

**CITY OF MENASHA  
SUSTAINABILITY BOARD  
First Floor Conference Room  
140 Main Street, Menasha**

**Tuesday, August 17, 2010  
6:30 PM**

**AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE SUSTAINABILITY BOARD (five (5) minute time limit for each person)
- D. MINUTES TO APPROVE
- E. COMMUNICATIONS
  - 1. [Valley Transit update \(Email from Roger Kanitz\)](#)
  - 2. [HUD Regional Sustainability Planning Grant \(Linda Stoll\)](#)
- F. REPORTS
  - 1. Green Procurement Policy (CDD Staff)
  - 2. Energy Reduction Goals (CDD Staff)
  - 3. Neighborhood Electric Vehicle Ordinance (CDD Staff)
  - 4. [WI DOT Statewide Multi-Modal Improvement Program Grant \(CDD Staff\)](#)
  - 5. [Fire Station 36 stormwater demonstration project \(CDD Staff\)](#)
- G. DISCUSSION
  - 1. Sustainability Board Organization and Functions (Mayor Don Merkes)
  - 2. Open Meetings Laws
  - 2. Project Planning: Goals for energy, transportation, waste management, purchasing
  - 3. [Municipal recycling collection \(Kathy Thunes\)](#)
- H. ACTION ITEMS
  - 1. None
- I. ADJOURNMENT

Board members please call 967-3600 by noon on Tuesday, August 17, 2010 if you can't make it to the meeting. Thank you!

**From:** Kanitz, Roger  
**Sent:** Thursday, August 12, 2010 8:55 AM  
**To:** Greg M. Keil; 'Merkes, Don'  
**Cc:** Linda.Stoll@uwsp.edu; Amy Kester  
**Subject:** Valley Transit Meeting Summary - 8/11/10

Greg, the main discussion centered on a presentation by Holly Keenan of LSS on a continuing grant request entitled "Making the Ride Happen" which supports all of the transit options in the valley by informing the older person and individuals with disabilities how to get from one location to another. Volunteers to the program provide roughly 2000 free rides yearly, and also make phone calls to help the different ridership services work out special ride needs to the benefit of all. Some issues for further consideration by Holly that were suggested by the commission will be the degree of training of the volunteer drivers, and how to encourage more ridership on existing bus services when they are available to the users.

The VT system explained how it has updated its internal paper trail per suggestions by federal review staff during the latest audit. No outstanding issues exist.

Greg, as I will not be at our sustainability board meeting next Tuesday, please review the information with the members.

Thanks... Roger

**From:** Kanitz, Roger  
**Sent:** Thursday, July 29, 2010 10:54 AM  
**To:** Greg M. Keil; 'Merkes, Don'  
**Cc:** Amy Kester; 'Dearborn, George'; Deborah Wetter  
**Subject:** A Valley Transit Meeting Summary - 7/28/10

Our meeting primarily was to hear about the status of the Vendor review of the service options for VT in the future. We obtained an short version of a longer 1 hour presentation that was held on the 27<sup>th</sup>. This will be made available to us (you after I get the link) on U-Tube later this week.

The final recommendation/suggestions will not be made available to us until September at this point. However there are a number of interesting options that were presented and discussed:

- 1) The addition of more service in the Menasha area was one point that was noted, covering a wider area of North Menasha with bus service access. This will potentially impact costs of course.
- 2) We also raised the added question of how the bridge over Little Lake Butte a More can be used to better connect routes that extend North-South on either side of the lake.
- 3) Once again, they noted that options for fixed service versus on demand service to cover areas is still part of the mix. The report notes that on demand has some potential cost advantages. Funding going forward is an issue as long as the RTA options is not resolved.
- 4) It was also raised that a change to local city loops (servicing citizens and businesses in each community) with transfers at city boundaries might be option to study. Indeed, this is what works for Kaukauna now. The dedicated bus here might be able to stay in city service and service the area with higher frequency. A successful model for this in my mind is the Appleton Down-Town Trolley circuit!
- 5) It was also noted that implementation of changes will take time to enact as well.. ☹

Based on the last two comments, I did wish to raise that point here that perhaps we should consider talking some with George Dearborn and others in Neenah too about ways to consider and evaluate the city loop concepts of a trolley as to how it might benefit our businesses and citizens. This might be funded by the business community like in Appleton, but resourced through VT. This would be a help as to the point 3 above. George told me he would like to explore this if we are of the same mind.

