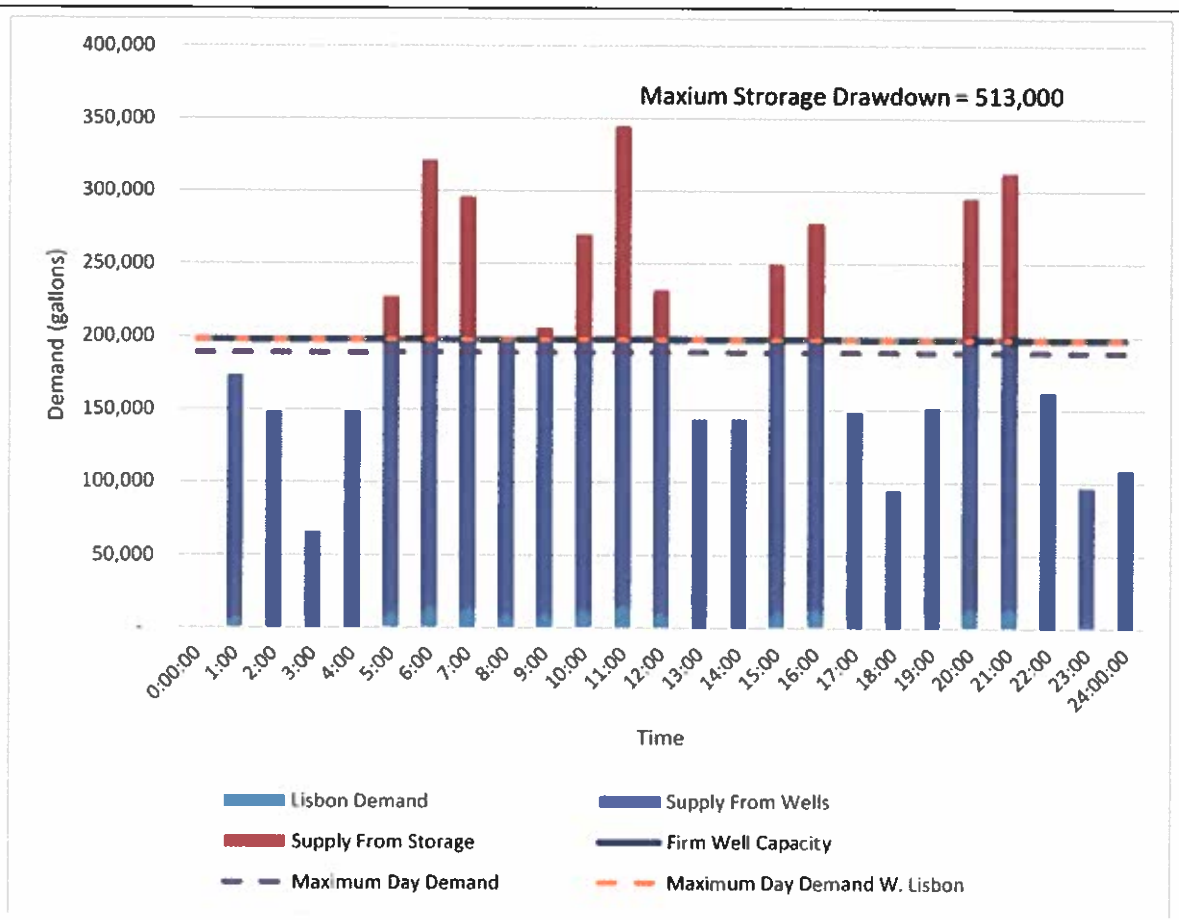
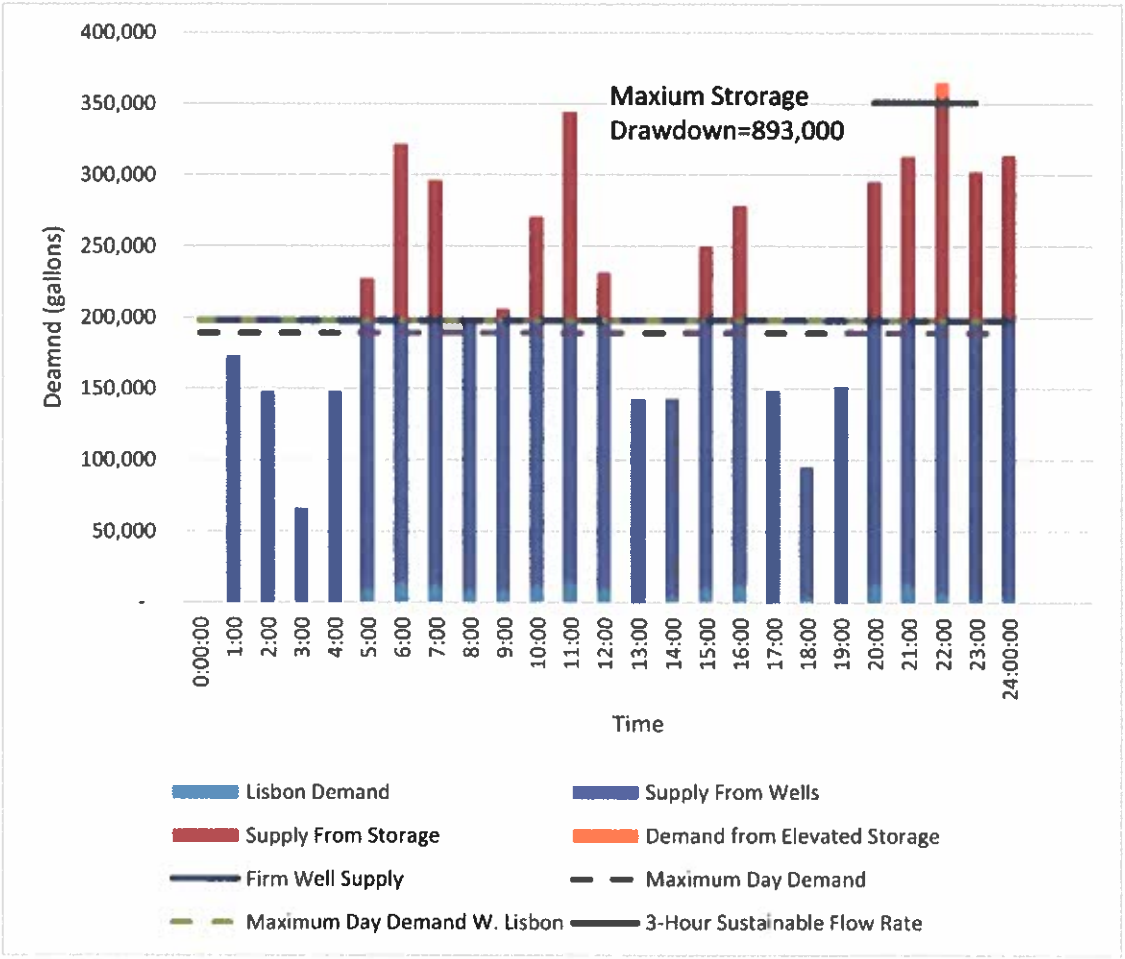


Figure 6.11-1 2050 City Maximum Day Hourly Demands with Village Demands

6.12 FIRE EVENT SUPPLY ANALYSIS WITH VILLAGE

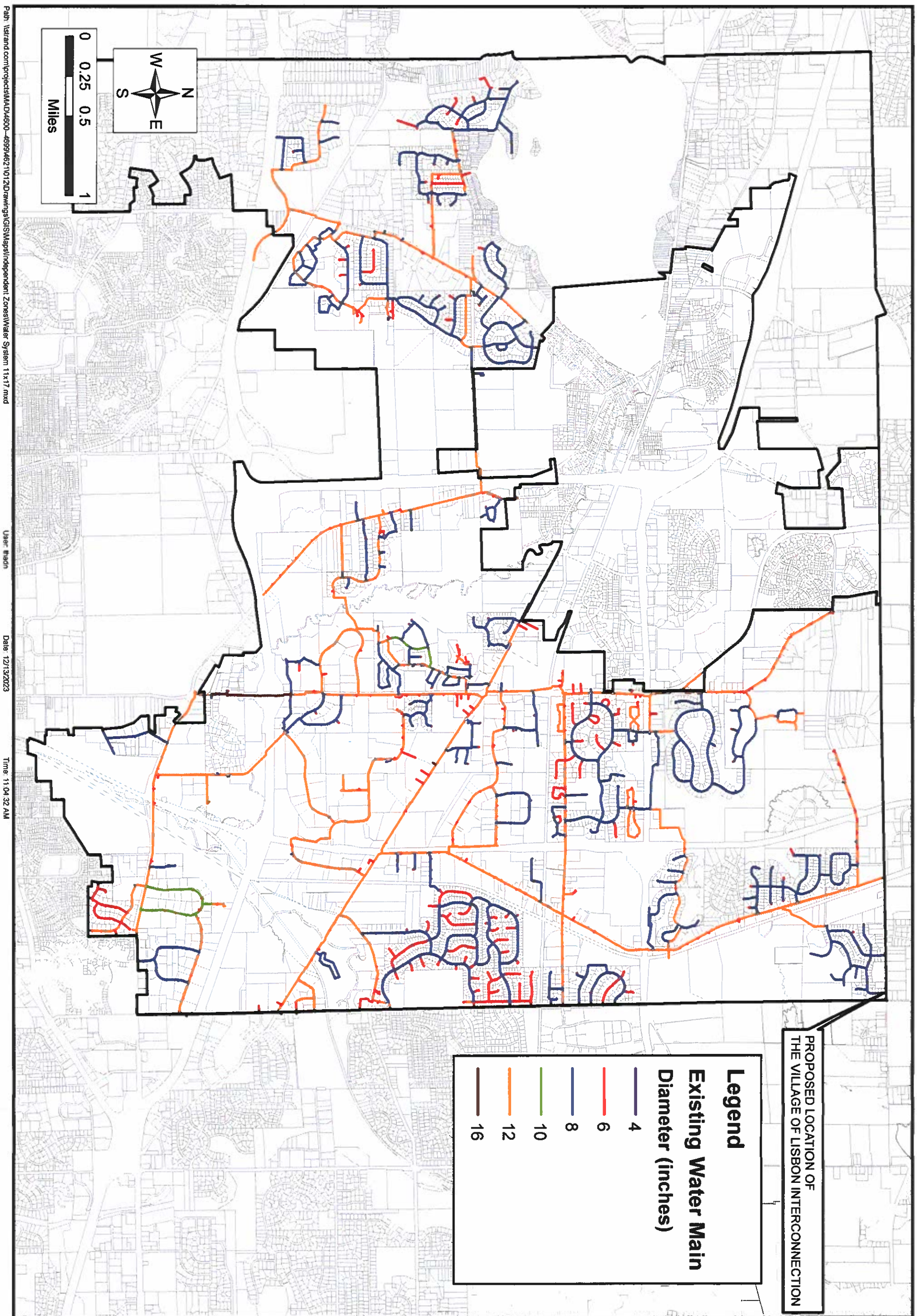
Figure 6.12-1 shows the volume of water required from storage if the fire event were to start at the point of maximum storage drawdown in the system. The total volume required from storage would be 893,000 gallons assuming the City would add firm well capacity to equal system demands.



Note: 14,000 gallons of storage must be supplied from elevated storage.

Figure 6.12-1 2050 Fire Event Water Demand with Village Demands

The City has excess firm well capacity and storage capacity to serve the additional Village demands in the present year. However, the City is expected to have a well supply deficit by 2035 and adding the Lisbon demand increases that deficit. System storage is expected to be adequate assuming that additional well supply is added to meet maximum day demands.



Path: \\strand.com\projects\MAD\4600--4699\4621\012\Drawings\GIS\Maps\Independent Zones\Water System 11x17.mxd

User: thadn

Date: 12/13/2023

Time: 11:04:32 AM

WATER DISTRIBUTION SYSTEM - POTENTIAL LISBON INTERCONNECT

WATER SYSTEM MASTER PLAN
CITY OF PEWAUKEE
WAUKESHA COUNTY, WISCONSIN

STRAND ASSOCIATES®

FIGURE 6.10-1
4621.012

CITY OF PEWAUKEE
PUBLIC WORKS COMMITTEE AGENDA ITEM 7.1.

DATE: April 25, 2024

DEPARTMENT: PW - Engineering

PROVIDED BY: Magdelene Wagner

SUBJECT:

Discussion and possible action regarding selection of the consultant for the Meadowbrook Trail Extension.

BACKGROUND:

The City secured a state funding for an 80/20 share of the construction of a trail along Meadowbrook Road (CTH G) from the Lake Country Trail to Pirate's Pass (Pewaukee School). Funding includes design and construction. Design must be completed by end of 2025 and construction is anticipated to be 2026.

Since this is state funded, we need to follow the State process which requires quality based selection of the design consultant. As such, we solicited a request for proposals (RFP) (see attached) from the Wisconsin Department of Transportation (WisDOT) roster. We received 8 RFP's back. Staff has narrowed the selection down to 4 consultants.

Public Works Committee needs to assist in the final selection of the consultant. Please individually review and rank the remaining 4 consultants using the ranking sheet attached. Bring your final rankings to the meeting for further discussion and selection of the final consultant.

Once a consultant is selected, we will begin negotiation of their fee.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

Committee select the final consultant for the Meadowbrook Trail project.

ATTACHMENTS:

Description

Solicitation

Evaluation Form

Batterman

MSA

REL

Strand

Department of Public Works
Engineering Division
W240N3065 Pewaukee Road • Pewaukee, WI 53072
Phone: (262) 691-0804 • Fax: (262) 691-5729
Email: publicworks@pewaukee.wi.us

REQUEST FOR QUALIFICATIONS

FOR

ENGINEERING DESIGN SERVICES

FOR CONSTRUCTION OF A MULTI-USE PATH ALONG MEADOWBROOK ROAD AND PROSPECT AVENUE FROM THE LAKE COUNTRY RECREATIONAL TRAIL TO PIRATE PASS

IN THE CITY OF PEWAUKEE, WAUKESHA COUNTY

PROJECT STATEMENT OF QUALIFICATION SUBMITTALS ARE DUE BY:
4:00 P.M. CDT, MARCH 27, 2024

TO: MAGDELENE WAGNER, P.E.
DIRECTOR OF PUBLIC WORKS
CITY OF PEWAUKEE
W240N3065 PEWAUKEE ROAD
PEWAUKEE WI 53072

LATE PROPOSALS WILL BE REJECTED

ISSUED: MARCH 6, 2024

INTRODUCTION

The City of Pewaukee (City) is requesting a Statement of Qualifications (SOQ) outlining relevant qualifications from interested consulting firms to evaluate, rank, and select a firm for the design engineering services for the construction of a multi-use path within Meadowbrook Road and Prospect Avenue (CTH G) right-of-way from the Lake Country Recreational Trail to Pirate Pass. This document aims to provide interested parties with information to enable them to prepare and submit a proposal for design services.

PROJECT NEED

The proposed 10-foot-wide path along CTH G will extend from the Lake Country Recreational Trail (LCRT) to Pirate Pass. Pirate Pass is located at the path's northern terminus and is an entrance to the Pewaukee School District Complex. The LCRT is located at the path's southern terminus and is a regional trail. Traveling within these termini currently requires vehicular travel on 2-lane collector roadways, which are some of the most traveled roadways within City limits. This proposed path will provide City residents alternative and safer transportation access to numerous Waukesha County Parks, schools, and adjacent communities.

PROJECT DESCRIPTION

The general scope of the project is to provide engineering design services in accordance with state and federal standards and regulations. The project involves construction of a 10-foot-wide multi-use path along CTH G from the LCRT to Pirate Pass. The project is anticipated to include construction of an asphalt trail, intersection improvements, drainage improvements, and minor traffic control. This project will receive Congestion Mitigation and Air Quality (CMAQ) funding through WisDOT. The design should be ready for bidding and construction in 2026.

DELIVERABLES

The City will enter into a Three-Party Design Engineering Services Contract with the selected consultant to provide all necessary reports required per the FDM and the Sponsor's Guide, site surveys, preliminary & final construction plans, agency and utility coordination, permitting, public involvement coordination, drainage design, and specifications per the Facilities Development Manual (FDM) and the Sponsor's Guide for the design and construction of the multi-use path.

APPLICANT REQUIREMENTS

It is the applicant's responsibility to inspect the project site completely prior to submitting an SOQ. Failure to do so will in no way relieve the applicant from the necessity of providing, without additional cost to the City, all necessary services that may be required to carry out the intent of the resulting contract. Other requirements include:

- Experience in the design of multi-use path projects of similar size and scope
- Ability to accomplish the work within the required time frame/schedule
- Knowledge of the Plans, Specifications, and Estimates (PS&E) process
- Experience and familiarity with design criteria and requirements contained in the WisDOT FDM
- Coordination with all agencies to obtain the necessary permits
- Coordination with utilities
- Experience with the public involvement process

- Knowledge of the State and Federal land/easement acquisition process
- Experience and familiarity with WisDOT reports and reporting requirements
- Experience with efficient and expedient project management
- Committed to providing the City and WisDOT with periodic updated project construction cost estimates

ATTACHMENT

- Project location map

ESTIMATED PROJECT TIMELINE

- SOQ Due Date – March 27, 2024
- Selection committee review of SOQs – April 3, 2024
- Ranking and selection of Design Engineering Consultant – April 10, 2024
- Design Engineering Contract Scoping, Negotiations, and Review – April and May 2024
- Contract approval and submit for DOT signatures – June 2024
- Project Design Engineering, PS&E, Permitting – September 2024 to December 2025
- Project Construction Letting – January 2026
- Project Construction – Spring 2026
- Project Completion – September 2026

CLARIFICATION OF SPECIFICATIONS AND REQUIREMENTS

Any questions concerning this RFQ should be submitted to:

Michaelis Gabbey, P.E.
(262) 691-0804
gabbey@pewaukee.wi.us

PREPARING & SUBMITTING A PROPOSAL

The evaluation and selection of a consultant will follow Qualifications-Based Selection (QBS) procedures. Considerations shall be based on the information submitted in the proposal, plus references. Proposers should respond clearly and completely to all requirements. Failure to respond completely may be the basis for rejecting a proposal. The City is not liable for any cost incurred by proposers in responding to this RFQ.

Submittals should be limited to a maximum of fifteen (15), single-sided, letter-sized pages. Submittals should include all supporting documentation and the cover page. The cover page should identify the project and the applicant's name. Applicants must submit original, and *eight (8)* copies of all materials required for acceptance of this proposal on or before 4:00 PM on March 27, 2024, to:

Michaelis Gabbey, P.E.
Pewaukee City Hall
W240N3065 Pewaukee Road
Pewaukee WI 53072

Proposals must be submitted to the above office, either by mail or in person. Proposals may not be sent by facsimile machine or through email. PROPOSALS RECEIVED AFTER THE SPECIFIED DATE AND TIME WILL BE REJECTED.

PROPOSAL SELECTION & AWARD PROCESS

The proposals will first be reviewed by the Department of Public Works to determine if all requirements are met. Failure to meet all requirements may be the basis for rejecting a proposal. Following QBS procedures, proposals shall not include any cost information. The inclusion of any cost information may be grounds for rejecting the proposal. The City's Bike & Pedestrian Planning Committee (Committee) will serve as the evaluation team, due to their experience in matters related to the subject of this RFQ. Proposers may not contact members of the evaluation team.

SOQs will be evaluated based on the following criteria:

- Proposal Quality and Completeness
- Project Management Experience
- Project Approach and Schedule
- Relevant Project Experience
- Staff Qualifications
- Staff Availability
- Agency Coordination Experience
- Utility Coordination Experience

Accepted proposals will be reviewed by the Committee and scored against the stated criteria. All criteria will be evaluated on a scale from 1 to 5. The Committee will review references. Upon completion of reference checks, the Committee will review the preliminary evaluations and adjust the scores based on the information obtained. The Committee's scoring will be tabulated, and proposals will be ranked based on the numerical scores received.

After evaluations are complete, the City will make a recommendation to award the contract. The final award will occur after WisDOT approves the selected consultant. The negotiation process will follow FDM Section 8. If contract negotiations cannot be successfully concluded with the highest-scoring proposer, the City may negotiate a contract with the next highest-scoring proposer.

PROPOSAL REQUIREMENTS

The following SOQ sections are required:

Firm Profile and Qualifications

Describe the firm's experience and capabilities in providing similar services, particularly with drainage improvements, safety improvements, and trail design consistent with WisDOT requirements while providing economical solutions to construction issues. The description must explain the firm's familiarity with the FDM and PS&E processes. Be specific and identify projects, clients, and dates.

Project Approach and Schedule

Work under this project shall be performed following the FDM, the Sponsor's Guide, and the Bicycle Facility Design Handbook, where necessary. Describe the firm's project understanding, approach, and schedule. Include knowledge of environmental issues and the permitting process. Identify known

problems and approaches to project challenges. Establish key tasks and respective necessary start and completion dates. The scheduled construction is anticipated to take place in spring of 2026. The schedule must comply with all WisDOT requirements to meet a scheduled let date in January 2026. Include any concerns regarding the project and the firm's solutions.

Experience with the WisDOT Public Involvement Process

Describe the firm's experience communicating with the public and local officials on similar projects. Describe the efforts that would be accomplished by the design consultant to keep the affected property owners, the motoring public, and the City informed on the design aspects of the project.

Project Team, Current Workloads, and Staff Availability

Provide resumes describing the education and work experiences of each key staff member who would be assigned to the project. Describe the availability and capability of the firm to meet the projected completion date. Include examples to demonstrate past performance in meeting schedules.

Similar Project Experience and References

Describe the firm's experience and capabilities of providing similar services. Cite specific project sizes, lead personnel, clients, and dates. Applicants must include in their proposal a list of organizations, including contact name, address, and telephone number, which can be used as references for work performed in the services required. Selected organizations may be contacted to determine the quality of work performed and personnel assigned to the project. The results of the reference check will be provided to evaluators and used in scoring the written proposal.

Meadowbrook Road Trail

3/4/2024, 11:40:21 AM

1:21,270

0 0.13 0.25 0.5 mi

0 0.2 0.4 0.8 km

SEWRPC, Maxar, County of Waukesha, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS

Meadowbrook Trail SOQ Evaluations

Consultant: MSA Professional Services, Inc.

Proposal Quality and Completeness:	1	2	3	4	5
Project Management Experience:	1	2	3	4	5
Project Approach and Schedule:	1	2	3	4	5
Relevant Project Experience:	1	2	3	4	5
Staff Qualifications:	1	2	3	4	5
Staff Availability:	1	2	3	4	5
Agency Coordination Experience:	1	2	3	4	5
Utility Coordination Experience:	1	2	3	4	5

Total = _____/40

Consultant: R.H. Batterman & CO., Inc.

Proposal Quality and Completeness:	1	2	3	4	5
Project Management Experience:	1	2	3	4	5
Project Approach and Schedule:	1	2	3	4	5
Relevant Project Experience:	1	2	3	4	5
Staff Qualifications:	1	2	3	4	5
Staff Availability:	1	2	3	4	5
Agency Coordination Experience:	1	2	3	4	5
Utility Coordination Experience:	1	2	3	4	5

Total = _____/40

Meadowbrook Trail SOQ Evaluations

Consultant: Robert E. Lee & Associates, Inc.

Proposal Quality and Completeness:	1	2	3	4	5
Project Management Experience:	1	2	3	4	5
Project Approach and Schedule:	1	2	3	4	5
Relevant Project Experience:	1	2	3	4	5
Staff Qualifications:	1	2	3	4	5
Staff Availability:	1	2	3	4	5
Agency Coordination Experience:	1	2	3	4	5
Utility Coordination Experience:	1	2	3	4	5

Total = _____/40

Consultant: Strand Associates, Inc.

Proposal Quality and Completeness:	1	2	3	4	5
Project Management Experience:	1	2	3	4	5
Project Approach and Schedule:	1	2	3	4	5
Relevant Project Experience:	1	2	3	4	5
Staff Qualifications:	1	2	3	4	5
Staff Availability:	1	2	3	4	5
Agency Coordination Experience:	1	2	3	4	5
Utility Coordination Experience:	1	2	3	4	5

Total = _____/40

Batterman
engineers surveyors planners

March 27, 2024

Mr. Michaelis Gabbey, PE
Pewaukee City Hall
W240N3065 Pewaukee Road
Pewaukee, WI 53072

RE: Request for Qualifications (RFQ)
Design Engineering Services
Meadowbrook Road and Prospect Avenue Multi-use Path
I.D. 2717-08-70

Dear Mr. Gabbey,

Contained herein you will find our Statement of Qualifications (SOQ) for the proposed multi-use path along Meadowbrook Road and Prospect Avenue from the Lake Country Recreational Trail to Pirate Pass.

