



AGENDA
PUBLIC WORKS COMMITTEE MEETING
Tuesday, May 5th, 2026 at 5:30 p.m.
Allouez Village Hall, 1900 Libal Street

1. CALL TO ORDER/ ROLL CALL
2. ELECT COMMITTEE CHAIRPERSON
3. MODIFY/ADOPT AGENDA
4. APPROVAL OF APRIL 7TH, 2026 MINUTES
5. ANNOUNCEMENTS
6. PUBLIC APPEARANCES

NEW BUSINESS:

7. DISCUSSION/ACTION RE: 2025 STORM LATERAL SPECIAL ASSESSMENTS
 - a. Final Resolution to Levy Special Assessments

REPORTS:

8. REPORT RE: UTILITY RATE INCREASES
 - a. STORMWATER UTILITY
 - b. SANITARY SEWER UTILITY
9. REPORT RE: ANNUAL RECYCLING REPORT
10. FUTURE AGENDA ITEMS
11. ADJOURNMENT

NOTE: It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above noticed meeting to gather information; no action will be taken by any governmental body at the above noticed meeting other than the governmental body specifically referred to above in this notice.

Public Works Committee Meeting Minutes
Tuesday, April 7th, 2026 at 5:30 p.m.
Allouez Village Hall, 1900 Libal Street

CALL TO ORDER/ ROLL CALL

Chairperson Leiterman called the meeting to order at 5:30 p.m.

Present: Beyler, Collison, Genrich, Leiterman
Excused: Lefebvre
Also present: Gehin, March

MODIFY/ADOPT AGENDA

Beyler/Collison moved to adopt the agenda as presented. Motion carried.

APPROVAL OF MARCH 3RD, 2026 MINUTES

Collison/Beyler moved to approve the Public Works Committee minutes from March 3rd, 2026. Motion carried.

ANNOUNCEMENTS

1. Notice of Public Information Meeting for the Libal Street Project on April 16th
2. Flushing of Dead-End Watermains April 20th – May 1st
3. Spring Clean Up Begins on April 13th-April 30th

PUBLIC APPEARANCES

- None

2026 STREET RESURFACING PROJECT BID RESULTS

S. Gehin:

- Bids were opened on March 12th, two bids were received and the bid proposal included a base bid along with two alternate bid items
- The street resurfacing work includes:
 - o Base Bid:
 - Ravine Way – Simonet St. to Greene Ave.
 - River Lane – W. Lazarre St. to the Cul-De-Sac
 - E. Dauphin St. – Libal St. to East River Dr.
 - E. Dauphin St. – East River Dr. to the Cul-De-Sac
 - Brookridge St. – Libal St. to East River Dr.
 - Brookridge St. –East River Dr. to the Cul-De-Sac
 - Miscellaneous Street Patching and Repair
 - o Alternate Bids:
 - Capri Ct.
 - Cameo Ct.
- The funding for the street resurfacing project is supported primarily by the Public Work's Street paving budget (\$500,000); however, a portion of the project cost is allocated to other public works and utility budgeted activities.
- Budgeted funds in the Public Works and Utility accounts will allow for the addition of the Alternate Bids to the base bid amount.
- Northeast Asphalt is the low bidder in the amount of \$703,143.55 which includes base & alternate bids #1 and #2.

- The Village Board awarded the base along with alternate bids for the Street Resurfacing Project to Northeast Asphalt on March 17th, 2026.

2025 MS4 STORMWATER ANNUAL REPORT TO WDNR

S. Gehin:

- Pursuant to DNR administrative rules, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the DNR to report on activities for the previous calendar year.
- An overview of the requirements necessary to comply with the permit were noted.
- Some of the notable stormwater activities completed by the Village in 2025 included:
 - o All About Allouez booklet, public meetings, Fox-Wolf River clean-up participation, village social media posts, and partnership with Northeast Wisconsin Stormwater Consortium (NEWSC) were utilized to inform and educate the general public on a number of stormwater related topics.
 - o Hired McMahon Associates to inspect a portion of the Village's storm sewer outfalls for illicit discharges (any substance discharged into our storm sewer other than clear water). 14 storm outfalls were inspected in 2025.
 - o Village owns seven regional wet detention ponds helping the village meet DNR water quality & quantity requirements. Continued planned effort for the construction of the Riverview Park Pond Project.
 - o Street sweeping in 2025 removed 102 tons of material
 - o Cleaned over 500 catch basin sumps.
 - o Spring and Fall clean-up (Spring 2 round trips and 5 round trips in the Fall) removing approximately 255 truckloads at a volume of approximately 7100 cubic yards of leaves.

FUTURE AGENDA ITEMS

- None

ADJOURNMENT

Collison/Beyler moved to adjourn at 5:52 p.m. Motion carried.

VILLAGE OF ALLOUEZ

Allouez Village Hall • 1900 Libal Street • Green Bay, Wisconsin 54301-2453
Phone No.: (920) 448-2800 • Fax No.: (920) 448-2850

Department of Public Works

04/30/2026

FINAL STORM LATERAL SPECIAL ASSESSMENTS FOR ST. FRANCIS DR., GREENE AVE., AND REGINA ST.

The final storm lateral special assessments associated with last year's Street Reconstruction Project are attached.

The final storm lateral assessments are less than the assessments presented in the Engineering Report and previously provided to impacted property owners. Per State Statute, if project cost is less than the estimated special assessments, the Village Board, without notice, shall reduce each special assessment.

Village Board approval of the Final Resolution to Levy Special Assessments establishes the final cost to be specially assessed. With adoption of the Final Resolution, the Resolution will be published as a Class I Notice and mailed to each benefited resident. Subsequent invoicing to residents is anticipated to be carried out June of this year.

Suggested Motion:

Recommendation to the Village Board to approve the Final Resolution to Levy the St. Francis Dr., Greene Ave., and Regina St. Storm Lateral Special Assessments.

Sean J. Gehin, P.E.
Public Works Director



**RESOLUTION 2026 - 12
FINAL RESOLUTION TO
LEVY SPECIAL ASSESSMENTS**

BE IT RESOLVED by the Village Board of Allouez, Brown County, Wisconsin:

THAT the plans and specifications for performing the following municipal work or improvements:

STORM SEWER LATERAL INSTALLATION

in the following assessment districts:

St. Francis Dr. – Langlade Rd. to S. Webster Ave.
Greene Ave. – Libal St. to East River Dr.
Regina St. – Simonet St. to Greene Ave.

are hereby approved, and such work or improvements are hereby directed to be carried out in accordance with the report as the same was finally approved at the hearing held March 4th, 2025.

