



**City of Neenah
COMMON COUNCIL AGENDA
Organizational Meeting**

Tuesday, April 16, 2019 – 7:00 p.m.

**Neenah City Hall
Council Chambers**

I. Roll Call and Pledge of Allegiance.

SWEARING IN CEREMONY

- Alderman District One – Kathie Boyette
- Alderman District Two – Christopher Kunz
- Alderman District Three – Stephanie Spellman

ORGANIZATIONAL MEETING

- **Motion that Rules of Order of the previous Council, with changes made by the adoption of Resolution No. 2019-11 on April 3, 2019, be adopted as rules to govern this Council until modified by proper action of the Council.**
- Election of Officers:
 - **President of the Council.**
- Mayor's appointments to the Standing Committees, one-year terms expire April 2020.
 - Finance & Personnel – (4) Aldermen & the Council President. Previously held by Aldermen Erickson, Boyette, Kunz, Steele and Council President Stevenson.
 - Public Services & Safety – (4) Aldermen & the Council President. Previously held by Aldermen Bates, Hillstrom, Lendrum, Lang and Council President Stevenson.
 - N-M Joint Fire Finance and Personnel Committee – the Council President, a member of the Finance & Personnel Committee and an at large Alderman. Previously held by Council President Stevenson, Alderman Boyette and Alderman Kunz.
 - **Motion to confirm the Mayor's appointments to the Standing Committees.**
- Mayor's appointments to the Special Council Committees, one-year terms expire April 2020.
 - Committee on Rules – (3) Aldermen. Previously held by Aldermen Steele, Kunz and Hillstrom.
 - Legislative Review – Mayor Kaufert, the Council President and the Chair of the Finance & Personnel Committee. Previously held by Mayor Kaufert, Alderman Stevenson and Alderman Erickson.

- **Motion to confirm the Mayor's appointments to the Standing Committees.**
- Short recess to permit organizational meetings of the Standing / Special Council Committees to elect chair, vice-chair and set meeting date.
 - Organizational report of the Standing / Special Council Committees
 - Finance and Personnel Committee
 - Report elected Chair, Vice-Chair and meeting dates
 - Public Services and Safety Committee
 - Report elected Chair, Vice-Chair and meeting dates.
 - Committee on Rules
 - Report elected Chair, Vice-Chair. Committee meets on call.
 - Legislative Review Committee
 - Report elected Chair, Committee meets on call.
- Mayor's appointment of:
 - Carol Kasimor as City of Neenah representative to the Fox Cities Transit Commission for a three-year term to expire in April 2022.
 - Dir. of Finance Easker to Fox Cities Room Tax Commission for a one-year term to expire April 2020.
 - James B. Gunz to Fox Cities Room Tax Commission for a one-year term to expire April 2020.
 - Himself to the Appleton Redevelopment Authority (ARA) Exhibition Center Advisory Committee of the Appleton Redevelopment Authority. Term to expire December 2019.
 - Ald. Tami Erickson to chair the Neenah Arts Council for a one-year term to expire April 2020.
 - Jane Lang and Jan Mirenda Smith to the Neenah Arts Council for three-year terms to expire April 2022.
 - (2) members of the Public Services & Safety Committee to the Liquor Licensing Review Subcommittee for a one-year term to expire in April 2020. (Previously held by Ald. Bates & Stevenson)
 - (2) members of the Public Services & Safety Committee to the Board of Public Works for a one-year term to expire April 2020. (Previously held by Ald. Hillstrom and Bates)
 - Beth Irish, Lisa Hemes and Jan Sarnecki, to the Library Board for a three-year term commencing May 1, 2019 and ending April 30, 2022.
 - (1) Alderman to the Community Development Authority (CDA) for a term coinciding with their aldermanic term to expire April.
 - Michelle Bauer to the Community Development Authority (CDA) for a term to expire April 2023.
 - Karen Genett to the Plan Commission for a three-year term to expire April 2022.
 - Mayor, Fire Chief Kloehn, City Attorney Godlewski, City Clerk Sturn, Director of Community Development & Assessment Haese, Director of Finance Easker, Director of Public Works Kaiser, Director of the Water Utility Mach, Police Chief Olson, Director of Information Systems

Wenninger, Director of Parks & Recreation Kading, Director of Library Services Raab, Director of Human Resources & Safety Barber, Council representative (Previously held by Ald. Lendrum), Winnebago County Health Representative Doug Gieryn, School Superintendent Pfeiffer and a Red Cross Representative to the Emergency Government Committee for a one-year term to expire April 2020.

- (1) Alderman as his representative on the Bergstrom Mahler Museum Board of Directors for a one-year term to expire April 2020. (Previously held by Alderman Erickson)
 - (1) Alderman as Council representative to the Library Board for a one-year term expires April 2020.
 - (1) Alderman as Council representative to the BID Board for a one-year term expires April 2020.
 - **Motion to confirm the Mayor's appointments.**
- Swearing in ceremony
 - Community Development Authority (CDA) – Michelle Bauer
 - Fox Cities Room Tax Commission - James B. Gunz
 - Fox Cities Transit Commission - Carol Kasimor
 - Library Board – Beth Irish, Lisa Hemes and Jan Sarnecki
 - Neenah Arts Council - Jane Lang and Jan Mirenda Smith
 - Plan Commission – Karen Genett
- Council appointment of:
 - (1) Alderman as Council representative to the Joint Review Board for a one-year term to expire April 2020. (Previously held by Alderman Steele)
 - (1) Alderman as Council representative to the Water Works Commission for a one-year term to expire April 2020. (Previously held by Alderman Boyette)
 - (1) Alderman as Council representative to the Plan Commission for a one-year term to expire April 2020. (Previously held by Alderman Lang)
 - (1) Alderman as Council representative to the Loan Assistance Board for a one-year term to expire April 2020. (Previously held by Alderman Lendrum)
 - (1) Alderman as Council representative to Park & Recreation Commission for a one-year term to expire April 2020. (Previously held by Alderman Kunz)
 - (1) Alderman as Council representative to the Landmarks Commission for a one-year term to expire April 2020. (Previously held by Alderman Lang)
 - **Motion to confirm the Council appointments.**

MAYOR KAUFERT, STATE OF THE CITY REPORT

- II. Introduction and Confirmation of Mayor's Appointment(s). (None)
- III. Approval of Council Proceedings. (None)

- IV. Public Hearing.
 - A. Consider rezoning land located at 2405 Schultz Drive and adjoining railroad right-of-way from Temporary I-1, Planned Business Center District to the I-1, Planned Business Center District.

- V. Plan Commission report pertaining to the public hearings.
 - A. Ald. Lang reported from the regular Plan Commission meeting of April 9, 2019:
 - 1. Commission recommends Council adopt Ordinance No. 2019-12 Rezoning 18.97 Acres of land located at 2405 Schultz Drive and adjoining railroad right-of-way from Temporary I-1, Planned Business Center District to the I-1, Planned Business Center District. **(RollCall-Pro)**

- VI. Public Forum.
 - A. Speakers should give their name and residential address (not mailing address) and are allowed five minutes to speak on any topic.

- VII. Mayor/Council consideration of public forum issues.

- VIII. Consent Agenda.
 - A. Approve Beverage Operator License Applications for: Samantha J. Abramson, Lauren N. Holloway, Michael D. Sanford and Tyler M Vanden Busch. (PSSC)
 - B. **(RollCall-Pro)**

- IX. Reports of standing committees.
 - A. Regular Public Services and Safety Committee meeting of April 9, 2019: (Minutes can be found on the City web site)
 - 1. Committee recommends Council authorize the police department to proceed with the purchase of a Kia Niro to serve as the City's parking enforcement vehicle for a package cost of less than \$32,000, using funds remaining from the purchase of police squads. **(RollCall-Pro)**
 - 2. Committee recommends Council adopt Final Resolution No. 2019-12 for installation of sanitary sewer laterals for properties served by sanitary sewers on Courtney Court. **(RollCall-Pro)**
 - B. Regular Finance and Personnel Committee meeting of April 8, 2019: (Minutes can be found on the City web site)
 - 1. Committee recommends Council approve the Integrity Acres Development Agreement. **(RollCall-Pro)** **(To be considered following a report from the Board of Public Works)**
 - 2. Committee recommends Council approve the Memo of Understanding transferring ownership of fiber optic cable between City Hall and 2320 Industrial Drive in the City of Neenah from FVTC to the City of Neenah. **(RollCall-Pro)**
 - 3. Committee recommends Council approve the Tentative Agreements with the Neenah Professional Police Officers Association and the

Neenah Police Supervisory Bargaining Unit for contract terms from January 1, 2019 to December 31, 2021 and authorize preparation and execution of amended contracts reflecting the change outlined in the Tentative Agreement between the City and Unions. **(RollCall-Pro)**