We have substantial, recent project experience in multi-use path design and PS&E delivery through a variety of WisDOT programs, including through WisDOT's Non-Traditional Transportation Projects which the Meadowbrook Road/Prospect Avenue Congestion Mitigation and Air Quality Improvement Program (CMAQ) project falls beneath.

We are sincerely excited for this opportunity to build a relationship with the City of Pewaukee, and we look forward to hearing from you. Should you have any questions, please do not hesitate to contact me.

R.H. Batterman & Co., Inc.

Todd Needham, PE
Principal

tneedham@rhbatterman.com
608.365.4464

CITY OF PEWAUKEE

Meadowbrook Road and Prospect Avenue Multi-use Path

(Lake Country Recreational Trail to Pirate Pass)

Statement of Qualifications for Design Engineering Services

WisDOT | 2717-08-70

MARCH 27, 2024

Batterman
engineers surveyors planners

CITY OF PEWAUKEE

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R.H. BATTERMAN QUALIFICATIONS

R.H. BATTERMAN & CO., INC. (Batterman) was established in 1917 in Beloit, Wisconsin. The company offers land surveying, civil design, construction management, and planning services throughout Southern Wisconsin and Northern Illinois. The company continues to expand it's footprint and client base, resulting in the opening of two additional offices (Janesville and Elkhorn) in recent years. Today, Batterman has a team of 45+ staff, including engineers, surveyors, technicians, and administrative staff.

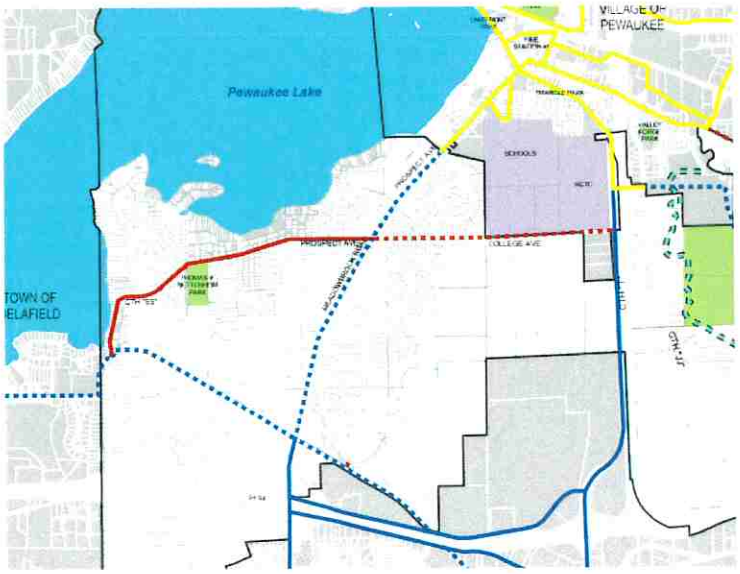
Batterman's approach to projects remains consistent and is focused on providing the safest and most efficient engineering solutions possible while delivering the greatest benefits to the communities where we work. The company is committed to completing projects within the agreed-upon budget and schedule. Batterman's team is personable, extremely responsive, and has pre-established positive relationships with many key agencies. Transportation projects which we've worked on range from small path projects to Mega-Projects including the recent expansion of I-39/90 from the Wisconsin state line to Madison. For this decade long project, Batterman provided survey, design and construction management for various segments and project ID's.

Batterman continually keeps pace with the ever-changing technology in the industry, increasing project efficiencies and accuracy and providing superior project deliverables. We have the latest in survey technologies, including a LiDAR drone and multiple terrestrial scanners, allowing us to gather robust project data sets with data points in the hundreds of million points. This data is priceless once gathered, as it prevents additional trips out to the field for supplemental survey missed during the original mobilization when utilizing traditional survey methods. Our engineers utilize a suite of design specialty softwares, and our staff regularly attends industry training and refresher courses to be sure we're current with the latest developments and standards updates.

As a firm that has been around for over 107 years, Batterman has maintained its "small size" firm values while successfully growing and expanding its team, clients, and resumes. We are hopeful to have the opportunity to work with the City of Pewaukee on this locally important project, and we are confident our performance will prove our worth.

MULTI-USE PATH DESIGN

Batterman has many recent examples of trail and multi-use path designs in recent years, including the examples provided in this submittal. We have worked on WisDOT design projects continually for the last 15+ years, primarily in the SW and SE Regions, and are very familiar with the FDM. Additionally, we are well versed in the *Wisconsin Bicycle Facility Design Handbook* as well as the *Sponsor's Guide to Non-Traditional Transportation Project Implementation*, which provides guidance for both TAP and CMAQ projects.



City of Pewaukee Bike Plan

In the last 12 months we've delivered two projects with a combined one mile of multi use path, and we're currently working on two additional Non-Traditional projects (TAP) to construct 0.85 miles of path for the City of Janesville and 1.0 miles of path for the Town of Beloit. On some past Non-Traditional projects, we've acted 100% on behalf of the project Sponsor for all facets of the project from initial project application to final closeout. In short, we fully understand the Non-Traditional project guidelines, schedules and program specific documents that will be required with the Meadowbrook Road and Prospect Avenue CMAQ project.

PROJECT APPROACH

INITIAL DATA COLLECTION

A Digger's Hotline utility locate will be filed so all existing underground utility locations can be collected. Our survey crews will establish project control and benchmarks and gather field survey data to support the design process. This will include topographic information, individual trees over an eight-inch diameter, sanitary sewer/water main, storm sewer, roadway and driveway culverts, dry utilities, curb and pavement, sidewalks, signage, structure details, and existing right-of-way information. Data will be collected utilizing a mixture of traditional survey for control point establishment and also via a terrestrial scanner. If requested by the city, GESTRA Engineering will conduct geotechnical drilling and corresponding testing to determine soil profiles and moisture contents for use in path pavement design (should the city desire to ensure the path can carry pickup trucks or possibly heavier maintenance-type vehicles). Based on a review of previously delineated wetlands and hydric soils as listed on the WDNR Surface Water Data Viewer, a corridor-wide wetland delineation should also be completed.

PRELIMINARY DESIGN

Initial geometric path alternatives will be developed throughout the corridor and presented to the city for review and discussion. Factors that will impact path alignment through the project include tree locations, storm sewer or drainage culvert locations, fire hydrants or water valves, sanitary sewer manholes, dry utilities (electric, gas, telecoms), driveways, existing steep ditch sections, and right-of-way constraints. Ideally the path would be installed along the east side of the road in order to minimize road crossings, however conflicts as mentioned above may dictate a portion of the path could be better suited along the west side of the road.

East side of Meadowbrook Road looking south at culvert

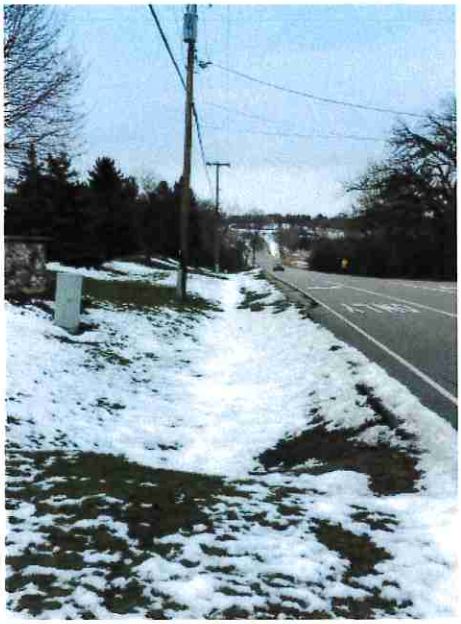
All attempts will be made to contain slope intercepts and overall project impacts within the existing right of way. A best fit profile will be developed to reduce disturbed areas and the overall project impacts, and sections of pedestrian curb or short modular block retaining walls may be used to mitigate real estate impacts. The eastern half right of way appears to be fifty feet wide based on Waukesha County GIS, which will be beneficial while attempting to keep the path within the right of way. Portions of the west side of the road include parcels that are owned to the center of the road (formal right of ways not previously dedicated) which would force a formal dedication. Some level of real estate interests (permanent or temporary easements, or fee purchase) are expected to be part of the project regardless of location of the path, and the schedule should allow sufficient time to acquire necessary real estate. We have recent examples of path projects with the same challenges, and Gruber Consulting has a track record of successfully acquiring substantial real estate parcels as part of path projects within tight time frames.

Upstream end of culvert

A particular concern relative to design involves an existing six-foot (+/-) diameter CMP pipe culvert located approximately 300 feet north of the Lake Country Recreational Trail on a slight Left Hand Forward (LHF) skew which carries an unnamed tributary to Pewaukee Lake. The existing pipe is just long enough to allow the roadway structure, and may require modifications or replacement to allow the proposed multi-use path extension to be constructed. Data from WDNR's Surface Water Data Viewer (SWDV) confirms an unnamed stream has previously been studied and includes a mapped regulatory floodplain and floodway. The culvert drains over three square miles in total. The crossing design will require a detailed hydraulic and floodplain analysis to ensure there are no negative floodplain impacts off site. Based on floodplain cross section data on the SWDV, the stream currently backs up for approximately a quarter mile upstream to an elevation of 826.30 feet during heavy rain events. One option is to extend the culvert to the east; however, this may be difficult as the stream alignment has an abrupt deflection currently as it enters the pipe and extending the pipe to the east will make this deflection even worse. A second option would be to extend the culvert to the west and locate the path along the west side of the road. There is an

existing path crossing at the Lake County Recreational Trail, but in order to connect the path to the Pewaukee High School campus an additional crossing would then be required at a location to the north, which is not desirable. A third option would be to completely replace the culvert, and increase the skew angle to better fit the stream geometry. Batterman has a Certified Floodplain Manager (CFM) on staff who has dealt with situations like this many times, and his expertise will be invaluable when coordinating with the City of Pewaukee, City of Waukesha, WDNR and FEMA.

From a path/roadway design standpoint above the culvert, barrier wall may be necessary along the roadway. The minimum separation between the edge of path and paved shoulder is five feet. It is also desirable to meet roadway clear zones, however based on a 45-mph posted speed that is not likely to be a possibility. Many locations where the path would fit within the right of way will cause ditches to be filled. Storm sewer segments and/or culverts are likely to be required in order to maintain positive drainage. The project will also result in the removal of many trees located within the right of way. Removing trees adjacent to residential properties, even though located within the right of way, can stir emotions within residents who have always known the trees to belong to them. The public involvement process will be critical to properly inform residents of the overall impacts of the project.



Ditch filling/drainage improvements required

Preliminary plans and estimates will be submitted to WisDOT and the City at the 30% and 60% design stages for review and comment. We have multiple SE Region Local Program projects in progress currently so we have pre-established relationships already in place. Plan review meetings will be coordinated as required for all submittals.

ENVIRONMENTAL REPORT

WisDOT/Federal-aid projects require strict adherence to the National Environmental Policy Act of 1970, also referred to as the NEPA Process. A Categorical Exclusion Checklist (CEC) will be developed that documents all potential impacts on the natural and built environment from the proposed project. All stakeholders and appropriate agencies will be notified of the project so initial comments and concerns can be documented. We will also work with the Region to notify Native American tribes.

A sub-requirement of the environmental report is compliance with Section 106 of the National Historic Preservation Act. In the most recent publication of the WisDOT EES screening list, no project IDs associated with this project are listed as having already been screened for archaeological and historical resources. Coordination with UWM-CRM has confirmed there are no previously recorded archaeological sites and the route has not been surveyed. From an architecture history standpoint, approximately 8-10 properties meet survey criteria, however no properties stand out as being potentially eligible for the National Register. To satisfy the requirements of Section 106, the corridor would be surveyed for archaeological hits and an abbreviated reconnaissance survey for architecture history would be completed.

A Hazardous Materials Phase 1 Report will be completed to analyze potential environmental hazards within the project area. We will conduct a screening utilizing several environmental databases to quickly identify any sites which require additional investigation. Parcel Reconnaissance Checklists will be prepared for each site identified in the database review and will be compiled in the Phase 1 Report.

PUBLIC INVOLVEMENT

Early in the project, a Public Involvement Plan (PIP) will be developed in coordination with the city to outline the proposed process for public outreach. One (1) Public Involvement Meeting (PIM) is anticipated however if the public interest is high a second meeting may be beneficial and has been included in the proposed schedule for illustration purposes. A properly executed public information campaign will educate the public, stakeholders, and elected officials on the purpose and need of the project, and also allows the opportunity for questions and to voice concerns. During the $1B I-39/90 expansion from the state line to Madison, Batterman coordinated and presented or assisted in presenting at over a dozen public

meetings, with mailing lists that exceeded 600 parcels. Recently for a project in Kenosha County, the parcel list was in excess of 1,000 residents due to large condominium and apartment complexes (somewhat similar to this project). In short, we have substantial public involvement experience on highly complex projects. We would approach the PIM with a detailed presentation and informative handouts, along with exhibits and renderings to properly convey the proposed improvements. Meeting notes transcribed from public comments will be incorporated into detailed minutes, and will be reviewed by the design team and city for possible design changes of the project.

RIGHT-OF-WAY PLAT

Batterman has extensive experience in preparing right-of-way plats and transportation project plats, including as part of our WisDOT Master Survey Contract in which survey and platting fees over the last six years are approaching $750K. We have recently prepared plats for similar projects which included multi-use paths and sidewalks impacting a mix of residential and commercial properties.

FINAL DESIGN SERVICES AND PS&E SUBMITTAL

Utility Coordination

Diligent utility coordination will be critically important in ensuring utilities are shown correctly and conflicts are identified early so relocation can occur in advance of construction (if required). Utility companies will be contacted early in the project so they understand the intended scope of the project. The Local Utility Coordination Task List will be developed and critical dates assigned to the various tasks to be sure the project schedule is adhered to. A field review of the potential path locations along Meadowbrook Road and Prospect Avenue suggest significant utility relocations and coordination will be required. Utilites identified during the field review which may be in conflict include utility poles/guy wires, underground telecommunications, gas, and watermain infrastructure (hydrants and valve boxes). Identifying the preferred alternative/ final route of the path early in the process will allow additional time for utility coordination and field adjustments to take place prior to construction. Final utility work plans will be collected from all affected utility companies and the Utility Status Report (USR) will be submitted with the PS&E documents.

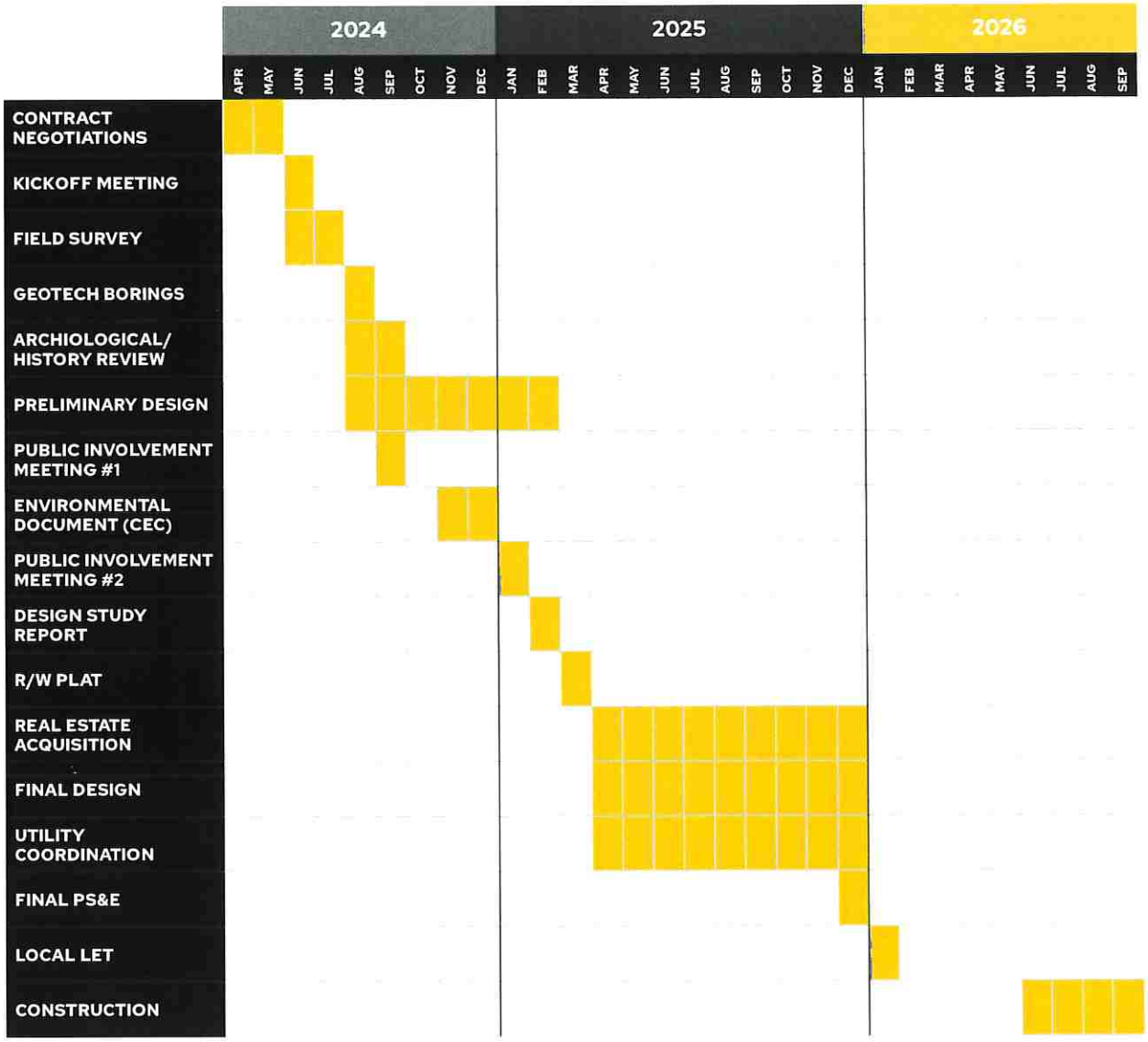
Agency Coordination

Agency coordination is also a significant part of any federally funded project. Coordination with WisDOT, WDNR, Waukesha County, the City of Pewaukee, possibly the City of Waukesha (depending on floodplain study), FEMA, SEWRPC, US Fish and Wildlife, Native American Tribes, Army Corp of Engineers and other agencies will be involved with the overall review and approval of the project. Through the dozens of WisDOT design projects we've completed over the years, we have pre-established relationships with many of these agencies and understand their preferences and methods of communication.

Final Plans and PS&E Submittal Package

A 90% Plan, Specifications and Estimate (PS&E) package will be delivered to the Department and City for review and comment. Once the 90% review is complete, plans will be finalized and delivered according to the schedule. Batterman has experience with delivering multiple Non-Traditional Transportation projects and is currently working on two TAP projects. We will ensure all deadlines are met, checklists are submitted, and the project stays on time and under budget!

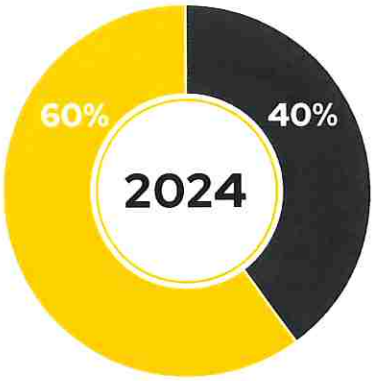
PROPOSED SCHEDULE

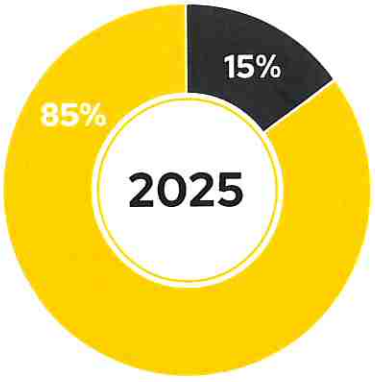


The above schedule shows a December 2025 PS&E, with a January 2026 LET. Nine months have been alloted for real estate acquisition.

FIRM AVAILABILITY TO MEET SCHEDULE

- Available
- Contracted





TODD NEEDHAM, PE

Vice President of Design

608.365.4464 · tneedham@rhbatterman.com

EDUCATION

BSCE, University of Wisconsin – Platteville, 1998

CERTIFICATIONS

Wisconsin Professional Engineer, 2006

Illinois Professional Engineer, 2008

SPECIALTIES

Project Management

Urban/Rural Roadway Design

Environmental Documents

Report Writing

Public Involvement

PROFESSIONAL ASSOCIATIONS

American Council of Engineering Companies of Wisconsin

REFERENCES

Duane Jorgenson, PE
Director of Public Works
Rock County
608.757.5450

Mike Payne, PE
Director of Public Works
City of Janesville
608.755.3160

BACKGROUND

Todd is a principal owner and oversees the WisDOT design staff at Batterman. His 25+ years of civil engineering experience have ranged from project designer and construction engineer to estimator and construction project manager as a contractor.

As Principal in Charge of transportation projects, he is responsible for ensuring the project team provides the safest, most efficient design possible within the time and budget constraints allowed by the project. Todd has completed various types of Environmental Reports for WisDOT projects.

Todd's project management experience covers both WisDOT design and construction projects, allowing for a complete understanding of the life cycle of a typical WisDOT project. Todd is a forward thinker and keeps the schedule at the forefront of every project.

RELEVANT WISDOT PROJECT EXPERIENCE

1690-04-62	STH 69 Resurfacing (2020-Current)
5970-02-74	STH 39 Resurfacing (2020-Current)
3724-04-70	CTH H Reconstruction (2020)
5990-01-32	Racine St/Randall Ave Intersection, City of Janesville (2019-2020)
5758-00-02	Mineral Point Road Bridge, Town of Janesville (2017-2019)
5990-00-35	Austin Road Reconstruction, City of Janesville (2014-2016)
1003-10-01	IH 39/90 (CTH S Interchange), Rock County (2012-2014)
5966-00-00	CTH G Intersection w/ Townline Road (IH 39 Alternate Route), Rock County (2012-2014)

RYAN RUDZINSKI, PE

Senior Project Manager

608.365.4464 · rrudzinski@rhbatterman.com

EDUCATION

BSCE, University of Wisconsin – Platteville, 2007

CERTIFICATIONS

Wisconsin Professional Engineer, 2013

SPECIALTIES

Project Management

Urban/Rural Transportation Design

Project Schedules

Utility/Agency Coordination

Design Report/Environmental Document

AutoCAD Civil 3D Design

PROFESSIONAL ASSOCIATIONS

American Council of Engineering Companies of Wisconsin

REFERENCES

Zach Pearson, PE
WisDOT Local Program
WisDOT SW Region
608.246.5319

Duane Jorgenson, PE
Director of Public Works
Rock County
608.757.5450

BACKGROUND

Ryan's seventeen-year career has been working on WisDOT projects in construction and design capacities. His attention to detail and in-depth knowledge of design standards and the FDM provide the foundation for safe, efficient, and cost-effective designs. His strong project management skills have proven successful time and again through the most aggressive project schedules. He also considers project constructability as designs progress to ensure bid pricing aligns with project budgets.

Ryan's roadway design experience ranges from simple rural overlay projects to complex urban reconstruction projects, intersection signalization projects, sidewalk and multi-use paths, state and county highways, and interstate interchanges.