THAT payment for such work or improvements shall be as provided in such report as finally approved, and as to each special assessment shall be due and payable 30 days from the date of the invoice issued by the Village. If paid within 30 days, no interest shall be added. Not paid within 30 days from the date of the invoice issued by the Village shall automatically be placed on the next five real estate tax bills in equal installments. Interest will be added in the amount of 4% per year on the unpaid balance. The balance may be paid in full at any time with interest calculated through the month of payment.

PASSED AND ADOPTED by the Village Board on the 19th day of May, 2026.

James F. Rafter, Village President

ATTEST:

Carrie Zittlow, Clerk-Treasurer

2025 STREET & UTILITY RECONSTRUCTION PROJECT
FINAL STORM LATERAL SPECIAL ASSESSMENT REPORT
ST FRANCIS DRIVE -- LANGLADE RD. TO S. WEBSTER AVE.
VILLAGE OF ALLOUEZ

PROPERTY OWNER	PROPERTY ADDRESS	PARCEL NUMBER	NUMBER OF LATERALS	ESTIMATED ASSESSMENT	FINAL ASSESSMENT	MAILING ADDRESS
1 Luann Christensen	100 St Francis Drive	AL-1920	1	\$2,205.00	\$1,786.22	same
2 Mary J Charles	105 St Francis Drive	AL-1874	1	\$2,205.00	\$1,786.22	same
3 Caleb S & Emily K Brich	120 St Francis Drive	AL-1917	1	\$2,205.00	\$1,786.22	same
4 Frederick R Neveu	121 St Francis Drive	AL-1876	1	\$2,205.00	\$1,786.22	same
5 Timothy H Rasch	135 St Francis Drive	AL-1879	1	\$2,205.00	\$1,786.22	PO Box 1030 Green Bay WI 54305
6 Matthew B Schmitz	136 St Francis Drive	AL-1913	1	\$2,205.00	\$1,786.22	same
7 Philip Mercier & Christine A Ripp	141 St Francis Drive	AL-1881	1	\$2,205.00	\$1,786.22	same
8 Calvin F J Lied & Yvonne C Lied	234 St Francis Drive	AL-1852	1/2	\$1,102.50	\$893.11	same
9 William Edward Brady Dargan	3420 Crescent Drive	AL-1854	1/2	\$1,102.50	\$893.11	same
10 Jean L Vanderperren	400 St Francis Drive	AL-1842	1/2	\$1,102.50	\$893.11	same
11 Jane B Platten	401 St Francis Drive	AL-1868	1	\$2,205.00	\$1,786.22	same
12 Susan Garot	404 St Francis Drive	AL-1840	1/2	\$1,102.50	\$893.11	same
			10	\$22,050.00	\$17,862.20	

Estimated Assessment Calculations:

ESTIMATED FEET OF 6" STORM LATERALS	ESTIMATED COST PER FOOT	TOTAL	NUMBER OF LATERALS	EST. COST/LATERAL
294	\$75.00	\$22,050.00	10	\$2,205.00

Final Assessment Calculations:

ESTIMATED FEET OF 6" STORM LATERALS	ESTIMATED COST PER FOOT	TOTAL	NUMBER OF LATERALS	EST. COST/LATERAL
288.1	\$62.00	\$17,862.20	10	\$1,786.22

2025 STREET & UTILITY RECONSTRUCTION PROJECT
FINAL STORM LATERAL SPECIAL ASSESSMENT REPORT
GREENE AVENUE -- LIBAL ST. TO EAST RIVER DR.
VILLAGE OF ALLOUEZ

PROPERTY OWNER	PROPERTY ADDRESS	PARCEL NUMBER	NUMBER OF LATERALS	ESTIMATED ASSESSMENT	FINAL ASSESSMENT	MAILING ADDRESS
1 Linda Fahmi	612 Greene Avenue	AL-1045-2	1	\$1,975.00	\$1,596.66	5633 HWY 23 Spring Green WI 53588
2 Phyllis M Ripley	618 Greene Avenue	AL-1045-2-1	1/2	\$987.50	\$798.33	same
3 Ronald F Jacobe	624 Greene Avenue	AL-1045	1/2	\$987.50	\$798.33	same
4 Jeffrey A & Mary G M Miller	737 Greene Avenue	AL-1014-S-4	1	\$1,975.00	\$1,596.66	same
			3	\$5,925.00	\$4,789.98	

Estimated Assessment Calculations:

ESTIMATED FEET OF 6" STORM LATERALS	ESTIMATED COST PER FOOT	TOTAL	NUMBER OF LATERALS	EST. COST/LATERAL
79	\$75.00	\$5,925.00	3	\$1,975.00

Final Assessment Calculations:

ESTIMATED FEET OF 6" STORM LATERALS	BID COST PER FOOT	TOTAL	NUMBER OF LATERALS	FINAL COST/LATERAL
78	\$61.41	\$4,789.98	3	\$1,596.66

2025 STREET & UTILITY RECONSTRUCTION PROJECT
FINAL STORM LATERAL SPECIAL ASSESSMENT REPORT
REGINA STREET -- SIMONET ST. TO GREENE AVE.
VILLAGE OF ALLOUEZ

