



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
[www.appleton.org](http://www.appleton.org)

## Meeting Agenda - Final Utilities Committee

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Thursday, February 23, 2017

4:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

2. Roll call of membership

3. Approval of minutes from previous meeting

[17-189](#) Approval of the February 7, 2017 Utilities Committee meeting minutes.

**Attachments:** [February 7, 2017 Utilities Committee Meeting Minutes.pdf](#)

4. **Public Hearings/Apearances**

5. **Action Items**

[17-190](#) Approve Agreement with Outagamie County for public/private utilities associated with their downtown campus expansion project.

**Attachments:** [CoA - OC - OC Bldg Expansion Agrm \(02-14-2017\).pdf](#)

6. **Information Items**

[17-191](#) Department of Utilities Strategic Plan Presentation.

[17-192](#) Department of Public Works End of Year Performance Indicators.

**Attachments:** [Department of Public Works 2016 Year End Performance Indicators.pdf](#)

[17-193](#) Monthly Reports for January 2017  
- Water Distribution and Meter Team Monthly Report

**Attachments:** [Water Meter Team Reports January.pdf](#)

7. **Adjournment**

*Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.*

*Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.*

*For questions on the agenda, contact Chris Shaw at 920-832-5945 or Paula Vandehey at 920-832-6474.*



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
www.appleton.org

## Meeting Minutes Utilities Committee

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Tuesday, February 7, 2017

5:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

*Chairperson Dannecker called the Utilities Committee meeting to order at 5:30 p.m.*

2. Roll call of membership

**Present:** 5 - Dannecker, Baranowski, Meltzer, Reed and Jirschele

3. Approval of minutes from previous meeting

[17-141](#) Approval of the January 24, 2017 Utilities Committee meeting minutes.

**Baranowski moved, seconded by Meltzer, that the Minutes be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Dannecker, Baranowski, Meltzer, Reed and Jirschele

4. Public Hearings/Appearances

5. Action Items

[17-142](#) Preliminary Resolution 1-P-17 for Sanitary Sewer Laterals be adopted and refer the matter to the Finance Committee to determine the assessment rate.

**Baranowski moved, seconded by Jirschele, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Dannecker, Baranowski, Meltzer, Reed and Jirschele

[17-143](#) Approve the Mini-Sewer / Backyard Drainage Policy.

**Baranowski moved, seconded by Meltzer, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Dannecker, Baranowski, Meltzer, Reed and Jirschele

6. Information Items

[17-144](#)

2016 Industrial Quality and Quantity (Q&Q) and Receiving Station Year End Summaries.

*Reviewed.*

7. Adjournment

**Baranowski moved, seconded by Meltzer, that the Utilities Committee Meeting be adjourned at 5:36 p.m. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Dannecker, Baranowski, Meltzer, Reed and Jirschele

## **AGREEMENT**

### **CITY OF APPLETON AND OUTAGAMIE COUNTY**

This Agreement is entered into on this \_\_\_\_ day of \_\_\_\_\_, 2017 by the City of Appleton, Wisconsin, a Wisconsin municipal corporation, ("City") and Outagamie County, Wisconsin ("County").

#### **RECITALS**

WHEREAS, the City currently holds easements for the installation of sanitary sewer, storm sewer and watermain on property owned by Outagamie County.

WHEREAS, the City does in fact have existing sanitary sewer, storm sewer and watermain located within the above-referenced easements.

WHEREAS, the County is constructing an addition to their downtown campus building that will extend over the existing sanitary sewer, storm sewer and watermain easements.

WHEREAS, the City does not want public utilities to be located under the new building footprint.

WHEREAS, the County is pursuing the most cost-effective options for utility relocations necessary for the new county building.

#### **AGREEMENT**

1. The City and County agrees that the sanitary sewer located within the easement area will be converted to a private sanitary sewer owned and maintained by the County. The conversion to a private sewer owned and maintained by the County shall be effective upon the signing of this agreement.
2. The storm sewer located within the above-described easement area will be converted to a private storm sewer owned and maintained by the County. The conversion of the storm sewer to a private storm sewer shall be effective upon the signing of this agreement.
3. As part of the County's construction project, the County shall install a water looping system at Elm and 7<sup>th</sup> streets in the city of Appleton and at Elm and 8<sup>th</sup> streets in the city of Appleton as indicated on the attached Figure 1 and Figure 2. The looping described in this paragraph will be solely at County cost, and shall be inspected by the City. Plans shall be approved by the City of Appleton Department of Public Works prior to beginning construction of the looping system.
4. The City agrees to replace the existing 6" cast iron watermain located in Lawrence Street between Walnut Street and Elm Street in the city of Appleton, no later than December 30, 2021. The City will replace the existing 6" cast iron watermain in Lawrence Street between Walnut and Elm streets

with a 12" main on Lawrence Street. The City will also replace the north/south portion of the Walnut Street/Lawrence Street intersection watermain with a new 16" watermain.

5. The above-described project for watermain replacement in Lawrence Street shall be performed by the City. Upon completion of said watermain project as described in paragraph 4, the County will reimburse the City for all costs for the project including temporary pavement patching within sixty (60) days of the City being invoiced for the project by the contractor. Estimated cost of said work \$125,000.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2017.

**CITY OF APPLETON**

By: \_\_\_\_\_  
Timothy M. Hanna, Mayor

By: \_\_\_\_\_  
Kami Lynch, City Clerk

Approved as to form:

\_\_\_\_\_  
James P. Walsh, City Attorney

**OUTAGAMIE COUNTY**

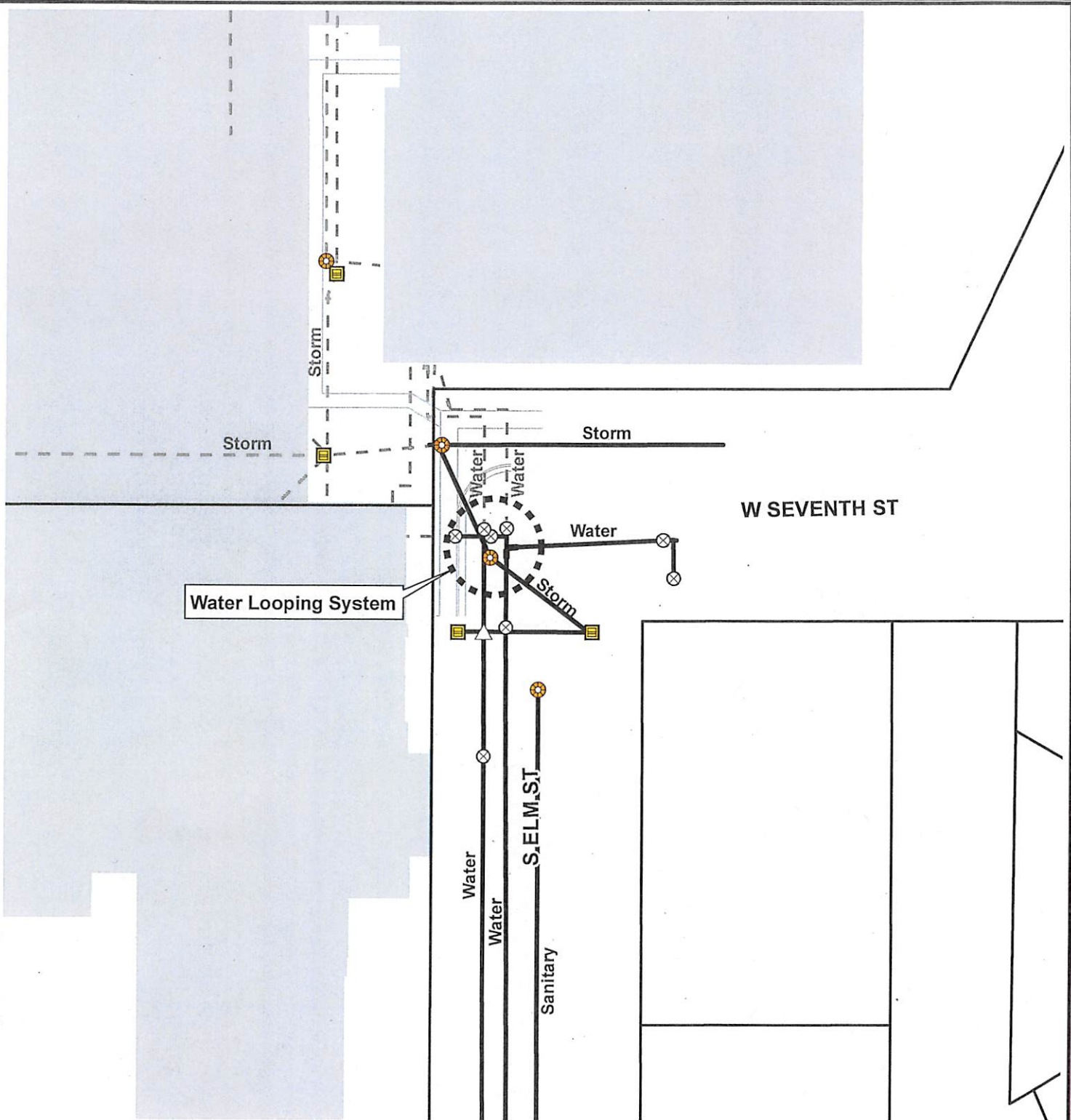
By: \_\_\_\_\_  
Thomas Nelson, County Executive

By: \_\_\_\_\_  
Lori O'Bright, County Clerk

Approved as to form:

\_\_\_\_\_  
Joseph Guidote, Corporation Counsel

J:\Attorney\WORD\Agreements (General)\  
CoA - OC - OC Bldg Expansion Agrm (02-14-2017).docx



#### Mapped Features

-  Storm Inlet
-  Storm or Sanitary Manhole
-  Sanitary Grinder Pump
-  Water System Valve
-  Water System Reducer
-  Public Utility
-  Private Utility
-  Building
-  Parcel Line
-  Site Detail



0 40  
Feet

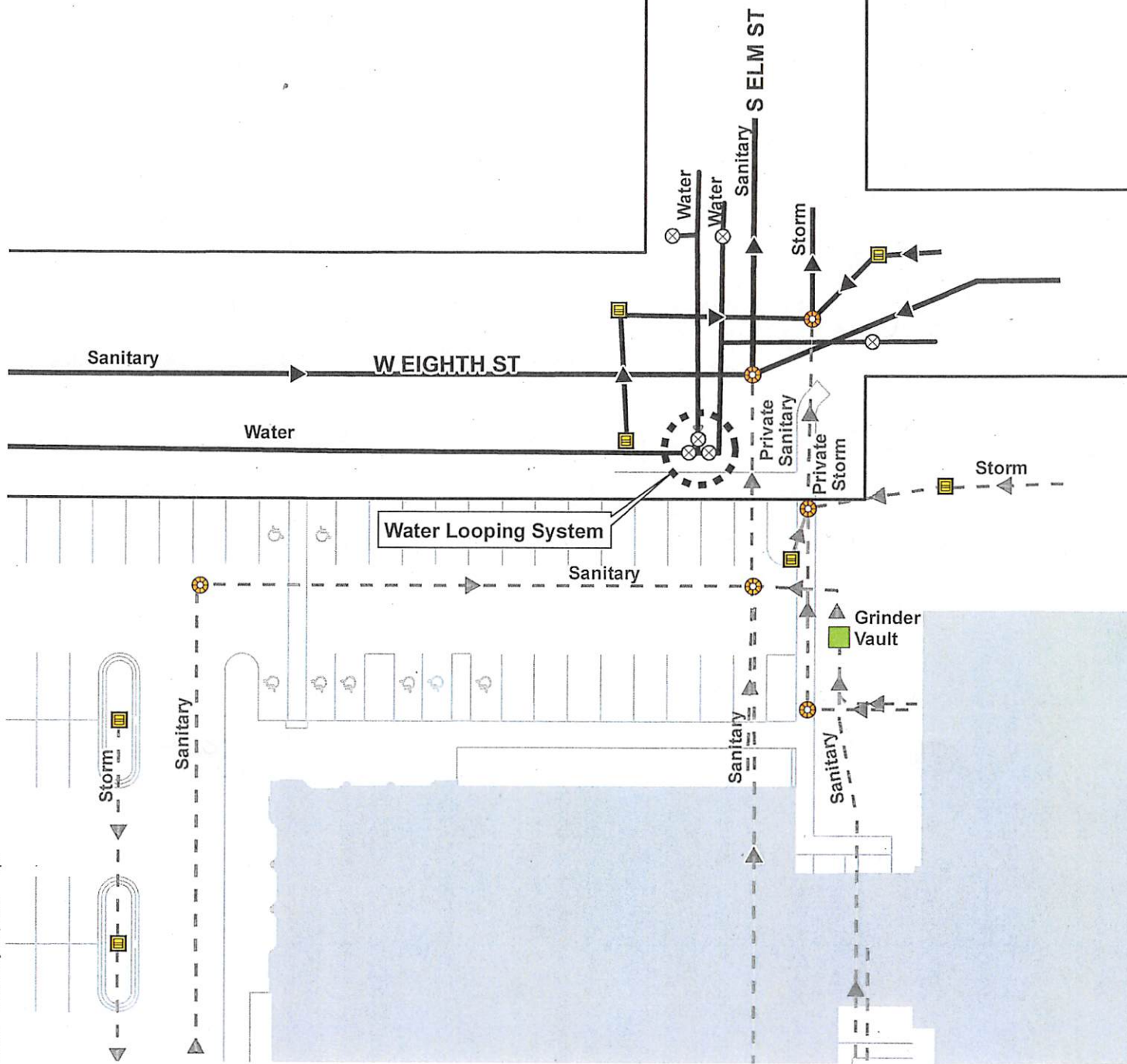
Source: Outagamie County, 2014-16.