RELEVANT WISDOT PROJECT EXPERIENCE

3658-00-02	CTH N Reconditioning, Rock County (2023-Current)
5755-00-10	CTH Q Pavement Replacement, Rock County (2023-2024)
1690-04-62	STH 69 Resurfacing (2020-Current)
5970-02-74	STH 39 Resurfacing (2020-Current)
5989-00-30	Park Avenue Reconditioning (2020-2022)
3724-04-70	CTH H Reconstruction, Kenosha County (2020-2021)
5990-01-32	Racine St/Randall Ave Intersection, City of Janesville (2019-2020)
5989-05-25	Powerhouse Riverwalk, City of Beloit (2016-2018)
5989-00-70	Colley Road Reconstruction, City of Beloit (2015-2016)
5990-00-35	Austin Road Reconstruction, City of Janesville (2014-2016)
1003-10-01	IH 39 (CTH S Interchange), Rock County (2012-2014)
5966-00-00	CTH G Intersection w/ Townline Road (IH 39 Alternate Route), Rock County (2012-2014)

NICHOLAS A. JAYNE, PE, CFM

Design Project Manager
Certified Floodplain Manager

608.365.4464 • njayne@rhbatterman.com

EDUCATION

BS Environmental and Natural Resources Engineering, Purdue University, 2013

CERTIFICATIONS

Illinois Professional Engineer, 2018

Wisconsin Professional Engineer, 2020

Certified Floodplain Manager, 2021

SPECIALTIES

Stormwater Management Design

Floodplain Management Design

Hydraulic and Hydrology Analysis

Urban/Rural Transportation Design

Permit Agency Coordination

AutoCAD Civil 3D Design

PROFESSIONAL ASSOCIATIONS

American Council of Engineering Companies of Wisconsin

Wisconsin Association for Floodplain, Stormwater, & Coastal Management

Association of State Floodplain Managers

REFERENCES

Mark Wendorf
Director of Public Works
City of Delavan
262.728.5585

John Olson
Town Administrator
Town of Delavan
262.728.3471

BACKGROUND

Nicholas is a licensed professional engineer and certified floodplain manager with nearly eleven years of experience. His duties consist of both project management and project design, which have included complete design of all required project elements. Nicholas specializes in stormwater and floodplain management design, providing detailed hydrologic and hydraulic analyses, water quality design, drainage studies, and drainage plans on various commercial, industrial, and residential site developments and transportation projects. His project management experience has allowed him to communicate directly with the client and more efficiently utilize the project team to ensure projects are completed on time, on budget, and meeting required regulations.

RELEVANT PROJECT EXPERIENCE

- IDOT – Dempster Street Drainage Study and Technical Memorandum – Cook County, IL
- IDOT – IL RTE 21, IL RTE 53, Greenwood Avenue Intersection Technical Memorandum – Cook County, IL
- IDOT – Scranton Avenue Drainage Investigation – Lake Bluff, IL
- MCDOT – Randall Road Engineering Review Services, McHenry County, IL
- LCDOT – Pulaski Drive Drainage Improvements, Lake County, IL
- Hamborg Road Bridge Repairs, Town of Roscoe (2020-2021)
- Blackhawk Technical College Public Safety Training Center, Town of Rock (2021-Current)
- Residences of Geneva Lake, Village of Fontana-on-Geneva Lake (2022-Current)
- Gilbank Dam and Pond Restoration Project, Town of Bradford (2022-Current)
- 5000,000 Square Foot Spec Building, 1901 Gateway Blvd, City of Beloit (2022)
- Mound Road Sediment Dewatering Facility, Town of Delavan (2022-Current)
- Racine Street Regional Stormwater Basin, City of Delavan (2023-Current)
- County Materials Corporation Facility and Facility Expansion, Town of Genessee (2020-2023)
- Croft Road Structure Replacement, Town of Union (2021-2022)
- Porter Road Structure Replacement, City of Evansville (2022-Current)

MICHAEL PLESSEL, PE

Senior Project Engineer

608.365.4464 · mplessel@rhbatterman.com

EDUCATION

BSCE, University of Nebraska – Lincoln, 2004

CERTIFICATIONS

Wisconsin Professional Engineer, 2009

SPECIALTIES

Urban/Rural Transportation Design

Roadside Safety Analysis

Work zone Traffic Control & Staging

FDM/AASHTO Roadside Design Guide

Stormwater Analysis, Modeling & Design

AutoCAD Civil 3D Design

PROFESSIONAL ASSOCIATIONS

American Council of Engineering Companies of Wisconsin

REFERENCES

Duane Jorgenson, PE
Director of Public Works
Rock County
608.757.5450

Brad Reents, PE
City Engineer
City of Janesville
608.755.3164

BACKGROUND

Michael's responsibilities include design and preparation of plans, specifications, and estimates for urban and rural transportation projects. He offers experience in storm water analysis and management in various drainage scenarios by utilizing modeling software such as HydroCAD, TR-55, HY-8, and AutoCAD Civil 3D.

Michael has extensive roadway design experience on major WisDOT and municipal projects such as the IH 41/94 North/South Freeway, USH 51 (Stoughton Road), USH 41, and CTH D (Fish Hatchery Road). His experience includes intersection and interchange layouts and design, erosion control design, storm sewer design, traffic control and staging plan development, and utility coordination.

Michael has a wealth of experience working with the WisDOT Facilities Development Manual and Standard Specifications. In addition, he has served as a construction engineer on several roadway projects earlier in his career, which has equipped him with the knowledge to produce insightful, resourceful, and cost-effective transportation design solutions.

RELEVANT WISDOT PROJECT EXPERIENCE

IH 41/94 North – South Freeway SWEF & Rest Area Study, Southeast Region

5989-03-10	Cranston Road Resurfacing, City of Beloit (2023-2024)
5755-00-10	CTH Q Pavement Replacement, Rock County (2023-2024)
5411-02-03	USH 51 (Stoughton Road), Dane County
1133-09-00	USH 41 (Morris Avenue-9th), Brown County
3230-10-00	STH 50 75th Street (IH 94 – 43rd Ave), Kenosha County
1674-00-02	USH 12 (Baraboo Bypass), Sauk County
1370-15-00	IH 39/90/94 over Lien Road, Dane County
1390-04-02	STH 26, Watertown Bypass, Jefferson & Dodge Counties
1154-01-01	USH 41, Oconto – Peshtigo, Peshtigo Bypass, Marinette County
5300-03-71	USH 12 (STH 78 – CTH KP), Dane County
1209-02-76	USH 151 (Dickeyville Bypass), Grant County

KRISTIN BELONGIA, PLS

Vice President of Survey

608.365.4464 • kbelongia@rhbatterman.com

EDUCATION

Gateway Technical College, 2003

Northeastern Wisconsin Technical College, 2008

CERTIFICATIONS

Wisconsin Professional Land Surveyor, 2009

Drone Pilot License

SPECIALTIES

Survey Project Management

Design Survey & Data Collection

AutoCAD Civil 3D

REFERENCES

Mark Wendorf
Director of Public Works
City of Delavan
262.728.5585

Mike Payne, PE
Director of Public Works
City of Janesville
608.755.3164

Kristin is Batterman's Survey Department Manager. She has extensive experience with WisDOT right-of-way platting, boundary surveys, land divisions, topographic surveys, and ALTA/NSPS Land Title Surveys, all using AutoCAD Civil 3D.

With over 20 years of experience and degree in civil engineering, Kristin has successfully managed a wide range of survey projects from simple plat of surveys, complex land divisions and property sales, and municipal survey projects for infrastructure improvements (for Towns, Villages, Cities and Counties). She has a keen understanding of survey methods and local and state regulations to provide comprehensive survey information for design purposes, resulting in a successful project outcomes.

Kristin is also responsible for UAV data processing for the drone program that she implemented at Batterman. Kristin and the survey staff utilize the latest conventional, GPS, drone and scanning equipment and technology.

PROJECT EXPERIENCE

- WisDOT Survey Master Contract – Work Orders in Rock, Green, Dodge, Iowa, and Lafayette Counties (2018 - Current)
- Racine Street/Randall Avenue, City of Janesville (STP-U/HSIP) (2019-2020)
- Park Avenue Reconstruction, Town of Beloit (2021-2022)
- Henry Avenue Resurfacing (STP-U), City of Beloit (2021)
- Sixth Street and North Street Turn Lane, City of Beloit (2021)
- CTH H Reconstruction, Kenosha County (2020-2021)
- Delavan Tower Park, Main Street and Park Place Reconstruction, City of Delavan (2019-2020)
- Sixth Street and North Street Turn Lane, City of Beloit (2021)
- ABC Supply Stadium, Beloit, WI (2020-2021)

SUBCONSULTANTS

JENNIFER PICARD · UWM-CRM
Principal Investigator
jlpicard@uwm.edu

Jennifer Picard has over a decade of experience pertaining to cultural resource management and archaeological/burial sites in the Midwest. Jennifer currently serves as Senior Project Manager and Principal Investigator for UWM-CRM, providing scheduling and oversight of several hundred cultural resource projects annually for the transportation, energy, development, and utility industries that require compliance with Section 106 of the National Historic Preservation Act (NHPA), National Environmental Policy Act (NEPA), as well as state-level compliance (Wisconsin).

DOUGLAS DETTMERS, PE · GESTRA ENGINEERING
Regional Manager
douglas.dettmers@gestrainc.com

Doug's 25+ year career has been entirely focused on the geotechnical engineering sector. With a BS in Geological Engineering and Geology and an MS in Business Administration, Doug's professional qualifications are impressive. Doug has been on a multitude of mega-design teams for high-profile projects, such as the East-West Bus Rapid Transit project in Madison, I-39 Reconstruction project through Dane County, Zoo Interchange, US 45 Reconstruction, and the Komatsu Worldwide Headquarters in Milwaukee.

FRED GRUBER, PE, PLS · GRUBER CONSULTING
Real Estate Negotiator
fgruberconsulting@outlook.com

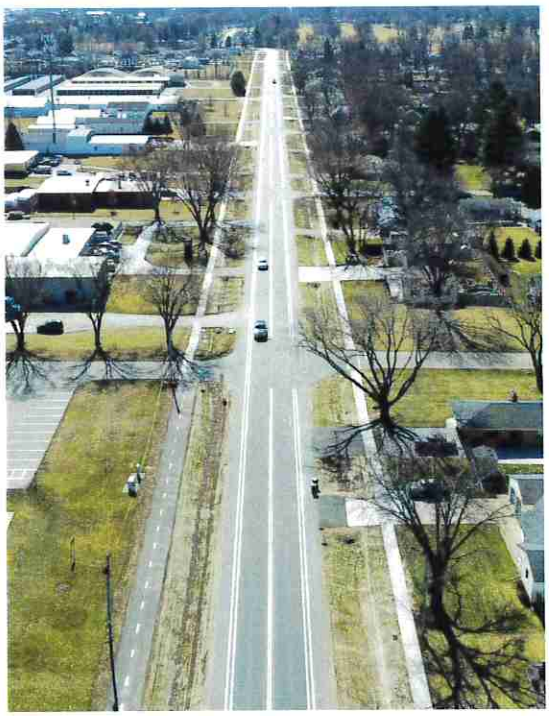
Fred is a certified real estate negotiator for the Wisconsin Department of Transportation. He has been acquiring properties for municipalities, townships, and counties since 2002. His experience includes comparable sales studies and parcel negotiation of all property types such as agricultural, residential, and commercial parcels. Fred works with utility companies to obtain conveyance of rights or temporary construction easement documents and is familiar with all real estate transfer forms and requirements to place final documents into the WisDOT Real Estate Automated Data System (READS).

ERIC C. PARKER · HEARTLAND ECOLOGICAL
Principal Scientist
eric@heartlandcological.com

Eric is a Senior Professional Wetland Scientist and Professionally Assured Wetland Delineator in Wisconsin with 30+ years of experience assisting public and private clientele. His work has supported thousands of institutional, commercial, utility, residential, industrial & transportation projects. Mr. Parker's natural resource specialties include botanical surveys, wetland science, restoration and mitigation, and environmental corridor mapping. He has a widespread understanding of the scientific, technical, and regulatory aspects of natural resources projects.

Park Avenue Reconditioning (WisDOT / STP-U)

Beloit, Wisconsin • 2020-2022



Client: Town of Beloit

Contact: Joe Rose, Director of Public Works, jrose@town.beloit.wi.us, 608.473.0512

Key Staff: Todd Needham, Ryan Rudzinski, Michael Plessel, Lucas Hoerz, Kristin Belongia

This 1.4-mile reconditioning project in the Town of Beloit was funded through the State Transportation Program- Urban (STP-Urban). The roadway shoulders were widened and partially paved to accommodate bicycles. New sidewalks and a multi-use path were added to provide connectivity to existing sidewalks at both termini. Road and driveway culverts were replaced along the entire length of the project. The existing ditches were also regraded as a part of the project to address existing drainage issues. The project's southern terminus required curb ramp updates for ADA compliance at the urban signalized intersection at Cranston Road.

A right-of-way plat was developed to acquire permanent and temporary interests due to the addition of the new sidewalk and the lengthening of several culvert pipes. Batterman included Gruber Consulting within our team for all required appraisals and negotiation services for the 43 parcels and five utility parcels that were acquired. The final PS&E was delivered in November of 2022, and the project was LET in the spring of 2023, coming in 3.6% below our final engineer's estimate at a cost of approximately $3M. Construction began in the spring of 2023 and was completed in the fall of 2023.

CTH Q Resurfacing (WisDOT / STP-U / BIL)

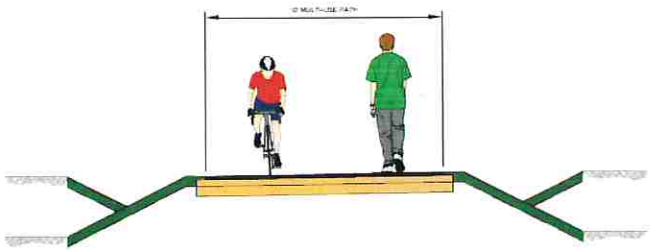
Rock County, Wisconsin • 2023-2024

Client: Rock County

Contact: Duane Jorgenson, Jr., PE, Director of Public Works, 608.757.5450, duane.jorgenson@co.rock.wi.us

Key Staff: Todd Needham, Ryan Rudzinski, Michael Plessel, Lucas Hoerz, Kristin Belongia

This 0.5-mile resurfacing project in the Town of Beloit is funded through the State Transportation Program-Urban (STP-Urban). The project will resurface the four-lane section of CTH Q from CTH D to the Newark Road Bridge over the Rock River, and will also add an off-road multi-use path along the south side of CTH Q. This is part of a larger initiative by Rock County with a future project that will extend the multi-use path along the east side of CTH D from CTH Q to Big Hill Park.



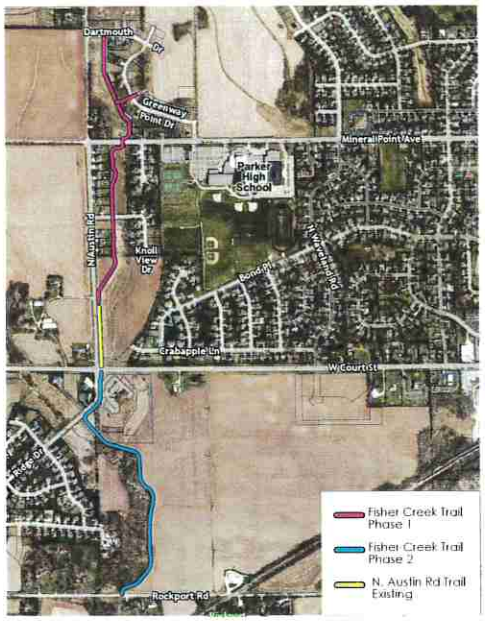
PROPOSED TYPICAL SECTION
(NEW CONSTRUCTION)
PATH

The design of the multi-use path is complete and involves complex drainage design/considerations through the Town of Beloit Fire Station. A combination of mountable curb and a series of inlets and storm sewers was required in order to maintain drainage from CTH Q within the existing right of way after installation of the path.

Multiple alternatives were developed for the section east of the Fire Station as the county right of way becomes very wide and will allow the path to potentially traverse through an existing wooded section. This project was completed with the 2/1/2024 PS&E.

Fisher Creek Trail (WisDOT/TAP)

Janesville, Wisconsin • 2023-Current



Client: City of Janesville

Contact: Brad Reents, PE, City Engineer, reentsb@ci.janesville.wi.us, 608.755.3164

Key Staff: Todd Needham, Ryan Rudzinski, Michael Plessel, Kristin Belongia

The Fisher Creek Trail Project (Phase 1) is a 0.7 mile long multi-use path which was identified in the City of Janesville's 2020-2050 Long Range Plan as a top priority fore extension of existing bicycle and pedestrian networks. The southern terminus of the project will connect to an existing path constructed in 2017 and will extend north through existing city owned greenbelt/parkland intended for storm water conveyance. There are four (4) at grade crossings of roadways as part of the project, including crossing the heavily traveled Mineral Point Road which carries heavy traffic from the adjacent Parker High School. For safety mitigation at this high volume roadway crossing, a concrete median pedestrian refuge will be installed with advance warning signage. Multiple alignment alternatives were developed during preliminary design of the project, and the preferred alternative was selected due to minimal tree impacts and wetland avoidance, while also generally following the route of existing sanitary sewer easements within the parcels. Because the city owned property does have parkland designation, Section 4f coordination was required to fulfill environmental requirements. The project is set for a LOCAL LET in November of 2024 and is slated for construction in the summer of 2025.

Inman Parkway Pedestrian Improvements (WisDOT / TAP)

Town of Beloit, Wisconsin • 2020-2022

Client: Beloit Turner School District

Contact: Brad Boll, Director of Business Services, 608.364.6372

Key Staff: Todd Needham, Ryan Rudzinski, Michael Plessel, Lucas Hoerz, Kristin Belongia

The 1.4-mile project consisted of adding a five-foot wide sidewalk on the north side of Inman Parkway from USH 51 and Park Avenue, and a 10-foot wide multi-use path from Park Avenue to CTH G. Coordination with multiple stakeholders was required including the Town of Beloit, Canadian Pacific Railroad, WisDOT, utility companies, two schools (Powers Elementary and Beloit Turner Middle/High School), multiple businesses, and many residents along the corridor. There was considerable design effort in developing a "best fit" profile to match the dozens of preexisting residential and commercial driveways along the corridor to provide a balance of a smooth profile while also minimizing impacts to real estate.

A right-of-way plat was required to purchase permanent and temporary interests due to the new sidewalk and culvert pipes being lengthened. A total of 43 parcels were acquired, along with five utility parcels (all services within our contract). The final PS&E was delivered in November 2022. Construction was completed the summer of 2023.

STH 167/Mequon Road Corridor (WisDOT Permit)

Mequon, Wisconsin • 2021-2023

Client: City of Mequon

Contact: Cole McCraw, PE, Assistant City Engineer, cmccraw@ci.mequon.wi.us, 262.236.2957

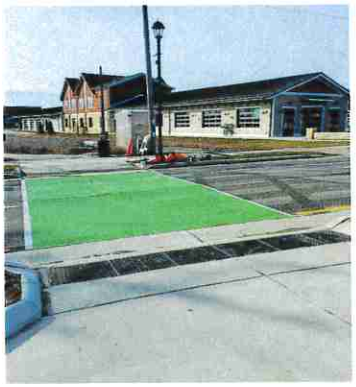
Key Staff: Todd Needham, Michael Plessel, Lucas Hoerz, Kristin Belongia, Lucas Chase

Mequon Road (WIS 167) from Buntrock Avenue to Cedarburg Road in the city of Mequon was partially reconstructed and modified, including narrowing travel and turn lanes to allow for bicycle accommodations and a wider terrace for landscaping and streetscaping improvements. The project also improved the existing traffic signals and upgraded sidewalk ramps and road crossings to meet ADA requirements. Median pedestrian refuge areas were provided to improve pedestrian safety.

Another component of the project included the realignment of the Ozaukee Interurban Trail (OIT) as it crosses Mequon Road to a Danish Crossing. This safety improvement was required due to the close proximity of a major railroad crossing to the pedestrian crossing. Significant coordination with the railroad was required, including sign off from the Office of the Commissioner of Railroads (OCR) to achieve approvals for the updated crossing. The realignment allows pedestrians/bicycles to cross the roadway further away from the railroad tracks and queuing vehicles at the tracks.

Danish Crossing concept

Danish Crossing construction



Storm sewer structures were adjusted/moved at the intersections to match the adjustment of the curb lines. The project included a detailed traffic control and staging plan to minimize traffic interruptions during construction.

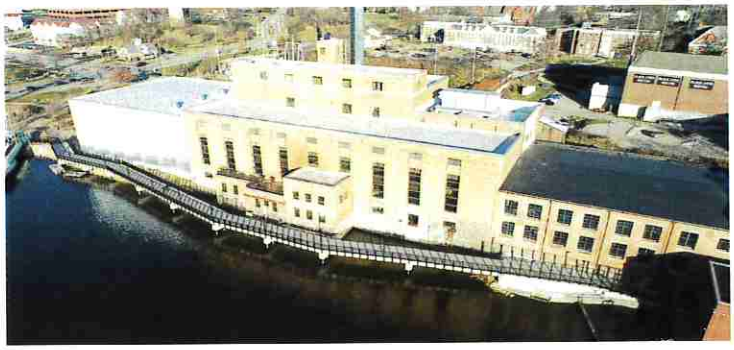
Powerhouse Riverwalk (WisDOT / TAP)

City of Beloit, Wisconsin • 2020-2022

Client: City of Beloit

Contact: Bill Frisbee, PE, Public Works Director, frisbeew@beloitwi.gov, 608.364.2929

Key Staff: Todd Needham, Ryan Rudzinski, Lucas Hoerz, Kristin Belongia



The Powerhouse Riverwalk Bridge is a 10-span pedestrian bridge along the Rock River and provides a unique multi-use path connection that surrounds the new Beloit College Powerhouse (the decommissioned Alliant Energy Blackhawk Generating Station repurposed to a multi-use student facility). The project was part of the riverfront revitalization commitment made by the City of Beloit and connects a gap in the riverfront trail system through the area. The path is land-based near the north and south termini where the new path ties into existing city path systems. Substantial vertical grade difference is present throughout the corridor as the path traverses along the Rock River on land, and then transitions to the ten-span bridge system which is set to match future doorway connections on the repurposed Powerhouse building. The path is designed to accommodate both the horizontal and vertical locations of the various floors of the old building. Batterman provided all project services (except for structure design) for this TAP project.

REFERENCES

JOE ROSE
Director of Public Works
Town of Beloit
jrose@town.beloit.wi.us
608.473.0512

DUANE JORGENSON, PE
Director of Public Works
Rock County
duane.jorgenson@co.rock.wi.us
608.757.5450

BRAD REENTS, PE
City Engineer
City of Janesville
reentsb@ci.janesville.wi.us,
608.755.3164

BRAD BOLL
Director of Business Services
Beloit Turner School District
bollb@turnerschools.org
608.364.6372

COLE MCCRAW, PE
Assistant City Engineer
City of Mequon
cmccraw@ci.mequon.wi.us
262.236.2957

BILL FRISBEE, PE
Public Works Director
City of Beloit
frisbeew@beloitwi.gov
608.364.2929

March 27, 2024

Michaelis Gabbey, PE
Chief Engineer Streets & Development
Pewaukee City Hall
W240N3065 Pewaukee Road
Pewaukee, WI 53072

Re: Statement of Qualifications for Engineering Design Services for Construction of a Multi-Use Path

Dear Mr. Gabbey and the Selection Committee,

The City of Pewaukee has been diligently working to strengthen its multimodal access, safety, and connectivity along CTH G. Multimodal amenities like your proposed trail are becoming increasingly important in connecting communities and safely providing for alternative travel. As you seek a consultant for engineering services for the multi-use path along Meadowbrook Road and Prospect Avenue, it is essential to hire a consultant team that excels in trail planning and design, as well as in the WisDOT TAP project development process. MSA Professional Services, Inc. (MSA) is that team. By choosing MSA as your consultant partner, you're choosing a team with proven experience on this same type of project, a team that will focus on maintaining your best interests at each step along the way.

MSA's purpose is to positively impact the lives of others and part of that includes providing community amenities such as multi-use paths. To that end, we've developed a core team of professionals within MSA who have made multi-use path projects utilizing TAP funding their specialty. Our team is led by Project Manager Anne Holzem who brings over 18 years of engineering experience and is ready to assist the City every step of the way.

As you read through our statement of qualifications, you will see how our portfolio of trail projects demonstrates our ability to develop sound, constructible, and successful plans. This history, combined with our team's technical expertise, means the City can have confidence in our ability to thoroughly assess and resolve any issues and constraints the project may present, particularly in terms of dealing with project complexities such as meeting the project schedule, WisDOT coordination, and environmental impacts. Additionally, we have design experience on urban trail projects in confined environments that were funded outside of the CMAQ/TAP program. Our statement of qualifications focuses on TAP-funded trails, but we can provide additional information upon request.