- X. Reports of special committees and liaisons and various special projects committees.
 - A. Regular Plan Commission meeting of April 9, 2019: (Minutes can be found on the City web site)
 - 1. Commission recommends Council approve the Final Plat for the Cardinal Plat subdivision subject to the comments on the Plat Review Letter. **(RollCall-Pro)**
 - 2. Commission recommends Council approve the Final Plat for the 1st Addition to Southfield subdivision subject to the comments on the Plat Review Letter. **(RollCall-Pro)**
 - B. Board of Public Works meeting of April 9, 2019: (Minutes can be found on the City web site)
 - 1. Council Action Items:
 - a) The Board recommends Council approve the Integrity Acres Development Agreement. **(RollCall-Pro)**
 - C. Community Development Authority
 - 1. Report from the CDA - Dir. Haese
 - D. Library Board
 - 1. Report from the Library Board – Ald. Erickson
 - E. Neenah Arts Council
 - 1. Report from Neenah Arts Council – Ald. Erickson
- XI. Presentation of petitions.
 - A. Any other petition received by the City Clerk's Office after distribution of the agenda.
- XII. Council Directives.
- XIII. Unfinished Business.
- XIV. New Business.
 - A. Discuss dates for Council picture – availability of Alderman/staff on May 15th, June 19th or July 17th. Group picture and (1) headshot for Ald. Spellman.
 - B. Mayor Kaufert's announcement of his appointment to fill the expired term of Patrick Lewis on the Neenah-Menasha Joint Fire Commission, term expires May 2022. (To be announced at the May 1, 2019 Council meeting)
 - C. Mayor Kaufert's announcement of his appointment to fill the expired term of Robert Spence on the Police Commission, term expires May 2024. (To be announced at the May 1 2019 Council meeting)
 - D. The 2019 League of Wisconsin Municipalities Local Government 101 will be held on June 21, 2019 at the Red Lion Paper Valley in Appleton – any Council

member interested should complete the form and submit it to the Clerk's Office no later than May 10th so reservations can be made.

- E. Davis / Kuelthau has invited public officials to their 41st Annual Public Officials Program for veteran and newly-elected public officials and administrators. The program will be held at the Marq in DePere on Monday April 29th at 5:00 pm - any Council member interested should complete the form and submit it to the Clerk's Office no later than Friday April 19th so reservations can be made.
- F. Any announcements/questions that may legally come before the Council.

XV. Adjournment.

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Neenah will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance, or reasonable accommodation in participating in this meeting or event due to a disability as defined under the ADA, please call the Clerk's Office (920) 886-6100 or the **City's ADA Coordinator at (920) 886-6106 or e-mail attorney@ci.Neenah.wi.us** at least 48 hours prior to the scheduled meeting or event to request an accommodation.



AN ORDINANCE: By the Neenah Plan Commission
Re: Rezoning 18.97 Acres of land located at 2405
Schultz Drive and adjoining railroad right-of-
way from Temporary I-1, Planned Business
Center District to the I-1, Planned Business
Center District.

ORDINANCE NO. 2019-12
Introduced: April 16, 2019
Committee/Commission Action:
RECOMMENDED FOR PASSAGE

AN ORDINANCE

The Common Council of the City of Neenah, Wisconsin, do ordain as follows:

Section 1. Section 26-123 of the Neenah Municipal Code pertaining to zoning districts, and the map therein described, is hereby amended by rezoning 18.97 Acres of land located at 2405 Schultz Drive and adjoining railroad right-of-way from Temporary I-1, Planned Business Center District to the I-1, Planned Business Center District. The property is more particularly described as follows:

Part of the NE 1/4 of Section Five (5), Township Nineteen (19) North, Range Seventeen (17) East, Town of Neenah, Winnebago County, Wisconsin, containing 826,260 Square Feet (18.97 Acres) of land described as follows:

Commencing at the East 1/4 corner of said Section 5; thence South 87 degrees 43 minutes 09 seconds West, 33.00 feet along the south line of the fractional northeast 1/4 of Section 5 to the west right-of-way line of Schultz Drive and the **Point of Beginning**; thence continuing South 87 degrees 43 minutes 09 seconds West, 759.47 more or less, to the east right-of-way line of Interstate 41 (also being the west line of the Soo Line Railroad); thence North 20 degrees 08 minutes 37 seconds East along the easterly right-of-way line of Interstate 41 (also being the west line of the Soo Line Railroad) a distance of 896.56 feet; thence North 69 degrees 51 minutes 42 seconds West along the east right-of-way line of Interstate 41 (also being the west line of the Soo Line Railroad) a distance of 33.00 feet; thence North 20 degrees 08 minutes 38 seconds East, continuing along the easterly right-of-way line of Interstate 41 (also being the west line of the Soo Line Railroad) a distance of 586.15 feet; thence South 88 degrees 44 minutes 26 seconds West along the easterly right-of-way line of Interstate 41 a distance of 85.22 feet; thence 321.64 feet along a 01 degree 40 minute curve to the west having a radius of 3907.22 feet and chord which bears North 04 degrees 00 minutes 49 seconds East, 321.54 feet; thence North 33 degrees 55 minutes 24 seconds East along the easterly right-of-way line of Interstate 41 a distance of 342.28 feet; thence North 88 degrees 44 minutes 09 seconds East a distance of 79.80 feet, more or less, to the east line of Section Five (5), Township Nineteen (19) North, Range Seventeen (17) East, Town of

Neenah, Winnebago County, Wisconsin; thence South 03 degrees 00 minutes 54 seconds East along the east line of said Section Five (5), 1072.13 feet, to the north right-of-way of Enterprise Drive; thence South 87 degrees 13 minutes 34 seconds West along the north right-of-way line of Enterprise Drive a distance of 33.26 feet to the west right-of-way line of Schultz Drive; thence South 03 degrees 01 minutes 54 seconds East along the west right-of-way line of Schultz Drive a distance of 906.82 feet to the **Point of Beginning**.

Parcel IDs: 0213000603, 0213000604, 0213000605, 0213000606, 0213000607, 0213000608, 0213000609, 0213000610, and 0213000611

Section 2. Severability. In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

Section 3. Repeal and Effective Date. All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Adopted: _____

Published: _____

Approved:

Dean R. Kaufert, Mayor

Attest:

Patricia Sturn, City Clerk

CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES
Tuesday, April 9, 2019 - 6:30 PM
Hauser Room - City Administration Building

Present: Aldermen Bates, Hillstrom, Lang, Lendrum and Stevenson

Also Present: Mayor Kaufert, Director of Public Works Kaiser, Director of Community Development and Assessment Haese, Police Chief Olson, Police Captain Bernice

Minutes:

Motion/Second/Carried Hillstrom/Lendrum to approve the minutes of the March 26, 2019, Regular Meeting. All voting aye.

Public Appearances: None.

Vehicle Purchase Request - Parking Vehicle: Police Captain Bernice provided the Committee with a presentation that expanded on his April 4, 2019, memo requesting authorization to purchase a vehicle to replace the 2007 Chevrolet Impala, which is currently utilized as the City's parking enforcement vehicle (presentation attached). The vehicle had been scheduled for replacement in 2021. He reviewed estimated repair costs for the Impala, the vehicle hours of use, vehicle mileage, and fuel efficiency. He noted the alternatives for replacement that were considered by the department. The department is recommending the purchase of a Kia Niro hybrid vehicle using budgeted funds remaining from the purchase of police squads. The estimated vehicle purchase, outfitting and LPR transfer cost is \$29,250 to \$31,750. The budget funds remaining is \$47,770.95. Captain Bernice reviewed safety ratings for the vehicle and projected fuel costs.

Committee discussed vehicle longevity. Captain Bernice stated that the expected battery life for the vehicle is 10 years and has a replacement cost of \$4,000-\$5,000. Committee discussed the capacity of the vehicle to service other functions. Captain Bernice confirmed that the vehicle is sized adequately to assist on calls. Committee discussed vehicle ergonomics. Captain Bernice stated that the CSAs have a smaller equipment belt and that the driver's area is sufficiently roomy. He also noted that the department has not yet had a chance to do a test drive. Committee noted that a hybrid vehicle is ideal for this type of driving. Chief Olson was unaware if other departments used hybrid vehicles for this type of work. Committee questioned if the police department had other higher priority vehicle replacements to bring forward. Chief Olson stated that they did not. Committee discussed State vehicle pricing. Chief Olson indicated that they had not yet checked into State pricing. Committee directed the department to report final cost back to the Council. Committee questioned if this is a budget amendment.

REPORT Following discussion, **Motion/Second/Carried Stevenson/Hillstrom to recommend Council authorize the police department to proceed with the purchase of a Kia Niro to serve as the City's parking enforcement vehicle for a package cost of less than \$32,000, using funds remaining from the purchase of police squads.** All voting aye.

Revision to Stormwater ERU Calculation Single Family Residential: Director Kaiser reviewed his memo of April 4, 2019, regarding a revision to the storm water management services ordinance relative to the equivalent runoff unit (ERU) calculation for single family residential property.

Public Services and Safety Committee Meeting

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He stated that these properties currently are charged based on a graduated scale either 0.5 ERU, 1 ERU or 2 ERU. He noted that if all of these properties were charged at 1 ERU, there would be about an \$8,600 reduction in revenue from these customers. He indicated that staff is concerned with the resources needed to accurately maintain the residential impervious area data in the manner needed for the graduated billing arrangement. He noted that the time and effort needed to maintain the single family residence data is difficult to justify for such a limited amount of revenue. He recommended that staff be directed to modify the stormwater management services ordinance to provide for a charge of 1 ERU for all developed single family residential property.