Disclaimer: The property lines, right-of-way lines, and other property information on this drawing were developed or obtained as part of the County Geographic Information System or through the County property tax mapping function. McMAHON does not guarantee this information to be correct, current, or complete. The property and right-of-way information are only intended for use as a general reference and are not intended or suitable for site-specific uses. Any use to the contrary of the above stated uses is the responsibility of the user and such use is at the user's own risk.



**McMAHON**  
ENGINEERS ARCHITECTS

**FIGURE 2**  
**UTILITIES AT**  
**ELM AND SEVENTH STREETS**  
**OUTAGAMIE COUNTY**  
**ADMINISTRATION COMPLEX**  
**CITY OF APPLETON**  
**OUTAGAMIE COUNTY, WISCONSIN**



#### Mapped Features

- Storm Inlet
- Storm or Sanitary Manhole
- Sanitary Grinder Pump
- Water System Valve
- Public Utility
- Private Utility
- Building
- Parcel Line
- Site Detail



0 40  
Feet

Source: Outagamie County, 2014-16.

Disclaimer: The property lines, right-of-way lines, and other property information on this drawing were developed or obtained as part of the County Geographic Information System or through the County property tax mapping function. McMAHON does not guarantee this information to be correct, current, or complete. The property and right-of-way information are only intended for use as a general reference and are not intended or suitable for site-specific uses. Any use to the contrary of the above stated uses is the responsibility of the user and such use is at the user's own risk.



**McMAHON**  
ENGINEERS ARCHITECTS

**FIGURE 1**  
**UTILITIES AT**  
**ELM AND EIGHTH STREETS**  
**OUTAGAMIE COUNTY**  
**ADMINISTRATION COMPLEX**  
**CITY OF APPLETON**  
**OUTAGAMIE COUNTY, WISCONSIN**

# DEPARTMENT OF PUBLIC WORKS YEAR-END REVIEW

All figures through December 31, 2016

| Distribution Administration | WATER UTILITY |  |  |  |  | Business Unit 5351 |
|-----------------------------|---------------|--|--|--|--|--------------------|
|-----------------------------|---------------|--|--|--|--|--------------------|

## Significant 2016 Events:

- Reviewed the small meter installation policy
- Working with the Clerk's Office on sending mass mailing of water installation letters
- Redesigned the water meter hangtag in multiple languages to help communication with diverse populations

## Performance Data:

| Client Benefits/Impacts              | Actual 2012 | Actual 2013 | Actual 2014 | Actual 2015 | Target 2016 | Actual 2016 |
|--------------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Efficient customer service           |             |             |             |             |             |             |
| # Cross connection inspections       | New measure | →           | 0           | 6,615       | 7,000       | 8,977       |
| # Appointment request letters sent   | New measure | →           | 5,265       | 11,757      | 10,000      | 18,367      |
| <b>Strategic Outcomes</b>            |             |             |             |             |             |             |
| Consistent and current information   |             |             |             |             |             |             |
| Policies reviewed/updated            | 0           | 1           | 2           | 1           | 1           | 0           |
| Turnover ratio of inventory - Annual | 0.76        | 0.65        | 0.74        | 0.72        | 0.80        | 0.72        |
| <b>Work Process Outputs</b>          |             |             |             |             |             |             |
| Reporting & recording keeping        |             |             |             |             |             |             |
| # of reports generated for PSC       | 1           | 1           | 1           | 1           | 1           | 1           |

# DEPARTMENT OF PUBLIC WORKS YEAR-END REVIEW

All figures through December 31, 2016

| Customer Service | WATER UTILITY |  |  |  |  | Business Unit 5352 |
|------------------|---------------|--|--|--|--|--------------------|
|------------------|---------------|--|--|--|--|--------------------|

## Significant 2016 Events:

- Exceeded the 2016 meter install goal by 33%

## Performance Data:

| Client Benefits/Impacts          | Actual 2012 | Actual 2013 | Actual 2014 | Actual 2015 | Target 2016 | Actual 2016 |
|----------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Reliable, accurate water usage   |             |             |             |             |             |             |
| # of large meters replaced       | 1           | 0           | 0           | 0           | 0           | 0           |
| # of meters tested               | 1,293       | 428         | 4,183       | 6,981       | 7,000       | 9,266       |
| # of defective meters replaced   | 45          | 36          | 17          | 248         | 100         | 436         |
| # of meters in service           | 27,160      | 27,383      | 27,589      | 27,618      | 27,650      | 27,797      |
| <b>Strategic Outcomes</b>        |             |             |             |             |             |             |
| Implementation of system upgrade |             |             |             |             |             |             |
| # of trace batteries replaced    | 802         | 122         | 0           | 0           | 0           | 0           |
| # of new meters replaced         |             | 450         | 4,661       | 7,090       | 7,000       | 9,573       |
| <b>Work Process Output</b>       |             |             |             |             |             |             |
| Service provided                 |             |             |             |             |             |             |
| # of service calls               | 1,247       | 1,472       | 1,863       | 1,497       | 1,800       | 1,408       |
| System growth                    |             |             |             |             |             |             |
| # of new services installed      | 177         | 233         | 80          | 120         | 100         | 166         |

# DEPARTMENT OF PUBLIC WORKS YEAR-END REVIEW

All figures through December 31, 2016

| Distribution Operations and Maintenance | WATER UTILITY |  |  |  |  | Business Unit 5353 |
|-----------------------------------------|---------------|--|--|--|--|--------------------|
|-----------------------------------------|---------------|--|--|--|--|--------------------|

## Significant 2016 Events:

- In January we implemented the use of iPads and a "Water App" for recording various maintenance activities. This helped to improve accuracy of records, significantly reduced time to update records, and allows for more efficient record inquiries.
- In 2016 there was an increase in the number of valves exercised and number repaired, that is reflected in the reduction curb boxes repaired.