MSA is interested in working on your behalf to deliver engineering design services to get this project off the ground. We appreciate your consideration of our team and welcome any questions or comments you may have regarding our qualifications. We look forward to assisting you in any way that we can with this important community project.

Sincerely,
MSA Professional Services, Inc.

John Langhans, PE | Vice President, Land Service Line
(608) 355-8895 | jlanghans@msa-ps.com

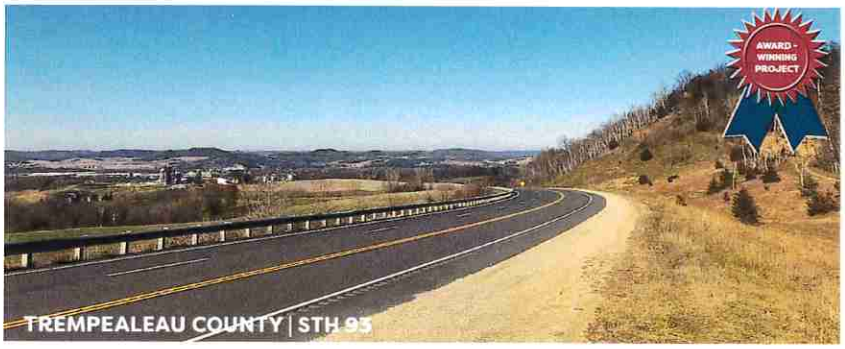
WHY MSA?

The proposed team is experienced, available, and confident that we can meet the City's needs for this project. It is our hope that our qualifications provide and reinforce the answer to this question:

Why choose MSA as a partner on this project?

- **Bench strength:** We have included an organizational chart and resumes of key staff who will be responsible for the operations of this very important project. The project will be led by Anne Holzem who will provide a single point of contact with MSA to help the project run efficiently and timely for the City.
- **We know trails - it's what we do:** By including recent projects, we feel that these are the most accurate representation of the expertise our proposed team has gained by completing similar scopes of work. Our project team has a wealth of planning, design and construction project experience with similar project requirements. **First and foremost, we have experience in managing projects like this through the WisDOT TAP project development process.** MSA has a good working relationship with the review agencies that will play a role in completing the project delivery, including WDNR. MSA understands the need for effective and timely communication with these agencies.
- **Clear communication:** At MSA, we understand that our projects have an impact on the communities in which we work. Stakeholder support is essential to the success of a project, and this support is the result of superior communication. We work hard to make sure all parties are well-informed throughout the project duration. Anne will be leading the planning phase delivery for this project and will oversee all aspects of communication on the project, including required correspondence with review agencies and local officials. The goal is that you are informed of the project status, schedule, and budget at any given time during project development.
- **Innovative approach:** Our detailed project approach highlights the MSA team's knowledge of the project, including the understanding of the project site, anticipated needs, and goals.

CITY OF MIDDLETON | PHEASANT BRANCH CREEK CORRIDOR RECONSTRUCTION TRAIL & BRIDGES



TREMPEALEAU COUNTY | STH 93

WISDOT SURVEY MASTER CONTRACT

MSA'S EXPERIENCE & CAPABILITIES

EXPERIENCE & FAMILIARITY WITH WISDOT

MSA is an established leader in delivering projects following WisDOT design methodologies, ranging from local program bridge rehabilitations to large-scale roadway rehabilitation projects. We are actively involved with the WCHA and ACEC-Wisconsin Transportation Committee, helping to establish standards and focus on improvements to our transportation infrastructure across the State of Wisconsin. This leadership role helps to keep MSA at the forefront of new standards, requirements, and innovations.

MSA is currently on the WisDOT Roster of Eligible Engineering Consultants. MSA has worked on WisDOT projects for more than 40 years. We are extremely familiar and competent with the FDM and PS&E processes.

RESOURCES

What sets MSA apart is the in-house availability of our technical professionals to assist, guide, or perform work on the small, yet important aspects of a project that can develop outside of the trail design elements.

- ***Environmental/Wetlands*** – MSA's environmental scientists and wetland experts help communities identify and clean up contamination,delineate, and mitigate wetlands. We understand regulatory requirements and have built critical relationships with regulatory agencies.
- ***Hydrology & Hydraulics*** – MSA has stormwater experts who can perform hydrology and hydraulic computations for roadway culverts, bridges and drainage areas.
- ***Surveyors*** – MSA performs full-service survey work, including field surveys for design/engineering, hydraulic surveys, route surveys and boundary surveys. MSA's survey team is ready to assist in preparing legal descriptions and a plat, if needed, in accordance with FDM processes.
- ***Construction Management*** – MSA provides construction observation and management services for projects throughout the state. The MSA construction staff is just a phone call away and willing to help answer constructability questions. Our construction engineers review our construction plans and documents for potential issues with bidding, awarding, staging, and overall constructability. This valuable resource helps to minimize costly change orders during construction.
- ***Real Estate*** – We have dedicated real estate staff who are experts in the WisDOT/FDM real estate process.

The team members featured within this statement of qualifications have specific experience providing all of the services identified in the SOQ for federally funded WisDOT TAP projects and have proven themselves through years of work with similar communities and on similar projects.

**Please refer to pages 11 through 15 for specific projects, clients, and dates.*

SNAPSHOT OF RECREATIONAL TRAIL PROJECTS

MSA's history of combined trail design expertise and FDM and PS&E process knowledge can be verified by the following expanded listing of shared-use trail projects. **We have been involved with the design and construction of more than 100 miles of shared-use trails over the past seven years.** This experience, paired with our passion for the work we do, will help transform your vision for the city into reality.

To date, MSA has completed over 25 WisDOT TAP funded projects.

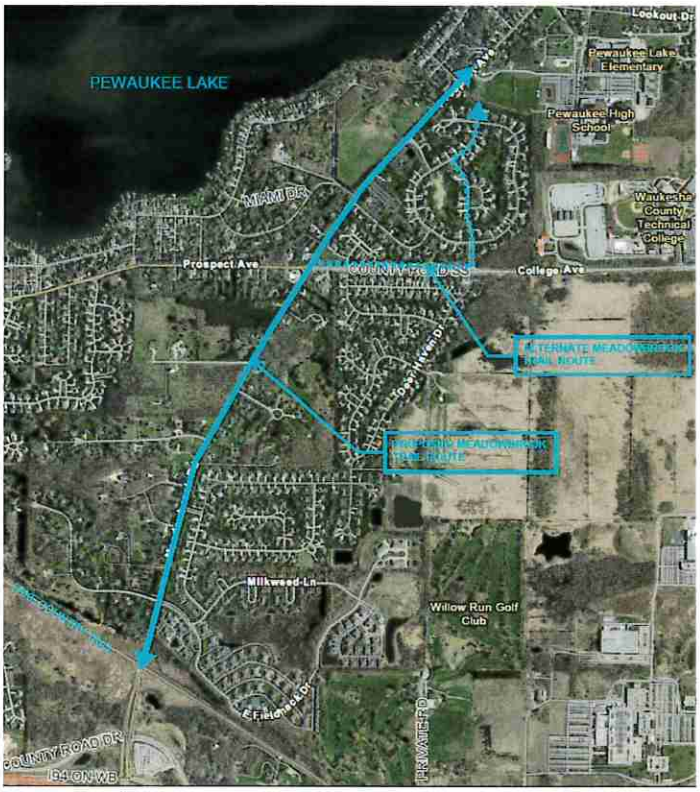
SNAPSHOT OF RECREATIONAL TRAIL PROJECTS

- **Pheasant Branch Creek Corridor Reconstruction Trail & Bridges,** Middleton, WI
- **Phase II Bike Trail,** Three Lakes, WI – *TAP*
- **Springbrook Bicycle/Pedestrian Trail,** Antigo, WI – *TAP*
- **BUS 51 Ped Bridge: Prelim Survey, Concept Plan & Grant App,** Schofield, WI – *TAP*
- **Eau Claire River Bike / Pedestrian Crossing Planning Study,** Schofield, WI – *TAP*
- **Adler Road Trail**, Marshfield, WI – *TAP*
- **STH 16 Trail and Bridge over the La Crosse River,** La Crosse County, WI – *TAP*
- **Trillium Lane Multi-use Trail,** Rib Mountain, WI – *TAP*
- **Mosinee Riverwoods Trail,** Mosinee, WI – *TAP*
- **Safe Routes to School,** Three Lakes, WI – *SRTS/TAP*
- **Pattison State Park Trail and Bridge Reconstruction,** Superior, WI
- **Safe Routes to School Spruce Street,** Abbotsford, WI – *SRTS/TAP*
- **Cedar Creek Trail Bridge**, Rothschild, WI
- **Conover Segment of Conover to Phelps Trail (Phase II),** Conover, WI – *TAP*
- **Great Headwaters Trail - Conover to Phelps Segment (Phase III)**, Phelps, WI
- **Great Headwaters Trail - River Trail Segment Feasibility Study,** Eagle River, WI
- **Bunker Road Water Main and Multi-Use Path Project,** Lake Delton, WI
- **South Agonikak Recreational Trail,** Watersmeet, MI
- **The Cannonball Path Phases II and IV,** Fitchburg, WI
- **Park Falls Master Plan – Bicycle and Pedestrian Facilities,** Park Falls, WI
- **Central and North Agonikak National Rec. Trail,** Watersmeet, MI
- **Multi-Use Recreational Trail,** Green Lake, WI – *TAP*
- **Bike Trail Expansion,** Boulder Junction, WI – *TAP*
- **Safe Routes to School,** Onalaska, WI – *SRTS/TAP*
- **Safe Routes to School,** Chetek, WI – *SRTS/TAP*
- **Town of Arbor Vitae Bike Trail Feasibility Study,** Arbor Vitae, WI
- **Land O' Lakes Bike Trail Phase II,** Land O' Lakes, WI – *TAP*
- **Cedar Side Trail Extension,** Rice Lake, WI – *TAP*
- **Three Eagle Trail – Eagle River Segment (Phase II),** Eagle River, WI
- **1st Avenue Pedestrian Trail,** Cascade, IA – *TAP*
- **Kewash Nature Trail,** Washington County, IA – *TAP*
- **Somerset STH 35 Multi-use Trail,** Somerset, WI - *TAP*
- **Gitchi Gami Multi-use Trail, TH 23 Tofte Segment,** Tofte, MN – *TAP*
- **Glacial Lakes Multi-use Trail,** New London, MN
- **Gitchi Gami Multi-use Trail, Lutsen Segment,** Lutsen, MN –*TAP*
- **Great Sauk Trail over Wisconsin River,** Sauk City, WI – *TAP*

CTH O Trail, Rice Lake, WI

Campus Drive, Madison, WI

Waterfront Plan Development, Sauk City, WI



PROJECT UNDERSTANDING & OBSERVATIONS

The Meadowbrook Road Trail is an envisioned separated multi-use trail adjacent to Meadowbrook Road and Prospect Avenue in the City of Pewaukee. The approximate 1.7-mile project is desired to provide enhanced multi-modal safety and community connectivity. The envisioned trail is proposed as a 10-foot-wide, asphalt surfaced facility located within existing right of way (ROW). The project will be funded via CMAQ funding through WisDOT. Therefore, the WisDOT/FDM process must be followed to optimize this funding.

OBSERVATIONS

- The trail will need to be "retrofitted" into the existing built corridor. This will require thoughtful design regarding separation from vehicle travel ways, drainage, ADA profile requirements, and reduction of impacts to existing tree lines and utilities.
- There appears to be available ROW (approximately 100 feet) to accommodate the trail for the majority of the corridor. However, both sides of the ROW pose challenges to the amounts of driveway/street crossings and/or existing trees/improvements.
- ROW width appears to be restricted from the south terminus to areas north of Fieldhack Drive, Carmelite Road north to parcel 0931968002, and areas along Prospect Drive.
- Potential ROW acquisition will need to be artfully addressed due to recent legal findings for recreational facilities.
- Waterway and wetland impacts will need to be considered near the south terminus of the project.
- Safety measures will need to be considered at the crossing of Prospect and College Avenue.
- For the alternate route, has usage of the overhead utility easement just west of Pewaukee Fire Station #2 been considered?
- Public and stakeholder engagement is an important aspect of this project to identify real and or perceived concerns and build consensus for the best overall solution.

PROJECT SCOPE

MSA's approach to successful completion of the multi-use path (MUP) project involves developing a strong and meaningful project management plan, project budget and schedule, with a clear development of improvement concepts and thorough design of the final project plan set. Our experience initiating projects shown by the examples in this proposal has proven successful by building a foundation that involves:

- Providing strong and effective project management that stays one step ahead to meet project budget/timelines.
- Engaging and supporting all City officials and stakeholders in a meaningful and constructive way that results in consensus and stakeholder buy-in.
- Conducting a robust analysis of the proposed trail, developed with an eye toward balancing the needs and impacts of the surrounding area with the constraints of budgets and schedules.

CRITICAL SUCCESS FACTORS

- Working with community stakeholders to gather input regarding the project and perceived or real challenges.
- Following the WisDOT FDM process and working with WisDOT to follow all steps necessary to make the project eligible for CMAQ funding.
- Prioritizing continued coordination with the City utilizing email, teleconference, Microsoft Teams, and/or in-person meetings throughout the project.

PROJECT MANAGEMENT

MSA will make project management the cornerstone to building the success of the project. The project management task focuses on monitoring and directing resources to achieve the desired deliverables, as well as meeting the project schedule and budget. With Anne as your project manager, you can rest assured that her experience and attention to detail will be fully utilized on this MUP project.

Additionally, Anne serves as a WisDOT project coordinator for the SW Region, helping to manage several projects across the Region. She is well-versed in the WisDOT process, particularly with the SW Region processes, and has developed working relationships with numerous WisDOT staff throughout the Region.

Anne will carefully manage the day-to-day budget, schedule and decision-making process, making sure that meeting minutes, action items and next steps are clearly identified from meeting to meeting. Anne will provide regular progress updates and discuss current issues with the team. Most importantly, she will provide timely feedback on any issues that may arise over the course of the project.

DESIGN

The opportunity to design the improvements for the MUP project is as exciting as it may be challenging. Coordinating with the public, WisDOT, environmental agencies, utilities and roadways are some of the required steps in the project process, as well as discussing important decisions to make along the way that will impact the outcome of the project design.

Topographic Survey

MSA has the capacity to complete the necessary topographic survey for the project through the use of in-house surveying staff or incorporate info from others.

Wetlands/Waterways

Based on a preliminary review of the DNR's Surface Water Data Viewer, there is one potential area of wetlands/waterway impacts on the project near the south terminus. MSA will delineate (stake, flag, GPS) the wetlands early in the project. The project has the potential to impact the wetlands due to the addition of an MUP and associated grading. However, MSA will work to avoid wetland impacts on the project.

Utility Coordination

Coordination with local utility companies will contribute to the successful implementation of the project from the early stages. MSA will coordinate project impacts with utilities to make them aware of the project planning and incorporate their comments by mapping proposed utility corridors. Project plans will be sent to utilities to allow for discussion and potential relocation planning. Utilities will be invited to an Operation Planning Meeting (OPM).

Right of Way (ROW)

Depending upon the final route selection, a ROW plat (TPP) may be necessary for the project. The trail is expected to be confined within the existing ROW where possible. However, the need for design enhancements or proper separation from travel ways may drive the need for additional ROW. MSA will work to maintain all necessary grading within the existing ROW, to avoid impacting any outside parcels for TLE, PLE, or FEE on the project. However, if real estate is required, MSA has in-house staff to assist in the development of acquisition documentation and services.

Reports Per FDM Requirements for a TAP-Funded Project

Design

- A Pavement Type Selection Report (assume asphaltic pavement) — included within the Design Study Report (DSR).
- Design Study Report (DSR).
- Utility Status Report.
- Traffic Management Plan (TMP) - Type 1 (basic) anticipated.

Environmental Documentation

- Native American Tribal Letters.
  - Categorical Exclusion Checklist (CEC) Environmental Report.
- No impacts on archaeological or historical properties are anticipated.
- Archaeology or History.
  - Should a Phase I investigation be needed, MSA will sub-consult for this work.
- Phase 1 Hazardous Material research and report.
- Field surveys for endangered or threatened species are not anticipated. However, depending on the size of the culvert at the stream crossing near Sylvester Road, a bat assessment may be needed. If needed, MSA can conduct a bat assessment at the culvert during the wetland mitigation.

Agency Coordination

- DNR notice at preliminary and final design stages.

Public Involvement

- One Public Informational Meeting is anticipated. A virtual presentation and/or mailers could also be arranged at the City's desire.
- Draft the invitation letters, draft news release, displays, handouts, and other necessary items.
- Public involvement plan.

Public information meeting.

Preliminary Design, Plans & Estimate

MSA will comply with the revised Sponsor's Guide to Non-Traditional Project Implementation published by WisDOT as well as the Wisconsin Bicycle Facility Design Handbook during the complete design phase for this project.

- Prepare trail plans and provide to City and WisDOT in PDF format.
- Collect information from as-built drawings, existing ROW utility contact lists, and utility maps.
- Preliminary plan and profile sheets will be developed with cross-sections.
- Cost estimate and real estate impact estimate (if necessary) will be provided.
- Title sheet and typical section.
- General notes.
- Erosion control plans and plan sheets at 100 scale.
- Construction detail sheets.

Meetings

- 30% Plan and Profile Review Meeting with City staff.
  - This meeting will address 30% engineering plan and profile sheets.
- Public Information Meeting (PIM).
  - This meeting will introduce and display the project to the public, and gather input and public comments to include in the project design.

Final Design, Specifications & Estimate

- Construction detail sheets.
- Plan and profile for multi-use trail.
- Permanent signing and marking plans on plan sheets at 100 scale for multi-use trail accommodations.
- Erosion control plans on plan sheets at 100 scale.
- Cross sections (50-foot sections).
- Scale will be 1:10 on 11x17-inch sheets.
- Develop construction specifications.
- Preliminary cost estimates will be developed using local and WisDOT bid price data. One preliminary estimate.
- Major work items such as pavement, base course, earthwork and drainage will be provided at approximately 60%. One final estimate with an itemized breakdown will be provided with the final plan route for the multi-use trail.
- Project bid package will be prepared with required permits.
- MSA will coordinate with the city on the use of any preferred specifications for the project. Design plans will also consider standard WisDOT bid items that may expedite review and approval by the department.

Permits

Prepare permit application and required attachments for:

- Construction Site and/or Post-Construction Site Erosion. Control and Stormwater Management.
- CH 30 for waterway crossing.
- Potential CH 30 wetland permit.
- County and local permits as required.

Design Review Meetings

60% Plan & Profile Review Meeting with City Staff

- This meeting will address 60% engineering plan and coordinate final plan edits from the City and WisDOT.

90% Plan & Profile Review Meeting with City Staff

- This meeting will address 90% engineering plan and coordinate final plan edits from the City and WisDOT.

Since CMAQ funding is utilized, if real estate is needed for the project, federal laws and regulations as well as state statutes and policies must be followed. A state-certified real estate acquisition specialist would need to sign off on the project.

MSA ALSO HAS THE ABILITY TO COMPLETE THE FOLLOWING RELATED TASKS WITH IN-HOUSE STAFF

Bidding

- Assist owner in advertising and soliciting bids.
- Administer bid document distribution process utilizing QuestCDN.
- Issue addenda as appropriate to clarify, correct, or change the bidding documents.
- Conduct an electronic bid opening located at MSA's office.
- Prepare tabulation of bids.
- Assist owner in evaluating bids and in assembling and awarding construction contracts.

Construction Administration, Observation & Grant Funding Reimbursement Requests

If needed, MSA is also ready to help the City perform construction administration and oversight services for the project. The opportunity to oversee the construction of the trail project will involve coordination with the public, environmental agencies, utilities and the contractor to assure that project commitments are met. There are also many obligations to fulfill regarding construction administration and observation to comply with CMAQ funding requirements. Our project team can provide the construction administration, staking, observation, and post-construction services needed. MSA is also available to assist with submitting funding reimbursement requests throughout the duration of the project.

SCHEDULE

MSA anticipates the following estimated project schedule (schedule is approximate and may be adjusted once contract is awarded).

DATE	MILESTONE
June 2024	• Notice to Proceed • MSA begins Design Process, Survey, Wetland Delineation • Operational Planning Meeting
October 2024	30% Preliminary Plans
November 2024	Public Information Meeting
February 2025	Environmental Document
April 2025	60% Plans and Design Study Report
July 2025	90% PS&E
October 2025	Final PS&E
Summer 2026	Construction Letting
Spring/Summer 2026	Construction

PUBLIC INVOLVEMENT & STAKEHOLDER ENGAGEMENT

Public engagement has been called many things: public participation, civic involvement, public outreach, public input, and many more. No matter what you call it, it is the process by which interested and affected individuals, organizations, agencies and government entities are consulted and included in the planning and decision-making process. Public engagement generally consists of three related, and often overlapping, processes: information dissemination, dialogue, and stakeholder participation.

Anne Holzem, the project manager, has extensive experience leading public involvement meetings, including on multi-use path projects. We are able to anticipate many of the public's concerns about this type of project, and we come prepared to answer their questions. We will supplement our stakeholder engagement team with Brian Wiedenfield, Urban Planner. Brian is well versed in our engagement strategies.

At that start of the project, we will work with the City to determine how many public outreach meetings you would like to hold. We will also discuss your preferred frequency for project updates, as well as your preferred communication method (i.e., in-person visits, phone calls, emails). We want to make this process as easy as possible for the City.

AN INTEGRATED SOLUTION

We specialize in working alongside our clients and selecting the best available methods to hear the voices of many citizens through the process. The type and combinations of methods selected will ensure a balance of informing, consulting, involving, collaborating and empowering the public. Therefore, engagement can and should be accomplished by tapping into a variety of sources, including community and non-profit organizations, public officials, youth, individuals with disabilities, mature citizens and those that have been traditionally underserved.

ENGAGING THE COMMUNITY

MSA is dedicated to helping you improve relationships and build trust with your residents. The goal is to reach more people and simplify the process including platforms such as GIS StoryMaps and project websites. Click the link below to view the Final Master Plan StoryMap for San Damiano.

ArcGIS StoryMaps

San Damiano StoryMap

ORGANIZATIONAL CHART

Our team is staffed to handle the needs of your project. We are a group of experienced trail design specialists backed by more than 400 other technical specialists who are accustomed to working together on similar projects. **Specifically for this project, we have chosen a team that reflects the needs for this project, including familiarity with similar-sized, TAP-funded trail projects.**

CITY OF PEWAUKEE

Anne Holzem, PE, PTOE
Project Manager | WisDOT Liaison

Amanda DeAmico, PE
Environmental Documentation

Chad Grundemann, PE
Project Engineer

Jeff Felland, PE, AWD
Assured Wetland Delineator

Sean Spromberg, PE
QA/QC

Brian Wiedenfeld
Public Engagement

Ethan Morrison, EIT
Graduate Engineer

Brad Tisdale, PLS
Surveyor

Peter Miesbauer
Real Estate Specialist

POTENTIAL SUBCONSULTANTS

To Be Determined
Geotechnical

PALEOWEST COMMONWEALTH

PaleoWest/Commonwealth Heritage Group, LLC or **University of Wisconsin-Milwaukee**
Historical and Archaeological Investigations (if needed)

AVAILABILITY & CAPACITY

MSA submits this proposal with the commitment that our staff will be available to accomplish the work in sequence and according to established timetables. Our team has the capacity to handle this project and provide excellent service. When our team starts a project, we analyze the proposed schedule and compare it to each team member's potential workload. On that basis, we have the demonstrated experience and ability to meet project deadlines.

Anne Holzem, PE, PTOE

PROJECT MANAGER | WISDOT LIAISON

Anne has more than 18 years of civil, traffic and transportation engineering experience. Throughout her career, she has worked closely with clients to manage small- and large-scale projects, from preliminary stages through to final design. Her experience ranges from roadway design to traffic and safety analysis to transportation research. She also has extensive experience working with both private and public entities, including local municipalities, counties, as well as state DOTs.