Deborah is open to hearing about other thoughts around issues of interest here, so I have included her in a copy of this note. If nothing else, she can think about this as part of the bigger evaluation picture.

Let me know if you wish to consider this more; we can discuss it.

Regards... Roger

HUD > Program Offices > Sustainable Housing Communities > Sustainable Communities Regional Planning Grants

## Sustainable Communities Regional Planning Grants

Print Friendly Version

SHARE

### Overview

In the Consolidated Appropriations Act, 2010 (Public Law 111-117), Congress provided a total of \$150,000,000 to HUD for a Sustainable Communities Initiative to improve regional planning efforts that integrate housing and transportation decisions, and increase state, regional, and local capacity to incorporate livability, sustainability, and social equity values into land use plans and zoning. Of that total, \$100,000,000 is available for the Sustainable Communities Regional Planning Grant Program, of which approximately \$98,000,000 will be used for competitive grants to support preparation of Regional Plans for Sustainable Development, with 2,000,000 reserved for capacity support grants.

The Sustainable Communities Regional Planning Grant Program will support metropolitan and multi-jurisdictional planning efforts that integrate housing, land use, economic and workforce development, transportation, and infrastructure investments.

The Sustainable Communities Planning Grant Program is being initiated in close coordination with the U.S. Department of Transportation (DOT) and the U.S. Environmental Protection Agency (EPA), co-leaders with HUD in the Partnership for Sustainable Communities.

Applications must be submitted by August 23, 2010, at 11:59:59 p.m. EDT.

### Resources

#### Application Details

- [SCRPG Application Submission Guidelines](#)
- [FY2010 Sustainable Community Regional Planning Grants NOFA](#)
- [Press Release - HUD Announces \\$100 million under FY2010 NOFA for Sustainable Community Regional Planning Grant Program](#)
- [Collecting Data for NOFA](#)
- [Rating Factor Form](#)

#### NOFA Resources

- [Frequently Asked Questions](#)
- [Regional Boundaries for Regional Planning Grant Applications](#)
- [Map of Combined, Metropolitan, and Micropolitan Statistical Areas](#)
  - [Metropolitan and Micropolitan Statistical Areas \(2009\) and Metropolitan Planning Organizations](#)
  - [Map of Metropolitan Planning Organizations](#)
  - [List of Metropolitan Planning Organizations](#)
- [Fact Sheet](#)
- [Side-by-Side NOFA comparison](#)
- [View Webinars on the NOFA](#)
  - [View the Current PowerPoint Presentation](#)
- [Email a question](#)
- [Contact the office](#)

MicroMetroMPO\_0.pdf

### Making Home Affordable

MAKING HOME AFFORDABLE.gov

Help for America's Homeowners

[LEARN MORE](#)

### HUD Implementation of the Recovery Act



HUD.GOV/Recovery

[LEARN MORE](#)

### Federal Housing Administration

Insuring More Than 37 Million Mortgages Since 1934



[LEARN MORE](#)

### Community Planning and Development

Developing Viable Communities



[LEARN MORE](#)

U.S. Department of Housing and Urban Development  
451 7th Street S.W., Washington, DC 20410  
Telephone: (202) 708-1112 TTY: (202) 708-1455  
Find the address of the HUD office near you