PROPERTY OWNER	PROPERTY ADDRESS	PARCEL NUMBER	NUMBER OF LATERALS	Estimated Assessment	FINAL ASSESSMENT	MAILING ADDRESS
1 Jeremy P Eggebrecht	2669 Regina Street	AL-806-R-22	1/2	\$1,068.75	\$931.39	same
2 Andrew L Weeks	2670 Regina Street	AL-806-R-20	1/2	\$1,068.75	\$931.39	same
3 John F Gillaume	2671 Regina Street	AL-806-R-23	1/2	\$1,068.75	\$931.39	same
4 Jessica DeGroot	2672 Regina Street	AL-806-R-18	1/2	\$1,068.75	\$931.39	same
5 Wayne L Olm	2678 Regina Street	AL-806-R-17	1/2	\$1,068.75	\$931.39	1660 Hoffman Rd APT 208 Green Bay WI 54311
6 David J & Beverly J Coppens	2679 Regina Street	AL-806-R-25	1/2	\$1,068.75	\$931.39	same
7 Timothy J & Julie M Heideman	2680 Regina Street	AL-806-R-16	1/2	\$1,068.75	\$931.39	same
8 Kartisa M Pribyl	2689 Regina Street	AL-806-R-26	1/2	\$1,068.75	\$931.39	same
9 Perron Properties LLC	2710 Regina Street	AL-806-R-12-A	1/2	\$1,068.75	\$931.39	1721 Talkeetna Rd Neenah WI 54956
10 Timothy D & Britta K Cullen	2711 Regina Street	AL-806-R-28	1/2	\$1,068.75	\$931.39	same
11 Craig W & Jane F Zachman	2724 Regina Street	AL-806-R-12	1/2	\$1,068.75	\$931.39	same
12 Jake R Huguet	2725 Regina Street	AL-806-R-29	1/2	\$1,068.75	\$931.39	same
			6	\$12,825.00	\$11,176.62	

Estimated Assessment Calculations:

ESTIMATED FEET OF 6" STORM LATERALS	ESTIMATED COST PER FOOT	TOTAL	NUMBER OF LATERALS	EST. COST/LATERAL
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171	\$75.00	\$12,825.00	6	\$2,137.50
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Final Assessment Calculations:

ESTIMATED FEET OF 6" STORM LATERALS	BID COST PER FOOT	TOTAL	NUMBER OF LATERALS	FINAL COST/LATERAL
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182	\$61.41	\$11,176.62	6	\$1,862.77
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STORM WATER UTILITY RATE INCREASE - 2026

Storm water utility charges are based on ERUs (Equivalent Residential Units). The current ERU rate is \$10.50, so most single-family parcels are billed \$10.50 per month for storm water utility fees. With limited exceptions, most non-single-family home parcels have ERUs calculated based on the impervious surface of the parcel; as such, the number of ERUs varies for these parcels.

Storm water ERUs were increased to \$10.50/month in 2024. Prior to this, the Village contracted for a study of all impervious surface areas to determine that all areas were accounted for and billed accordingly. While some adjustments were made, there was no significant change in the total number of ERUs billed. With little to no growth in the total number of ERUs, the rate per ERU needs to increase to allow for sufficient cash flows to fund the storm water utility operations and maintenance costs as well as debt service for financing storm water utility infrastructure projects.

At the time of the ERU rate increase in 2024, the storm water utility was operating with negative cash. While an increase greater than \$10.50 per ERU was needed to bring about a positive cash flow, the decision was made to transfer \$200,000 in American Rescue Plan Act (ARPA) funds into the utility to help offset the negative cash, increase the ERU rate to \$10.50 and increase the ERU rate again in a couple of years.

An increase in the ERU rate from \$10.50 to \$11.50 is being proposed. This results in an increase of \$1.00 per month for parcels with a single-family home.

Ilage of Allouez - Storm Water Utility

	ERU from \$7.50 to \$10.50 June 2024			Projected 2026				
	Actual			Budget 2026	\$10.50	\$11.50 - June	Projected 2027	Projected 2028
	2023	2024	2025					
OPERATING REVENUES								
User charges	\$ 672,226	\$ 828,690	\$ 943,415	\$ 934,000	\$ 936,240	\$ 988,190	\$ 1,025,340	\$ 1,025,340
Storm water lateral inspections	1,900	1,200	3,451	1,500	1,500	1,500	1,500	1,500
Storm water management site reviews	-	-	4,994	2,000	2,000	2,000	2,000	2,000
Erosion control reviews	450	394	5,950	1,000	1,000	1,000	1,000	1,000
Fee in lieu of treatment charges	-	-	-	1,000	1,000	1,000	1,000	1,000
Other (2023 PCB settlement)	17,414	-	-	-	-	-	-	-
Total operating revenues	691,990	830,284	957,810	939,500	941,740	993,690	1,030,840	1,030,840
OPERATING EXPENSES								
Operation and maintenance								
Engineering	72,516	66,444	61,578	119,535	119,535	119,535	125,512	131,787
Public works administration	40,748	43,658	45,478	46,939	46,939	46,939	49,286	51,750
Street cleaning	77,214	76,369	80,877	80,451	80,451	80,451	82,865	85,350
Storm sewer	188,409	215,112	235,874	225,695	225,695	225,695	232,466	239,440
Locates	13,751	13,683	14,659	8,646	8,646	8,646	8,905	9,173
Storm lateral inspections	82	91	111	818	818	818	843	868
Storm water treatment	20,903	14,222	25,669	15,000	15,000	15,000	15,450	15,914
Leaf collection	8,563	3,590	4,248	4,395	4,395	4,395	4,527	4,663
LeBrun road/farm	1,800	-	-	-	-	-	-	-
GASB adjustments (WRS/OPEB)	12,293	(1,275)	6,326	-	-	-	-	-
Total operation and maintenance	436,279	431,894	474,820	501,479	501,479	501,479	519,853	538,944
Depreciation	239,688	242,798	259,875	245,000	260,000	260,000	265,000	265,000
Total operating expenses	675,967	674,692	734,695	746,479	761,479	761,479	784,853	803,944
OPERATING INCOME	16,023	155,592	223,115	193,021	180,261	232,211	245,987	226,896
CASH FLOW ADJUSTMENTS								
Depreciation	239,688	242,798	259,875	245,000	260,000	260,000	265,000	265,000
Debt service	(422,694)	(419,381)	(352,321)	(385,100)	(385,100)	(385,100)	(396,206)	(383,356)
All other	(12,962)	(114,999)	71,522	16,791	23,537	23,537	21,298	20,171
Total cash flow adjustments	(195,968)	(291,582)	(20,924)	(123,309)	(101,563)	(101,563)	(109,908)	(98,185)
PROJECTED CASH FLOW	(179,945)	(135,990)	202,191	69,712	78,698	130,648	136,079	128,711
STIMATED CASH BALANCES								
Cash - beginning of year	\$ (126,625)	\$ (306,570)	\$ (242,560)	\$ (40,369)	\$ (40,369)	\$ (40,369)	\$ 90,279	\$ 226,358
Projected cash flow activity	(179,945)	(135,990)	202,191	69,712	78,698	130,648	136,079	128,711
ARPA proceeds to offset negative cash balance	-	200,000	-	-	-	-	-	-
Debt service allowance	-	-	-	-	-	-	-	(50,000)
Cash - end of year	\$ (306,570)	\$ (242,560)	\$ (40,369)	\$ 29,343	\$ 38,329	\$ 90,279	\$ 226,358	\$ 305,069
ERUs		7415		7415	7430	7430	7430	7430