Education

M.S., Civil Engineering, North Carolina University
B.S., Civil Engineering, University of Wisconsin-Platteville

Registration | Certification

Professional Engineer, WI, MN
Certified Professional Traffic Operations Engineer (PTOE)

Selected Project Experience

- Bird Street Trail (TAP), Sun Prairie, WI
- Great Sauk Trail Walking Iron Trail Bridge Design (TAP), Sauk County, WI
- WisDOT 2023 SW Region Project Management
- Frances Lane BIL, Beaver Dam, WI
- Hwy 51 & Velkommen Way Development, Stoughton, WI
- STH 134 & Lagoon Road, Cambridge, WI
- WisDOT STH 32, Calumet County
- WisDOT STH 42, Manitowoc County, WI

Amanda DeAmico, PE

ENVIRONMENTAL DOCUMENTATION

Amanda has 19 years of experience as a transportation engineer. She is experienced with the WisDOT FDM process, including project design, environmental documentation, agency coordination, and design report preparation. She is also a Level 3 qualified roundabout designer for WisDOT and is proficient in AutoCAD/Civil 3D.

Education

B.S., Civil and Environmental Engineering, University of Wisconsin-Platteville

Registration | Certifications

Professional Engineer, WI, CO, AZ, ME, IN, OH
WisDOT Qualified Level 3 Roundabout Designer

Selected Project Experience

- Midwest Drive Urban Pavement Replacement, Onalaska, WI
- Military Road Urban Reconstruction and Compact Roundabout, Fond du Lac, WI
- WIS 113 Rehabilitation and Intersection Safety Improvements, Madison/Waunakee, WI
- STH 113 and CTH P Roundabout and Resurfacing, Dane County, WI
- US 14 and STH 92 Roundabout and Resurfacing, Dane County, WI
- CTH Q Rural Reconstruction, Grant County, WI
- Green Coulee Road / East Main Street Roundabout, Onalaska, W

Chad Grundemann, PE

PROJECT ENGINEER

Chad brings extensive experience and knowledge of WisDOT TAP standard procedures and specifications for trail design and construction. He is well versed in the bicycle and pedestrian accommodation requirements set forth in the WisDOT Facilities Development Manual and the Wisconsin Bicycle Facility Handbook. His experience includes serving as lead design and construction engineer for both urban and rural trail and park projects.

Education

B.S., Civil Engineering, Michigan Technological University

Registration | Certification

Professional Engineer, WI
WisDOT TIA Preparers Training Program

Selected Project Experience

- Safe Routes to School Improvements (TAP), Abbotsford, WI
- Antigo Trail (TAP), Antigo, WI
- Crandon Trail Design and Construction (TAP), Crandon, WI*
- Old 51 Trail Design and Construction (TAP), Kronenwetter, WI*
- Tomahawk Trail and Bike Route Design (TAP), Tomahawk, WI*
- Great Headwaters Trails 3 Trail Design, GHT Foundation, Phelps, WI
- Springbrook Bicycle/Pedestrian Trail, Antigo, WI
- Trillium Lane Multi Use Trail Design, Rib Mountain, WI
- River Trail Design and Construction, Merrill River District Development Foundation, Merrill, WI*

Denotes experience prior to MSA.

Jeff Felland, PE, AWD

ASSURED WETLAND DELINEATOR

B.S., Civil and Environmental Engineering; Zoology and Conservation, University of Wisconsin-Madison

Jeff is a member of MSA's water resources engineering team and has more than 10 years of experience as a civil engineer. He has worked on many stream assessment and restoration projects throughout the upper Midwest. Jeff is also a WDNR recognized wetland delineator.

Selected Wetland Delineation Experience

- Fireman's Park, Verona, WI – 3 acres
- Coating Place Inc. Paoli Street Fill Site, Verona, WI – 4 acres
- Coating Place Inc. Site Planning Area East of Stream, Verona, WI – 8 acres

Ethan Morrison, EIT

GRADUATE ENGINEER

B.S., Civil Engineering, University of Minnesota Duluth

Ethan has worked on projects ranging from multi-mile corridor improvements to parking lot design. He has maintained over 2,800 miles of roadway according to various federal highway standards and has applied ArcGIS to analyze 110,000 acres and over 500 miles of roadway to determine project effects on the transportation network over five alternatives.

Selected Project Experience

- Placentia Atwood Multi-Purpose Trail, Placentia, CA*
- San Miguel Elementary School Parking Lot Improvement, Lemon Grove, CA*

Sean Spromberg, PE

QA/QC

B.S., Civil Engineering, Michigan State University

Sean has 25 years of industry experience managing transportation, municipal, and site design projects. Sean has been involved in the public and construction sectors, affording him a distinct advantage in understanding and providing engineering services that ensure all aspects of a project are thoroughly encompassed.

Selected Project Experience

- CTH M, Madison, WI
- Weston Pedestrian Bridge over STH 29 (TAP), Weston, WI
- Trillium Lane Multi-use Trail Design (TAP), Rib Mountain, WI

Brian Wiedenfeld

PUBLIC ENGAGEMENT

M.S., Urban and Regional Planning, University of Wisconsin-Madison; B.S., Agricultural and Applied Economics, University of Wisconsin-Madison

Brian assists in comprehensive plan development, data analysis, community engagement strategies, and redevelopment studies. He has experience with state-level governmental planning and on-the-ground community work such as developing an ecosystem services metric, engaging with agricultural producers, studying climate resilient green spaces, and working with youth to revision a struggling commercial area.

Selected Project Experience

- Comprehensive Plan, Deerfield, WI

Brad Tisdale, PLS

SURVEYOR

A.S., Civil Engineering Technology, Madison Area Technical College

Brad is extensively familiar with the WisDOT Transportation Project Plat process and the newly created Acquisition Exhibit process and is a project surveyor for WisDOT, boundary, and construction projects.. Brad is a member of the Wisconsin Society of Land Surveyors/WisDOT liaison committee.

Selected Project Experience

- Gandy Dancer State Trail Relocation, Siren, WI
- Great Sauk State Trail/Walking Iron Trail Feasibility Study and Preliminary Design, Sauk County, WI

Peter Miesbauer

REAL ESTATE SPECIALIST

Various IRWA, FHWA, NHI and WisDOT right of way classes and courses

Peter is on WisDOT's Approved Negotiator list and comes with a wealth of knowledge and contacts in the industry. Peter's experience is vast, having worked on numerous projects, both for local public agencies and WisDOT. His work has included project management, acquisition services, relocation services, property management, utility releases, pre-planning, plat review, etc.

Selected Project Experience

- WisDOT, Brown County South Bridge Connector
- WisDOT, I39/90 Team, Central Segment*

*Denotes experience prior to MSA.

GREAT HEADWATERS TRAILS (GHT) 3 TRAIL SONG HILL LANE TO DOWNTOWN PHELPS (TAP)

PHELPS, WI

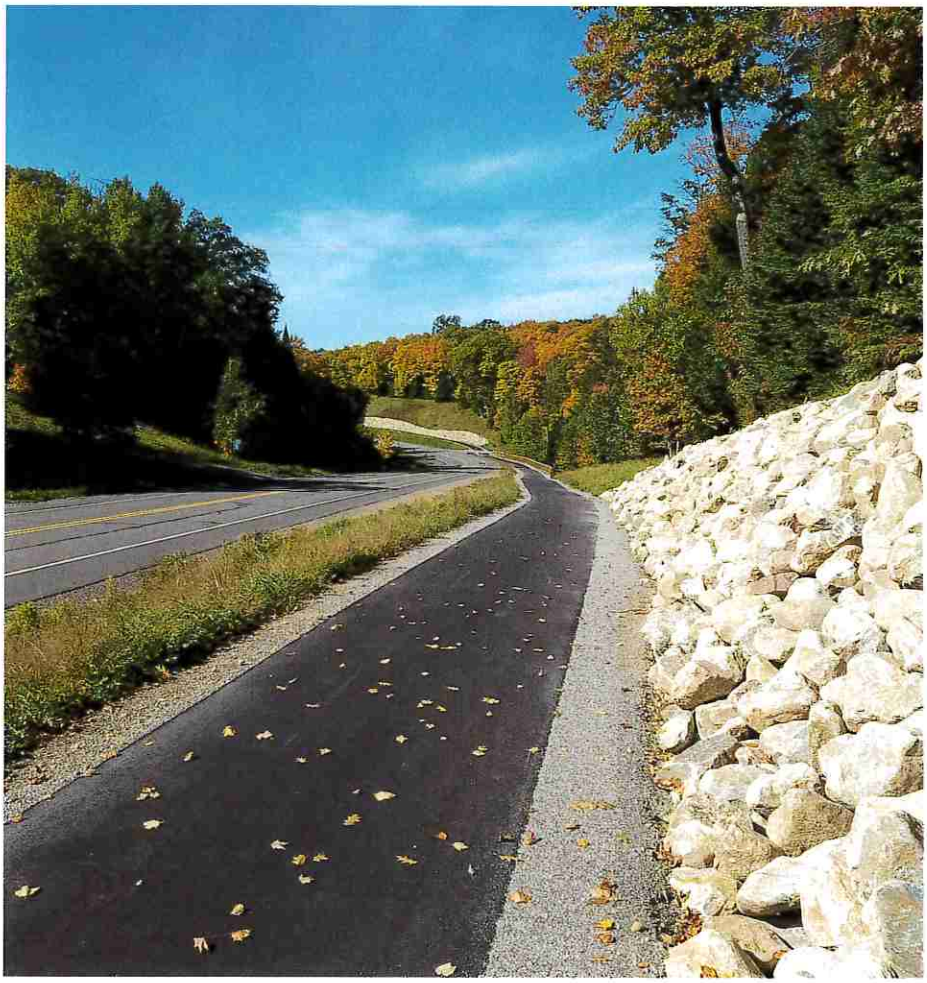
Great Headwaters Trails (GHT) has a vision that by 2030, all the towns in eastern Vilas County will be connected by a family friendly bicycling and walking trail network - the Great Headwaters Trail system.

Having already constructed a trail system from Conover to the west side of the Phelps, Wisconsin, the last missing link was getting the trail to Downtown Phelps. GHT 3 completes the missing link through some challenging terrain through US Forest Service property, and along steep side slopes adjacent to CTH K. The GHT 3 project completes a 10.6-mile long connection from Conover to Phelps.

MSA worked in collaboration with GHT, Vilas County, Wisconsin Department of Natural Resources, Town officials, the US Forest Service, and Janke General Contractors, Inc. on the vision and execution of the trail, with MSA leading design and assisting GHT in construction administration efforts.

The result is the GHT 3 segment of the Conover to Phelps Trail, which adds a segment of unique trail, combining passes through US Forest and sections along the County Highway. The trail utilizes bench construction on both cut and fill slopes and some challenging sections were addressed with riprap stabilization and safety railing to fir the trail in the existing right of way and minimize grading impacts.

The new trail extends from the existing railroad grade trail near Song Hill Lane along County K, then County E into the park in downtown Phelps. The project also adds off-street bicycle and pedestrian accommodations along County K and County E including two marked and signed crosswalks across CTH E for safe crossings by the trail users.



LEAD PERSONNEL
Chad Grundemann

CLIENT
Great Headwaters Trails Foundation, Inc.

DATES
Completed 2021

REFERENCE INFORMATION
Carlton Schroeder
Great Headwaters Trails Project Manager
(Retired)
(715) 272-1837
schroe99@newnorth.net

TRILLIUM LANE MULTI-USE TRAIL (TAP)

RIB MOUNTAIN, WI

Over the years, the greater Wausau region has invested in a growing network of trails, many of which were constructed to fulfill the vision of the Wausau Area Metropolitan Planning Organization's (MPO) Bicycle and Pedestrian Plan, adopted in 2015. As part of this vision, the Town of Rib Mountain realized an opportunity to increase linkage within the network and hired MSA to provide trail design and construction administration services for the creation of a new north-south connector trail. The trail would serve to join together existing trails/ bike routes, boost circulation, and provide a safer route though the area. It would also establish a connection to other areas within the community including the nearby recreation area and state park. MSA worked in close collaboration with Town officials, the Wisconsin DOT, and Janke General Contractors, Inc. on the vision and execution of the trail, with MSA leading both design as well as construction administration and oversight.

The result is the Trillium Trail, which adds over one mile of new 10-foot-wide paved trail that connects to existing routes, provides safe, accessible access over USH 51/I39 and links to the Wisconsin River pedestrian bridge — and, ultimately, surrounding communities. The new paved trail extends from Foxglove Road to the south end of Trillium Lane and features paved pathways and boardwalks through wetland areas. The project also provides additional off-street and on-street bicycle and pedestrian accommodations along Trillium Lane up to County N, including widening and paving of road shoulders and the addition of pedestrian crossing beacons. Ultimately, the MPO intends to have a connection between the Trillium Trail and the Mountain-Bay State Trail, the longest rail-trail in Wisconsin (83 miles) and named for the two geological features at either end: Green Bay and Rib Mountain.

LEAD PERSONNEL
Chad Grundemann
Sean Spromberg

CLIENT
Town of Rib Mountain

DATES
Completed 2020

REFERENCE INFORMATION
Scott Turner
Superintendent of Streets & Parks
227800 Snowbird Avenue
Wausau, WI 54401
(715) 907-7770
sturner@ribmountainwi.gov

BICYCLE ROUNDABOUT AND TRAILS (TAP)

CITY OF FITCHBURG

The City of Fitchburg wanted to allow for infill and growth in the Arrowhead Industrial Park, a diverse employment district, and improve quality and flexibility of multimodal transportation infrastructure and systems in the area. MSA designed the bicycle roundabout, the first of its kind in the region, and a portion of the adjacent Cannonball Trail in the City of Fitchburg. The 10-foot-wide asphalt path with grass shoulders complies with AASHTO's Bike Trail Design Guide and the Wisconsin Bicycle Facility Design Handbook.

SPRINGBROOK BICYCLE & PEDESTRIAN TRAIL PHASE I & II (TAP)

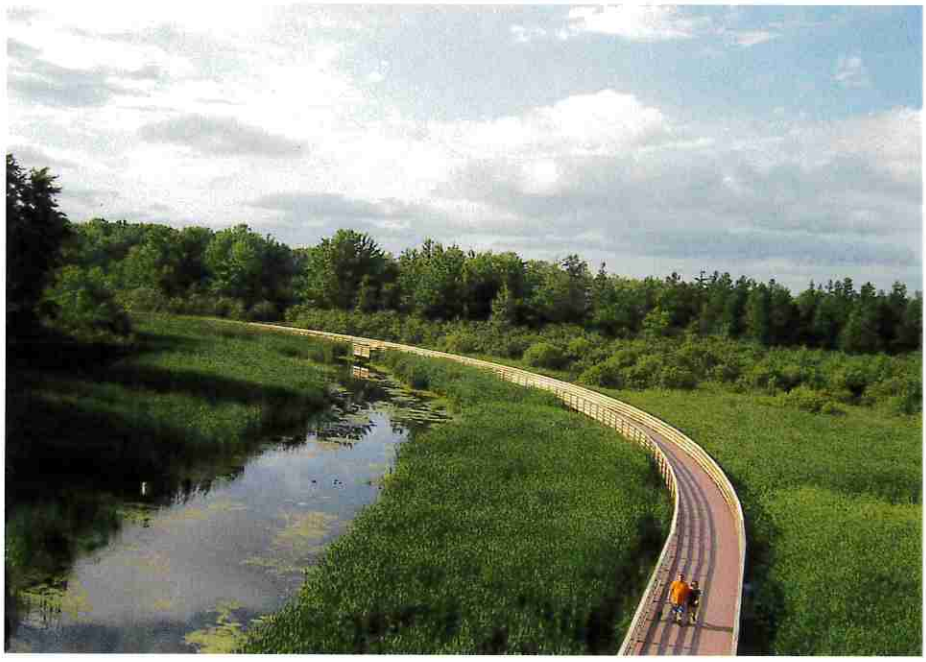
ANTIGO, WI

Antigo's Springbrook Trail has opened previously inaccessible portions of this community to bikers and pedestrians. Users can now explore a hardwood-covered island and travel from downtown through a lakeside park, along trails, and on an elevated boardwalk surrounded by attractive wetlands. This facility — strongly supported at the local and state level — offers social, economic, and environmental benefits for the City.

The lure of this two-mile trail is the diverse terrain it covers, while connecting downtown, an elementary school, and Antigo Lake Park. The new trail allows increased access to a portion of the lake and encourages use of the park. Trees and plantings enhance the trail. Three scenic overlook decks allow visitors to enjoy the views of Antigo Lake and an open, upland wetland area. The trail encourages users of all ages to enjoy carbon-free transportation.

City officials did not want construction of the trail to harm the wetlands. They supported a **wintertime construction schedule for the 2,000-foot boardwalk to avoid impacting this water resource**. The boardwalk is made of treated lumber with recycled polyethylene decking. Other improvements include:

- Landscaping the Antigo Lake Park portion of the trail.
- Adding decorative pavers on crosswalks in the park portion.
- Use of low-level lighting for approximately 2,000 feet of the trail to minimize light pollution.
- Enhancement of the trailhead with decorative pavers and plantings and construction of an overlook to Antigo Lake and the water flowing over the dam.



LEAD PERSONNEL
Chad Grundemann

CLIENT
City of Antigo

DATES
Phase I Completed 2010
Phase II Scheduled Completion 2024

REFERENCE INFORMATION
Charley Brinkmeier
Public Works
700 Edison Street
Antigo, WI 54409
(715) 623-3633 ext 132
cbrinkmeier@antigo-city.org

STH 16 TRAIL (FDM PROCESS)

LA CROSSE COUNTY, WI

These trail connection projects are situated along State Highway 16 (STH 16) in La Crosse County, with a focus on developing pedestrian and bicycle access in the City of Onalaska and the Village of West Salem. The lack of pedestrian accommodations along this very busy principal arterial highway had become increasingly hazardous. These STH 16 trail connection projects fill a critical gap in the nearly completed 9-mile-long continuous off-road shared-use path along STH 16 from La Crosse Street (which has bike lanes) in the City of La Crosse, through the City of Onalaska and Town of Hamilton, to the La Crosse River in the Village of West Salem.

BIRCH STREET & DIVISION STREET RECONSTRUCTION

ROTHSCHILD, WI

Birch Street lies in the greater Wausau area and is an important neighborhood street with bike and pedestrian links in the metropolitan area along the route. In fact, this particular area will be home to the future urban segment of the Mountain-Bay State Trail.

The proposed improvements needed to fix the aging infrastructure and also provide better pedestrian connectivity to neighborhoods east of Business 51, where they needed safe access from their homes to the Wisconsin River pedestrian bridge and the Wausau Metro area.

The corridor had no defined bicycle or pedestrian accommodations and lack of adequate drainage created ponding and icy conditions in winter that led to unsafe bike/pedestrian use and driving conditions, making this $1.4-million project a great candidate to receive $400,000 from the WisDOT Multimodal Local Supplement (MLS) program grant.

A series of Public Information Meetings and Design Review Meetings with the Village were conducted to keep all stakeholders informed and involved with project decisions. This project helped to create a functional, sustainable, and beautiful street and trail project that will help the surrounding community live, work, and play better.

LEAD PERSONNEL
Chad Grundemann

CLIENT
Village of Rothschild

DATES
Completed 2022

REFERENCE INFORMATION
Tim Vergara
Administrator of Public Works
211 Grand Avenue
Rothschild, WI 54474
(715) 359-3660
tvergara@rothschildwi.com

PHEASANT BRANCH CREEK CORRIDOR RECONSTRUCTION TRAIL & BRIDGES

MIDDLETON, WI

In 2018, the City of Middleton experienced severe flooding that caused widespread damage to the Pheasant Branch Trail system and six pedestrian bridge crossings over Pheasant Branch Creek. The City had a significant investment made in the existing structures at the time of their original construction.

The Pheasant Branch trail work includes 1.6 miles of a full reconstruction. The trail reconstruction and bridge work will follow shortly after a separate Creek Corridor Restoration Project that will include realignment of Pheasant Branch Creek. Upon obtaining final channel design details and completing the bridge assessments, the existing multi-use trail was realigned within the corridor to fit within the allotted space, minimize stream and sensitive area impacts and accommodate the City's needs for recreation. The trail was designed to minimize overall impacts to the corridor, connect the raised bridges, provide ADA compliance and safety to the multimodal users with safer side slopes and access, and provide the recreational appeal and placemaking the residents and users are looking for in Pheasant Branch Corridor. High-speed biking use required attention regarding alignment and profile to provide a safe corridor and reduce risk exposure for the City of Middleton.

Careful trail placement was reviewed to minimize future side slope erosion, minimize impacts to mature trees, improve drainage off and adjacent to the trail, and be sensitive to the overall area and natural feel to ensure the aesthetics of the corridor are maintained as much as possible yet provide a sustainable and resilient design into the future.

Robert E. Lee & Associates, Inc.

Engineering | Environmental | Surveying | Ecological

PROPOSAL TO PROVIDE PROFESSIONAL ENGINEERING DESIGN SERVICES

For Multi-use Path From Lake Country Rec Trail to Pirate Pass in the City of Pewaukee, Waukesha County, WI

Prepared For:

City of Pewaukee

March 27, 2024

Ashley Nelson, P.E.
anelson@releeinc.com
920.662.9641

Robert E. Lee & Associates, Inc.
Engineering | Environmental | Surveying | Ecological

1250 Centennial Centre Blvd
Hobart, WI 54155
920-662-9641
releeinc.com

March 25, 2024

Magdelene Wagner, P.E., Director of Public Works
CITY OF PEWAUKEE
W240N3065 Pewaukee Road
Pewaukee, WI 53072

RE: Request for Qualifications (RFQ) for Engineering Services for Construction of Multi-use Path along Meadowbrook Road and Prospect Avenue

Dear Magdelene:

Robert E. Lee & Associates, Inc. (REL) appreciates the opportunity to provide this proposal to assist the City of Pewaukee (the City) with the engineering design services for the Multi-use Path along Meadowbrook Road and Prospect Avenue from the Lake Country Recreational Trail to Pirate Pass. REL has a wealth of knowledge and experience in City infrastructure design, including trail and sidewalks within street corridors. This experience, coupled with our familiarity with the City, and the ability to coordinate with the Wisconsin Department of Transportation (WisDOT) and any local entity, provides our engineers with a tremendous amount of historical knowledge that will aid in our design of the multi-use path project. Our objective is to effectively serve the City, by providing comprehensive design services at a great value to the City.

REL is committed to working as a direct extension of the City staff and will utilize a similar design team that worked to complete similar projects throughout Wisconsin. This will include project oversight by Jared Schmidt, P.E., V.P., and detailed design and project coordination by Ashley Nelson, P.E., Eric Handler, P.E., and Ryan Trzinski, P.E. REL's design team will work closely and continuously with the City, communicating on a regular basis.

REL appreciates the opportunity to offer this proposal to the City of Pewaukee and looks forward to building our working relationship. Please contact us if you have any questions or require additional information for your review process.

Sincerely,

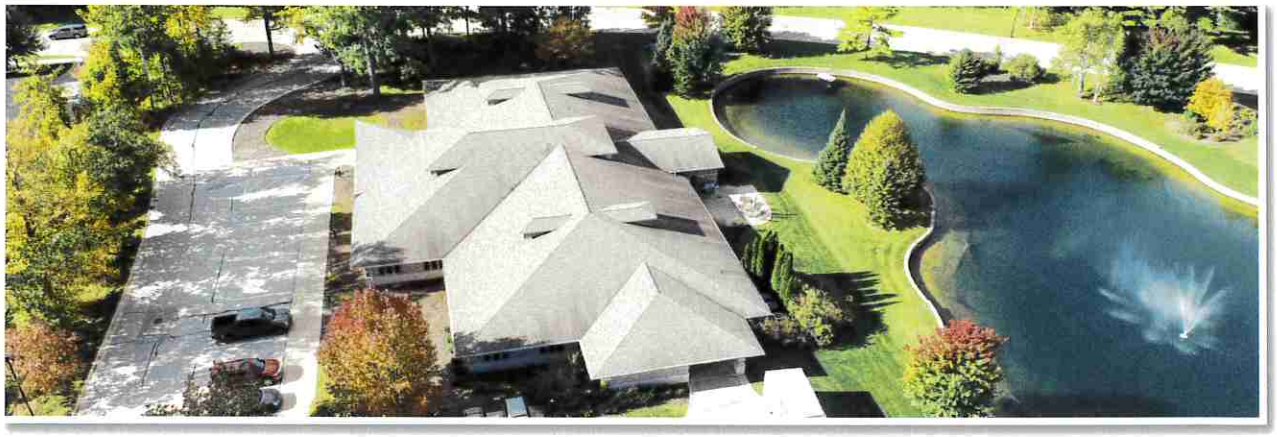
ROBERT E. LEE & ASSOCIATES, INC.