Proposed Lake Park Road Trail

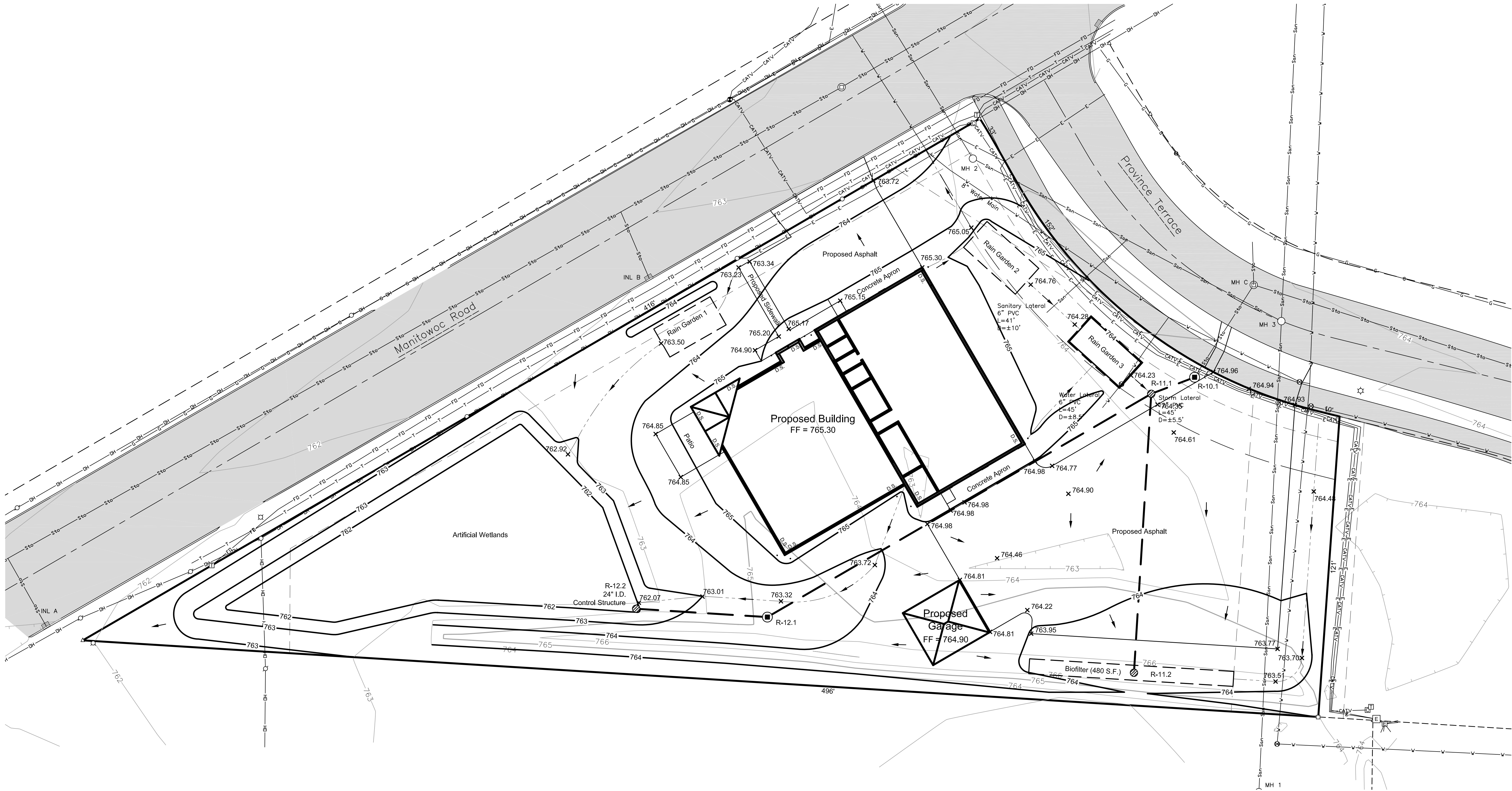
Proposed Lake Park Road Trail





Proposed Province Terrace Trail Segment





NOTES:

- Existing utilities shown are indicated in accordance with available records and field measurements. The contractor shall be responsible for obtaining exact locations & elevations of all utilities, including sewer and water from the property owners of the respective utilities. All utility the property owners shall be notified by the contractor 72 hours prior to excavation. Contact Digger's Hotline (1-800-242-8511) for exact utility locations.
- The Contractor shall verify all staking and field layout against the plan and field conditions prior to constructing the work and immediately notify the Engineer of any discrepancies.
- Contractor shall remove all excess materials from the site.
- Earthwork contractors shall verify topsoil depth.
- Updated survey and title search have not been authorized and the boundary and easements shown may be inaccurate or incomplete.
- Parking lot striping shall be 4" painted safety yellow.

DRAINAGE PLAN CERTIFICATION:

I, John R. Davel, Professional Engineer, hereby certify that this Drainage Plan will meet or exceed the requirements of the City of Menasha.

John R. Davel, P.E. E-25512 Date

LEGEND

	Proposed Storm Sewer		Proposed Storm Manhole
	Proposed Sanitary Sewer		Proposed Curb Inlet
	Proposed Watermain		Prop. Catch Basin / Yard Drain
	Proposed Contour		Proposed Endwall
	Proposed Swale		Proposed Rip Rap
	Proposed Culvert		Proposed Grade
	Proposed Silt Fence		Existing Grade
	Prop. Drainage Direction		Proposed Ditch Check
	Proposed Tracking Pad		Proposed Inlet Protection
			Type of Inlet Protection