## Performance Data:

| Client Benefits/Impacts              | Actual 2012 | Actual 2013 | Actual 2014 | Actual 2015 | Target 2016 | Actual 2016 |
|--------------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Reliable source at adequate pressure |             |             |             |             |             |             |
| Hydrants                             |             |             |             |             |             |             |
| Replaced/Upgrade                     | 6           | 4           | 4           | 6           | 5           | 4           |
| % of hydrants flushed                | 100%        | 100%        | 100%        | 100%        | 100%        | 100%        |
| Water loss reported                  | 8.7%        | 8.5%        | 10.0%       | 9.1%        | 10%         | 9.2%        |
| Strategic Outcomes                   |             |             |             |             |             |             |
| Reliability of the system            |             |             |             |             |             |             |
| # of water main breaks               | 83          | 87          | 141         | 71          | 85          | 92          |
| Work Process Outputs                 |             |             |             |             |             |             |
| Preventive maintenance               |             |             |             |             |             |             |
| # of services replaced               | 36          | 24          | 11          | 0           | 15          | 19          |
| # of valves exercised                | 1,010       | 869         | 525         | 796         | 600         | 1,506       |
| # of valves replaced                 | 5           | 4           | 7           | 5           | 10          | 1           |
| # of curb boxes repaired             | 331         | 202         | 248         | 427         | 300         | 154         |
| # of joint leaks fixed               | 5           | 4           | 1           | 1           | 3           | 0           |
| # of service leaks fixed             | 4           | 3           | 3           | 0           | 3           | 2           |

# DEPARTMENT OF PUBLIC WORKS YEAR-END REVIEW

All figures through December 31, 2016

| Distribution Capital Improvements | WATER UTILITY | Business Unit 5370 |
|-----------------------------------|---------------|--------------------|
|-----------------------------------|---------------|--------------------|

## Significant 2016 Events:

## Performance Data:

| Client Benefits/Impacts                 | Actual 2012 | Actual 2013 | Actual 2014 | Actual 2015 | Target 2016 | Actual 2016 |
|-----------------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Reliable and adequate service           |             |             |             |             |             |             |
| % of reconstructed streets with relay   | 100.0%      | 100.0%      | 100.0%      | 100.0%      | 100%        | 100.0%      |
| % increase of fire flow capacity        | 0% - 175%   | 0% - 45%    | 0% - 245%   | 0% - 175%   | 0% - 200%   | 10% - 225%  |
| # of low flow hydrants eliminated       | 3           | 3           | 5           | 8           | 5           | 5           |
| Strategic Outcomes                      |             |             |             |             |             |             |
| System size                             |             |             |             |             |             |             |
| Miles of mains                          | 373*        | 375         | 373*        | 373         | 376         | 374         |
| % of total miles of mains reconstructed | 0.63%       | 0.65%       | 0.66%       | 0.90%       | 0.70%       | 0.69%       |
| # of hydrants in the City               | 3,277*      | 3,295       | 3,313       | 3,344       | 3,300       | 3,361       |
| # of low flow hydrants in the City      | 107         | 104         | 85          | 77          | 80          | 72          |
| Work Process Outputs                    |             |             |             |             |             |             |
| System expansion and improvement        |             |             |             |             |             |             |
| Miles of transmission lines added       | 0.17        | 0.19        | 1.08        | 0.00        | 0.60        | 0.35        |
| Miles of existing mains relayed         | 2.3         | 2.19        | 2.47        | 3.36        | 2.64        | 2.58        |

\* Moved from a manual tracking system to a more comprehensive system - GIS

83500  
TEACHERA  
MIDYER WTD

City of Appleton  
Water Distribution  
Summary Budget to Actual Report  
For the Twelve Months Ending December 31, 2016

1  
02/12/17  
06:23:37

| Description                 | Year to<br>Date<br>Expense | Encumbered<br>Amount | Total<br>Expended<br>and<br>Encumbered | Full Year<br>Amended<br>Budget | Percent<br>of Amended<br>Budget |
|-----------------------------|----------------------------|----------------------|----------------------------------------|--------------------------------|---------------------------------|
| Distribution Administration | 515,493                    | 0                    | 515,493                                | 545,370                        | 94.5 %                          |
| Customer Service            | 200,030                    | 0                    | 200,030                                | 141,895                        | 141.0 %                         |
| Distribution Ops. & Maint.  | 1,178,848                  | 0                    | 1,178,848                              | 1,355,545                      | 87.0 %                          |
| Distribution Capital        | 3,842,416                  | 0                    | 3,842,416                              | 5,027,446                      | 76.4 %                          |
| Total                       | 5,736,787                  | 0                    | 5,736,787                              | 7,070,256                      | 81.1 %                          |

# DEPARTMENT OF PUBLIC WORKS YEAR-END REVIEW

All figures through December 31, 2016

| Collection Systems | WASTEWATER UTILITY | Business Unit 5427 |
|--------------------|--------------------|--------------------|
|--------------------|--------------------|--------------------|

## Significant 2016 Events:

## Performance Data:

| Client Benefits/Impacts                   | Actual 2012 | Actual 2013 | Actual 2014 | Actual 2015 | Target 2016 | Actual 2016 |
|-------------------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Benefit of inspection program             |             |             |             |             |             |             |
| # of defects identified from TV report    | 16          | 13          | 47**        | 3**         | 25          | 34          |
| Compliance with regulation                |             |             |             |             |             |             |
| # of protruding taps identified           | 0           | 1           | 9**         | 0**         | 6           | 9           |
| # of cross connections identified         | 52          | 70          | 85          | 86          | 80          | 103         |
| Strategic Outcomes                        |             |             |             |             |             |             |
| Reliability of system maintenance program |             |             |             |             |             |             |
| # of trouble calls                        | 39          | 49          | 57          | 28          | 35          | 17          |
| # of system blockages removed             | 7           | 6           | 7           | 3           | 5           | 1           |
| % of total system televised               | 11.6%       | 12.5%       | 10.0%       | 14.1%       | 10.00%      | 14.2%       |
| Work Process Outputs                      |             |             |             |             |             |             |
| Maintenance performed                     |             |             |             |             |             |             |
| % of total system cleaned                 | 66.4%       | 51.2%       | 48.6%       | 46.6%       | 48.0%       | 49.0%       |
| # of spot repairs made                    | 15          | 0*          | 13**        | 46**        | 23          | 0*          |
| Safeguarding health and safety            |             |             |             |             |             |             |
| # of protruding taps removed              | 0           | 0*          | 4**         | 3**         | 5           | 0*          |