Mayor Kaufert addressed the Committee to express support for the change. He stated that this issue was identified during GIS discussions and that the change will improve efficiency and consistency. He stated that it is in line with the staff-wide continuous process improvement efforts Director Haese addressed the Committee to express support for the change. He concurred with the desire to address the staff time needed to maintain this data accurately.

Director Kaiser confirmed that this change would be incorporated into revisions to the stormwater management services ordinance, which will come back to Committee for review.

Following discussion, it was the consensus of the Committee that staff should modify the stormwater management services ordinance to provide for a change to 1 ERU for all developed single family residential property.

Final Resolution No. 2019-12: Sanitary Sewer Lateral Construction (Courtney Court):
Following discussion, **Motion/Second/Carried Stevenson/Hillstrom to recommend Council adopt Final Resolution No. 2019-12 for installation of sanitary sewer laterals for properties served by sanitary sewers on Courtney Court.** All voting aye.

Licenses:

Beverage Operator License Applications: The Committee reviewed the beverage operator license applications for Samantha J. Abramson, Lauren N. Holloway, Michael D. Sanford and Tyler M Vanden Busch.

Following discussion, **Motion/Second/Carried Hillstrom/Lang to recommend Council approve beverage operator license applications for Samantha J. Abramson, Lauren N. Holloway, Michael D. Sanford and Tyler M Vanden Busch.** All voting aye.

Public Works General Construction and Department Activity:

1. Contract 2-18 (Cecil, Adams)
 - a. Adams St – Work is complete.
 - b. Cecil St – Final topsoil and seeded will be done when weather permits. The revised contract completion date for purposes of assessing damages is May 1, 2019.
2. Contract 3-18 (Nature Trails/Eaglecrest) – The only work remaining under this contract is completion of the Liberty Heights trail along Woodenshoe Road. The contract will remain open so that this work can be done early this year.

RES.

C.A.

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Quantities on the Nature Trail/Eaglecrest work have been finalized with the contractor. Special assessment billings will be sent in September 2019.

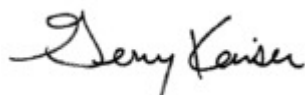
3. Contract 1-19 (Caroline, Stevens, Fifth)
 - a. Caroline Street – Work has not started.
 - b. Stevens Street – Water main and sanitary sewer main have been installed.
 - c. Fifth Street – Water main installation started the week of April 9. Committee discussed arrangements for access to the Whiting Boathouse during construction.
4. Contract 2-19 (Stanley Ct, Stanley St, Thomas)
 - a. Stanley Court – Work has not started.
 - b. Stanley Street – Work has not started.
 - c. Thomas Court – The street was pulverized on April 8. Water main installation has started.
5. Contract 3-19 (Epoxy Pavement Marking) – Work is not yet scheduled.
6. Contract 4-19 (Concrete Pavement and Sidewalk Repair) – Bids will be opened on April 17. Included in the contract are repairs to the travel lanes of Tullar Road (Breezewood – Cecil), sidewalk/trail construction on the south side of Bell along the Commerce Ct Pond and on Pendleton Road (Gay – Cecil).
7. Courtney Court – Work has not started.
8. Storm Water Report – Staff submitted the annual storm water report to the DNR.
9. Tullar Garage Request – Staff has been contacted by the Neenah Sailing Club regarding the possibility of constructing a storage building on the Tullar Garage site. They currently store equipment on the property near the cell tower. Committee questioned the relationship of this organization to city programs. Committee discussed the use of city facilities by outside organizations.
10. High School Parking – Staff is working with school district staff to address parking and access concerns at Neenah High School. Mayor Kaufert outlined several of the issues being considered including opening Memorial Park to high school student parking under controlled conditions, on-street parking removal in several locations and installation of pedestrian crossing beacons on Tullar Road at Byrd Avenue.

Announcements/Future Agenda Items: Mayor Kaufert informed the Committee of a contact that he received from a disabled resident on Stanley Court who expressed appreciation for the effort of public works staff to maintain access to her property during street construction.

Alderman Stevenson inquired about the status of the Cumings sanitary sewer collector project. Mayor Kaufert informed the Committee that an agreement for an easement had been reached with the property owner. Director Kaiser stated that construction would be schedule for late this year after the crops are harvested.

Motion/Second/Carried Hillstrom/Lang to adjourn at 7:45 p.m. All voting aye.

Respectfully submitted,



Gerry Kaiser, PE
Director of Public Works



RESOLUTION NO. 2019-12

FINAL RESOLUTION AUTHORIZING INSTALLATION OF SANITARY SEWER LATERALS AND LEVYING SPECIAL ASSESSMENTS AGAINST BENEFITED PROPERTY.

WHEREAS, the Common Council of the City of Neenah, Wisconsin, held a public hearing in the Council Chambers in the City Administration Building at 7:00 p.m., on the 7th day of February, 2018, for the purpose of hearing all interested persons concerning the preliminary resolution and the final report of the Public Services and Safety Committee on the following proposed improvements in the following described areas, to-wit:

Installation of sanitary sewer laterals for properties served by sanitary sewers on the following streets:

1. Courtney Court

AND WHEREAS, the Common Council has heard all persons desiring audience at such hearing:

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Neenah as follows:

1. That the report of the Public Services and Safety Committee pertaining to the above described improvements, including plans and specifications therefore, is hereby approved and adopted.
2. That the Public Services and Safety Committee is directed to advertise for bids and to carry out the work of such improvements in accordance with its report.
3. That the payment for said improvements be made by assessing the cost to the property benefited as indicated in said report.
4. Assessments shown on the report represent an exercise of the police power and have been determined on a reasonable basis and are hereby confirmed.
5. That the benefits and damages will be included in a revised report after actual costs are known.
6. That the assessments for all projects included in said report are hereby combined as a single assessment but any interested property owner shall be entitled to object to each assessment separately or all assessments jointly for any purpose or purposes.
7. That the assessments shall be paid as provided in the City of Neenah Municipal Code, Section 13-1, except as provided in reports.
8. That the City Clerk is directed to publish this resolution in the official newspaper of the City of Neenah as a Class 1 notice under Ch. 985, Wis. Stats.

9. That the City Clerk is further directed to mail a copy of this resolution to every property owner whose name appears on the assessment roll whose post office address is known or can, with reasonable diligence, be ascertained.

Recommended by: Public Services
and Safety Committee

CITY OF NEENAH, WISCONSIN

Moved: _____

Dean Kaufert, Mayor

Passed: _____

Patricia Sturn, City Clerk

**CITY OF NEENAH
FINANCE AND PERSONNEL COMMITTEE MEETING
Monday, April 8, 2019 – 6:30 p.m. or Immediately
Following the Committee of the Whole Meeting
Hauser Room, Neenah City Administration Building
211 Walnut Street, Neenah, Wisconsin**

MINUTES

Present: Chairman Erickson; Aldermen Kunz, Steele, Stevenson and Boyette; Mayor Kaufert; Assistant City Attorney VandenHeuvel; Director of Finance Easker.

Others Present: Director of Community Development Haese, Police Chief Olson, Director of Information Systems Wenninger, Deputy Director of Community Development Schmidt.

Absent/Excused: None.

Public Appearances: None.

Minutes: **Motion/Second/Carried Boyette/Kunz to approve the minutes from the March 25, 2019 Regular Meeting.** All voting aye.

Development Agreement – Integrity Acres Subdivision: Committee reviewed memo of Deputy Director Schmidt recommending Council approve the Integrity Acres Development Agreement. The proposed plat includes 10 single-family residential lots located west of Woodenshoe Road and south of CTH G. The Agreement indicates that the Developer is responsible for installing public utilities, with the costs of oversized water main needed to accommodate future development north and west of the property being reimbursed to the developer. Additional costs for the 2” mat and future sidewalks are to be held in escrow. Committee and staff discussed various aspects of the proposed agreement

Motion/Second/Carried Kunz/Stevenson recommending Council approve the Integrity Acres Development Agreement. All voting aye.

Request to Approve City of Neenah and FVTC Fiber Optics MOU: Committee reviewed memo of Director Wenninger requesting approval of a Memo of Understanding (MOU) transferring ownership of fiber optic cable between City Hall and 2320 Industrial Drive in the City of Neenah from FVTC to the City of Neenah. FVTC installed three pair of fiber in 1999, but vacated the facility a number of years ago. The City has determined it has an interest to add this stretch of fiber to the City’s fiber optics infrastructure. Committee and staff discussed various aspects of the proposed MOU.

Motion/Second/Carried Stevenson/Kunz requesting Council’s approval of a Memo of Understanding transferring ownership of fiber optic cable between City Hall and 2320 Industrial Drive in the City of Neenah from FVTC to the City of Neenah. All voting aye.

