



Invoice

Environmental Services Division
Public Works Department

INVOICE# 20-075
 DATE: APRIL 1, 2020

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	WORK ELEMENT		HOURS	LINE TOTAL
	Hours spent on update to City of Superior Sewer Service Area (SSA) Plan, 1/1/2020 – 3/31/2020			
	Written Narrative		18	\$941.40
	Mapping Work		17.5	\$729.20
	Graphics		21.5	\$949.68
	Committee Coordination		4.5	\$199.47
	Public Hearing, Meeting Notes		4.5	\$215.95
	Plan Submittal to DNR for Review		0	\$0.00
			SUBTOTAL	\$3,035.70
			SALES TAX	-
			TOTAL	\$3,035.70

City of Superior, Wisconsin
2040 City of Superior Urbanized Area Sewer Service Plan Update
Quarterly Progress Report
January 1, 2020 – March 31, 2020

Project Goal

Submit an updated Sewer Service Area Plan to the WDNR by June 30, 2020.

Activities Completed During Quarter

Written Narrative

- Final draft of written narrative completed and discussed at a meeting of the Superior Technical Advisory Committee (STAC).
- Edits to the written narrative from the STAC meeting were implemented in the document.

Mapping Work

- All maps to be included in the final document were completed; a total of eighteen (18) maps are included in the document.
- Formatting changes on several maps discussed at the STAC meeting were started.

Graphics – flow charts and other

- Flow charts for the review work processes were completed.

Committee Coordination

- Meeting with the Superior Technical Advisory Committee held February 18, 2020, to review the final draft of the document. Minor text edits were discussed; map formatting updates were also discussed.

Public Hearing, Meeting Notes

- Text for Sewer Service Area Plan website drafted and hidden website created, in preparation for providing the document online for review prior to the public hearing and as a resource going forward.

Plan Submittal to DNR for Review

- No work during this time period on this item.

Activities Planned for Next Quarter

Written Narrative

- Any edits to the document from the Public Hearing will be implemented in the document, as appropriate.

Mapping Work

- Any edits to the maps from the Public Hearing will be implemented, as appropriate.

Graphics – flow charts and other

- Any edit to the flow charts from the Public Hearing will be implemented, as appropriate.

Committee Coordination

- A final review of the document will be completed by the STAC prior to submittal to the DNR.

Public Hearing, Meeting Notes

- The Sewer Service Area Plan website will be made live, with links to the draft SSA Plan included.
- Public hearing is planned to be scheduled during this quarter. The latest we foresee being able to schedule the public hearing and still be able to submit the final document to WDNR by the date listed in the agreement is May 19, 2020.
- Resolution will be drafted and submitted to the City of Superior Common Council for adoption of the updated plan after the public hearing. The latest we foresee being able to submit the resolution to the Common Council for approval and still be able to submit the final document to the WDNR by the date listed in the agreement is the planned Council meeting on May 19, 2020.

Plan Submittal to DNR for Review

- We plan to submit the document to the WDNR for review by the end of the next quarter.

Potential Issues

At the time of this quarterly report, there is a chance that the City of Superior may not be able to submit the final document to the WDNR by the June 30, 2020, due date listed in the agreement. The only foreseeable hurdle at this time is the City's ability to hold the Public Hearing prior to the dates listed above due to the measures put in place by the State of Wisconsin and City of Superior in response to the COVID-19 pandemic.