\* Timing of contract pushes work into next calendar year

\*\* Totals vary due to 2014 and 2015 funds were bid in 2014 and were completed in 2015

2/2/2017

# DEPARTMENT OF PUBLIC WORKS YEAR-END REVIEW

All figures through December 31, 2016

| Public Works Capital Improvements | WASTEWATER UTILITY | Business Unit 5431 |
|-----------------------------------|--------------------|--------------------|
|-----------------------------------|--------------------|--------------------|

## Significant 2016 Events:

## Performance Data:

| Client Benefits/Impacts                          | Actual 2012 | Actual 2013 | Actual 2014 | Actual 2015 | Target 2016 | Actual 2016 |
|--------------------------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Reduction of wastewater treatment cost           |             |             |             |             |             |             |
| # of manholes-rehab/rebuilt                      | 35          | 20          | 39          | 23          | 25          | 34          |
| Distribution section rating from CMAR            | A           | A           | A           | A           | A           | A           |
| # of laterals replaced                           | 181         | 173         | 106         | 198         | 200         | 134         |
| <b>Strategic Outcomes</b>                        |             |             |             |             |             |             |
| Improvements to the sanitary sewer system        |             |             |             |             |             |             |
| Total miles of sanitary sewer                    | 321*        | 321         | 320**       | 323         | 324         | 325         |
| % of total miles of sanitary sewer reconstructed | 0.55%       | 0.38%       | 0.74%       | 0.46%       | 0.52%       | 0.60%       |
| <b>Work Process Outputs</b>                      |             |             |             |             |             |             |
| Restoration of sanitary sewers                   |             |             |             |             |             |             |
| Miles of existing sanitary sewer reconstructed   | 1.76        | 1.24        | 2.39        | 1.47        | 1.68        | 1.95        |
| Expansion of sanitary sewer system               |             |             |             |             |             |             |
| Miles of new sanitary sewer added                | 0.00        | 0.22        | 0.09        | 0.49        | 1.10        | 1.04        |
| Reduction of treatment costs                     |             |             |             |             |             |             |
| # of seals installed (I & I)                     | 59          | 91          | 75          | 94          | 100         | 94          |

\* Moved from a manual tracking system to a more comprehensive system - GIS

\*\* The total miles of sanitary sewer main within the system decreased due to the City abandoning 2975 feet of sanitary sewer and only installing 494 feet of new sanitary sewer main.

2/2/2017

83500  
TEACHERA  
MIDYER WWC

City of Appleton  
Wastewater Collection  
Summary Budget to Actual Report  
For the Twelve Months Ending December 31, 2016

1  
02/12/17  
06:23:39

| Description                   | Year to<br>Date<br>Expense | Encumbered<br>Amount | Total<br>Expended<br>and<br>Encumbered | Full Year<br>Amended<br>Budget | Percent<br>of Amended<br>Budget |
|-------------------------------|----------------------------|----------------------|----------------------------------------|--------------------------------|---------------------------------|
| Wastewater Collection Systems | 748,898                    | 0                    | 748,898                                | 870,102                        | 86.1 %                          |
| Public Works Capital Improv.  | 1,904,377                  | 0                    | 1,904,377                              | 2,699,330                      | 70.5 %                          |
| Total                         | 2,653,275                  | 0                    | 2,653,275                              | 3,569,432                      | 74.3 %                          |

# DEPARTMENT OF PUBLIC WORKS YEAR-END REVIEW

All figures through December 31, 2016

|                |            |                    |
|----------------|------------|--------------------|
| Administration | STORMWATER | Business Unit 5210 |
|----------------|------------|--------------------|

## Significant 2016 Events:

## Performance Data:

| Client Benefits/Impacts                                            | Actual 2012 | Actual 2013 | Actual 2014 | Actual 2015 | Target 2016 | Actual 2016  |
|--------------------------------------------------------------------|-------------|-------------|-------------|-------------|-------------|--------------|
| Economic development                                               |             |             |             |             |             |              |
| Master plans completed                                             | 5           | 1           | 4*          | 0           | 0           | 0            |
|                                                                    |             |             |             |             |             |              |
| <b>Strategic Outcomes</b>                                          |             |             |             |             |             |              |
| Alternative sources of revenue                                     |             |             |             |             |             |              |
| # of grants applied for                                            | 2           | 0           | 0           | 0           | 1           | 1**          |
| Value of grant dollars awarded or applied for future reimbursement | \$300,000   | \$0         | \$0         | \$0         | \$150,000   | \$349,790 ** |
| Safe, reliable future level of service                             |             |             |             |             |             |              |
| Acre feet of storage identified for future use                     | 25          | 61          | 0           | 0           | 2           | .75 ***      |
| # of DNR non-compliance notices received                           | 1           | 0           | 0           | 0           | 0           | 0            |
| <b>Work Process Outputs</b>                                        |             |             |             |             |             |              |
| Preventive maintenance of system                                   |             |             |             |             |             |              |
| Erosion control plans reviewed (permits)                           | 50          | 30          | 15          | 48          | 25          | 49           |

\* Bellaire study, Citywide SWMP, Spartan, Flood Hazard Mitigation Plan Update

\*\* Northland Pond DNR Municipal Flood Control Grant

\*\*\* Cotter Street Pond

# DEPARTMENT OF PUBLIC WORKS YEAR-END REVIEW

All figures through December 31, 2016

|                      |            |                    |
|----------------------|------------|--------------------|
| Facility Maintenance | STORMWATER | Business Unit 5220 |
|----------------------|------------|--------------------|