REPORT

REPORT

Tentative Agreement for Collective Bargaining Agreement between the City and the Neenah Professional Police Association & Police Supervisors 2019-2021: Committee reviewed memo from Assistant City Attorney VandenHeuvel recommending Council approve the Tentative Agreements with the Neenah Professional Police Officers Association and the Neenah Police Supervisory Bargaining Unit for contract terms from January 1, 2019 to December 31, 2021 and authorize preparation and execution of amended contracts reflecting the change outlined in the Tentative Agreement (TA) between the City and Unions. The TA includes wage increases between 2.25% - 2.50% for the three year period. Also included are provisions to provide City paid health insurance for families of officers who die in the line of duty, reducing pay for officers going through the City-paid Police Academy and enhanced vacation benefits for new officers or those transferring from another police department.

Committee and staff discussed various aspects of the proposed TA. Aldermen Kunz and Stevenson questioned what the City received in return for the enhanced vacation benefits for new officers or those transferring from another police department. Assistant City Attorney VandenHeuvel and Director of Finance Easker explained that for recruiting purposes, the City also was interested in seeing an increase in vacation benefits for new hired officers. Committee members requested detailed information on the reimbursement process for officers who leave the employ of the City after attending the City-paid Police Academy.

Motion/Second/Carried Stevenson/Steele recommending Council approve the Tentative Agreements with the Neenah Professional Police Officers Association and the Neenah Police Supervisory Bargaining Unit for contract terms from January 1, 2019 to December 31, 2021 and authorize preparation and execution of amended contracts reflecting the change outlined in the Tentative Agreement between the City and Unions. All voting aye.

Motion/Second/Carried Boyette/Stevenson to adjourn the meeting at 7:55 p.m. All voting aye.

Respectfully submitted,



Michael K. Easker, CPA
Director of Finance

REPORT

THIS AGREEMENT, made pursuant to Chapter 25 of the City of Neenah Municipal Code by and between the CITY OF NEENAH, Winnebago County, Wisconsin, a body politic and municipal corporation by its Common Council ("City") and Integrity Construction, LLC, the owner and developer ("Developer") of the following property lying within the City of Neenah:

All of Lot 2 of Certified Survey Map No. 7383 as recorded in Volume 1 of Maps on Page 7383 as Document No. 1771789, located in the Northeast 1/4 of the Northeast 1/4 of Section 12, Township 19 North, Range 16 East, City of Neenah, Winnebago County, Wisconsin.

Recording Area

Return to:

James G. Godlewski, City Attorney
City of Neenah, 211 Walnut Street
Neenah, WI 54956

Parcel No.: 8-11-3000-00-00

WHEREAS, Chapter 25 of the Neenah Municipal Code provides for the installation of required improvements (hereinafter referred to as the "Improvements") in new subdivisions, and

WHEREAS, the Developer has proposed to develop a residential subdivision on the above-referenced property located in the City (herein after referred to as "Integrity Acres" or the "Development"); and

WHEREAS, Exhibit 1 shows Integrity Acres which has been approved by the City and has or will be recorded in the Winnebago County Register of Deeds Office; and

WHEREAS, a series of meetings and negotiations have taken place between the City and the Developer to determine various development and financial responsibilities as between the City and the Developer for on-site and off-site public improvements and fees in connection with the proposed subdivision; and,

WHEREAS, the City and the Developer, for their mutual benefit, have mutually agreed as to development and financial responsibilities for public improvements and fees in connection with the proposed subdivision;

NOW THEREFORE, in consideration of the mutual promises contained herein, the sufficiency of which is hereby acknowledged, it is mutually agreed as follows:

1. **Sanitary Sewer Interceptor Fee and Subdivision Fee.** For Integrity Acres, the Developer shall pay within 30 days of billing by the City a sanitary sewer interceptor fee in the amount of \$1,000.00 per acre and a subdivision fee of \$1,000.00 per acre as detailed in Exhibit 2. As subsequent phases of Integrity Acres are developed, the Developer shall be billed for the sanitary sewer interceptor fee and the subdivision fee at the established rate in effect at the time of platting.

2. **Storm Water Infrastructure Fee.** For Integrity Acres, the Developer shall pay a storm water infrastructure fee in the amount of \$5,000.00 per acre as detailed in Exhibit 3. Street right-of-way and all other public land including, but not limited to parks, storm water ponds, and easements lying within and/or adjacent to the subdivision shall also be included in the storm water acreage calculation. Existing mapped wetlands shall not be included in the storm water acreage calculation. This storm water infrastructure fee shall include all construction costs associated with storm water infrastructure installation except for the following which shall be funded entirely by the Developer:

- design engineering
- plan and specification development
- contract bidding
- construction engineering
- final inspection
- erosion control
- yard drains and associated piping
- perforated catch basin drain pipes
- final storm sewer cleaning and televising
- plan review by the City
- field staking and surveying
- project administration
- construction inspection
- final "as built" measurements
- bedrock blasting and removal
- storm sewer house laterals
- storm water ponds

It is anticipated that the Developer will pay contractors for the costs of the storm water infrastructure installation during construction, and that the difference between the \$5,000 per acre Storm Water Infrastructure Fee and actual costs of those items covered by the Storm Water Infrastructure Fee will be settled upon completion and City acceptance of such construction. The Developer shall advance the costs of the public storm water infrastructure installation during construction, and such costs paid by Developer shall offset the Storm Water Infrastructure Fee. Once all costs of the storm water infrastructure installation have been definitively determined, to the extent that Developer has paid costs in excess of \$5,000 per acre, the City shall reimburse Developer such excess. To the extent that Developer has paid less than \$5,000 per acre, the Developer shall pay the City the difference within 30 days of billing by the City.

3. **Storm water Ponds.** The Developer shall fund 100% of all costs associated with the design and construction of all local storm water ponds and management areas required to serve the development which include but are not limited to:

- development of design calculations
- design engineering
- plan and specification development
- plan review by the City
- plan review by City-hired consulting engineer
- contract bidding
- project administration
- construction engineering
- field staking and surveying
- construction inspection
- final inspection/cross-sections
- final "as built" measurements
- land on which ponds are constructed
- excavation and finished grading
- bedrock blasting and removal
- installation of clay or synthetic liners
- installation of all inlet and outlet control structures
- piping and appurtenances
- purchase and installation of "City approved" fountain and aerator systems
- seeding with the appropriate City approved aquatic vegetation and mesic seed mixes
- fertilizing and hydromulching
- erosion control
- erosion control mats and landscaping
- installation of all fronting gravel streets city utilities and infrastructure
- installation of other fronting public utilities including, but not limited to, gas, electric, telephone, cable television, and street lighting

All pond and management area calculations and designs must be stamped and submitted by a registered professional engineer licensed to practice in the State of Wisconsin. Pond and

management area design and construction shall be in accordance with all local, state, and federal regulations and recommended design standards.

Upon certification by an “as-built” survey that the pond has been constructed in accordance with the approved engineering plans, the Developer shall dedicate and the City shall accept ownership and maintenance responsibility of the pond.

The City recognizes that the proposed storm water pond is intended to serve an area which extends past this Development. Per the Storm water Management Plan submitted and approved by the City this service area extends to land west of the proposed Development. It is also recognized that the Developer is proposing to develop the approximately 18.5 acre parcel west of the proposed Development. The remaining acreage as identified in the service area for the pond benefits a portion of the land west of the future phase of Integrity Acres which equates to approximately 1.15 acres. The City will reimburse the Developer for the construction of the storm water pond including the non-reimbursable storm water infrastructure as identified in Section 2 for this 1.15 acre area and hold those costs as a deferred assessment on the parcels that are impacted. The reimbursement is subject to review of all final invoices by the Director of Public Works. An estimate of the amount to be reimbursed is detailed on Exhibit 3.

4. **Storm Water Management.** The Developer shall pay a storm water management, erosion control, plan review and inspection fee of \$200 per plat plus \$75 per lot (Exhibit 2) to cover the City's costs for plan review and inspection of storm water management and erosion control methods and practices.
5. **Water main within the Subdivision Plat.** The Developer shall pay the full cost of water mains and water services within the plat including those that may front on all dedicated public lands, including but not limited to, parks, schools, dedicated public wetlands and open spaces, detention ponds and other public areas. The Developer shall provide the Water Utility a complete accounting of all costs related to the installation of the water main and appurtenances within the Development. The Neenah Water Utility shall own and maintain the water mains and appurtenances inside the Development. The water service to each residence shall be installed by the Developer and owned by the resident. The Neenah Water Utility shall maintain the service from the water main to and including the curb box. Maintenance from the curb box to the house shall be the responsibility of the resident. The Developer shall pay for Neenah Water Utility inspection and testing during installation of the water main inside the Development as detailed in Exhibit 4.
6. **Oversize Water Main Installation and Reimbursement.** The Neenah Water Utility is proposing the water main to be installed in the Development be oversized to accommodate future water supply needs. The Neenah Water Utility shall reimburse the Developer for the additional cost attributable to installing a 16-inch water main rather than the 10-inch water main required by the Water Utility's design and construction standards. Utility staff will work with the Developer to estimate the cost difference for labor and materials to install the 16-inch water main versus the 10-inch water main. An estimate of the oversizing reimbursement is included in Exhibit 4.
7. **Sanitary Sewer Within the Subdivision Plat.** Developer shall pay the full cost of installing all sanitary sewer mains and sanitary sewer laterals within the plat including those that may front on all dedicated public lands, including but not limited to, parks, schools, dedicated public wetlands and open spaces, detention ponds and other public areas. If needed, the installation of an oversized sewer main required by the City shall be reimbursed to the Developer as detailed in Exhibit 7.
8. **Streets, Curb and Gutter and Sidewalks Within the Subdivision Plat.**

Street Grading/Graveling: The Developer shall pay the full cost of grading/graveling all streets within the plat, including those streets that may front on all dedicated public land and outlots, including but not limited to, parks, schools, dedicated public wetlands and open spaces, detention ponds and other public areas. The City shall establish and enforce spring load limits on

all gravel streets.