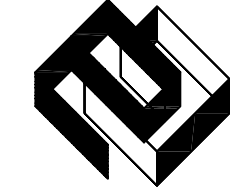
GRADING & DRAINAGE PLAN



**DAVEL ENGINEERING & ENVIRONMENTAL, INC.**  
CIVIL ENGINEERING CONSULTANTS  
1811 Racine Street Menasha, WI 54952  
Ph: 920-991-1866 Fax: 920-830-9595  
www.davel.pro

date: 06/29/10  
job: 10-052  
d. by: SJN  
rev.: -

C-1.1



# City of Menasha Public Works Facility

Date: July 14, 2010

To: Mark Radtke, Director of Public Works  
Common Council

From: Jeff Nieland, Assistant Public Works Superintendent

Re: July 2010 Automated Single Stream Recycling Collection

This report is to update you on how the recycling collection in the City of Menasha has progressed. Automated collection began the first week in January and we reported after that first collection month. This is a review of the six (6) month collection January-June.

The major change for our residents to understand continues to be that the use of plastic bags in the recycling stream is no longer allowed and following the recycling collection schedule/calendar. Information on the new collection changes have been available to our residents beginning the last 6 months of 2009, on our website, in annual handout, and newsletters.

During the first 6 months of collection in 2010 violations (using plastic bags or incorrect cart) by our residents continued to be quite limited. As a courtesy we continue to empty the recycling cart, note the address, and mail recycling information in a letter to each address and property owner reviewing the changes.

Having residents recycle more material continues to be our goal. This has been achieved during the January-June collection period.

## RECYCLING COLLECTION STATS

### 2009 January-June

- Six (6) month curbside recycling collection  
435.83 tons
- Average per month 72.64 tons
- Daily average of 7.26 tons each day of collection
- Household average 2.28 pounds per day

### 2010 January-June

- Six (6) month curbside recycling collection  
579.23 tons
- Average per month 96.54 tons
- Daily average of 9.65 tons each day of collection
- Household average 3.03 pounds per day

These comparisons represent continued increases in the material our residents are recycling:

- Increase of 143.40 tons of recycling in the first six (6) months of 2010 versus the same 2009 time period.
- An increase of 23.90 tons collected per month
- An increase in household recycling of 7.51 pounds monthly.

The 96-gallon cart is functioning like we anticipated; the volume of the cart seems to be adequate for most households. Residents who have contacted our office regarding cart size being too small have been asked to use our recycling facility, put out an additional container, and to re-visit how they are utilizing the cart volume. A few calls were received regarding the cart being too large for the volume of recycling generated and for storage.

- Each route continues to have a number of stops with additional containers of recycling out for collection that require the operator to collect by hand.
- Maximum filled carts are common and pose other collection issues such as material falling from cart to ground that requires the operator to collect by hand and clean-up any mess.
- There has been a reduction in the volume of recyclable items received at the recycling center.
- For the residents who require more frequent collection we are continuing to look into a more frequent collection schedule or another recycling cart purchase option.

## July 2010 Automated Single Stream Recycling Collection – continued

**PLASTIC BAG UPDATE**

- Recycling routes average 700 stops per day. We service 6363 carts during the monthly 2 week collection period.
- There were 258 violations in January for having plastic bags in the recycling cart.
- From February through June there were 360 plastic bag violations. Each address is mailed a letter regarding the elimination of plastic bags in the recycling stream. This has cut the number of addresses with repeat violation.
- Our goal is to have no plastic bags in the recycling carts.
- In January, we had 2 residents using the incorrect cart, using the larger brown recycling cart for refuse. This problem has continued into February through June. We mail information to the address where the error has occurred with hope the error will be corrected.

**VEHICLE UPDATE**

The collection process with our truck did come with some problems that have been addressed with the manufacture. The truck will meet our goals once these small issues are corrected.

- Slow operation of dumping mechanism
- Hydraulic leaks
- Programming problems

**REFUSE COLLECTION UPDATE****2009 January-June**

- Six (6) month automated refuse collection  
2109.70 tons
- Average per month 351.62 tons
- Daily average of 16.35 tons each day of collection
- Household average is 5.14 pounds of refuse per collection day

**2010 January-June**

- Six (6) month curbside recycling collection  
2098.57 tons
- Average per month 349.76 tons
- Daily average of 16.27 tons each day of collection
- Household average is 5.11 pounds of refuse per collection day

These comparisons represent continued decreases in the refuse generated by our residents:

- A decrease of 11.13 tons of refuse in the first six (6) months of 2010 versus the same 2009 time period.
- A decrease of 1.86 tons collected per month (2009 versus 2010).
- A decrease in household refuse of 0.58 pounds monthly.