## Significant 2016 Events:

## Performance Data:

| Client Benefits/Impacts                                           | Actual 2012 | Actual 2013 | Actual 2014 | Actual 2015 | Target 2016 | Actual 2016 |
|-------------------------------------------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Benefit of inspection program                                     |             |             |             |             |             |             |
| # of spot repairs identified from TV reports                      | 15          | 17          | 38*         | 5*          | 18          | 21          |
| Compliance with regulation                                        |             |             |             |             |             |             |
| # of protruding taps identified                                   | 12          | 15          | 23*         | 5*          | 17          | 15          |
| # of cross connections identified                                 | 0           | 0           | 0           | 0           | 0           | 0           |
| Strategic Outcomes                                                |             |             |             |             |             |             |
| Effectiveness of maintenance program                              |             |             |             |             |             |             |
| # of trouble calls                                                | 15          | 24          | 0           | 19          | 20          | 28          |
| % of total system televised                                       | 9.7%        | 9.6%        | 8.3%        | 9.9%        | 9%          | 10.2%       |
| Work Process Outputs                                              |             |             |             |             |             |             |
| Preventive maintenance                                            |             |             |             |             |             |             |
| Cubic yards of material collected from street sweeping operations | 3,884       | 4,124       | 3,920       | 5,565       | 3,800       | 4,059       |
| % of total storm sewer system cleaned                             | 13.3%       | 12.8%       | 9.2%        | 11.3%       | 13.0%       | 11.1%       |
| Safeguarding health and safety                                    |             |             |             |             |             |             |
| # of protruding taps removed                                      | 10          | 0           | 17*         | 23*         | 15          | 0**         |
| # of spot repairs made                                            | 15          | 0           | 19*         | 37*         | 16          | 0**         |

\* Totals vary due to 2014 and 2015 funds bid in 2014 and were completed in 2015

\*\* Timing of contract pushes work into next calendar year (2017)

# DEPARTMENT OF PUBLIC WORKS YEAR-END REVIEW

All figures through December 31, 2016

| Leaf Collection | STORMWATER | Business Unit 5225 |
|-----------------|------------|--------------------|
|-----------------|------------|--------------------|

## Significant 2016 Events:

## Performance Data:

| Client Benefits/Impacts                      | Actual 2012 | Actual 2013 | Actual 2014 | Actual 2015 | Target 2016 | Actual 2016 |
|----------------------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Service provided                             |             |             |             |             |             |             |
| Number of collection cycles                  | 4           | 4           | 3.25        | 5           | 3           | 4           |
| Strategic Outcomes                           |             |             |             |             |             |             |
| Cost effective service provided              |             |             |             |             |             |             |
| Cost/cubic yard collected                    | \$8.10      | \$12.71     | \$9.82      | \$11.00     | \$10.75     | \$11.36     |
| Work Process Outputs                         |             |             |             |             |             |             |
| Safer streets and cleaner storm water system |             |             |             |             |             |             |
| Cubic yards of leaves collected              | 41,180      | 25,510      | 33,160      | 37,100      | 35,000      | 38,440      |

# DEPARTMENT OF PUBLIC WORKS YEAR-END REVIEW

All figures through December 31, 2016

| Capital Construction | STORMWATER | Business Unit 5230 |
|----------------------|------------|--------------------|
|----------------------|------------|--------------------|

## Significant 2016 Events:

## Performance Data:

| Client Benefits/Impacts                    | Actual 2012 | Actual 2013 | Actual 2014 | Actual 2015 | Target 2016 | Actual 2016 |
|--------------------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Solutions to system discrepancies          |             |             |             |             |             |             |
| Residential mini-sewer/drainage complaints |             |             |             |             |             |             |
| Solved                                     | 115         | 99          | 84          | 99          | 100         | 63          |
| Outstanding                                | 400         | 360         | 113*        | 95*         | 110         | 52          |
| Strategic Outcomes                         |             |             |             |             |             |             |
| Improvements to the stormwater system      |             |             |             |             |             |             |
| Total miles of storm sewer in the city     | 278.17 **   | 282         | 282         | 292         | 287         | 293         |
| % of total miles reconstructed             | 0.37%       | 0.23%       | 0.01%       | 0.29%       | 1.07%       | 0.49%       |
| Acres of new land available                | 56          | 0           | 0           | 0           | 0           | 0           |
| Integrity and growth of the system         |             |             |             |             |             |             |
| Acres feet of storage developed            | 0.0         | 35.0        | 14.1        | 3.5***      | 0.0         | 0.0         |
| Work Process Outputs                       |             |             |             |             |             |             |
| Restoration of storm sewers                |             |             |             |             |             |             |
| Miles of storm sewer reconstructed         | 1.02        | 0.66        | 0.35        | 0.85        | 2.98        | 1.42        |
| Expansion of storm sewer system            |             |             |             |             |             |             |
| Miles of new storm sewer added             | 0.052       | 0.66        | 0.21        | 0.34        | 0.16        | 0.58        |

\* Audited/cleaned up list in 2014 after 2015 Target was developed, 90 on CSR list & 23 on Clearwater inspection list

\*\* Moved from a manual tracking system to a more comprehensive system - GIS

\*\*\*Birchwood Pond

2/2/2017

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City of Appleton  
Stormwater Utility  
Summary Budget to Actual Report  
For the Twelve Months Ending December 31, 2016

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02/12/17  
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| Description               | Year to<br>Date<br>Expense | Encumbered<br>Amount | Total<br>Expended<br>and<br>Encumbered | Full Year<br>Amended<br>Budget | Percent<br>of Amended<br>Budget |
|---------------------------|----------------------------|----------------------|----------------------------------------|--------------------------------|---------------------------------|
| Stormwater Administration | 5,503,088                  | 308                  | 5,503,396                              | 5,611,352                      | 98.1 %                          |
| Facilities Maintenance    | 1,292,884                  | 0                    | 1,292,884                              | 1,491,987                      | 86.7 %                          |
| Leaf Collection           | 436,899                    | 0                    | 436,899                                | 427,748                        | 102.1 %                         |
| Capital Construction      | 3,226,349                  | 0                    | 3,226,349                              | 5,074,634                      | 63.6 %                          |
| Total                     | 10,459,220                 | 308                  | 10,459,528                             | 12,605,721                     | 83.0 %                          |