Gravel Street Maintenance: Prior to the date of City acceptance, as described below, the Developer shall be completely responsible for all gravel street maintenance including but not limited to: removal of mud, dust and other non-granular deleterious material on an “as needed” basis, periodically adding granular material necessary to re-establish the true line and grade and cross section of the street, cleaning out catch basins and periodically on an “as needed” basis regrading and filling all potholes, settled areas and areas where traffic has disturbed the gravel, and providing any City mandated dust control. If during the time prior to the City accepting maintenance responsibility, the Developer fails to maintain the gravel streets in a manner acceptable to the City, the City shall, after a 48-hour notice to the Developer, perform the required maintenance on the gravel street and bill all costs for this maintenance work to the Developer.

Two-Inch Asphalt Mat: The Developer shall pay the full cost of placing a two-inch asphalt mat on all streets within the plat, including those streets that may front on all dedicated public land and outlots, including but not limited to, parks, schools, dedicated public wetlands and open spaces, detention ponds and other public areas. Cost for said two-inch mat construction shall be prepaid, or escrowed, by the Developer based on estimated costs for similar construction. In the event that actual costs are less than the escrowed fund, any such excess of the escrowed funds shall be returned to Developer. In the event that the escrow is insufficient, then the City reserves the right to special assess the shortage against the individual lots in Integrity Acres (See Exhibit 5).

In the year following the installation of utilities and gravel as provided for above, and after the gravel street and utility trenches have been subject to a winter “freeze-thaw” cycle and settled, the Developer shall grade and remove all mud and non-granular deleterious materials, re-shape and fine grade the gravel street, and add any required gravel to re-establish the true, designed grade, profile and cross section of the gravel streets. The City shall then install a two-inch asphalt mat surface on the streets. The City shall establish and enforce spring load limits on all asphalt mat streets.

Final Street: When installed, curb/gutter and final street pavement shall be assessed 100% by the City to the adjacent City lot owners of record with the exception that all costs associated with installation of curb/gutter and permanent pavement that front all public lands, including but not limited to: parks, greenspace, trails, outlots, and detention ponds shall be prepaid, or escrowed, by the Developer based on estimated costs for new street construction. Once public improvements anticipated by this paragraph are installed, in the event that actual costs are less than the escrowed fund, any such excess of the escrowed funds shall be returned to Developer. In the event that the escrow is insufficient, then the City reserves the right to special assess the shortage against the individual lots in Integrity Acres (See Exhibit 5).

Sidewalks: The Developer shall pre-pay or escrow the estimated cost for installing sidewalk at the following locations: 1) on both sides of Integrity Way; 2) crossing Integrity Way at Woodenshoe Road; 3) crossing Woodenshoe Road to connect to the Woodenshoe Road trail. Said sidewalk shall be installed by the City in conjunction with construction of the Two-inch Asphalt Mat, described above, unless otherwise scheduled with the approval of the City. The lot owner of record for lots that develop and install sidewalk prior to the scheduled construction of sidewalk in the subdivision shall be reimbursed from the pre-paid or escrowed funds an amount equal to the estimated cost of sidewalk installation for that lot. (See Exhibit 5).

9. **Contract Procedures.** The Developer’s engineer shall prepare the contract documents, construction plans and specifications, let the contracts, and provide all supervision, and all contract administration for the installation of sanitary sewer, storm sewer, water main, grading and graveling, and all appurtenances and shall bill the Developer for these services. The Developer’s design engineer shall perform the construction staking. All plans and specifications for the improvements shall be consistent with City specification standards. The City shall review for approval all plans, specifications and contract documents in a timely manner. The City shall

provide all construction inspection and shall bill the Developer for these services. Notwithstanding anything to the contrary in this agreement, construction inspection services by the City is not intended to, nor does it provide any guaranty of performance. The inspection services provided for by the City are for the City's benefit and may be relied upon only by the City. In the event that Improvements installed by the Developer do not operate properly even after inspections by the City, it shall remain the Developer's responsibility, at the Developer's sole cost, to correct any deficiencies so that the Improvements are working properly before the City is obligated to accept the Improvements as part of the public infrastructure.

10. **Park Dedication.** [Intentionally left blank]
11. **Outlots and Public Parks.** [Intentionally left blank]
12. **Sewer Cleaning and Televising Inspection.** Upon completion of installation of grading and graveling and prior to final acceptance by the City, the Developer shall clean all sanitary and storm sewer mains, all catch basin leads and all back yard drain pipes using a City approved sewer cleaning contractor utilizing modern "jet trucks" of adequate horsepower and capacity. Upon completion of sewer cleaning all sewer mains and back yard drainpipes shall be televised in color and the televising records provided to the City in a City-approved electronic format. Catch basin leads do not need to be televised but all leads must be cleaned and lamped and their condition verified in a written report. All catch basins and back yard drains shall be cleaned of gravel and debris.
13. **Public Improvements Dedication.** The Developer agrees to convey by deed or dedication to the City all the streets, roads, courts, avenues, drives, public ways and parks in the Plat. Developer further agrees to convey the public access ways and storm water detention ponds by deed to the City. All public improvements contemplated in the final plat shall be constructed within areas to be dedicated to the City either by deed, dedication or easement as contemplated in the final plat and this agreement. The City agrees to accept the dedication of all the Public Improvements in the Plat, whether by deed, dedication or easement subject to the City's Acceptance of the Public Improvements in accordance with and subject to the terms of the City's Subdivision Ordinance.
14. **Utilities.** The Developer shall pay the entire cost associated with installation of underground gas, electric, telephone and cable TV utilities and street lights throughout the entire development including the cost of installing utilities and street lights adjacent to detention ponds, parks, outlots, green space, trails and other public lands. Streetlights are required and the Developer shall be responsible for requesting the street lighting system from We Energies. The street lighting plan, electrical distribution plan, and natural gas layout shall be designed by We Energies and approved by the City.

Standard street lighting shall be wood poles with LED fixtures. The City shall pay We Energies the monthly electrical charge for standard street lighting. The developer shall be responsible for all additional costs associated with installation of a decorative street lighting system by We Energies. In addition, the developer shall also be responsible for the monthly charges for a decorative system that are in excess of the monthly charges for a standard system through payment to the City of the present value of the cost difference. The Developer shall coordinate with the City any street lighting requested beyond the standard.
15. **Off-Site and Other Existing Improvements.** [Intentionally left blank]
16. **Terrace Trees Contribution.** The Developer shall pay a terrace tree contribution in the amount of \$150.00 per lot. This terrace tree contribution shall be paid by the Developer, on a per lot basis at the time of final closing of each lot sale. The subdivision plat shall note on its face "\$150.00 per lot 'Terrace Tree' contribution". This contribution will be deposited in the "City of Neenah Carpenter Tree Fund Trust" tax-exempt account and will be used to plant trees on the street terraces within the subdivision at the time curb and gutter is installed (Exhibit 6).

17. **Building Permits.** Provided Developer has installed water mains, storm sewer, sanitary sewer and gravel base to a given lot and guarantees of installation have been provided for electric, gas, phone and cable services, Developer and/or Developer's assigns and successors in interest shall be permitted to obtain building and erosion control permits for such lot.
18. **Plan Review and Construction Inspection.** The Developer shall pay a fee for plan review and construction inspection of proposed improvements as outlined in Exhibit 7. Said Fee shall be based on \$950 for plan review and an estimated \$4,800 for inspections by City staff. Actual costs shall be determined based on actual time spent by City Staff. In the event that the City, in its sole discretion, determines that it requires the assistance of either outside consultants to review plans or provide for construction inspection services, the Developer shall pay the actual cost of such outside consulting services plus 10% for administration.
19. **Damages.** The Developer shall repair or replace, as directed by the City and to the City's satisfaction, at Developer's own cost, any damage caused by the installation of the improvements.
20. **City Costs.** [Intentionally left blank]
21. **Estimated Cost Summary Escrow Payment.** The estimate of costs paid by the Developer is attached hereto as Exhibits 2-7 and shows the items and estimated amounts to be paid by the Developer, including the basis for the Sanitary Sewer Interceptor Fee and Storm Water Infrastructure Fee. The total of the estimate of costs provides the basis for determining the amount of the escrow. The Developer shall submit a payment to be held in a City escrow account in the amount of **\$62,599.00**. The escrow amount is based on the amounts shown in Exhibit 5.
22. **Financing Alternative.** [Intentionally left blank]
23. **Consistency With Adopted Ordinances and Resolutions.** The City represents that this Agreement and the terms and conditions contained herein are consistent with adopted ordinances and resolutions on the subject matter.
24. **Merger.** This Agreement along with Exhibits sets forth the entire understanding of the parties relative to its subject matter and supersedes and merges any and all prior communications, negotiations and agreements, oral or written.
25. **Governing Law.** This Agreement shall be construed in accordance with the laws of the State of Wisconsin.
26. **Severability.** It is understood and agreed that the provisions of this agreement shall be deemed severable and the invalidity or unenforceability of any one or more of the provisions contained herein shall not affect the validity and enforceability of the other provisions contained herein.
27. **Modification.** This agreement may not be modified or amended, except in writing, with the written consent of both the City and the Developer.
28. **Notices.** Any notices required under this agreement shall be deemed made as of the date deposited in the US mail, postage prepaid and addressed to the following.