Net Revenues	\$ 255,711	\$ 398,390	\$ 482,990	\$ 438,021	\$ 440,261	\$ 492,211	\$ 510,987	\$ 491,896
Debt Coverage	0.60	0.95	1.37	1.14	1.14	1.28	1.29	1.28

SANITARY SEWER UTILITY RATE INCREASE - 2026

In 2024, Ruekert-Mielke was contracted to perform a rate study of the Allouez sanitary sewer utility. Prior to this, the sewer utility rates were last updated in 2022. Ruekert-Mielke did not propose any changes in the format of the rate structure; but along with the 2024 rate increase proposed, yearly or every other year rate increases were recommended. The consensus of the Village board was to implement yearly rate increases.

Sanitary sewer utility charges consist of a fixed and a variable charge. The fixed charge is billed based on the size of the water meter and covers a portion of the NEW Water capital charges and principal and interest payments due on borrowed funds used for sanitary sewer utility infrastructure reconstruction. The variable charge is based on the volume of water used and covers the remaining fixed costs as well as NEW Water variable (volume-based) charges and all other costs of operating and maintaining the sanitary sewer utility.

With little growth in the user base, utility rates need to increase to keep pace with increasing operation and maintenance (O&M) expenses and to allow for a cash reserve available for unforeseen and/or emergency costs. NEW Water sanitary sewage capital and treatment costs represent 75% of the utility's total O&M expenses. Total O&M expenses were budgeted at \$2.9 million for 2024, \$3.1 million for 2025, and \$3.3 million for 2026. NEW Water costs were budgeted to increase 6.7% from \$2.3 million in 2025 to just under \$2.5 million in 2026.

To maintain adequate cash flows, a rate increase is being proposed resulting in the following fixed and variable charges:

Proposed:	<u>Allouez</u>	<u>NEW Water</u>	<u>Total</u>
Fixed charge/month (based on ¾" meter)	\$4.40	\$10.00	\$14.40
Variable (volume) charge/1,000 gals	\$3.15	\$5.93	\$9.08
Current:			
Fixed charge/month (based on ¾" meter)	\$4.50	\$9.00	\$13.50
Variable (volume) charge/1,000 gals	\$2.81	\$5.65	\$8.46

The above results in a monthly increase of \$2.76 for a customer using an average volume of 3,000 gallons of water per month.

The sanitary sewer utility projections follow:

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Fixed and Variable Costs	3
Allocation of Fixed Charges Based on Meter Size	4
Volume Charges Based on Variable Costs	5
Utility Bill Comparison	6

Sanitary Sewer Utility - Estimated Revenues, Expenses and Change in Net Position	2024 Actual	2025 Budget	2025 Actual	2026 Budget
21 SEWER UTILITY				
OPERATING REVENUES				
46410 Sewerage Service Charges	\$ 3,228,670	\$ 3,250,000	\$ 3,458,328	\$ 3,500,000
46200 Private Side Lateral Charges	116,807	-	-	-
44340 Sanitary Sewer Permits	640	1,000	1,500	1,000
TOTAL OPERATING REVENUES	3,346,117	3,251,000	3,459,828	3,501,000
OPERATING EXPENSES				
57410 Sewage Treatment	2,732,739	2,861,889	2,512,170	3,004,038
57410 Depreciation	248,204	240,000	267,379	255,000
57411 Lift Stations	7,522	9,998	3,024	10,827
57412 Locates/Sump Pump	5,495	27,459	6,590	29,908
69999 WRS and OPEB GASB Adjustments	30,057	-	(1,951)	-
TOTAL OPERATING EXPENSES	3,024,017	3,139,346	2,787,212	3,299,773
OPERATING INCOME	322,100	111,654	672,616	201,227
NONOPERATING REVENUES (EXPENSES)				
48110 Interest Income	22,197	15,000	34,725	15,000
48330 Gain/(Loss) on Retirement of Equip.	(5,372)	-	(9,232)	-
48910 Amortization of Premium on Debt	21,312	25,508	25,508	25,812
58200 Interest - Long-term Debt	(131,238)	(144,581)	(153,992)	(157,815)
58202 Debt Discount/Expense	(21,952)	-	(25,090)	-
TOTAL NONOP. REVENUES (EXPENSES)	(115,053)	(104,073)	(128,081)	(117,003)
Change in Net Position	\$ 207,047	\$ 7,581	\$ 544,535	\$ 84,224

Sanitary Sewer Utility - Estimated Cash Balance	2025 Actual	2026 Budget
Cash - January 1 (actual)	\$ 158,609	\$ 447,757
Operating Income	672,616	201,227
Depreciation Expense	267,379	255,000
WRS and OPEB GASB Adjustments	(1,951)	-
Debt Repayment (Principal & Interest)	(532,377)	(527,262)
Collection of Private-Side Lateral Assessments	68,445	-
Outlay for Project Costs in Excess of Debt Proceeds	(66,256)	(121,424)
Adjust for Significant Changes in Receivables/Payables	(117,559)	-
Cash - December 31 (projected)	\$ 448,906	\$ 255,298

