Ad Hoc Stormwater Utility Technical Advisory Committee Meeting Minutes
Wednesday, May 26, 2010 - 2:30 p.m.
Hall of Fame Room, City Hall, 381 E. Main St., Stoughton, WI.

Members Present: Mayor Donna Olson, Director of Planning & Development Rodney Scheel, Street Superintendent Karl Manthe, Alderman Tim Carter, Robert Barnett, Bob Wahlin, Utilities Director Robert Kardasz, Peter Sveum, Dennis Barkenhagen
Absent and Excused:
Finance Director/Treasurer Laurie Sullivan, Alderman Carl Chenoweth
Absent: None
Staff:
Press: None
Guests: Mark Shubak, Strand Associates, Inc., Steve Sletten

1. **Call to Order** The meeting was called to order at 2:30 p.m.

2. **Meeting Minutes of May 5, 2010** Motion by Manthe, seconded by Kardasz to approve the minutes. Motion carried unanimously.

3. **Discuss Comments Raised at May 19, 2010 Committee of the Whole Meeting** The was a round-table discussion regarding the comments raised and the general outcome of the presentation made to the Committee of the Whole on May 19, 2010. Peter Sveum noted that it appeared the majority of the concerns centered around potential impacts to the business community. Bob Barnett stated that after the meeting, several alders indicated to him that a phased in approach would make implementation of the utility more palatable. Tim Carter felt the presentation was a success, stating that the Council needed to be apprised of what the TAC has been doing. Both Tim and Donna Olson also stated they are much in favor of the phased in approach. Karl Manthe felt that it is important to keep moving forward with the process.

4. **Review Draft Stormwater Utility Credit Policy Manual** Bob Wahlin stated that he feels the credit policy should be revised to not include the hard cap currently being proposed (50%). Bob felt that if a property owner is capable of providing measures that exceed the 50% cap, proper incentives should be in place to that would benefit both the property owner and the City. Generally speaking, the remainder of the members agreed with this change. The draft credit policy will be revised, accordingly. Shubak reviewed an example of how the credit policy would be applied assuming implementation of both a dry and wet detention basin. The group collectively agreed that because the education credit will be most difficult to quantify, a 25% credit cap for this portion of the credit policy is appropriate. The group generally agreed that credits for residential rate payers should be limited to a one time rebate rather than credits over time, primarily because the administration of annual credits would be cumbersome.

5. **Review Frequently Asked Questions to Add to City Website** Shubak reviewed the FAQs handouts with the group and stated that these FAQs could be posted on the City's website. It was also stated that if the City chooses to develop an informational brochure, many of these same FAQs could be incorporated. Bob Wahlin stated that the public education program for the utility should include specific

meetings with those business owners who will be most affected by the stormwater utility fees. Donna Olson was also very much in favor of this approach.

6. **Review Examples of Public Education Materials to Distribute** The group reviewed several examples of other tri-fold brochures that other communities have developed. Bob Kardasz mentioned that he felt it would be important to include some graphics and condense the amount of text in the brochure. Bob Barnett stated that will be important to stress the City's mandated permit requirements in the brochure. Peter Sveum especially likely the graphic included in St. Cloud's brochure and how it focuses on why there is a greater emphasis on stormwater. Tim Carter liked the Waukee, Iowa brochure that indicated the phased stormwater utility rates over time and that we should consider doing something similar.

7. **Next Meeting/Tentative Meeting Dates and Schedule/Agenda Items** The next and final TAC meeting will be on Wednesday, June 9th at 3:00 p.m. This meeting will center around reviewing the draft Feasibility Study Report, which will be distributed to each of the TAC members by June 2nd. It was noted that the Feasibility Study will ultimately be presented to the City Council at the June 22nd meeting.

8. **Adjournment** The meeting was adjourned at 4:45 p.m.