



MEMORANDUM

To: City of Menasha Common Council

From: John Jacobs, Administrative Services Director

Date: June 13, 2019

RE: Update on Public Fire Protection Billing to Calumet County property owners in the City of Menasha (on behalf of the Harrison Utilities)

BACKGROUND UPDATE

As you will recall, the Wisconsin Department of Revenue notified the City of Menasha on August 9, 2018, that the Waverly Sanitary District would be dissolved as of January 1, 2018. This meant that a Special District Apportionment Tax Levy could not be certified for the December 2018 for the former Waverly Sanitary District. In other words, the City of Menasha could not levy a tax against its residents who were previously serviced by the former Waverly Sanitary District, beginning with the December 2018 tax roll.

In addition, the City of Menasha would not be levying a special purpose district tax for public fire protection charges, beginning with the December 2018 tax roll, for those areas formerly serviced by the Waverly Sanitary District.

Now with the change from the Waverly Sanitary District to the Harrison Utilities, public fire protection charges are no longer collected on property tax bills. Harrison Utilities is working with the Public Service Commission (PSC) to include future public fire protection charges on their utility bills in the future. However, the Harrison Utilities and the PSC will need about the next 6 months to accomplish this task.

Therefore, the City of Menasha will be mailing out postcards this week for the 2018 public fire protection charges that are collectible and payable from Calumet County property owners in 2019. Also, the 2019 public fire protection charges will be computed and mailed out at a later date for the 2020 collection year. We believe that the Harrison Utilities will have its updated rate tariffs approved by the PSC before the end of 2019, in order for the City of Menasha to no longer be responsible for the computation, billings, and collections on behalf of the Harrison Utilities for public fire protection charges after 12/31/2019.

The total amount of the 2018 public fire protection charges (collectible in 2019) are \$79,143.28. If a property owner does not pay the 2019 postcard amount by 10/15/2019,

then the delinquent amount will be placed onto the December 2019 tax bill as an outstanding delinquent special charges amount.

The table below shows some examples of the computations of the public fire protection charges that will be mailed out this week. The existing PSC rate tariff requires that the assessed valuation method be used for computing the public fire protection charges.

Assessed Valuation	Public Fire Protection Charge
\$ 75,000	\$ 23.61
\$ 100,000	\$ 31.48
\$ 125,000	\$ 39.35
\$ 150,000	\$ 47.23
\$ 175,000	\$ 55.10
\$ 200,000	\$ 62.97
\$ 225,000	\$ 70.84
\$ 250,000	\$ 78.71
\$ 275,000	\$ 86.58
\$ 300,000	\$ 94.45

The public fire protection payments will be mailed to a specific post office box, separate from the rest of City of Menasha incoming mail. City staff will process the public fire protection payments throughout 2019.

If you have any questions on this matter, please feel free to contact me directly at (920-967-3631) to discuss them with you. I can also answer any questions on this matter at the June 17th Common Council meeting.