Ashley Nelson, P.E.
Transportation Manager

Jared G. Schmidt, P.E., V.P.
Civil/Municipal Engineering Manager

ASN/JGS/NJM

ENC.



With a rich history dating back to 1956, Robert E. Lee & Associates, Inc. has established itself as a full-service consulting firm specializing in civil and environmental engineering, surveying, and natural resources services. The presence of an experienced **assured wetland delineator** like James Havel within REL signifies our capacity to offer comprehensive wetland delineation services, including reports, mapping of wetland locations, and potential surveys for threatened and endangered species along the project corridor.

REL has completed numerous **trail designs** including multiple Fox River Trail projects in Brown County, Lakewood Trailhead of the Nicolet State Trail in Oconto County, Multi-use trail in the City of Oconto, Pine Tree Trail in the Village of Hobart, Multi-Use trail along Centennial Centre Boulevard in the Village of Hobart, and STH 22 multi-use trail with Waupaca County and WisDOT. Additionally, REL has completed several **highway safety improvement projects** including a recent project completed for the City of Watertown on Welsh Road, CTH H in Waupaca County, and CTH T in Waupaca County. REL has a strong focus on addressing **drainage improvements** as part of our project portfolio, with a notable recent example being the successful completion of drainage enhancements on CTH G in Waupaca County. By proactively tackling drainage issues in existing ditches and incorporating cross culverts, REL is committed to implementing solutions that enhance infrastructure resilience and mitigating potential water-related challenges with project corridors.

REL has a strong understanding of **WisDOT's FDM and PS&E processes**, backed by their experience in on-system and local program projects. Ashley Nelson and Eric Handler bring a combined 34 years of experience in WisDOT transportation design, including 5 years of Ashley working at WisDOT in the NE Region Project Development Section. REL and their experienced engineers have implemented **cost saving initiatives** in both design and construction. One major cost savings incentive Ashley Nelson completed as part of the WIS 441 mega project to save the Department 3.2 million dollars in Noisewall replacement, temporary asphalt, utility relocations and right of way purchasing. On CTH H REL modified the existing horizontal alignment to shift away from the river, reducing the need for guardrail along the entire southern portion of the project. REL is committed to delivering cost-effective solutions in our design projects.

Project Approach & Schedule

Project Approach

The City of Pewaukee Public Works Department is looking for an engineering firm to design the proposed **Multi-use path** within **Meadowbrook Road and Prospect Avenue (CTH G) right-of-way** from the **Lake Country Recreational Trail to Pirate Pass**. This project will consist of approximately **1.75 miles of 10-foot-wide paved asphalt trail** for walking, biking, and hiking. The project is part of the Congestion Mitigation and Air Quality (CMAQ) funding through Wisconsin Department of Transportation.

In review of the project there are a few challenges that REL will investigate up front. Looking at the existing ditches there are cat tails indicating the **presence of wetlands**. If a wetland determination has not been completed, REL will schedule one to be completed as soon as the contract is executed. Knowing where wetlands are will help us understand the best location for the path to avoid to the extent possible impacting wetlands per Wisconsin DNR requirements.

Additionally, there are **utility poles** along both sides of the road along the corridor. Picking up these pole locations and other utilities early on will aid in understanding where the best location for the trail is to impact fewer utilities. Given the amount of anticipated utility conflicts REL will coordinate with the utilities early to notify them of the project and get an understanding of what utilities are in the corridor. Our survey team will call in tickets to Diggers Hotline and survey utility locations up front so we can confirm locations with the Utilities system maps. REL's Gayle Lindenberg has 26 years of specializing in utility coordination, she will utilize her expertise and relationships with the utilities to work towards relocations when determined later in the design process.

With the contract approval anticipated in **June 2024**, REL would anticipate scheduling survey and a wetland delineation as soon as the contract is approved. Once the survey is completed and processed a 30% design will be completed to identify impacts to wetlands, utilities and other impacts within the right of way including trees and shrubs. A **30% meeting** will be planned for **September of 2024** with the City of Pewaukee to discuss the preliminary findings and obtain input regarding the proposed design.

Taking the feedback from the 30% meeting REL would then create a 60% design, coordinating further with the Wisconsin DNR for the appropriate permits based on the impacts of the project. REL will plan to deliver in **January 2025 60%** plans, construction estimates, design study report (DSR), transportation management plan and a listing of DNR permits needed to be secured prior to PS&E. Once WisDOT and the City of Pewaukee have an opportunity to review we would meet in February to discuss comments and push to final plans and a signed DSR as well as coordination with

the utilities to start relocations. An important component with the 60% review will be the **ADA curb ramp compliance** if justifications are needed for not meeting full compliance due to existing road conditions. REL had trail projects that were required to address companion curb ramps even if not on the trail, in review of the corridor this is currently not an issue. However, if sidewalks are added to an intersection along the corridor during the design timeframe that could trigger the need for investigation into full compliance.

Through proactive not reactive project management, REL will provide monthly updates to the City, including progress reports and outstanding project issues with action items to obtain a resolution. In addition to our monthly updates, our team will meet bi-weekly to discuss progress and upcoming deliverables or needs for quality control reviews. Additionally, we will coordinate early and frequently with adjacent property owners. Having local buy in will be imperative to the success of this project.

To meet a construction letting of January 2026, REL will plan for a **90% meeting with WisDOT in May 2025**, to anticipate **final delivery** of all required documentation by **August of 2025**. REL delivers projects on-time and on-budget, which is a critical focus for our engineering firm. We strive to provide quality estimates and practical schedules, as part of a quality product, to build trust and sustainability with our clients.

Schedule

The following is an approximate schedule Robert E. Lee and Associates is proposing to complete the City's multi-use path design project from Lake Country Recreational Trail to Pirate Pass.

Pewaukee Multi-use Path from Lake Country Rec Trail to Pirate Pass

	2024							2025							
Task	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A
Notice to Proceed	■														
Field Survey		■	■												
Utility Coordination		■	■	■	■	■	■	■	■	■	■	■	■	■	■
Preliminary Plan		■	■	■	■	■	■	■							
WisDOT Coordination													■	■	■
WDNR Coordination													■	■	■
Prelim Plan Review Mtg								■							
Final Plan										■	■	■	■	■	■
Final Review Mtg										■					

WisDOT Public Involvement Process

Robert E. Lee & Associates, Inc. has established a strong track record in effectively engaging with project stakeholders, showcasing our expertise in fostering transparency and garnering support for trail projects. REL's proactive approach, exemplified by hosting **public involvement meetings** and providing **informative displays** like poster boards depicting existing conditions, proposed designs, and project timelines, facilitates constructive dialogue with communities and local officials. By encouraging **open discussions** and addressing queries during these sessions, we not only solicit **valuable feedback** but also cultivate a sense of **ownership and support** for the project, ultimately fostering successful collaboration and alignment of project goals with stakeholders' needs.

REL's communication strategy for engaging with the City of Pewaukee and stakeholders utilizes **proactive outreach** and transparency throughout the project's lifecycle. By initiating the dialogue early through **project notification letters** and facilitating feedback channels via **in-person or virtual meetings**, REL will utilize the input of the public and local officials in shaping the project. **Regular updates and clarification** on alterations in construction schedules or significant design changes will be provided for an informed and engaged stakeholder community, fostering collaboration and support for the project's success.

It is essential that clear guidelines and provisions are established in the contract documents to ensure proactive communication and coordination between the contractor and the residents and businesses affected by the project. As part of the contract documents the **contractor** will be **required to notify stakeholders** of their schedule and keep **access to homes and businesses open** throughout the project duration, minimizing disruptions and addressing the needs of the local community.

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Project Team, Current Workloads and Staff Availability

Project Team Expertise & Qualifications

REL's project management approach is based on the simple philosophy of maintaining a personal partnership with each one of our clients. It is the intent of our staff to work as an extension of the City of Pewaukee and your staff to ensure a successful project. Ashley Nelson, P.E. will manage the overall project and Ryan Trzinski, P.E. will lead the design efforts. Jared Schmidt, P.E., V.P. will provide quality control and assurance. Ryan Trzinski, P.E., Eric Handler, P.E., and Jennifer Liimatta, P.E. will assist with design, reports, plan development, specifications, and estimating. Gayle Lindenberg, P.E. will handle utility coordination. Scott DeBaker, PLS will lead field and office survey efforts.

Resumes of key staff are included later in the section. We have recently increased our team's capacity and have the availability to help. REL takes pride in delivering quality projects on time, the multi-use trail on Meadowbrook Road and Prospect Avenue will be no exception.

Meet your Lead Design Team

Project Manager
Ashley Nelson, P.E.
17 Years

QA/QC
Jared Schmidt, P.E., V.P.
20 Years

Engineering Design
Ryan Trzinski, P.E.
17 Years

Roadway Design
Eric Handler, P.E.
17 Years

Utility Coordination
Gayle Lindenberg, P.E.
26 Years

Engineering Design
Jennifer Liimatta, P.E.
10 Years

Survey Lead
Scott DeBaker, P.L.S.
28 Years

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Jared Schmidt, P.E., V.P.

Civil Engineering Manager

Marquette University
Bachelor of Science,
Civil Engineering, 2003

Professional Engineer
Wisconsin

Experience and Expertise

Jared's extensive 20-year career has honed his expertise in designing and constructing transportation facilities, ranging from local streets to major state highways. His proficiency in implementing comprehensive designs and overseeing complex multi-year projects makes him a valuable asset in providing design, project management, and mentorship crucial for project completion. Furthermore, Jared's meticulous attention to detail and receptiveness to client needs add value to every project and contribute to their overall success. His proven track record in the transportation sector underscores his capability to deliver quality results and drive REL's project achievements.

- Rural and Urban Roadway Design
- Innovative Storm Water Design
- Floodplain Evaluation / Structure Sizing
- Resource Manager
- Recreational Trail Design
- Quality Control / Quality Assurance

N Pine Tree Road

Jared successfully managed the comprehensive design, permitting, and construction services for the 2-mile perpetuation project. The project entailed widening the asphalt roadway to meet specific design standards and incorporating a multi-use trail to enhance pedestrian accessibility and safety within the corridor.

- Roadway Modernization / Intersection Improvements
- Off street Pedestrian Accommodations / Drainage Design
- Construction Services

Centennial Centre Boulevard

Jared's leadership was instrumental in overseeing REL's team in the successful plan development and planning effort for Centennial Centre Boulevard. This 1.5-mile 4-lane boulevard is a main thoroughfare for the mix-used development connecting residential neighborhoods with commerce.

- 20,800 LF Multi-Use Trail
- Utility Design (storm, sanitary and water) and coordination with existing utilities.

Role & Responsibilities

Jared plays an integral role with REL, aiding in the design development and execution of each project. As an REL principal, he closely monitors each projects progress and is available to provide direct input to design considerations, coordination with client contact and public input, and be personally involved in project review. As REL's lead resource manager, Jared has the ability to manage staff work loads, adjusting priorities to ensure project deadlines are met, and budgets are being appropriately managed. His attention to detail, and extensive and diverse past project history allows for a complete Quality Assurance and Quality Control review. With his review process involvement at 30/60/90 percent plan completion, critical decision making is confirmed at early stages of a design, leading to a streamlined project development process.

The design development process REL institutes helps ensure each project is evaluated for completeness, that cost effective and innovative design considerations are being made with each design decision, and that the whole project process will be managed to meet or exceed deadlines and client expectations.

jschmidt@releeinc.com | 920-662-9641 | releeinc.com

Ashley Nelson, P.E.

Transportation Manager

Milwaukee School of Engineering

Bachelor of Science,
Architectural Engineering, 2007

Professional Engineer

Wisconsin, Minnesota, Michigan,
Iowa, Illinois

Experience and Expertise

Ashley's extensive experience in civil engineering, particularly in highway transportation design and construction, as well as structural building design, showcases her versatility and expertise in managing projects from concept to completion. With a proven track record of delivering projects on time and within budget, her skill set and diverse background make her a valuable asset in the industry.

- Mega and Major Reconstruction Project Design and Corridor Management
- Complex Traffic Staging
- Rurall/Urban Roadway Design
- ADA Compliant Curb Ramp Design
- Complex Grading
- Federal, State, and Local Agency Permitting
- Project Manager for 36 Site Projects for both design and construction across the United States
- Recreational Trail Design

STH 441

Ashley led the design engineering for STH 441 maintenance level project and finalized the deliverables to meet an advanced PS&E of May 1, 2015. Obstacles that were overcome to deliver STH 441 included a unique storm sewer design to discontinue deterioration to slope paving at a bridge abutment.

- Concrete pavement repair
- Remove and replace CTH CE Multi-use trail
- ADA curb ramp design upgrades

Fox River Trail

Ashley led the Fox River Trail reconstruction project that utilized TAP funding. Complexities included in this project were pedestrian accommodations/solutions during construction as well as ADA compliant curb ramps including companion curb ramps not within trail limits.

- Multi-use trail design
- ADA curb ramp design
- Public involvement coordination

Role & Responsibilities

Ashley plays a key role in managing the project, overseeing quality control, and ensuring compliance with the WisDOT Facilities Development Manual, AASHTO Geometric Design Manual, and AASHTO Roadside Design Guide. Serving as the primary contact for the project team, and other stakeholders, Ashley is responsible for facilitating effective communication and coordination throughout the project life cycle. Having worked at WisDOT in the NE Region, Ashley is well versed in WisDOT's processes and procedures, including public involvement.

With her blend of design and construction expertise, Ashley will lead the project in creating a constructible design, developing a dependable construction schedule, and delivering accurate construction estimates. This integrated approach will help with successful project execution and deliver results that align with the project's goals and requirements.

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Eric Handler, P.E.

Senior Transportation Manager

University of Wisconsin Madison
Bachelor of Science,
Civil & Environmental Engineering,
2007

Professional Engineer
Wisconsin

Experience and Expertise

Eric's broad experience working on a range of design and construction roadway projects, from rural to complex interstate expansions, highlights his deep understanding and expertise in transportation engineering. His versatile skill set and extensive background make him a valuable resource in the civil transportation sector, contributing significantly to the success of various projects within the industry.

- Mega and major reconstruction project design and construction
- Rural roadway design
- Urban roadway design
- Complex drainage and grading
- Complex construction staging and traffic control
- Federal, state, and local agency coordination and permitting
- Recreational trail design

CTH EB-39 Southbridge Connector

Eric led the design efforts for both the roadway and roundabout design components, established right-of-way needs for the future four-lane arterial section with bicycle and pedestrian accommodations. As part of the public involvement process 3-D renderings were created to facilitate a better understanding of the project among the public.

- Multi-Use Trail design
- ADA compliant curb ramps
- Roundabout design

Dewey Avenue

Eric led the design engineering for this 0.38-mile urban road concrete reconstruction, which included widening the roadway while staying within the existing right-of-way.

- Roadway horizontal and vertical alignment modifications
- Sidewalk
- ADA Curb ramp designs and justifications
- Preliminary and Final Roadway design
- Detour plan and coordination

Role & Responsibilities

Eric is responsible for assisting with the design and assisting with managing the project's overall progress and coordination. His role involves collaborating with the design team on all design elements to meet the project requirements and work closely with the project manager to meet timelines and budgets.

Eric's commitment to staying current on design standards and guidance demonstrates his dedication to project deliverables that meet industry best practices and regulations. His meticulous attention to detail, strong communication skills, and ability to multi-task make him a reliable asset in creating thorough and accurate project submittals.

ehandler@releeinc.com | 920-662-9641 | releeinc.com

Ryan Trzinski, P.E.

Construction Services Manager

University of Wisconsin Platteville
Bachelor of Science,
Civil Engineering, 2007

Professional Engineer
Wisconsin, Michigan

Experience and Expertise

Ryan's versatile experience in highway transportation construction and design, showcases his versatility and expertise in highway design. With a proven construction background, he is able to complete constructibility reviews, assist as a design engineer, and offer insight into construction staging/traffic control approach to produce cost effective solutions to design complexity's.

- Complex Traffic Staging
- Rural Roadway Design
- Urban Roadway Design
- Safety Improvement projects
- Pavement Design
- Federal, State, and Local Agency Permitting
- Recreational Trail Design
- Certified Bridge Inspector
- Construction Project Engineer/Leader

East Fifth Street

Ryan led the design engineering for East Fifth Street reconstruction project, a 0.2-mile, urban reconstruction project that included bicycle & pedestrian accommodations.

- At Grade Rail Crossing Upgrade
- Horizontal and Vertical Alignment Modifications
- Addition of Bicycle Accommodations
- Public Involvement
- Intersection Design

North Fourth Street

Ryan led the design engineering for North Fourth Street, resurfacing project, a 0.5-mile urban resurfacing project that included milling existing concrete pavement, placing a pavement geotextile interlayer and overlaying with HMA.

- Staging accommodations for hospital route
- Public Involvement
- Multi-Project Coordination
- Expedited BIL Funded schedule.

Role & Responsibilities

Ryan has a key design role utilizing his construction experience to develop proposed design packages in accordance with the WisDOT Facilities Development Manual and AASTHO Geometric Design Manual. Serving as a design engineer, QA/QC constructibility reviewer, or from the traffic stagging perspective, Ryan will provide quality constructible design plans, design reporting, and PS&E documents.

Ryan's extensive background in both construction and design brings a valuable blend of skills to the team, enabling him to contribute significantly to the development of constructible roadway design plans and efficient staging strategies. His expertise will not only support other design staff but also involve analyzing project staging to devise cost-effective plans that align with project goals. By leveraging his diverse experience, Ryan is well-positioned to deliver projects that not only meet quality standards but also remain within budgetary constraints, ultimately benefiting the Department by ensuring the successful and cost-efficient completion of projects.

rtrzinski@releeinc.com | 920-662-9641 | releeinc.com

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Gayle Lindenberg, P.E.

Senior Project Manager

Michigan Technological University
Bachelor of Science,
Civil Engineering, 1998

Professional Engineer
Wisconsin

Experience and Expertise

Gayle's specializes in utility coordination. She has served as a utility coordinator consultant based in the Northeast Region DOT office, and managed the Trans 220 process for many projects. Many required more than written correspondence and review, so a utility coordination meeting would be held to determine the best route to meet both the needs of the project and the utility owner. She currently provides consultant review services for the Bureau of Technical Services Utility Unit. This involves review of every project's utility coordination documentation for each Let. Her experience within utility coordination provides unique expertise to our design projects. A greater emphasis is placed on utility coordination due to recent changes by 2023 Wisconsin Act 46. Her knowledge will help REL navigate utility needs while balancing the overall project objectives.

Scott DeBaker, PLS

Survey Project Leader

Northeast Wisconsin Technical College Green Bay
Associate Degree
Civil Engineering - Public Works, 1995

Professional Land Surveyor
Wisconsin

Experience and Expertise

As a Professional Land Surveyor, Scott has over 28 years of WisDOT project survey support for design and construction projects. With extensive experience in surveying, Scott is well-versed in the collection, processing, and management of topographic and utility survey data. He possesses a broad understanding of AutoCAD Civil 3D, which enables him to support design efforts while confirming data accuracy.

- Transportation Project plats
- Certified Survey Maps
- Topographic Survey
- GPS Real Time and Network Surveys
- Legal Descriptions
- Accurately Determine Right-of-Way

Fox River Trail

Brown County Parks and Recreation Department and WisDOT teamed with REL to resurface two miles of recreational trail by placing two inches of asphalt on the existing gravel surface. The finished trail is twelve feet wide with two-foot gravel shoulders.

Project Owner: Brown County Parks and Recreation Department | **Project Reference:** Matt Kriese, 920-448-4464

Design Details

- Five cross culverts were removed and replaced.
- Treated timber railings were installed at cross culverts and a bridge structure.
- ARRA funding was utilized
- WisDOT process was followed including PS&E Submittal

Coordinating Agencies

- Brown County
- WDNR
- Town of Rockland
- WisDOT
- Brown County Parks and Recreational Department

Lead Personnel

- Ryan Trzinski, P.E.
- Gayle Lindenberg, P.E.
- Scott DeBaker, PLS

Safe Routes To School City of Oconto

The City of Oconto retained REL to prepare plans and specifications for their Safe Routes to School (SRTS) project. Work included new sidewalks and a multi-use trail for students to safely travel from residential areas to school.

Project Owner: City of Oconto | **Project Reference:** Matthew Beekman, 920-373-3699

Design Details

- Sidewalks were constructed on Ontario Avenue, Erie Avenue, and Scherer Avenue.
- A multi-use trail was constructed from Elm Avenue to the elementary school.
- Due to the use of federal funds, the design process followed requirements outlined in the Sponsor's Guide to Non-Traditional Transportation Projects.

Coordinating Agencies

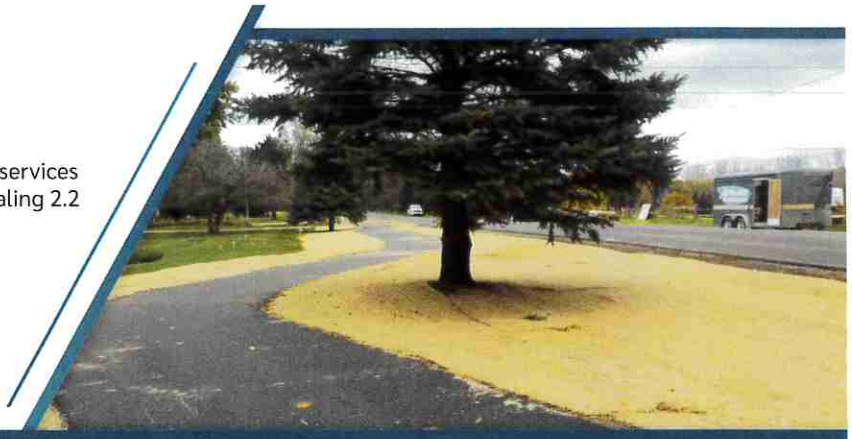
- City of Oconto
- WDNR
- WisDOT
- Oconto School District

Lead Personnel

- Ryan Trzinski, P.E.
- Gayle Lindenberg, P.E.
- Scott DeBaker, PLS

Pine Tree Trail

REL provided design and construction engineering services for the Village of Hobart on three trail projects totaling 2.2 miles in length.



Project Owner: Village of Hobart | **Project Reference:** Aaron Kramer, 920-869-3804

Design Details

- An eight-foot-wide, multi-use path was constructed along a one-mile segment of North Pine Tree Road.
- The construction included an asphalt paved surface and several areas of new storm sewer.

Design Details

- An existing one-mile-long, multi-use path on Sunlite Drive that intersects with North Pine Tree Road was resurfaced with asphalt pavement.
- An 1,100-foot-long walking trail was constructed and paved through a wooded area around a wetland in the nearby Founder's Terrace Subdivision to connect to residential sidewalks.

Lead Personnel

- Jared Schmidt, P.E., V.P.
- Jennifer Liimatta, P.E.
- Scott DeBaker, P.E.

STH 22 Trail

REL completed planning, design, and construction services for approximately 1½ miles of a bicycle/pedestrian trail that extends from the USH 10/STH 22 interchange, along the STH 22 right-of-way and through Waupaca High School property. The Trail provides an alternate method of transportation for users from the City of Waupaca to the High School.

Project Owner: Waupaca County | **Project Reference:** Casey Beyersdorf, 715-258-7152

Design Details

- Two kettle wetlands lie near the beginning of the project on Waupaca High School property.
- The alignment meandered between and stayed along a ridge between the kettles, without any sloping impacts to the wetlands.
- Berms and storm sewer were utilized also to minimize environmental impacts.

Design Details

- This project had state funds and followed WisDOT process.
- REL was nominated for a Design Excellence Award by Waupaca County and WisDOT.