Sanitary Sewer Utility - Revenue Requirements and Cash Requirements

	2025		2026		
	Rate Case	Actual	Budget	Proposed	
Revenues					
Sewerage service charges	\$ 3,500,000	\$ 3,458,328	\$ 3,500,000	\$ 3,750,000	
Other	1,000	1,500	1,000	1,000	
Operating revenues	3,501,000	3,459,828	3,501,000	3,751,000	
Operation & Maintenance (O&M) Expenses					
NEW Water - fixed charges	1,075,431	958,960	1,189,811	1,189,811	
NEW Water - variable charges	1,262,282	1,130,536	1,304,502	1,304,502	
NEW Water - total charges *	2,337,713	2,089,496	2,494,313	2,494,313	19.4% Increase - 2026 vs 2025 actual (6.7% increase - 2026 vs 2025 rate case)
Depreciation	240,000	267,379	255,000	255,000	
GASB adjustment for WRS and OPEB	-	(1,951)	-	-	
Other operation & maintenance	561,633	432,288	550,460	550,460	
Operating & maintenance expenses	3,139,346	2,787,212	3,299,773	3,299,773	75.6% Percentage of O&M expenses
Operating Income/(Loss)	361,654	672,616	201,227	451,227	
Other Revenues/(Expenses)					
Interest income	15,000	34,725	15,000	15,000	
Gain/(Loss) on retirement of equipment	-	(9,232)	-	-	
Interest and fiscal charges	(119,073)	(153,574)	(132,003)	(132,003)	
Other revenues (expenses)	(104,073)	(128,081)	(117,003)	(117,003)	
Change in Net Position	\$ 257,581	\$ 544,535	\$ 84,224	\$ 334,224	
Cash Balance - January (actual)	\$ 158,609	\$ 158,609	\$ 447,757	\$ 447,757	
Operating income/(loss)	361,654	672,616	201,227	451,227	
Private-side lateral assessment collections	-	68,445	-	-	
Depreciation	240,000	267,379	255,000	255,000	
GASB adjustment for WRS and OPEB	-	(1,951)	-	-	
Debt service	(532,377)	(532,377)	(527,262)	(527,262)	
Outlay for project costs > debt proceeds	-	(66,256)	(121,424)	(121,424)	
Significant changes in receivables/payables	-	(117,559)	-	-	
Cash flow	69,277	290,297	(192,459)	57,541	
Cash Balance - December (projected)	\$ 227,886	\$ 448,906	\$ 255,298	\$ 505,298	
Increase from rate increase			\$ 250,000		
Projected change in net position			\$ 334,224		
Projected cash flow			\$ 57,541		
Projected 12/31/2026 cash balance			\$ 505,298		
Revenue target			\$ 3,750,000		
Cash flow as % of O&M expenses	2%	10%	2%		
Cash balance as % of O&M expenses	7%	16%	15%		
Net Revenues	\$ 601,654	\$ 939,995	\$ 456,227	\$ 706,227	
Debt Coverage	1.13	1.77	0.87	1.34	

* NEW Water rounded to \$2.5M for 2026 budget. Add'l \$5,687 included with Other O&M above.

Sanitary Sewer Utility - Fixed and Variable Costs

Fixed Costs	Fixed Costs	Reclass 35% to Variable *	Net Fixed Costs
NEW Water capital charge	\$ 1,189,811	\$ (416,434)	\$ 773,377
Debt service	527,262	(184,542)	342,720
Total fixed costs	1,717,073	(600,976)	1,116,097
 Variable Costs	 2,032,927	 600,976	 2,633,903
 Total Costs/Revenue Target	 \$ 3,750,000		 \$ 3,750,000

* Continue with 35% adjustment of fixed to variable costs as per the 2024 Sanitary Sewer Utility Rate Study performed by Ruekert Mielke

Sanitary Sewer Utility - Allocation of Fixed Charges Based on Meter Size

Meter Size	Number of Meters	Meter Equivalency	Total Meter Equivalents
3/4"	5377	1.0	5377
1"	85	2.5	212.5
1 1/2"	62	5.0	310
2"	27	8.0	216
3"	13	15.0	195
4"	1	30.0	30
6"	2	60.0	120
	<u>5567</u>		<u>6460.5</u>

Total fixed costs	\$ 1,116,097
Annual fixed charge per 3/4" meter	\$ 172.76
Monthly fixed charge per 3/4" meter	\$ 14.40

Village	NEW Water	Total
\$ 342,720	\$ 773,377	\$ 1,116,097
\$ 53.05	\$ 119.71	\$ 172.76
\$ 4.40	\$ 10.00	\$ 14.40

Calculated Fixed Charge per 3/4" Meter

\$4.42	\$9.98	\$14.40
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Monthly Fixed Charges per Meter Size

Meter Size	Current	Proposed	Increase	Village	NEW Water	Total
3/4"	\$ 13.50	\$ 14.40	\$ 0.90	\$ 4.40	\$ 10.00	\$ 14.40
1"	\$ 33.75	\$ 36.00	\$ 2.25	\$ 11.00	\$ 25.00	\$ 36.00
1 1/2"	\$ 67.50	\$ 72.00	\$ 4.50	\$ 22.00	\$ 50.00	\$ 72.00
2"	\$ 108.00	\$ 115.20	\$ 7.20	\$ 35.20	\$ 80.00	\$ 115.20
3"	\$ 202.50	\$ 215.95	\$ 13.45	\$ 66.00	\$ 149.95	\$ 215.95
4"	\$ 405.00	\$ 431.90	\$ 26.90	\$ 132.00	\$ 299.90	\$ 431.90
6"	\$ 810.00	\$ 863.80	\$ 53.80	\$ 264.05	\$ 599.75	\$ 863.80

Percentage change 6.6%

Revenue from Proposed Change in Meter Charges

Meter Size	Number of Meters	Monthly	Annual	Village	NEW Water	Mo. Total
3/4"	5377	\$ 77,410	\$ 928,920	\$ 23,663	\$ 53,747	\$ 77,410
1"	85	\$ 3,060	\$ 36,720	\$ 935	\$ 2,125	\$ 3,060
1 1/2"	62	\$ 4,464	\$ 53,568	\$ 1,364	\$ 3,100	\$ 4,464
2"	27	\$ 3,110	\$ 37,320	\$ 950	\$ 2,160	\$ 3,110
3"	13	\$ 2,807	\$ 33,684	\$ 858	\$ 1,949	\$ 2,807
4"	1	\$ 432	\$ 5,184	\$ 132	\$ 300	\$ 432
6"	2	\$ 1,728	\$ 20,736	\$ 528	\$ 1,200	\$ 1,728
	<u>5567</u>	<u>\$ 93,011</u>	<u>\$ 1,116,132</u>	<u>\$ 28,430</u>	<u>\$ 64,581</u>	<u>\$ 93,011</u>