If to the City:

Director of Public Works
City of Neenah
211 Walnut Street
Neenah, WI 54956

If to Developer:

Integrity Construction, LLC
Attn: Richard Van Sistine III
2835 W. College Avenue
Appleton, WI 54914

Dated this ____ day of _____, 2019.

CITY OF NEENAH

INTEGRITY CONSTRUCTION, LLC

_____(SEAL)
Dean R. Kaufert, Mayor

Richard C. Van Sistine III, Member

Attest: _____(SEAL)
Patricia A. Sturn, City Clerk

Michael J. Werth, Member

AUTHENTICATION

Signature(s) of Dean R. Kaufert, Mayor and Patricia A. Sturn, City Clerk authenticated this ____ day of _____, 2019.

Jean E. Werth, Member

James G. Godlewski
Title: Member State Bar of Wisconsin

THIS INSTRUMENT DRAFTED BY:

James G. Godlewski, City Attorney
211 Walnut St., Neenah, WI 54956

(SIGNATURES MAY BE AUTHENTICATED OR
ACKNOWLEDGED. BOTH ARE NOT NECESSARY.)

ACKNOWLEDGMENT

STATE OF WISCONSIN)
) ss.
COUNTY OF _____)

Personally came before me this ____ day of _____, 2019 the above- named Richard C. Van Sistine III, Michael J. Werth and Jean E. Werth who acknowledged that they are members of Integrity Construction, LLC, a Wisconsin limited liability company, and that he is authorized to execute the foregoing instrument on Integrity Construction, LLC's behalf.

Notary Public, _____ County, Wisconsin.
My commission is permanent.
(If not, state expiration date: _____)

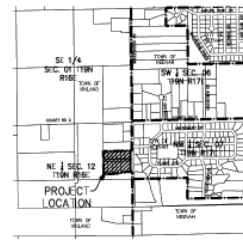
Exhibit 1 Integrity Acres Plat Map

INTEGRITY ACRES

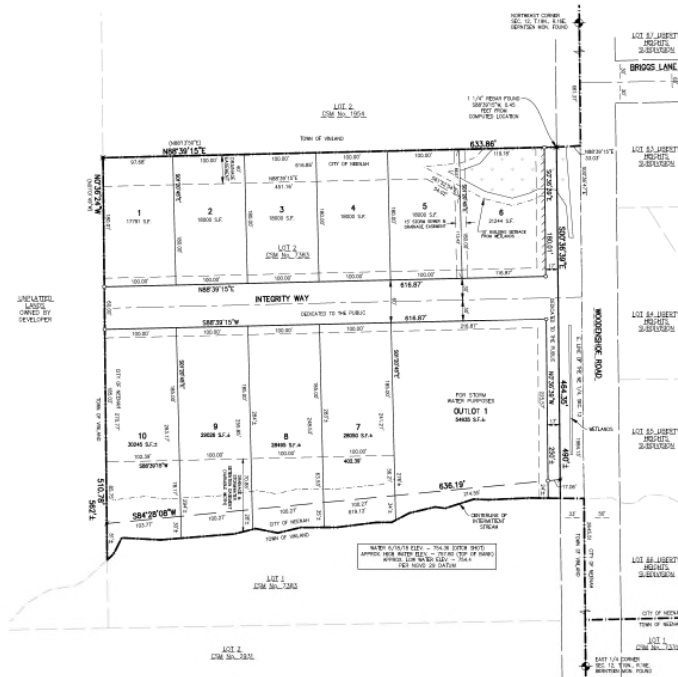
ALL OF LOT 2 OF CERTIFIED SURVEY MAP NO. 7383 AS RECORDED IN VOLUME 1 OF MAPS ON PAGE 7383 AS DOCUMENT NO. 1771789, LOCATED IN THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 12, TOWNSHIP 19 NORTH, RANGE 16 EAST, CITY OF NEENAH, WINNEBAGO COUNTY, WISCONSIN

APPROVAL AGENCIES
CITY OF NEENAH
OFFICE HAVING AUTHORITY TO OBJECT
DEPARTMENT OF ADMINISTRATION
WINNEBAGO COUNTY PLANNING & ZONING

OWNER/SUBDIVIDER
INTEGRITY CONSTRUCTION, LLC
2822 N. COLLEGE AVE.
APPLESIN, WI 53009
(920) 200-9493
SURVEOR
DAVE SCHWALZ
1445 MEMORAH DRIVE
NEENAH, WI 54956
(920) 791-4200



LOCATION MAP



BEARINGS ARE REFERENCED TO THE EAST LINE OF THE NORTHEAST 1/4 OF SECTION 12, TOWNSHIP 19 NORTH, RANGE 16 EAST, WHICH BEARS BEARINGS FOR WINNEBAGO COUNTY COORDINATE SYSTEM.

60 30 0 60
SCALE - FEET

- NOTES
- ANY LAND BELOW THE ORDINARY HIGH WATER MARK OF A LAKE OR A NAVIGABLE STREAM IS SUBJECT TO THE PUBLIC TRUST IN NAVIGABLE WATERS THAT IS ESTABLISHED UNDER ARTICLE IX, SECTION 1, OF THE STATE CONSTITUTION.
 - SIDEWALKS WILL BE INSTALLED ALONG BOTH SIDES OF INTEGRITY WAY WITH THE PUBLIC RIGHT-OF-WAY.
 - THE FRONT YARD SETBACK FOR THE CITY OF NEENAH ZONING ORDINANCE IS A MINIMUM OF 25 FEET. (SEE RESTRICTIVE COVENANTS FOR ADDITIONAL SETBACK REQUIREMENTS).

- ACCESS RESTRICTION
- LOT 6 IS HEREBY RESTRICTED SO THAT NO OWNER, POSSESSOR, USER, LICENSEE OR OTHER PERSON MAY HAVE ANY RIGHT OF DIRECT VEHICULAR ACCESS FROM OR EGRESS TO WOODS/NOISE ROAD. IT IS EXPRESSLY INTENDED THAT THIS RESTRICTION CONSTITUTES A RESTRICTION FOR THE BENEFIT OF THE PUBLIC AS PROVIDED IN S. 236.22(3), STAT., AND SHALL BE ENFORCEABLE BY THE CITY OF NEENAH OR WINNEBAGO COUNTY OR ITS AGENTS.

- LEGEND
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 - ◇ - 199 1/4" x 20" ROUND STEEL BEAM
 - ◇ - 200 1/4" x 20" ROUND STEEL BEAM

- CITY OF NEENAH DRAINAGE & RETENTION REQUIREMENTS
- MAINTENANCE OF ALL DRAINAGEWAYS AND ASSOCIATED STRUCTURES WITHIN THE SUBDIVISION OR SERVING THE SUBDIVISION IS THE SOLE RESPONSIBILITY OF THE PROPERTY OWNERS.
 - UPON FAILURE OF THE PROPERTY OWNERS TO PERFORM MAINTENANCE OF THE DRAINAGEWAYS AND ASSOCIATED STRUCTURES, THE CITY OF NEENAH RESERVES THE RIGHT TO PERFORM MAINTENANCE AND/OR REPAIR. THE COSTS OF SUCH MAINTENANCE AND/OR REPAIRS SHALL BE ASSESSED AGAINST THE PROPERTY OWNER(S) OF THE SUBDIVISION WITH A DRAINAGE COVENANT.
 - A DRAINAGE PLAN AND STORM WATER MANAGEMENT PLAN HAS BEEN FILED WITH THE CITY OF NEENAH WHICH STATES THE DESIRED LEVELS OF MAINTENANCE FOR ALL THE IDENTIFIED STORM WATER MANAGEMENT SYSTEMS.
 - UPON FINAL GRADING, THE DEVELOPER AND/OR OWNER SHALL COMPLY WITH THE SURFACE WATER DRAINAGE PLAN AS APPROVED BY AND ON FILE WITH THE CITY OF NEENAH.
 - NO BUILDINGS OR TALL STRUCTURES WITHIN THE WETLANDS ARE PERMITTED BY THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES AND/OR US ARMY CORPS OF ENGINEERS.
 - SUMP PUMP DISCHARGE ARE TO BE CONNECTED TO THE STORM SEWER LATERAL PROVIDED.
 - ROOF DOWNSPOUTS SHALL DISCHARGE AT GRADE AND SHALL NOT BE CONNECTED TO THE STORM SEWER SYSTEM.
 - GARAGES ARE RECOMMENDED TO BE LOCATED ON THE "REAR" SIDE OF THE LOT.
 - LOTS 7-10 SHALL HAVE A MINIMUM GRADE AT FOUNDATION ELEVATION OF 783.00, NO LOOK-OUT OR EXPOSED WINDOWS BELOW ELEVATION 783.00.