## WATER SUMMARY FOR JANUARY 2017

|                                              |               |               |               |               |
|----------------------------------------------|---------------|---------------|---------------|---------------|
| <b>Work done by Construction Maintenance</b> |               |               |               |               |
|                                              | <u>Jan 16</u> | <u>Jan 17</u> | <u>YTD 16</u> | <u>YTD 17</u> |
| Hydrants repaired                            | 0             | 1             | 0             | 1             |
| Hydrants replaced                            | 1             | 0             | 1             | 0             |
| Hydrant leaks                                | 0             | 0             | 0             | 0             |
| Valves replaced                              | 0             | 0             | 0             | 0             |
| Valves tested & inspected                    | 39            | 0             | 39            | 0             |
| Valves Rebuilt                               | 0             | 0             | 0             | 0             |
| Valve boxes repaired                         | 5             | 0             | 5             | 0             |
| Curb boxes repaired                          | 4             | 2             | 4             | 2             |
| Curb boxes replaced                          | 0             | 0             | 0             | 0             |
| Lead or galvanized replaced                  | 0             | 0             | 0             | 0             |
| New services 1"                              | 0             | 0             | 0             | 0             |
| New services >1"                             | 0             | 0             | 0             | 0             |
| Water main breaks                            | 9             | 18            | 9             | 18            |
| Joint leaks repaired                         | 0             | 1             | 0             | 1             |
| Water quality                                | 0             | 1             | 0             | 1             |
| Service leaks (City side)                    | 1             | 0             | 1             | 0             |
| <b>Work done by Meter Service Team</b>       |               |               |               |               |
|                                              | <u>Jan 16</u> | <u>Jan 17</u> | <u>YTD 16</u> | <u>YTD 17</u> |
| New accounts set with 3/4" or 1"             | 2             | 9             | 2             | 9             |
| New accounts set with larger meter           | 1             | 1             | 1             | 1             |
| Meters tested                                | 585           | 704           | 585           | 704           |
| Meters failed                                | 79            | 30            | 79            | 30            |
| Meters stalled                               | 0             | 0             | 0             | 0             |
| Service calls                                | 92            | 160           | 92            | 160           |
| Final readings                               | 221           | 229           | 221           | 229           |
| Read meters - no reading                     | 0             | 0             | 0             | 0             |
| New meters installed                         | 613           | 755           | 613           | 755           |
| Exception meters inspected                   | 0             | 0             | 0             | 0             |
| Exception meters removed                     | 0             | 0             | 0             | 0             |
| Service leaks found                          | 3             | 5             | 3             | 5             |
| Cross connection inspections                 | 594           | 721           | 594           | 721           |

**WATER MAIN BREAK/Joint LEAK REPORT JANUARY  
2017**

| LOCATION                         | Work<br>Order | TYPE<br>OF<br>PIPE | SIZE | YEAR    | BREAK                | ESTIMATED<br>DURATION | ESTIMATED<br>WATER LOSS IN<br>GALLONS | ESTIMATED<br>DOLLAR VALUE<br>OF WATER<br>REVENUE LOSS** |
|----------------------------------|---------------|--------------------|------|---------|----------------------|-----------------------|---------------------------------------|---------------------------------------------------------|
| 512 W. Fourth Street             | 220114        | CIP                | 6"   | 1947    | 1/32" crack          | 2 days                | 250,670                               | \$1,524.80                                              |
| 17 Arbor Lane                    | 220398        | DIP                | 8"   | 1978    | 1/16" X 15"<br>split | 1 day                 | 48,667                                | \$296.04                                                |
| Franklin Street/ Appleton Street | 220496        | CIP                | 6"   | 1913    | 4" hole              | 4 hours               | 648,305                               | \$3,943.57                                              |
| 216 N. Oneida Street             | 220497        | CIP                | 6"   | 1913    | 4" hole              | 1 hour                | 162,076                               | \$985.89                                                |
| 225 N. Oneida Street             | 220498        | CIP                | 6"   | 1913    | 4" hole              | 1 hour                | 162,076                               | \$985.89                                                |
| 313 W. Weiland Avenue            | 220499        | CIP                | 6"   | Unknown | 1/16" crack          | 1 day                 | 273,504                               | \$1,663.69                                              |
| 1401 S. Telulah Avenue           | 220531        | CIP                | 6"   | 1958    | 1/16" X 13"<br>split | 5 hours               | 39,297                                | \$239.04                                                |
| 1517 S. Irma Street              | 220722        | CIP                | 8"   | 1977    | 1/128" X 6"<br>split | 9 days                | 93,942                                | \$571.44                                                |

\*\*Water loss is calculated at the residential rate of \$4.55 per 100 cubic feet.

**WATER MAIN BREAK/JOINT LEAK REPORT JANUARY  
2017**

| LOCATION                          | Work Order | TYPE OF PIPE | SIZE | YEAR  | BREAK                      | ESTIMATED DURATION | ESTIMATED WATER LOSS IN GALLONS | ESTIMATED DOLLAR VALUE OF WATER REVENUE LOSS** |
|-----------------------------------|------------|--------------|------|-------|----------------------------|--------------------|---------------------------------|------------------------------------------------|
| 1403 S. Memorial Drive            | 220716     | CIP          | 6"   | 1928  | Two 1" holes & One 2" hole | 4 hours            | 240,671                         | \$1,463.97                                     |
| 420 E. Northland Avenue           | 221032     | DIP          | 12"  | 1979  | 4" hole                    | 3 hours            | 486,229                         | \$2,957.68                                     |
| Prospect Avenue/ Outagamie Street | 221033     | CIP          | 6"   | 1928? | 1/8" hole                  | 18 days            | 61,164                          | \$372.05                                       |
| 1125 E. Taft Avenue               | 221100     | CIP          | 8"   | 1968  | 1/32" X 15" split          | 3 hours            | 12,905                          | \$78.50                                        |
| Pointer Road/ Capitol Drive       | 221311     | PVC          | 8"   | 1987  | 1/64" X 3" split           | 17 days            | 184,994                         | \$1,125.30                                     |
| 801 W. Whittier Drive             | 221314     | CIP          | 8"   | 1964  | 3" hole                    | 3 hours            | 273,504                         | \$1,663.69                                     |
| 1709 E. Pershing Street           | 221315     | CIP          | 8"   | 1960  | 1/64" X 13" split          | 5 days             | 235,785                         | \$1,434.25                                     |
| 107 N. Durkee Street              | 221494     | CIP          | 6"   | 1930  | 1/32" X 14" split          | 5 hours            | 21,160                          | \$128.71                                       |
| 2649 S. Carpenter Street          | 221675     | DIP          | 8"   | 1968  | 1/128" X 9" split          | 3 days             | 48,972                          | \$297.89                                       |
| Franklin Street/ Oneida Street    | 221684     | CIP          | 6"   | 1913  | 1/128" X 8" split          | 2 days             | 29,020                          | \$176.53                                       |

\*\*Water loss is calculated at the residential rate of \$4.55 per 100 cubic feet.