Village	NEW Water	Annual Total
\$ 283,956	\$ 644,964	\$ 928,920
\$ 11,220	\$ 25,500	\$ 36,720
\$ 16,368	\$ 37,200	\$ 53,568
\$ 11,400	\$ 25,920	\$ 37,320
\$ 10,296	\$ 23,388	\$ 33,684
\$ 1,584	\$ 3,600	\$ 5,184
\$ 6,336	\$ 14,400	\$ 20,736
<u>\$ 341,160</u>	<u>\$ 774,972</u>	<u>\$ 1,116,132</u>

Sanitary Sewer Utility - Volume Charges Based on Variable Costs

Variable Cost	\$ 2,633,903
Estimated Volume (in gallons)	290,000,000
Rate per thousand of gallons used	\$ 9.08
Current rate per thousand of gallons used	\$ 8.46
Increase	\$ 0.62
Percentage change	7.3%

Variable Costs	Variable Costs	Reclass 35% from Fixed	Total Variable Costs
NEW Water variable charges	\$ 1,304,502	\$ 416,434	\$ 1,720,936
Village variable costs	728,425	184,542	912,967
Total variable costs	2,032,927	600,976	2,633,903

Fixed Costs	1,717,073	(600,976)	1,116,097
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Total Costs/Revenue Target	\$ 3,750,000	\$ 3,750,000
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Proposed rate per thousand of gallons used:

NEW Water	\$ 5.93	\$ 0.28
Village sanitary sewer utility	\$ 3.15	\$ 0.34
Total	\$ 9.08	\$ 0.62

Current rate per thousand of gallons used:

NEW Water	\$ 5.65
Village sanitary sewer utility	\$ 2.81
Total	\$ 8.46

VILLAGE OF ALLOUEZ

Allouez Village Hall • 1900 Libal Street • Green Bay, Wisconsin 54301-2453
Phone No.: (920) 448-2800 • Fax No.: (920) 448-2850

Department of Public Works

04/30/26

2025 ANNUAL DNR RECYCLING REPORT

The Village of Allouez is required to maintain an effective Recycling Program. In general, the program consists of the collection and hauling of recyclables from single family and 2–4-unit residential properties. The recyclables are disposed of at the Brown County Recycling Transfer station.

Pursuant to DNR administrative rules, the Village is to submit an annual report summarizing program activities completed during the previous year. The submitted 2025 Annual Recycling Report is attached for your review.

The DNR Recycling Report includes:

1. Program Collection
2. Recycling Cost
3. Compliance and Enforcement
4. Outreach and Education

Some of the notable activities completed in 2025 include:

- Village Collected 960 tons of Recyclables in 2025.
- Collected 10,538 cubic yards of yard waste (Spring Collection, Yard Waste Site and Fall Collection).
- Maintain and enforced Village ordinance.
- Collaborate with Brown County Solid Waste to inform and education residents on the need to recycle.

2025 Recycling Program Accomplishments and Actual Costs Annual Report

Form 4400-182 Rev. 02-26
State of Wisconsin
Department of Natural Resources
Waste and Materials Management Program
<https://dnr.wisconsin.gov/topic/Recycling/RU.html>

Return By: April 30, 2026

Responsible Unit (RU)
Village of Allouez
Muni Code: 05102
County: Brown
Population: 14017
RU Category: Single
Last Grant Year: 2025

DNR Information

State of Wisconsin
Department of Natural Resources
Waste and Materials Management Program
<https://dnr.wisconsin.gov/topic/Recycling/RU.html>
Email: dnrrecycling@wisconsin.gov

NOTICE: Completion of this form fulfills the mandatory annual reporting requirement for continued approval of a responsible unit's recycling program and retention of the DNR recycling grant, for those who received it. This form is authorized by s. NR 544.10 and s. NR 542.09(3), Wis. Adm. Code. Personally identifiable information will be used for program administration and must be made available to requesters as required by Wisconsin Open Records law (s. 19.31-19.39, Wis. Stats).

Section 1: CONTACT INFORMATION

A. Authorized Representative

The DNR central office has the responsible unit's authorizing resolution on file. According to our records, the authorizing resolution names the position of Director of Public Works as the authorized representative.

Sean J Gehin
1900 Libal St
Green Bay WI 54301-2453
Director of Public Works
920-448-2800 -
sean.gehin@villageofallouezwi.gov

B. Primary Contact

Name	Sean Gehin
Is Name above correct?	☒ Yes ☐ No
Primary Contact Address	1900 Libal St Green Bay, WI 54301-2453
Is the Primary Contact Address Listed Above Correct?	☒ Yes ☐ No
Primary Contact Email	sean.gehin@villageofallouezwi.gov
Is the Primary Contact Email Address above correct?	☒ Yes ☐ No
Primary Contact Phone	920-448-2800
Is the Primary Contact Phone Number above correct?	☒ Yes ☐ No

SECTION 2: EFFECTIVE PROGRAM INFORMATION & PERFORMANCE DATA

Provide information and data on the accomplishments of the RU's effective recycling program during the previous calendar year. All questions in this section relate to the collection of s. NR 544 Table 1 recyclables, listed below. Collection of yard waste and waste tires is reported in section 2D.

- Newspaper
 - Corrugated cardboard
 - Magazines
 - Residential mixed paper(may include magazines and office paper)
- Aluminum containers
 - Steel/Bi-metal (tin) containers
 - Plastic containers
 - Foam polystyrene packaging
 - Glass containers

A. Collection of Recyclables for Single Family and 2-4 Unit Residential Housing

Review and update information on the collection methods used by the RU or each member in the RU. For multi-member RUs, if any of the information is incorrect or if the join date or join type need to be modified, please contact DNRRecycling@wisconsin.gov. Note that this list includes entities that were members at any point during the previous calendar year.

Does the RU plan to add or remove members (municipalities, counties, ☐ Yes ☒ No or tribes) in 2026?

If a drop-off site is not used, please don't add a drop-off site location.

RU Member 1

Was there curbside collection?

Yes

How was curbside service provided? (Select all that apply)

RU provided service with municipal service and staff

True

RU contracted another municipality to provide services with their equipment and staff

False

RU contracted private hauler(s) to provide collection service

False

Residents contracted with private hauler for their recyclable pickup and % of population that does this is

False

What was the primary curbside collection method? How often were recyclables picked up?

Single Stream

Once every other week

Was there a drop-off site(s)?

Yes

How many total hours was the drop-off site(s) open monthly, on average?