Lead Personnel

- Gayle Lindenberg, P.E.
- Scott DeBaker, PLS

Similar Project Experience & References

Waupaca County Highway
Casey Beyersdorf,
Highway Commissioner
2670 County Road A
Waupaca, W 54981
(715) 258-7152
casey.beyersdorf@co.waupaca.wi.us

Town of Rockland
Dennis Cashman,
Town Chairman
1712 Bob-Bea-Jan Road
De Pere, WI 54115
(920) 336-7814
dscashman@townofRockland.org

Village of Hobart
Aaron Kramer,
Village Administrator
2990 South Pine Tree Road
Hobart, WI 54155
(920) 869-3804
aaron@hobart-wi.org

Brown County Parks & Rec.
Matt Kriese,
Parks & Recreation Director
2024 Lakeview Drive
Suamico, WI 54173
(920) 448-4466
matt.kriese@browncountywi.gov

Multi-Use Path Along Meadowbrook Road and Prospect Avenue

Proposal

City of Pewaukee, WI

March 27, 2024

STRAND ASSOCIATES®
Excellence in Engineering®

Strand Associates, Inc.®
126 North Jefferson Street, Suite 350
Milwaukee, WI 53202
(P) 414.271.0771
www.strand.com

March 27, 2024

Mr. Michaelis Gabbey, P.E.
Chief Engineer Streets & Development
City of Pewaukee
W240N3065 Pewaukee Road
Pewaukee, WI 53072

Re: Request for Proposals (RFP) – Multi-Use Path Along Meadowbrook Road and Prospect Avenue

Dear Mr. Gabbey:

On behalf of Strand Associates, Inc.®, thank you for this opportunity to submit our qualifications for the Multi-Use Path Along Meadowbrook Road and Prospect Avenue. With our selection, the City of Pewaukee will receive a trustworthy partner who will support its objectives for infrastructure and development that provides safe non-motorized transportation and stands the test of time. The following benefits will support our selection:

- **Responsiveness to the City's needs is founded on firm stability, organizational strength, and commitment to quality.**
- **Objective-focused approach meets the City's project desires while satisfying Wisconsin Department of Transportation (WisDOT) requirements.**
- **Attention to key design elements and coordination efforts keep the multi-use path project on schedule.**
- **Effective communication with the public and City creates constructive solutions for affected stakeholders.**
- **Experienced project team delivers safe and cost-effective design for the City of Pewaukee.**
- **Similar multi-use path experience provides team with tools to deliver a successful design.**
- **References attest to success of similar projects.**

The primary contact for this proposal/project is listed below.

Eric Anderson, P.E., Project Manager
Strand Associates, Inc.®
126 N. Jefferson Street, Suite 350, Milwaukee, WI 53202
Phone: 414-271-0771 | Email: Eric.Anderson@strand.com

All professional engineering staff are licensed to work in the State of Wisconsin.

We look forward to a continued relationship with the City. Should there be any questions or if additional information is needed, please call us at 414-271-0771.

Sincerely,

STRAND ASSOCIATES, INC.®

Eric Anderson, P.E.
Project Manager

Emily Rowntree, P.E.
Client Liaison

P240.255/EPA:ksn

Firm Profile and Qualifications

Responsiveness to the City's Needs Founded on Firm Stability, Organizational Strength, and Commitment to Quality

We have been providing exceptional civil and environmental engineering services to clients since 1946. We attribute our organizational strength to our talented engineers, effective management, and, most of all, commitment to nurturing long-term client relationships. Our Corporate Mission states that we are "dedicated to helping clients succeed through excellence in engineering." In accordance with this mission, we are continually expanding our staff and service offerings to broaden our base of experience and knowledge so that we can provide more creative and comprehensive solutions to meet the continually evolving needs of each client.

Our focus on long-term relationships means that the City will receive a high level of service throughout the project.

Our areas of specialization include civil and municipal engineering; transportation engineering; stormwater management; construction observation; water supply engineering; wastewater treatment and conveyance engineering; electrical and heating, ventilation, and air conditioning (HVAC) engineering; building/facility engineering, architecture, and sustainable design; aviation; natural gas distribution; wetland delineation, mitigation, and restoration; ecosystem study and restoration; geographic information system (GIS) and mapping; land development; and financial assistance services.

To serve our partners effectively, we have multiple offices throughout the country, including in Milwaukee and Madison, Wisconsin; Columbus, Indiana; Columbus and Cincinnati, Ohio; Joliet, Illinois; Lexington and Louisville, Kentucky; Phoenix, Arizona; Brenham, Texas; Ames, Iowa; and Nashville, Tennessee.

Services for the Multi-Use Path project will be provided from our local Milwaukee office and our corporate headquarters in Madison.

126 N. Jefferson Street
Suite 350
Milwaukee, WI 53202

910 West Wingra Drive
Madison, WI 53715

Our Milwaukee office.

Corporate office in Madison, Wisconsin.

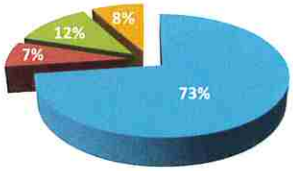
Reliable Consulting Approach Fosters Dynamic Relationship with the City Through Each Phase of Design

Clients rely on us as a partner in addressing their engineering needs. We have developed and continue to maintain long-standing affiliations, many extending into several decades of service. Our service is flexible and tailored to the unique needs of each client. For some, we serve as appointed engineers and are active committee members; for others, we serve as specialty consultants to their in-house staff on an as-needed basis.

Long-standing client relationships prove our commitment to quality in everything we do.

Dedicated, Results-Oriented Staff Yields High Level of Service

Clients find reassurance in the fact that each of our engineers is supported by the expertise of a multidisciplined engineering firm. This approach facilitates the efficient use of our resources while maintaining the personal involvement associated with a single point of contact – an individual trained to assist through plan development, design, and implementation.



Our expert staff of 495 employees embodies the academic backgrounds and experience of the disciplines normally necessary to complete a project successfully. Our engineers average more than 11 years of experience, and the majority are licensed or have advanced degrees. We are managed by our active engineering staff.

Pedestrian Trails and Multi-Use Paths

We have extensive experience in multi-use trail planning, design, and construction implementation throughout the Midwest, and specifically in Wisconsin. As with any urban or rural corridor design, whether roadway or multi-use trail, the same basic design principles apply – the most critical factors are the design speed (alignment/profile), horizontal (lateral) clearance, maintainability, drainage, and constructability. We pay particular attention to each of these aspects throughout the design process so that the result is a shared-use path that is safe for its users.

As a Wisconsin-based firm, we are well-versed with, and even helped write, the bicycle and pedestrian standards contained in WisDOT's FDM.

In recent years, we have prepared more than 30 plan development and design projects that have resulted in practical and attractive alternative transportation routes for communities and counties in Wisconsin. We are experts in design standards and the plans, specifications, and estimate (PS&E) process, which is proved by our ability to deliver an outstanding trail project. Below is a list of our recent non-motorized transportation facilities projects in Wisconsin.

Strand Associates, Inc.® Pedestrian and Bicycle Facilities Experience	
Project Name – Location/Client	**Project Name – Location / Client**
American Way Bike Path – Lake Mills (2019)	Nakoosa Trail – Madison, WI (2021)
Bicycle and Sidewalk Plan – Monona, WI (2019)	Pedestrian Network Connectivity Improvements – Lake Mills, WI (2023)
Capital City Path – Madison, WI (2017)	Pleasant View Bike Park Trail Head – Middleton, WI (2020)
CTH M Northshore Path – Westport, WI (2020)	Powerline Trail Phase 3 – Greenfield, WI (Ongoing)
CTH PP – Phase 1 (addition of multi-use path) – Sheboygan, WI (2018)	Sunny Slope and Grange Multi-Use Path – New Berlin, WI (2021)
Custer Lane Multi-Use Path and Bug Line Connector – Lannon, WI (2022)	Town Square (relocation of the Ice Age Trail) – Janesville, WI (2018)
Duplainville Road Multi-Use Path – Pewaukee, WI (Ongoing)	Utility Corridor Non-Motorized Multi-Use Trail – Sheboygan, WI (2019)
East-West Utility Corridor Bike Path – Greenfield, WI (2018)	Veterans Memorial Park Multiuse Trail – Kenosha County, WI (2021)
Huckleberry Harbor Trail (2020) and Wolf River Trail (2019) Conceptual Layout and Report – Shawano, WI	Washburn Street Multiuse Trail – Oshkosh, WI (2015)
Indiana Avenue Reconstruction (addition of shared-use path) – Sheboygan, WI (2022)	Wildwood-McMillan Connector Trail – Marshfield, WI (2017)
Lindsay Road Trail – Pewaukee, WI (2022)	Woodland Drive Bicycle Trail – Waunakee/Westport, WI (2008 – 2010, 2015, 2016)
Lord Street Multi-Use Path and Poplar Creek Crossing (2019) – Brookfield, WI	Zander Park Trail – Cross Plains, WI (2018)

In addition to the WisDOT Facilities Development Manual (FDM) and Sponsor's guide for non-traditional projects, we are thoroughly familiar with other forms of design guidance, including the American Association of State Highway and Transportation (AASHTO) Bike Guide and the Wisconsin Bicycle Facility Design Handbook. We are well versed in the creation of quality bid documents and also manage the construction of trails and related improvements, affording us a keen understand of the unique challenges encountered during construction and implementation. By nature, trails are typically defined by narrow linear corridors, making construction accessibility a challenge for excavation operations and material installation. Considering accessibility and phasing during the design can promote constructability during construction, generating cost savings for the project. Due to increasing the amount of impervious area, trail projects require a comprehensive stormwater management plan that combine engineering analysis with an understanding of the needs at each project site. This results in a design that safely drains runoff away from adjacent properties and the new path facilities, and into the roadway drainage system or nearby storm sewer system.

We design with constructability in mind, generating cost savings for the City of Pewaukee.

Project Approach and Schedule

Objective-Focused Approach Meets the City's Project Desires While Satisfying WisDOT Requirements

Our team possesses a deep understanding of the design and coordination requirements necessary to successfully guide a WisDOT Local Program project from start to finish. Knowledge of the existing corridor, the City's needs, and resident desires, combined with our expertise in applicable design standards will result in an efficient design approach and on-time project delivery. We have successfully guided projects of all magnitudes through the WisDOT PS&E process and the Sponsor's Guide, and we know what it takes to accomplish our clients' goals while meeting all project milestones.

Existing Meadowbrook Road Corridor

Meadowbrook Road is a northeast/southwest-oriented County Highway with average daily traffic of 5,800 vehicles per day, and posted speed limits ranging between 25 and 45 mph. The project corridor begins at the existing Lake Country Recreational Trail and ends at Pirate Pass near Pewaukee High School. Meadowbrook Road is a two-lane road with very narrow shoulders. Our site investigation of the corridor confirmed that this is a very busy roadway during peak travel times. The lack of existing bicycle and pedestrian accommodations presents a safety hazard for those who desire to travel this corridor in a non-motorized way. According to Waukesha County GIS, the width of the right of way along Meadowbrook Road ranges between 100 feet and 50 feet.

Understanding of the trail corridor and City's desires results in successful design.

Accomplishing the City's Desires for the Corridor

Based on our meeting with City staff, we understand the main objective of the Multi-Use Path project along Meadowbrook Road is to provide the surrounding area with a safe means of non-motorized travel through a critical north-south corridor in the City of Pewaukee. Based on the results of the City of Pewaukee's Bike and Pedestrian Planning Committee's survey, 87% of respondents do not feel safe bicycling on county highways such as Meadowbrook Road. Constructing an off-road multi-use path alongside Meadowbrook Road will provide connectivity between Pewaukee High School, surrounding neighborhoods, and the Lake Country Recreational Trail while alleviating the safety concerns of pedestrians and bicyclists when sharing the road with motorists.

Proposed share-use path along the northbound side of Meadowbrook Road, creating separation between path users and motorists.

Proposing a Safe Path Alignment is Paramount

Based on our visit and inspection of the project site, the northbound side of Meadowbrook Road appears to be the optimum side for the path. Existing topography and fewer sideroads on the northbound side should result in lower impacts and fewer pedestrian crossings of side-streets and driveways. This would also allow for the alternative path route through the Steeplechase subdivision to be achieved, if necessary. Additionally, the northbound side would keep the path along the inside edge of multiple roadway curves, keeping path users out of the potential run-off path of errant vehicles in these areas. We will follow all applicable design standards within the WisDOT FDM and Wisconsin Bicycle Facility Design Handbook to produce a desirable path alignment for all stakeholders.

Proposed share-use path crossing at College Avenue. Utilizing the existing pork chop median will provide a refuge for path users crossing at this location.

Crossing at Petersen Drive Provides Safe Access to Path for Neighborhoods.

Providing safe access to the shared-use path for surrounding neighborhoods is critical. A connection between the proposed multi-use path and neighborhoods west of Meadowbrook Drive will be accomplished with a crossing at Peterson Drive. This will give residents the opportunity to access the path utilizing a signed and marked crossing. The implementation of flashing pedestrian beacons could be utilized to enhance safety and alert motorists of the crossing.

Proposed connection between multi-use path and Peterson Drive subdivision.

Installing flashing beacons will alert motorists to areas where they can expect pedestrians and bicyclists to be crossing.

Attention to Key Design Elements and Coordination Efforts Keep the Multi-Use Path Project on Schedule

Key design elements and coordination efforts are described below. Some of these can impact the project schedule, while others are critical for gaining project support from the public and State agencies.

Historical/Archaeological Survey

We will coordinate with the State Historic and Preservation Office (SHPO) and other agencies, as necessary, during the preliminary design phase of the project to determine if there are historical or archaeological impacts. We will engage Commonwealth Heritage Group to perform such surveys if they become necessary. Historical and Archaeological screenings are a vital part of obtaining an approved environmental document, making this a critical path item to keep the project on schedule.

Utilities

Based on our field visit, there are existing utility facilities throughout the project corridor. We will work to avoid utility impacts to the greatest extent feasible since they are located on County right of way. Early coordination with all existing utilities will eliminate problems during preparation of design reports, plans, and eventually during construction. Once final work plans are received from Utilities, we will compare them against one another, and against our proposed plans, to determine if all conflicts have been resolved. Utility coordination will be of utmost importance to avoid costly construction delays.

Overhead and below-grade utilities are located on the corridor and will require early and frequent coordination to help avoid delays during construction. Our path alignment will seek to avoid utility impacts as much as possible.

Utility impacts will be coordinated early and throughout the design process to keep the project on schedule and avoid costly impacts. Verifying utility work plans will be a top priority during design.

Environmental

Our agency coordination with the Wisconsin Department of Natural Resources (WDNR) will address concerns with wetland impacts, floodplain impacts, endangered species, or endangered resources within the Multi-Use Path project corridor. We routinely interact with the WDNR on projects of many types. Early and thorough coordination efforts will help prevent project delays for the City. We intend to hold a kickoff meeting with the WDNR to understand concerns it may have right from the start.

Special attention will be given to the mapped floodplain area near the Lake Country Recreational Trail at the southern limit of the project.

WISCONSIN DEPT. OF NATURAL RESOURCES

Environmental impacts will be efficiently coordinated with the WDNR, preventing project delays.

Coordination with the City and Pewaukee School District

We fully recognize the City of Pewaukee as part of our team. Throughout the project, Eric Anderson, our project manager, will maintain regular contact with the City to obtain input on task requirements, design concepts, project submittals, and public involvement plans. City reviews will be scheduled at intervals throughout the project, typically at 30 percent (preliminary plans), 60 percent, and 90 percent stages to maintain coordination throughout the project. We also plan to coordinate with Pewaukee School District throughout the design process as the proposed path will abut its property and provide connectivity to Pewaukee High School for many of its students. We understand that the School District will be seeking a way to connect to this path and we fully intend to include the District in the design efforts to best accommodate its future plans.

One option for terminating the shared use path at Pirate Pass and connecting to potential School District facilities.

Providing safe and attractive connectivity to Pewaukee High School is a major priority of the project.

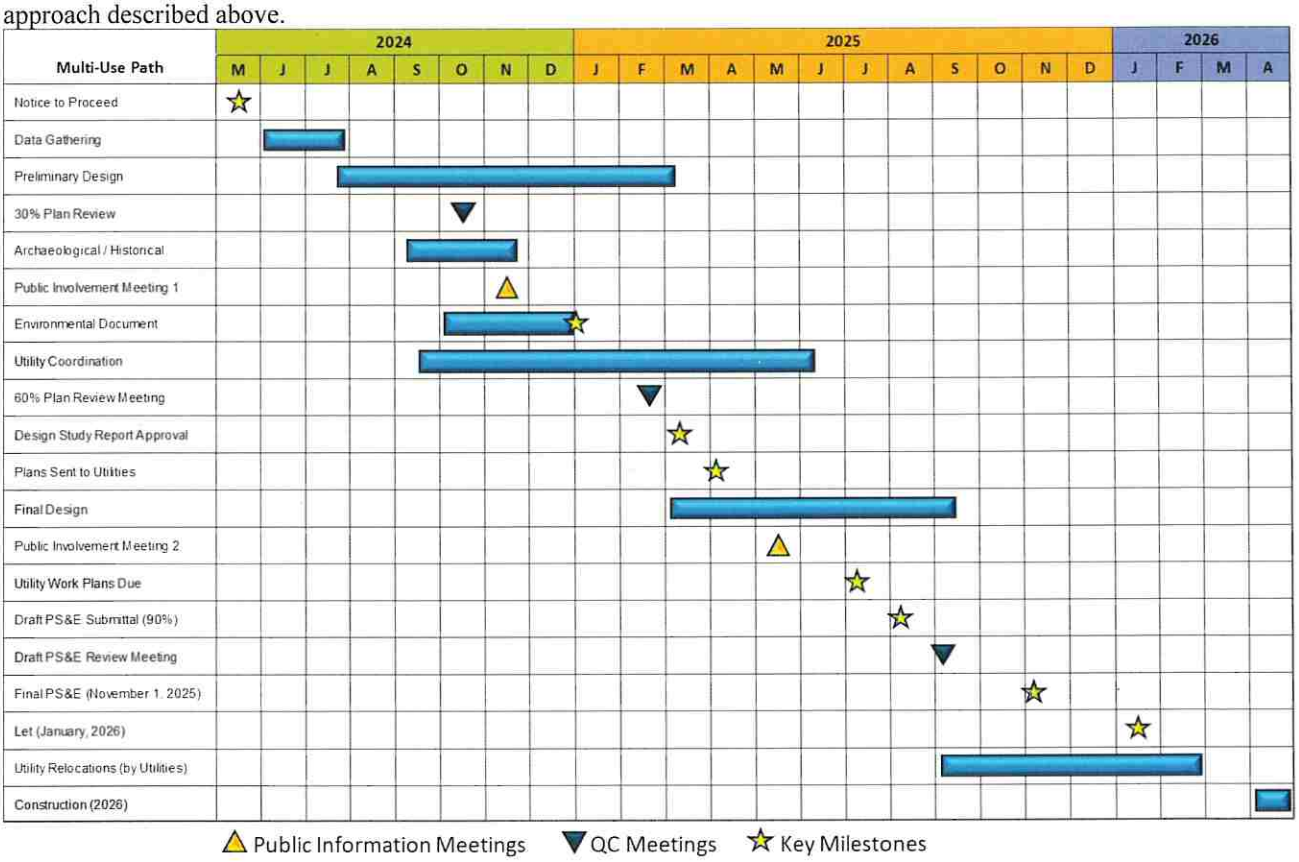
Task Summary Demonstrates Understanding of WisDOT Process and Dictates Schedule Critical Path

The task summary below was developed based on our knowledge and experience with the federal process, a requirement of all WisDOT Local Program projects. Following the critical path makes sure milestones are met and, ultimately, that the project is finished and submitted on time. There is a logical progression of tasks that promotes efficient delivery. Note that the task table is intended to highlight only the significant tasks, not necessarily every task.

WisDOT Process Task Summary
Phase 1 – Data Gathering, 30 Percent Design and Environmental Documentation • Existing data review (drainage, reports, utility maps, and photos) • Topographic survey data collection and base mapping of the project area • WDNR initial Coordination • 30% design and estimate ***review opportunity*** • Archaeological/historical survey (Section 106) • Public information meeting No. 1 • Coordination with bordering landowners (Residents, Pewaukee School District and Businesses) • Environmental documentation (CEC) • Utility coordination
Phase 2 – 60 Percent Design and Report Approvals • 60% design and estimate ***review opportunity*** • Ongoing regulatory agency coordination (WDNR and U.S. Army Corps of Engineers) • Public information meeting No. 2 • Utility coordination - Plans sent to Utilities • Ongoing coordination with bordering landowners
Phase 3 – Final Design and Final Submittal • 90% design and estimate ***review opportunity*** • Permitting • Final WDNR concurrence • Final Utility coordination – Verify Utility work plans • Final plans, specifications, and estimate • Letting and construction

Proposed Schedule

Below is an outline of the coordination efforts and design milestones that will keep the Multi-Use Path project moving toward the Final PS&E date. Based on construction of the path anticipated to take place in 2026, with a bid letting in January 2026, we have assumed a final PS&E date of November 2025. The schedule below is based on this goal. We are confident that this goal can be met with our proposed project team and the approach described above.



Experience with the WisDOT Public Involvement Process

Effective Communication with the Public and City Creates Constructive Solutions for Affected Stakeholders

Communication with local officials and the public is vital to project success. We have performed public involvement for hundreds of WisDOT Local Program projects. While a public involvement meeting is a requirement of the WisDOT Local Program project process, we strive to go beyond the minimum requirements. For each project, we obtain the input from the municipality on the number of meetings and type of involvement, and tailor the process to meet the needs of the project and stakeholders. For each project, we follow these four principles:

Effective public involvement garners and maintains support for the project.

- Listen to the input and document it appropriately
- Be inclusive
- Communicate clearly so people understand
- Be responsive; explain how comments received have been addressed

These guidelines enable us to achieve the project goals to give the public an opportunity to voice their viewpoint and build project support.

Engaging stakeholders early in the design process generates project support.

Because of the heavy residential presence throughout the Multi-Use Path project corridor, we know that public involvement at all design stages will be critical. We have experience using several innovative methods to obtain resident input, analyze alternatives, and develop a plan endorsed by community groups. Our public involvement services have included facilitation of residents and business meetings, public workshops, preparation of newsletters, online surveys, media kits, and development of 3-D models.

Familiarity with the City of Pewaukee and Stakeholders Need's Drives Effective Public Outreach

For the City's Multi-Use Path project, area stakeholders are primarily residential property owners, with some local businesses and churches. Based on the results of the Bike and Pedestrian Planning Committee's survey, we understand that Pewaukee residents are generally in favor of adding off-road pedestrian and bicycle facilities. Our public involvement approach will seek to grow that favor and inform the public of what to expect as the project design moves forward.

Stakeholder concerns will likely focus on any required property impacts or acquisitions, and any possible access impacts during construction. We anticipate two public involvement meetings (PIM) will be needed. The first will explain project concepts and show preliminary path alignment alternatives. A second PIM will be used to discuss potential ROW impacts and provide updates to the construction schedule, and any travel impacts that would be experienced by commuters during construction. We have Project Managers and Staff Engineers available at PIMs – these engineers are the most familiar with project details and have the knowledge to answer questions from the public. Visual aids at these meetings typically include high quality photo exhibits to assist the public and our staff in clarifying concerns and project details.

Yellow shaded areas above show residential land surrounding the Meadowbrook Road corridor.

Project Team, Current Workloads, and Staff Availability

Experienced Project Team Delivers Safe and Cost-Effective Design for the City of Pewaukee

We have been providing corridor designs for local clients and state DOTs since the inception of the Local Program. Our team is available, well equipped, and familiar with these types of projects as well as the City of Pewaukee. Several members of our proposed project team have successfully worked with the City of Pewaukee on recent projects, and we are excited about the opportunity to continue providing safe and valuable transportation design services for the City. The organizational chart below presents the team that will deliver the multi-use trail project. Our team routinely completes projects throughout Wisconsin involving bike and pedestrian facilities, and **we are excited to successfully deliver a safe and cost-effective design that meets the City's needs.**

In assembling this team, we brought together a group who will be responsive to the City, provide smooth and effective communication, and has the experience to execute a successful design through the WisDOT process. This team routinely works together and consistently delivers quality designs that exceed our client's needs.

Project Manager and Design Lead – Eric Anderson, P.E.