RECORDED
IN BOOK 15, PAGE 15
MAY 15, 2017

David M. Schaefer
Surveyor

McMAHON
SURVEYING & CONSULTING, INC.
1000 WISCONSIN STREET, SUITE 200
NEENAH, WI 54956
TEL: 920.791.4200
WWW.MCMANON.COM

SECTION 1 OF 2

This plat is subject to the plat and report of
Map 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 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1197, 1198, 1199, 1200, 1201, 1202, 1203, 1204

Exhibit 1 (continued) Integrity Acres Plat Map

INTEGRITY ACRES

ALL OF LOT 2 OF CERTIFIED SURVEY MAP NO. 7383 AS RECORDED IN VOLUME 1 OF MAPS ON PAGE 7383 AS DOCUMENT NO. 1771789, LOCATED IN THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 12, TOWNSHIP 19 NORTH, RANGE 16 EAST, CITY OF NEENAH, WINNEBAGO COUNTY, WISCONSIN

SURVEYOR'S CERTIFICATE

I, David M. Schmidt, Wisconsin Professional Land Surveyor, PLS-1284, certify that I have surveyed, drawn and prepared all of Lot 2 of Certified Survey Map No. 7383 as recorded in Volume 1 of Maps on Page 7383 as Document No. 1771789, located in the Northeast 1/4 of the Northeast 1/4 of Section 12, Township 19 North, Range 16 East, City of Neenah, Winnebago County, Wisconsin.

That I have made such survey, land division, and plat under the direction of the owners of said land. That such plat is a correct representation of all existing boundaries of the land surveyed and the subdivision thereof made. That I have fully complied with the provisions of chapter 236 of the Wisconsin Statutes and the subdivision regulations of the City of Neenah in surveying, dividing and mapping the same.

Dated this 13th day of March, 2019

David M. Schmidt

David M. Schmidt, PLS-1284
Wisconsin Professional Land Surveyor



CERTIFICATE OF CITY TREASURER

I, Michael K. Cosler, being the duly elected, qualified and acting City Treasurer of the City of Neenah, do hereby certify that the records in my office show no unpaid taxes or special assessments on or affecting the lands included in Integrity Acres.

Date _____ City Treasurer - Michael K. Cosler

CITY OF NEENAH APPROVAL

Resolved that "Integrity Acres" in the City of Neenah, Integrity Construction LLC, as Owner is hereby approved by the Common Council.

Date _____ Approved Mayor - Dean R. Kaulert

Date _____ Signed Mayor - Dean R. Kaulert

I certify that the foregoing is a copy of a resolution adopted by the Common Council of the City of Neenah.

City Clerk _____ Patty A. Sturm

STATE OF WISCONSIN

WINNEBAGO COUNTY

I, Patty A. Sturm, being the duly elected, qualified and acting Clerk of the City of Neenah, do hereby certify that the common council of the City of Neenah, authorizing me to issue a certificate of approval of the First Plat of Integrity Acres upon satisfaction of certain conditions, Integrity Construction LLC and I do hereby certify that all conditions were satisfied and the approval was granted and effective on this _____ day of _____, 2019.

Patty A. Sturm, Clerk _____ Dated _____

COUNTY TREASURER'S CERTIFICATE

I, Mary E. Krueger, being the duly elected, qualified and acting County Treasurer of the County of Winnebago, do hereby certify that the records in my office show no unpaid taxes or special assessments on or affecting the lands included in Integrity Acres.

Date _____ County Treasurer Mary E. Krueger

OWNER'S CERTIFICATE

Integrity Construction LLC, as Owner(s), I/we hereby certify that I/we caused the land depicted on this plat to be surveyed, divided, mapped and delineated as hereunder on Integrity Acres. We also certify that this plat is required by a 236.10 or a 236.12 to be submitted to the following for approval or objection:

Approving Authority _____ agencies having Authority to Object
City of Neenah _____ Winnebago Department of Administration
Winnebago County Planning & Zoning

Dated this _____ day of _____, 2019

Printed Name and Title _____ Authorized Signature _____

Printed Name and Title _____ Authorized Signature _____

Printed Name and Title _____ Authorized Signature _____

State of _____)
County) 399

Personally appeared before me on this _____ day of _____, 2019, the above named persons to me known to be the persons who executed the foregoing instrument, and acknowledged the same.

Notary Public _____ County _____

CONSENT OF MORTGAGEE

Nicolet National Bank, a corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, mortgagee of the above described land, does hereby consent to the surveying, dividing, mapping and depiction of the land described on this plat, and does hereby consent to the certificate of Integrity Construction LLC as owner.

IN WITNESS WHEREOF, the said Nicolet National Bank has caused these presents to be signed by an Authorized Officer, and countersigned by its Authorized Officer as Owen Boyd MacMahon, and its corporate seal to be hereunto affixed this _____ day of _____, 2019.

In the Presence of:
NICOLET NATIONAL BANK OF GREEN BAY

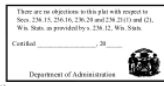
Authorized Officer _____ Authorized Officer _____

Print Name Title _____ Print Name Title _____
(State of Wisconsin) 355

Personally came before me this _____ day of _____, 2019, the above named persons to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public _____ County Wisconsin

My Commission Expires: _____



**Exhibit 2
Integrity Acres**

Fee Schedule

Total Developable Acres (Excludes wetlands and Outlot 1) = 6.10
Total Lots = 10

1. Subdivision Fee: \$1,000/acre x 6.10	\$6,100.00
2. Oversized sanitary sewer interceptor fee: \$1,000/acre x 6.10	\$6,100.00
3. Storm water management, erosion control, plan review and inspection fee: \$200 + \$75/lot	\$950.00
<hr/>	
Total Fees Due Upon Billing	\$13,150.00

**Exhibit 3
Integrity Acres**

**Storm Sewer Cost
Public Infrastructure
(Estimated)**

1. Acreage

Total Developable Acres	6.10
-------------------------	------

2. Storm/Infrastructure Construction Costs

Total Private (Developer) Costs (estimated)	\$27,232.00
Total Public Costs (estimated)	\$45,184.00
<hr/>	
Total Construction Costs (estimated)	\$72,416.00

3. Summary Public Infrastructure Costs

Developer Storm Fee Due City (\$5,000/ac x 6.10)	\$30,500.00
Public Storm Sewer Funded by Developer (estimated)	\$45,184.00
<hr/>	
Balance Due Developer for Public Storm Sewer Funded by Developer (estimated)	\$ 14,684.00

4. Storm Water Pond Reimbursement Costs

Total Cost to Construct Storm Water Pond (estimated)	\$75,354.00
Land within storm water pond service area	
Phase I – 7.50 Acres / 28% (Developer Controlled)	
Phase II – 18.5 Acres / 68% (Developer Controlled)	
Land West of Phase II – 1.15 Acres / 4% (Portions of Parcel Id Nos. 0260260 & 0260259)	

Balance Due Developer for Storm Water Pond funded by Developer (estimated) (\$75,354 x 4%)	\$ 3,014.16
---	--------------------

NOTE: The final amount due under this exhibit shall be determined based on an “as-built” cost determination at the conclusion of construction of the public improvements contemplated by this agreement.

**Exhibit 4
Integrity Acres**

**Water Main Costs
Public Infrastructure
(Estimated)**

1. Oversized Water Main Costs Due Developer (estimated) 16 inch water main and valves	\$38,179.00
2. Installation Inspection Fee Due Water Utility (estimated)	\$1,500.00
<hr/>	
Total Due Water Utility at the time of billing	\$1,500.00

Neenah Water Utility

Integrity Construction - Integrity Acres Phase 1

Water Main Construction Estimation of Costs

Water Main and Related	Quantity	Unit	Cost	Total
16" Water Main	697	LF	\$64.00	\$44,608.00
10" Water Main	0	LF	\$37.00	\$0.00
Live Tap 16" With Valve	1	EA	\$14,100.00	\$14,100.00
Live Tap 10" With Valve	0	EA	\$3,490.00	\$0.00
16" Valve	2	EA	\$6,725.00	\$13,450.00
10" Valve	0	EA	\$2,350.00	\$0.00
Total				\$72,158.00

Estimated Oversizing Costs Due to Developer	Quantity	Unit	Cost	Total
10" vs. 16" Water Main	697	LF	\$27.00	\$18,819.00
Live Tap 10" vs. 16" WM Inc. Valve	1	EA	\$10,610.00	\$10,610.00
10" vs. 16" Valve	2	EA	\$4,375.00	\$8,750.00
Total				\$38,179.00
Estimated Costs Due to Utility	Quantity	Unit	Cost	Total
Inspection Fees	1	EA	\$1,500.00	\$1,500.00

