

Date: November 10, 2023
To: Town Chair and Supervisors
From: Richard Heath, Administrator
Re: Monthly Administrator's Report

A. Yard Waste Burning Update

The informational postcards on burning were sent out at the end of October to each mailing address in the Town of Algoma. It is hoped that the extra awareness made a difference in the reduced amount of excessive burning that has take place over the past three weeks. The wet weather and the yard waste collection date on October 30th may have also led to the low number of ordinance violation letters that have been mailed out up to this point. Those residents who feel the need to burn will do so regardless of the negative impact it has on their health or their neighborhoods. The last yard waste collection date for 2023 is November 27th.

B. Town Website Improvements

Erin has been working on improving the look, content, and functionality of the Town's website. Her background is in marketing with website design. When you have time, please take a look at the Town's website and let us know what could be changed or any additions/modifications that would make it a better resource for residents and property owners.

C. Pre-Planning for the Reconstruction of Leonard Point Road

Leonard Point Road will have the same profile as Omro Road with sidewalks, terraces, storm sewer, bike lanes, and 11' travel lanes. Most of the survey work has been completed by surveyors from McMahon Associates. There are three large cross culverts that need to be redesigned as part of the final road plan. The design of the road will begin in the spring with right of way and easement acquisition taking place toward the end of 2024 and into 2025.

The purchase of property somewhere along Leonard Point Road for a retention pond will happen later in 2024 with the construction of the pond in 2025. With construction scheduled in 2026, there will be one or two public informational sessions to review the project and gain input from the residents. Once engineers from McMahon Associates have prepared a construction dashboard, it will be mailed to all of the residents on Leonard Point Road for their reference. A page will be created on the Town's website to keep residents up to date on what is happening with the project.

D. Proposed Condominiums Concept Plan.

Randy Schmiedel and Eric Hoffman, developers of Lakevista Estates and owners of Parcel 002-00281904 have provided a preliminary concept plan to build condominiums on the parcel just west of Jones Park. *A Concept Plan, and Location and Zoning maps are provided for reference.* These condominiums would look similar to the condos located along Timberline Drive and Autumn Hills Drive. The 5.85-acre parcel is currently zoned A-2 and would need to be rezoned to accommodate the condominiums. The developers and Town staff are working with Winnebago County Planning and Zoning staff to gather information on rezoning the parcel and the other necessary steps to address both the county and Town requirements. The developers are willing to work with the Town to add a parking lot for Jones Park, as well as a paved path on the south edge of the property that could be used for

their residents and the general public. Town Engineer, Phil Kleman, has reviewed the initial Concept Plan is willing to work with the developers and their engineers to ensure there is a comprehensive drainage plan for that entire area.

E. Update to the Town's Stormwater Management Plan

With receipt of \$43,200 in grant funding from the Wisconsin Department of Natural Resources (WDNR), the update to the *2018 Stormwater Management Plan* will begin in the spring. As a MS4 community, the Town of Algoma is required to treat its stormwater in a variety of approved methods before being discharged to Lake Butte des Morts. The updated stormwater plan, which will be the Town's fourth such plan, will be approved by WDNR staff and referenced during their scheduled compliance evaluations. The updated plan is also important to access grant funding for future stormwater planning and construction projects. WDNR staff have already approved the grant application, and this steps within the agreement mirrors the grant application content. However, staff from WDNR still need to sign off on the agreement itself, but the expenses and reimbursement schedule will remain the same. As a result, this is the conditional approval of McMahon Associates' Agreement to update the plan and support materials is an action item on this agenda. *A copy of the agreement is provided for your reference.*