- 8 Years of Experience
- MS Civil Engineering, Bradley University
- 76% Percent Available

Eric will serve as the Project Manager. His main role will be to serve the City by navigating the WisDOT process, providing frequent and efficient communication between all parties, keeping the project on budget, and guiding the project design to completion. Eric has a wealth of recent WisDOT Local Program experience and is currently managing two WisDOT Local program multi-use trail projects. Eric understands the PS&E process for local program projects and is thoroughly familiar with the WisDOT Facilities Development Manual and WisDOT Sponsor's Guide to Non-Traditional Transportation Project Implementation. His design expertise coupled with his project management experience will result in a project that meets the City of Pewaukee's needs while satisfying all WisDOT requirements.

Below is a list of projects Eric has either managed or been involved with over the last 5 years that showcase his project management and design experience on multi-use trail and path projects:

- **Powerline Trail Phase 3 – Greenfield, WI:** WisDOT Local Program (CMAQ) trail construction through an existing utility corridor
- **N Dousman Road Multi – Use Trail – Summit, WI:** WisDOT Local Program trail construction alongside an existing roadway.
- **Duplainville Road Reconstruction – Pewaukee, WI:** Addition of multi-use path on roadway reconstruction
- **CTH PP Phase 1 Reconstruction – Sheboygan, WI:** Addition of multi-use path on roadway reconstruction
- **Utility Corridor Non-Motorized Multi-Use Trail – Sheboygan, WI:** WisDOT Local Program multi-use trail design and alternatives analysis in a utility corridor
- **Indiana Avenue – Sheboygan, WI:** Addition of multi-use path on roadway reconstruction

CITY OF PEWAUKEE

Client Liaison / Utility Coordinator
Emily Rowntree, P.E.

Project Manager
Eric Anderson, P.E.

Quality Control Engineer
Ashley Pridemore, P.E.

Environmental Specialist
Luke Hellermann, P.G.

Survey and Plat
Heather Bartelt, PLS

Stormwater Engineer
Anna Sadowski, P.E.,

Project Engineer
Zach Sadowski, P.E.

Historical/Archaeological
Commonwealth Heritage Group, LLC

Geotechnical / Materials Testing (if required)
GESTRA Engineering, Inc.

Additional Support Staff (as needed)
Drafters, Technicians, Administration

Client Liaison / Utility Coordinator – Emily Rowntree, P.E.

- 9 Years of Experience
- BS Civil Engineering, UW-Madison
- 72% Percent Available

Emily will serve as Client Liaison and Utility Coordinator. Her role will be to ensure that the City is satisfied with project delivery, and to maintain communication with all Utilities present within the project corridor throughout the design process. Emily's experience in municipal trail design coupled with her utility design and construction experience make her the perfect fit for both roles. Emily is diligent about follow through with Utility coordination and communication to minimize issues in construction. She will bring an invaluable perspective to the project and is also very familiar with the City of Pewaukee.

Below are projects for which Emily has been involved.

- **Utility Corridor Non-Motorized Multiuse Trail – Sheboygan, WI:** WisDOT Local Program multi-use trail design and alternatives analysis in a utility corridor
- **Duplainville Road Reconstruction – Pewaukee, WI:** Multiuse path design
- **Custer Lane Reconstruction – Lannon, WI:** Multiuse path design and connector trail to the Bug Line Trail.
- **South Lord Street Connector – Brookfield, WI:** Multiuse path design
- **Sunny Slope Road and Grange Avenue Intersection Design – New Berlin, WI:** On-street bicycle lanes and multiuse path design

Quality Control Engineer – Ashley Pridemore, P.E.

- 12 Years of Experience
- BS Civil Engineering, UW-Platteville
- 80% Percent Available

Ashley will serve as Quality Control Engineer. Ashley has 12 years of engineering experience, which includes municipal, Local Program, and WisDOT transportation projects. Ashley is persistent and organized, which helps to keep projects on time and on schedule. She has managed high profile, public involvement-intensive projects that have included geometric improvements to reduce reckless driving and improve multimodal accommodations. She has focused her career on serving municipalities through WisDOT's Local Program. Nearly all her projects have multi-modal accommodations. Ashley's engineering experience coupled with her familiarity with Pewaukee affords her a keen understanding of critical project components. Ashley has completed several multi-use path projects in the last 5 years, giving her the required experience of design standards and plan requirements to provide quality control for the City of Pewaukee.

Project Engineer – Zachary Sadowski, P.E.

- 7 Years of Experience
- BS Civil Engineering, UW-Madison
- 82% Percent Available

Zach will serve as Project Engineer and will assist with needed design work and plan preparation. Zach's design experience includes providing expertise for a variety of projects, ranging from rural and urban roadway construction with on-street bike accommodations, separated multi-use paths, drainage design, to railroad crossing design and coordination. Most recently, Zach has worked on the 2.3-mile Duplainville Road Reconstruction project in Pewaukee that included a shared use path. Zach is routinely sought out for being on time, on budget, and responsive regardless of the project complexities. Zach is excited to yet again have the opportunity to assist the City of Pewaukee.

Below is a list of projects that Zach has been involved with over the last 5 years:

- **Duplainville Road Reconstruction – Pewaukee, WI:** Addition of multi-use path on roadway reconstruction
- **STH 100 Lovers Lane – Franklin, WI:** 3-mile road resurfacing project with the addition of multi-use path.
- **STH 57 Green Bay Avenue– Glendale, WI:** 2-mile road resurfacing project with the addition of multi-use path.

Environmental Specialist – Luke Hellermann, P.G.

- 33 Years of Experience
- BS Geology, UW-Madison
- 70% Percent Available

Luke is a Professional Geologist with 33 years of experience in environmental investigation and documentation. He will be responsible for environmental documentation and initial HazMat Phase 1 investigations for the Multi-use Path project. Luke has completed National Environmental Policy Act (NEPA) documentation for WisDOT projects of every type, ranging from the Categorical Exclusion Checklist (CEC) to Environmental Impact Statement (EIS) documents. He has completed the impact analysis related to effects

to historic properties (Section 106 process), Section 4(f) and Section 6(f) coordination, primary environmental effects, noise and air impacts, and hazardous materials impacts, as well as effects to the natural environment. Environmental coordination will be key to successful project delivery. Luke's experience will provide the City with an efficient environmental process, satisfying requirements and keeping the design on schedule.

Survey / Plat – Heather Bartelt, PLS

- 25 Years of Experience
- Associate degree, Civil Engineering Technology, MATC
- 76% Percent Available

Heather is our Lead Survey Crew Chief and computer-aided drafting (CAD) standards specialist and has been with our firm for 24 years. She will be in charge of existing right-of-way identification, and ROW plats for the Pewaukee multi-use trail project. Heather has extensive experience in WisDOT design project development and has led numerous survey and plat preparation efforts. Heather's experience includes the use of HDS (high-definition surveying 3D laser scanning), global positioning systems (GPS), and Total Stations. As a professional land surveyor, Heather has provided surveys and prepared easement exhibits, easement documents, and ROW plats for municipal and WisDOT roadway projects. She has prepared ROW plats for more than 12 projects in WisDOT Southeast Region within the last 10 years. Most notably, Heather was involved in survey and/or plat preparation for Duplainville Road, Duplainville Road Bridge over Spring Creek, and Indiana Avenue. Heather will bring her expertise in both surveying and ROW plat preparation to this project, providing efficiency and accuracy in survey and plat preparation.

Successful Relationships with Proposed Subconsultant Supports Ability to Meet the City's Project Schedule

Though we provide a wide variety of services, we do work with specialty subconsultants, as needed. For the multi-use trail project, should historical and archaeological services become necessary, we anticipate working with the following subconsultant.

Historical and Archaeological Services

Commonwealth Heritage Group, LLC (Commonwealth), a Michigan-based corporation founded in 1988, is a professional consulting firm providing historic preservation, cultural resource, and landscape architecture services through the disciplines of archaeology, preservation planning, landscape architecture, geoarchaeology, geophysics, architectural history, and historical research. Through its network of regional offices, Commonwealth can cost-effectively provide a full range of Cultural Resource Management (CRM) and historic preservation services throughout the United States.

Geotechnical Engineering and Materials Testing GESTRA

is an MBE consulting firm specializing in geotechnical, geo-structural, and construction materials engineering. GESTRA was founded in 2000 to provide governments, municipalities, engineers, architects, and contractors with high-quality, cost-efficient engineering services. Projects range in size and complexity from large development and infrastructure projects to small, challenging assignments.

GESTRA provides a wide range of services from initial planning and feasibility studies to project completion. GESTRA's geotechnical exploration and engineering services help engineers, architects, and developers select a suitable site, understand the anticipated problems, and determine the most cost-effective design for the soil conditions encountered. During the construction phase, GESTRA provides a full range of construction material quality control review services to help adhere to project plans and specifications.

Internal Corporatewide Scheduling System Proves Availability of Staff to Meet the City's Needs

We understand the value clients place on *consistency* of personnel and *continuity* in project development. Accordingly, we expend every effort to make sure that the team initially chosen is involved with a project from beginning to end. The team listed above is available to successfully deliver the multi-use path project for the City of Pewaukee. We develop schedules we intend to keep, and we use a computerized, corporatewide scheduling database to schedule our staff and projects. Therefore, we can confidently make commitments to new project schedules because we know the current and future workload of each employee. According to our scheduling system, the staff members identified for this project have more than enough availability to complete the project as proposed.

Similar Project Experience and References

Similar Multi-Use Path Experience Provides Team with Tools to Deliver a Successful Design for the City of Pewaukee

Our team has provided off-road multi-modal accommodations in settings similar to Pewaukee's Multi-Use Path project. We understand, first and foremost, that providing path users with a safe means of travel is of utmost importance. Additionally, public and stakeholder involvement will be crucial early and often to develop a strong understanding of the project scope. We have successfully accomplished these goals with previous projects, and we are excited to help the City accomplish those goals on the Multi-Use Path project. Below are recent, similar trail projects with which our team was involved.

Duplainville Road Reconstruction – Pewaukee, WI

The 2.3-mile Duplainville Road reconstruction project stretched from the Canadian Pacific Railway crossing to Weyer Road at the city limits. A shared-use path was constructed along Duplainville Road. In total, approximately 2.3 miles of shared-use path were newly constructed to improve mobility along this critical corridor in Pewaukee.

The fast-paced engineering design took place in under 1 year and involved coordination between railroads and state and local agencies. A public informational meeting was held to convey project details and receive comments from citizens and businesses in the area. This project is a great example of our familiarity with the City of Pewaukee and it' multimodal goals.

How this Project is Similar:
- Rural and urban pathways
- Drainage design
- Coordination with State, County, Local, and regulatory agencies

Dates of Services:
2020 – Ongoing

Key Personnel:
- Eric Anderson
- Emily Rowntree
- Ashley Pridemore
- Zach Sadowski
- Anna Sadowski
- Luke Hellermann
- Heather Bartelt

Path underpass beneath Capitol Drive.

Transition from a rural roadway to an urban roadway section to minimize right-of-way impacts.

Signage and pavement marking to increase driver awareness where the path crosses the roadway.

We have previous successful projects with the City of Pewaukee and are excited for the opportunity to continue serving the City.

Powerline Trail Phase 3 – Greenfield, WI

We are currently providing design services to the City of Greenfield and WisDOT for the Powerline Trail Phase 3 project. This project will consist of adding a shared-use path to an existing We-Energies-owned utility corridor, providing better connectivity for the surrounding communities to existing trails and a local park. The project will also involve adding ADA-compliant pedestrian crossings at several intersections.

Similar to Pewaukee's Multi-Use Path project, the proposed path will run alongside an existing roadway for a portion of the project and, ultimately, connect to an existing trail along the corridor. This project demonstrates our experience and knowledge of shared-use path design in areas with a dense residential community, as well as the WisDOT Local Program process.

Exhibit showing the proposed Powerline Trail Phase 3 alignment, providing connectivity to existing trails and a local park.

How this Project is Similar:

- WisDOT Local Program (CMAQ Funding)
- Shared-use path construction
- Path connectivity to existing trail systems
- Coordination with State, County, Local, and regulatory agencies

Dates of Services:
2023 – Ongoing

Key Personnel:

- Eric Anderson
- Emily Rowntree

Indiana Avenue Reconstruction – Sheboygan, WI

In partnership with Sheboygan County and WisDOT, we developed plans for the reconstruction of approximately 0.6 miles of Indiana Avenue (CTH PP) from Esslingen Park to S. 24th Street. This project involved an urban road diet and addition of a shared-use path through a rural and residential corridor, providing better connectivity to existing trail facilities throughout the City of Sheboygan. The shared-use path generally followed the roadway, providing users with a safe off-road alternative to on-street biking while avoiding significant impacts to right of way. Several path curb ramps, roadway crossings, and a bridge crossing were improved as part of the project. Construction was completed in 2022.

Urban section of corridor with shared-use path adjacent to roadway. Path lighting was proposed to improve user safety.

Safe separation between the path and high-speed sections of the road was critical.

Drainage design was key in areas where the path was close to the roadway.

How this Project is Similar:

- Rural and urban pathways
- Emphasis on path user safety
- Part of a larger multi-modal master plan
- WisDOT Local program project
- Path connectivity to existing trail systems

Dates of Services:
2019 – 2022

Key Personnel:

- Eric Anderson
- Ashley Pridemore
- Emily Rowntree
- Anna Sadowski
- Heather Bartlet
- Luke Hellermann

CTH PP Phase 1 – Kohler, WI

In partnership with Sheboygan County, Kohler Company, and the Village of Kohler, we developed plans for the reconstruction of approximately 1.7 miles of CTH PP from Highland Drive to the Sheboygan River bridge. CTH PP is an arterial roadway leading into the Village of Kohler with an urban, four-lane cross section west of CTH A and a rural, four-lane cross section east of CTH A. The existing roadway was overdesigned for current traffic volumes and, as part of this design, its cross section was reduced throughout the project and the additional space used to add a shared-use path along the entire project length to provide non-motorized connectivity.

Construction was completed in 2018. Because of the success of the project, Sheboygan County selected us to design the next phase (Indiana Avenue Reconstruction, also described in this section of the proposal) that runs from the eastern CTH PP Phase 1 project limit to the east and offers a connection to the Taylor Drive multi-use path in the City of Sheboygan.

Rural section of the corridor with shared-use path adjacent to roadway.

Cost-effective delineation and safety measure in area where shared-use path was in proximity to the road.

Path-user safety in areas of motor vehicles was a top priority during design.

How this Project is Similar:

- Path adjacent to high-speed roadway
- Large emphasis on path user safety
- Multi-modal accommodations adjacent to roadway
- Coordination with County, Local, and regulatory agencies

Dates of Services:
2015 – 2018

Key Personnel:

- Eric Anderson
- Ashley Pridemore
- Anna Sadowski

References Attest to Success of Similar Projects

We encourage the City to contact the following references – these individuals had direct involvement in our projects and can provide the best assessment of our continuing service.

Long-standing relationships demonstrate quality of engineering services.

References	
Duplainville Road Reconstruction Maggie Wagner, Public Works Director / City Engineer City of Pewaukee W240 N3065 Pewaukee Road, Pewaukee, WI 53072 262-691-0770 / wagner@pewaukee.wi.us	**Powerline Trail Phase 3** Bryan Haas, P.E., Project Engineer City of Greenfield 7325 W. Forest Home Avenue, Greenfield, WI 53220 414-329-5324 / Bryan.Haas@GreenfieldWI.us
Indiana Avenue Reconstruction Aaron Brault, Planning and Conservation Director Sheboygan County 508 New York Avenue, Sheboygan, WI 53081 920-459-3060 / aaron.brault@SheboyganCounty.com	**CTH PP Phase 1** Bryan Olson, Transportation Director Sheboygan County W5741 CTH J, Plymouth, WI 53073 920-459-3822 / bryan.olson@sheboygancounty.com

CITY OF PEWAUKEE
PUBLIC WORKS COMMITTEE AGENDA ITEM 7.2.

DATE: April 25, 2024

DEPARTMENT: Public Works

PROVIDED BY: Magdelene Wagner

SUBJECT:

Discussion and possible action regarding Garbage Collection Contract.

BACKGROUND:

The City's current garbage collection contract with John's Disposal terminates 12/31/2024.

Waukesha County typically asks communities if they would like to participate in a group RFP for these collection systems which the City has opted in the past and I selected to opt in this year. However, the fire to the recycling facility is making the RFP process challenging this year. Currently the contract states our recycling material must be transported to the recycling center owned by Waukesha and Milwaukee. This facility is still not operational since the fire so our recycling is being diverted to another processing facility operated by John's Disposal. The County is currently undergoing a study to determine the fate of the damaged recycling center or opting to continue a contract with adjacent private processing facilities. This study should concluded some time this summer of 2024, but not likely to leave enough time for an RFP process and evaluation for a garbage/recycling collection contact renewal by the current contract deadline.

The County is recommending we seek a 1 year extension to our contract with John's Disposal and participate in the County RFP process for next year. The City's other option to do an RFP on their own and find their own recycling facility to process the recycling.

Staff recommends pursuing the 1 year extension contract with John's Disposal and participate in the County RFP next year.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

PWC recommend to the Common Council to request a 1 year extension from John's Disposal and participate in the County RFP.

ATTACHMENTS:

Description

County Communication

From: Abbie Liedtke
To: Wagner, Magdelene
Subject: Trash/Recycling Hauling RFP
Date: Tuesday, March 26, 2024 10:03:25 AM
Attachments: image001.png

Hello Maggie,

I am sending this email to follow up from our conversation about participating in the County's Coordinated Collection Request for Proposals ("RFP").

In May of 2023, the Joint Waukesha County/City of Milwaukee recycling facility experienced a significant fire and as a result, continues to direct curbside recyclables to alternative processors in the area. The sorting equipment inside of the facility were determined to be a complete loss so County and City staff have engaged with a contracted consultant to evaluate options for the future of recycling processing. This could include, but is not limited to: rebuilding a recycling facility at the existing site in Milwaukee, rebuilding at a different location, contracting with an existing processor for these services, or a hybrid of these options. County and City staff anticipate having more information from their consultant about recommendations for future processing by this summer and will be releasing an RFP for processing soon after.

At this time, your hauling contract includes a provision about delivery of recyclable material to the Joint MRF, or elsewhere as directed by the County. **Because the County will not be releasing an RFP for recycling processing until later this year and therefore unable to state the long-term delivery location of recyclable material within the hauling RFP, the County's Purchasing division has recommended that each community seek an extension for their current hauling contract. The County will be seeking an extension for it's hauling contract to December 31, 2025.**

If you have determined that your community is unable to extend its hauling contract and would like to continue to work with Waukesha County to release an RFP for your community's trash/recycling hauling, there are a few items required by the County:

1. You must assign a municipal representative that can coordinate with Waukesha County staff and provide key data/information for the RFP. Additionally, this representative must be available for all committee meetings and score all proposals received.
2. By participating in the RFP process, you agree to accept the awarded vendor and contract terms listed in the RFP document.

The intent of these requirements is to ensure that the RFP process occurs smoothly and that all participants are acting in good faith.
If you have any questions about this or would like to discuss further, I can be reached by phone, email or Teams meeting.

Thank you,

Abbie Liedtke
Recycling and Solid Waste Supervisor
Department of Parks and Land Use
Land Resources Division
Phone: 262.896.8317
Mobile: 262.765.9560
waukeshacounty.gov/recycling

We value your feedback. Please visit the Customer Satisfaction Survey to tell us how we did.

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CITY OF PEWAUKEE
PUBLIC WORKS COMMITTEE AGENDA ITEM 8.1.

DATE: April 25, 2024

DEPARTMENT: PW - Streets

PROVIDED BY: Magdelene Wagner/Matthew Stevens

SUBJECT:

Discussion and possible action regarding collection of waste oil at City Hall Recycling Center.

BACKGROUND:

The new recycling center is operation at the new DPW site minus the waste oil collection.

When Staff was preparing to move the waste oil collection tank, it was determined the tank will need to be replaced due to deterioration of the tank walls/containment. We have currently suspended collection of waste oil and antifreeze at the Recycling Center.

Prior to Staff moving forward with replacing this tank, it is prudent to ask if this is a service the City wants to provide to their residents. The cost of waste oil disposal is paid for by the City (it is no longer free like it had been). The cost of disposing the oil was approximately $1100 annually.

Staff has reached out to a few businesses in the area who will take waste oil from residents. From our communication, it appears they accept them for free, but are particular on what they accept. Many accept oil, but not oil filters Each business is different.

The new recycling contract with the Waukesha County continues to offer dividends which are now based partially on what recycling services are offered by a community. There is no mandatory requirement to collect specific items at the recycling centers, however they encourage us to offer as many services as possible to remove these items from the waste stream. Eliminating this service will impact our dividend, however I cannot provide a direct correlation as to how much it will impact it. If we have a contract with a business to provide the service on our behalf, it is yet to be determined if this will count toward that score for the dividend.

Staff is still getting an estimate on a tank replacement. In addition to the tank, it should have a canopy in place to keep rainwater out of the containment surrounding the tank and being contaminated. When the new DPW was being constructed, we received an estimate for a canopy at approximately $60,000.

We are requesting the committee's recommendation to either continue oil collection and replace the tank and build a canopy or to discontinue the service to our residents.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Waste Oil Discussion

From:	Abbie Liedtke
To:	Wagner, Magdelene
Cc:	Alan Barrows
Subject:	RE: Recycling
Date:	Friday, March 15, 2024 2:09:03 PM
Attachments:	image001.png

Hi Maggie,
Thanks for your patience with my response to your questions:

1. I am aware of a few waste oil vendors, however; I am unaware of any of that would collect this material at no cost. I believe most, if not all, communities that offer this service for residents contract with Safety Kleen. If you are interested in shopping around, I would suggest reaching out to OSI Environmental (800)732-5667 as they may be able to assist, too. Speaking from personal experience, I have dropped my waste oil off at places like Advanced Auto Parts or O'Reily at no cost. While this service offering may vary from store to store, our office has provided this as a resource to residents who call and inquire.
2. Internally, we have had many conversations about municipalities partnering with local businesses/groups for services to reduce duplicative efforts and to reward more efficient collections. Ultimately, the dividend program is tax relief designed to offset local program costs for recycling and solid waste management. Can you tell me a little more about this envisioned partnership? Something that we would consider when evaluating a score for the dividend program would be Pewaukee's contribution to this partnership (in kind or monetary) to provide recycling or solid waste services to their residents.
3. Lastly, there is no requirement for additional material collections within your community. We certainly encourage each community to assist with waste diversion efforts by offering these services to their residents and attempt to reward this service via the dividend; but no, your community is not required to have additional material collections. If you do make changes to your program, I kindly ask that you keep us informed so that we can make sure we are sharing the most up-to-date information with residents.

I hope you found this information helpful. If you have any other questions, please let me know.

Have a nice weekend!

Abbie Liedtke
Recycling and Solid Waste Supervisor
Department of Parks and Land Use
Land Resources Division
Phone: 262.896.8317
Mobile: 262.765.9560
waukeshacounty.gov/recycling

From: Wagner, Magdelene <wagner@pewaukee.wi.us>
Sent: Tuesday, March 12, 2024 9:24 AM
To: Abbie Liedtke <aliedtke@waukeshacounty.gov>
Subject: Recycling

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Hi Abbie,

I have a question for you regarding our municipal recycling. As we were looking to move our waste oil tank to our new recycling center, we have determined it should really be replaced. As we were reviewing this operation, we are looking to not offer this collection option any more for the community. At this time, we have contacted several businesses within the community which collect waste oil from drop offs. We are pursing this further to determine if there are costs to the residents for this.

Our program disposes the oil using SafetyKleen which charges us for its disposal. Are you aware of any vendors that take this waste oil at no charge or pay the municipality for its collection?

I am also aware this will affect our "score" for reimbursement within the recycling program which we recently adopted so I am weighing our options carefully on this matter. If we have a partnership with one of the surrounding vendors, would this still count in our score due to the association?

My final question is: are we required to have certain collections within our community? And is waste oil collection one of them?

I will be taking all information I receive to our public works committee and ultimately Council to determine if we replace the waste oil tank or remove this service from our local recycling.

Thank you,
Maggie

Magdelene Wagner, P.E.
Director of Public Works/City Engineer
City of Pewaukee
W240N3065 Pewaukee Road
Pewaukee, WI 53072
262-691-0804

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