**WATER MAIN BREAK/Joint LEAK DATA LOG JANUARY  
2017**

| Leak Location                       | Arterial, Collector,<br>Freeway, Local | Type of Street<br>Concrete/Asphalt | Major Break<br>Minor Break | Catch Basin<br>Draining<br>Yes/No | Date/Time                          | Comments                                                                                                                                                                                   |
|-------------------------------------|----------------------------------------|------------------------------------|----------------------------|-----------------------------------|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 512 W. Fourth<br>Street             | Local                                  | Concrete                           | Major                      | Yes<br>10' away                   | 1/2/2017<br>10:00 a.m.<br>Monday   | Water was not coming to the surface. Break was found due to a resident's report of an overactive sump pump. Fixed right away during normal work hours.                                     |
| 17 Arbor Lane                       | Local                                  | Concrete                           | Major                      | No                                | 1/5/2017<br>2:30 p.m.<br>Thursday  | Fixed right away due to freezing temperatures and ice building up on the road.                                                                                                             |
| Franklin Street/<br>Appleton Street | Arterial                               | Concrete                           | Major                      | Yes<br>6' away                    | 1/7/2017<br>12:00 a.m.<br>Saturday | Fixed right away to prevent water loss and property damage.                                                                                                                                |
| 216 N. Oneida<br>Street             | Arterial                               | Concrete                           | Major                      | Yes<br>25' away                   | 1/7/2017<br>6:30 a.m.<br>Saturday  | Crew was already in working on another break near by. Two breaks on Oneida came in at the same time just feet from each other. Fixed right away to prevent water loss and property damage. |
| 225 N. Oneida<br>Street             | Arterial                               | Concrete                           | Major                      | Yes<br>50' away                   | 1/7/2017<br>6:30 a.m.<br>Saturday  | Crew was already in working on another break near by. Two breaks on Oneida came in at the same time just feet from each other. Fixed right away to prevent water loss and property damage. |
| 313 W. Weiland<br>Avenue            | Local                                  | Concrete                           | Minor                      | Yes<br>50' away                   | 1/7/2017<br>8:00 a.m.<br>Saturday  | Crew already in working on several other breaks. Neighbor noticed water the day prior. Fixed right away.                                                                                   |

# **WATER MAIN BREAK/Joint LEAK DATA LOG JANUARY 2017**

| Leak Location                        | Arterial, Collector,<br>Freeway, Local | Type of Street<br>Concrete/Asphalt | Major Break<br>Minor Break | Catch Basin<br>Draining<br>Yes/No | Date/Time                           | Comments                                                                                                                    |
|--------------------------------------|----------------------------------------|------------------------------------|----------------------------|-----------------------------------|-------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|
| 1401 S. Telulah<br>Avenue            | Collector                              | Asphalt                            | Minor                      | Yes<br>100' away                  | 1/9/2017<br>7:00 a.m.<br>Monday     | Fixed right away during normal work hours.                                                                                  |
| 1517 S. Irma Street                  | Local                                  | Concrete                           | Minor                      | Yes<br>100' away                  | 1/11/2017<br>9:30 a.m.<br>Wednesday | This came in as a heave in the road and the small split was found after drilling. Fixed right away.                         |
| 1403 S. Memorial<br>Drive            | Arterial                               | Grass                              | Major                      | Yes<br>26' away                   | 1/12/2017<br>6:00 a.m.<br>Thursday  | There were three holes in the pipe. Fixed right away to prevent water loss and property damage.                             |
| 420 E. Northland<br>Avenue           | Arterial                               | Concrete                           | Major                      | Yes<br>150' away                  | 1/15/2017<br>7:00 a.m.<br>Sunday    | Fixed right away due to significant water loss.                                                                             |
| Prospect Avenue/<br>Outagamie Street | Collector                              | Asphalt                            | Minor                      | Yes<br>10' away                   | 1/16/2017<br>6:30 a.m.<br>Monday    | Small break first reported on 12/30/16. Were able to throttle down and let it run until time allowed us to make the repair. |
| 1125 E. Taft<br>Avenue               | Collector                              | Concrete                           | Minor                      | Yes<br>100' away                  | 1/16/2017<br>4:00 p.m.<br>Monday    | Fixed right away to prevent water loss and property damage.                                                                 |

**WATER MAIN BREAKJOINT LEAK DATA LOG JANUARY  
2017**

| Leak Location                     | Arterial, Collector,<br>Freeway, Local | Type of Street<br>Concrete/Asphalt | Major Break<br>Minor Break | Catch Basin<br>Draining<br>Yes/No | Date/Time                           | Comments                                                                                                                                                                                                           |
|-----------------------------------|----------------------------------------|------------------------------------|----------------------------|-----------------------------------|-------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Pointer Road/<br>Capitol Drive    | Local                                  | Terrace                            | Minor                      | Yes<br>100' away                  | 1/19/2017<br>6:30 a.m.<br>Thursday  | This was a joint leak at the service valve. Fixed right away during normal work hours.                                                                                                                             |
| 801 W. Whittier<br>Drive          | Local                                  | Concrete                           | Major                      | Yes<br>50' away                   | 1/20/2017<br>5:00 a.m.<br>Friday    | Fixed right away during normal work hours.                                                                                                                                                                         |
| 1709 E. Pershing<br>Street        | Collector                              | Asphalt                            | Minor                      | Yes<br>50' away                   | 1/20/2017<br>8:30 a.m.<br>Friday    | Initially reported at an ice build up. After the ice was cut away, it was determined that the build up was caused by a small amount of water coming up through a crack. Fixed right away during normal work hours. |
| 107 N. Durkee<br>Street           | Arterial                               | Concrete                           | Minor                      | Yes<br>20' away                   | 1/25/2017<br>8:00 a.m.<br>Wednesday | Fixed right away during normal work hours.                                                                                                                                                                         |
| 2649 S. Carpenter<br>Street       | Collector                              | Concrete                           | Minor                      | Yes<br>55' away                   | 1/29/2017<br>12:00 p.m.<br>Sunday   | Resident reported ice building up in street for three days. Fixed right away.                                                                                                                                      |
| Franklin Street/<br>Oneida Street | Arterial                               | Concrete                           | Minor                      | Yes<br>50' away                   | 1/30/2017<br>8:00 a.m.<br>Monday    | Fixed right away during normal work hours.                                                                                                                                                                         |