170

Who operated the drop-off site(s)?

RU operated drop-off site(s)

False

Private hauler/MRF operated drop-off site(s)

False

Other (describe)

True

Brown County

Was the drop-off site single stream (i.e. all recyclables placed in the same receptacle)?

Yes

If there is no drop-off site, please do not enter drop-off site information below.

Drop-off Site(s)

Brown County Recycling Transfer Station

Did the majority of the RU member's residents use curbside or drop off collection for their recyclables?

Curbside

B. Table 1 Materials Collected

All NR 544 Table 1 materials except for those with a waiver (plastic containers #3-7 and foam PS packaging), are required to be collected by RUs in accordance with s. 287.07(4), Wis. Stats.

Did the RU collect all of the required NR 544 Table 1 materials?

☒ Yes

☐ No

C. Hauling, Processing and Marketing Data of Recyclables for Single Family and 2-4 Unit Residential Housing

Hauler Details

Review and update the list of haulers that served the RU during the previous calendar year. Include any haulers that collected Table 1 recyclable materials from single family and 2-4 unit residences. This includes the RU if it collects materials itself, haulers that it contracted with directly and haulers that residents contracted with (subscription service).

Please note that some companies have multiple listings for different regional collection locations. Please work with the RU's hauler(s) to identify which facility the RU's recycling is collected through and select the correct listing. The number following the name of the hauler is the hauler's Wisconsin DNR license number.

For each hauler, indicate whether it was contracted by the RU or RU member, by residents, or by both. If one of the haulers is not on the list, check the box below and enter the information for that hauler. Select the first letter ONLY of the hauler name to alphabetically jump to that portion of the list.

Name

Contracted By

Village Of Allouez - Green Bay - 10818

Municipality(RU)

I have looked for the RU's hauler in the above list and cannot find it.

False

MRF Details

Review and update the list of materials recovery facilities (MRFs) that received and processed recyclables from the RU during the previous calendar year. This may include MRFs the RU contracts with directly or MRFs the hauler uses on a regular basis. Be sure to only add MRFs, not haulers that collected the materials. If you cannot find the RU's MRF on the list provided, contact the RU's hauler to ask which MRF they are using. You will not be able to complete this report without a MRF.

MRF-ID

Outagamie County Recycling and Solid Waste - 445157790

Contracted to RU

Yes

Other Processors Details

Please list places not reported above that received Table 1 recyclables from the RU during the previous calendar year. Examples include paper mills that directly take paper and scrap metal yards that collect aluminum cans (aluminum cans and/or steel and bi-metal cans are the only metal weights to be reported from scrap metal yards. Do not report the weight of other scrap metal recycled). This does NOT mean listing all of the places the RU's MRF sends materials to.

Summary of Tonnage Collected

Below is a summary of your RU's tonnage for this reporting period based upon the data you provided.

Note: Click the SAVE button at the top of the form to update the totals in this summary.

Total weight of recyclables collected from residences: (tons) 960.05

Check this box if the RU has and would like to provide the tonnage of Table 1 recyclable materials collected from multi-family 5+ unit residences. ☐

Total weight of recyclables: (tons) 960.05

Did your hauler(s) provide recycling tonnage information to you by Feb. 1? (If you self-haul, select Yes.) ☒ Yes ☐ No

Per capita collection: (lbs/person/year) 136.98

D. Information on Other Materials Collected From Residents

Please provide information on other recyclable materials collected within the RU. It is not required, but reporting it allows us to recognize RUs additional efforts and helps provide a more accurate and complete picture of recycling in Wisconsin.

Waste Tires 0.00

Measurement Number of

Yard Waste 10,538.00

Measurement Cubic Yards

E. Report of Actual Recycling Costs for Grant Purposes

Actual program costs are determined by completing the actual costs worksheet. remember that grant assistance is provided only for certain activities and eligible materials generated by single family and 2-4 unit residences located in the RU If you would like to print a blank worksheet to work from before entering your final amounts into the online form, select the following link.
<https://dnr.wi.gov/files/PDF/forms/8700/8700-222B.pdf>

Enter all actual 2025 recycling and yard waste program expenses by breaking them down by column and row. Costs should be entered in whole dollar amounts only. The expenses listed in the rows correspond to the Uniform Chart of Accounts (UCA) object codes. Scroll down to view entire list.

NOTE: Click the SAVE button at the top of the form to update the totals in this summary.

Recycling Expenditures UCA #53565 (including yard waste & waste tires)	A. Education	B. Collection (Curbside &/or Drop-off)	C. Processing & Marketing	D. Compliance & Enforcement	E. Estimated Total Costs
1. Salaries/Wages & Employee Benefits	0.00	219,999.00	0.00	7,685.00	227,684.00
2. Consulting & Professional Services	0.00	0.00	0.00	0.00	0.00
3. Utility Services	0.00	730.00	0.00	0.00	730.00
4. Purchased Repairs & Maintenance	0.00	0.00	0.00	0.00	0.00
5. Purchased Services Printing & Advertising	0.00	0.00	0.00	0.00	0.00
6. Purchased Services Other(contractual svcs)	0.00	19,376.00	0.00	0.00	19,376.00
7. Office Supplies	203.00	0.00	0.00	0.00	203.00
8. Subscriptions & Dues	0.00	0.00	0.00	0.00	0.00
9. Employee Travel & Training	0.00	0.00	0.00	0.00	0.00
10. Operating Supplies & Expenses	0.00	6,947.00	0.00	0.00	6,947.00
11. Repair & Maintenance Supplies	0.00	0.00	0.00	0.00	0.00
12. Insurance	0.00	0.00	0.00	0.00	0.00
13. Rents & Leases	0.00	0.00	0.00	0.00	0.00
14. Depreciation(Total depreciation costs in Row 14 Column E)	0.00	0.00	0.00	0.00	0.00
15. Hourly Equipment Use Charges(Total hourly use charges in Row 15 Column E)	0.00	0.00	0.00	0.00	191,800.00
16. Cost Allocations	0.00	0.00	0.00	0.00	0.00
17. Cost Allocations Other (not #53635)	0.00	0.00	0.00	0.00	0.00
Total	203.00	247,052.00	0.00	7,685.00	446,740.00

18. Total Recycling Costs (total of lines 1 thru 17)	446,740.00
19. Ineligible Costs - Recycling of banned items s. 287.07(1m), Wis. Stats. (Batteries, Major Appliances and Oil)	0.00
20. Ineligible Revenue - Sale of Recyclables	0.00
21. Total Ineligible Costs & Revenues (total of lines 19 and 20)	0.00
22. Total Eligible Recycling Costs (line 18 minus line 21)	446,740.00
You have successfully earned your grant. Repayment will not be required.	
Cost (including yard waste & waste tires) per capita:	31.87
Yard Waste & Waste Tires Costs and Summary	
Enter the cost of handling yard waste that is included in line 18 of the Actual Costs worksheet.	311,667.00
Enter the cost of handling waste tires that is included in line 18 of the Actual Costs worksheet:	0.00
Cost (excluding yard waste & waste tires) per capita:	9.64
Cost (excluding yard waste & waste tires) per ton:	140.69

F: Compliance

Review and update information about how the RU ensures that all residents and businesses are complying with its recycling ordinance. Note that all RUs are required to have a valid ordinance and compliance assurance plan (CAP). For questions, visit <https://dnr.wisconsin.gov/topic/Recycling/RU.html>

A recycling ordinance is required by all RUs in accordance with s. NR 544.04(2), Wis. Adm. Code.

Did the RU have an ordinance in 2025? ☒ Yes ☐ No

Did the RU update the ordinance since July 1, 2025 and submit a copy to the DNR?" ☒ Yes ☐ No

What is the RU's ordinance number? Chapter 432 Art 1-21

Ordinance effective date: 12/16/2025

A Compliance Assurance Plan (CAP) is required by all RUs in accordance with s. NR 544.04(9g), Wis. Adm. Code.

Did the RU have a compliance assurance plan? ☒ Yes ☐ No

Did the compliance assurance plan change in 2025? ☐ Yes ☒ No

How did the RU ensure compliance with the recycling ordinance at residences with 5 or more units? (Check all that apply)

There were no residences with 5 or more units physically located within the RU ☐

RU provided direct outreach to landlords/building managers ☐

RU staff regularly conducted inspections/visits ☐

RU staff responded to recycling-related complaints ☒

How did the RU ensure compliance with the recycling ordinance at non-residential facilities and properties (e.g., businesses, stadiums, events, etc.)? (Check all that apply)

There were no non-residential facilities physically located within the RU ☐

RU provided direct outreach to business owners/managers ☐

RU staff regularly conducted inspections/visits ☐

RU staff responded to recycling-related complaints ☒

G. Enforcement

Please report the number of recycling-related complaints the RU received during the report year, along with the number of enforcement actions taken (inspections, citations, written warnings and verbal warnings).

If the RU did not receive complaints or take a type of enforcement action, enter a '0' in the appropriate box. The RU should maintain records to verify these numbers. If the previous section indicates the RU has no residences with 5 or more units or no non-residential (business) facilities, that row should be disabled.

	Complaints Received	Warning Tags	Verbal Warnings	Written Warnings	Inspections	Citations
1 - 4 units residential	0	795	0	0	0	0
5+ units residential	1	0	1	0	1	0
Non-residential (Business)	0	0	0	0	0	0

H. Outreach and Other Program Features

Public information and education is key to a successful recycling program and is required by the recycling law. What outreach efforts did the RU undertake in the report year? (Check all that apply)

- Community yard sale☐
- Printed publications (flyers, handouts, etc.)☒
- Conduct waste audits☒
- Radio ads or public service announcements☐
- Direct mail or email (flyers in the tax bill, newsletter, etc.)☒
- Recycling focused event (collections, cleanups, etc.)☐
- Display booths at fairs, etc.☐
- School education program (Green & Healthy Schools, etc.)☐
- News releases☒
- Social media (Facebook, Twitter, etc.)☒
- Print ads (newspaper, magazines, etc.)☒
- Web site has recycling info (what to recycle, when, where, and how)☒

Section 3: CERTIFICATION

A: Summary of 2025 Recycling Performance

Weight Summary

NOTE: Click the SAVE button at the top of the form to update the totals in this summary.

Total weight of residential Table 1 recyclable materials collected: (tons)	960.05
Per capita collection:(lbs/person/year)	136.98

Cost Summary

2025 Grant Award:	98,628.89
Net eligible recycling costs:	446,740.00
Cost per capita including yard waste & waste tires:	31.87
Yard waste handling costs:	311,667.00
Waste tire handling costs:	0.00
Cost (excluding yard waste & waste tires) per capita:	9.64

B: Assurances

- A. The responsible unit certifies the program is operating in accordance with its effective recycling program approval or, if there have been changes, the responsible unit has described those changes in this 2025 Recycling Program Accomplishments and Actual Costs Annual Report. ☒
- B. The responsible unit agrees to comply with all applicable provisions of ch. 287, Wis. Stats., and chs. NR 544 and NR 542, Wis. Adm. Code. ☒

C. The responsible unit understands that if it fails to comply with any applicable provision of ch. 287, Wis. Stats., chs. NR 544 Wis. Adm. Code, and NR 542 Wis. Adm. Code, or its effective recycling program approval, the following may happen: ☒

- the responsible unit's effective recycling program approval may be revoked

- the responsible unit may not be allowed to dispose of its solid waste in solid waste disposal and solid waste treatment facilities located in the state of Wisconsin, and

- the responsible unit may lose its eligibility for a state recycling grant

D. The responsible unit certifies that in the management of its solid waste, it has, whenever possible and practical, followed these priorities: 1) the reduction of the amount of solid waste generated; 2) the reuse of solid waste; 3) the recycling of solid waste; 4) the composting of solid waste; 5) the recovery of energy from solid waste; 6) the land disposal of solid waste; and 7) the burning of solid waste without energy recovery. ☒

E. By typing my name below and clicking submit, I certify on behalf of Village of Allouez that the information entered in this Recycling Program Accomplishments and Actual Costs Annual Report is true and complete. ☒

Note: As of January 1, 2022, this online certification submittal is replacing the submittal of a printed signature page. Remember to save or print your report. An automated confirmation will be emailed to contacts.

C: Certification

Authorized Representative:

Sean, Gehin

Submit Date:

4/29/2026

Submitted By:

Sean Gehin

Confirmation #:

234783-S-20260429:144156