*** Asphalt Repair is Not Reimbursable ***

**Exhibit 5
Integrity Acres**

Escrow/Prepayment

Future Street and Sidewalk

1.	Two Inch Asphalt Mat 666 feet x \$35/centerline foot	\$23,310.00
2.	Sidewalk Installation 1320 feet x \$25/linear foot	\$33,000.00
3.	Final Street: Non-Assessable Frontage Integrity Way: 216.87 feet x \$100/assessable foot Phase I – 7.5 Acres / (29% x 21,687) – Escrow Due Phase II – 18.5 Acres / (71% x \$21,687) – Due at time of development of Integrity Acres Phase II	\$ 6,289.00
<hr/>		
	Total Prepayment/Escrow required	\$62,599.00

**Exhibit 6
Integrity Acres**

Terrace Tree Contribution

1.	Terrace Tree Contribution:	
	\$150/lot x 10 lots	\$1,500.00
	Amount due City upon each Integrity Acres lot closing	\$150.00
	<hr/>	
	Total amount due upon each Integrity Acres lot closing	\$150.00

**Exhibit 7
Integrity Acres**

Oversize Sanitary Sewer

Estimated Developer's Cost Due City

Oversized Sanitary Sewer Main Costs Due Developer (estimated) 10 inch sewer main (cost difference of 8" vs 10" main up to \$5 per lineal foot)	\$ 3,685.00
<u>Installation Inspection Fee Due Water Utility (estimated)</u>	<u>\$ 4,800.00</u>
Total Due at the time of billing	\$ 4,800.00

MINUTES OF THE NEENAH PLAN COMMISSION
Tuesday, April 9, 2019
4:15 p.m.

Present:

Mayor Dean Kaufert, Chairman	PRESENT	Gerry Kaiser, Director of Public Works	PRESENT	Nick Piergrossi, Vice Chairman	PRESENT
Kate Hancock-Cooke	PRESENT	Ald. Christopher Kunz	PRESENT	Karen Genett	PRESENT
Gerry Andrews	PRESENT	Ald. Jane Lang	PRESENT		

Also present:

Brad Schmidt, Deputy Director of Community Development	Cassandra Kohls, Administrative Assistant Community Development	Chris Haese, Director of Community Development
Paul and Bernice Meyer – 116 Armstrong Street (Town of Neenah)	Dave Schmalz – McMahan Associates	

Minutes:

MSC Genett/Andrews to approve the March 26, 2019 meeting minutes. All Aye. Piergrossi and Hancock-Cooke abstained. Motion passed.

Public Appearances: None

Public Hearings: Mayor Kaufert opened the Public Hearing for the rezoning of 2405 Schultz Drive and adjoining railroad right-of-way – I-1, Planned Business Center. No one presented. Mayor Kaufert closed the Public Hearing.

Action Items:

1. Rezoning – 2405 Schultz Drive and adjoining railroad right-of-way – I-1, Planned Business District (Ord. # 2019-12)

Deputy Director Schmidt requested a zoning designation of I-1, Planned Business Center District for the subject property on behalf of Loren’s Salvage Yard. This site was annexed into the city in March 2019. At that time a temporary designation of I-1 was placed on the property. At this time a full designation as I-1, Planned Business District is being requested. In addition, the subject area has been included in an amendment to Tax Incremental District 9.

Ald. Kunz asked if the annexation was completed without contingencies. Deputy Director Schmidt confirmed.

MSC Kaiser/Andrews, Plan Commission recommends Common Council approve Ordinance No. 2019-12, rezoning 2405 Schultz Drive and adjoining railroad right-of-way to the I-1, Planned Business Center District.

All Aye.

2. Final Plat – Cardinal Plat

Deputy Director Schmidt explained that several items have been modified since the preliminary plat. The final plat conforms to the preliminary plat and the review comments from the city have been addressed. A Development Agreement outlining the required fees and responsibilities of the developer and city will be finalized in early April. Items that have not yet been addressed such as location of sidewalks, dedication of outlot one as public open space, water line oversizing and wetland remediation will be incorporated into the Development Agreement.

Member Hancock-Cooke inquired which party would be responsible for the maintenance of the land dedicated for public open space. Deputy Director Schmidt advised the Parks and Recreation Department has advised that this area will become incorporated within the trail system and make a full loop around the platted area. In the meantime it will remain as is.

Ald. Kunz asked for clarification of the dashed lines noted on outlot 1. Director Kaiser clarified that the area running north and south shown on outlot one was the setback for the stream.

Mrs. Bernice Meyer (116 Armstrong Street – Town of Neenah) expressed concern about the maintenance of the public open space. Deputy Director Schmidt indicated the Parks and Recreation Department will not perform regular maintenance such as grass cutting.

Mr. and Mrs. Bernice Meyer expressed concern about clearing the ditch and removal of noxious weeds.

Director Kaiser indicated we do not describe this area as a park. It is described as general open land. He asked who will take care of it at this point.

Mrs. Bernice Meyer indicated when the land was enrolled in a government program, she maintained it.

Mayor Kaufert indicated the city maintains Carpenter Preserve. He doesn’t want to see backup. Mayor Kaufert will partner with Staff and bring back a solution. Mayor Kaufert inquired about the location of storm water drainage.

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REPORT

Director Kaiser indicated some stormwater drainage goes to Eagle Crest subdivision and a detention pond at the end of Pond View.

MSC Piergrossi/Genett, Plan Commission recommends Common Council approve the Final Plat for the Cardinal Plat subdivision subject to the comments on the Plat Review Letter.

All Aye.

3. Final Plat – 1st Addition to Southfield Plat

Deputy Director Schmidt indicated the proposed plat, 3.0 acres in size, includes 5 single-family residential lots and one outlet located east of Bruce Street along the extension of Southfield Court. The outlet is currently a stormwater pond for the church to the south and will be maintained by the city. The final plat is consistent with the preliminary plat which was approved June 2018. The east-west connection street reservation has been eliminated. Staff will work with the property owner and developer to form a Development Agreement.

Member Piergrossi asked if there will be two ponds on the outlet. Deputy Director Schmidt confirmed.

Director Kaiser provided a history of the stormwater ponds. He indicated the pond on outlet one was created during the initial phase of Southfield and was dedicated to the public. The pond on outlet two was constructed when the church expanded. The second pond was relined several times. When the second pond was developed it met the construction standards therefore he didn't feel there was a basis not to accept it.

Member Piergrossi inquired if there were still issues. Director Kaiser indicated there were still issues to address with pond two. They may convert the leaky portion to a dry pond. The original pond is working properly (west pond).

Ald. Kunz expressed his concern that the road cannot go through. He is not in favor of courts. Deputy Director Schmidt indicated with the road going through the lots on either side would lack depth to be viable lots. These lots could remain undeveloped lots and the city would have to acquire the land. An existing property owner also raised their concern.

Mayor Kaufert expressed there would be a traffic conflict with a road going through.

Member Hancock-Cooke inquired about cul-de-sac values. Member Genett did not feel a cul-de-sac location would increase the property value.

MSC Andrews/Lang, Plan Commission recommends Common Council approve the Final Plat for the 1st Addition to Southfield subdivision subject to the comments on the Plat Review Letter.

All Aye.

Member Piergrossi inquired about the completion of Bruce Street after this development is complete. Director Kaiser was in agreement with this idea.

REPORT

Announcements and future agenda items:

Next Plan Commission meeting is scheduled for April 23, 2019.

Future agenda items to include annexation of lands west of Integrity Acres.

Adjournment: The Commission adjourned its meeting at 4:40 P.M. MSC Kaiser/Lang. All Aye.

Respectfully Submitted,



Cassandra Kohls
Administrative Assistant, Community Development

**Minutes of the Board of Public Works Meeting
Tuesday, April 9, 2019 – 12:00 p.m.
Hauser Room**

MEMBERS PRESENT: Mayor Kaufert, City Attorney Godlewski, Director of Finance Easker, Director of Public Works Kaiser, Director of Community Development & Assessment Haese, Alderman Bates and Hillstrom.

ALSO PRESENT: Clerk Sturn, Deputy Director of Community Development & Assessment Brad Schmidt and Forrest Bates.

Chairman Kaufert called the meeting to order at 12:05 p.m.

MINUTES: MSC Hillstrom/Kaiser to approve the minutes from the March 27, 2019 Board of Public Works meeting, all voting aye.

APPEARANCES: None.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Community Development:

Integrity Acres Development Agreement: Dep. Director of Community Development & Assessment Schmidt requested approval of the Integrity Acres Development Agreement. The proposed plat (Integrity Acres) is located west of Woodenshoe Road and south of County Highway G and is broken down into 10 lots plus one outlot for a storm water pond. Dep. Director Schmidt reviewed Exhibit 8 Summary of Developer's Cost, Financing and Financing per Lot. The average lot size is approximately 22,685 square feet which exceeds the minimum lot size for single-family residential lots. The total cost per lot will be approximately \$1,300 per lot. The estimated home cost on these lots is \$300,000 to \$350,000. The Developer is responsible for installing public utilities (water, sanitary, and sewer). Water will be oversized to accommodate future development north and west of this property. The costs associated with oversizing the water main is reimbursed to the developer. City standard requires the lights to be LED. Dir. Kaiser advised that they will give the utilities one winter to settle before installing the 2" mat. **MSC Godlewski/Hillstrom to recommend Council approve the Integrity Acres Development Agreement, all voting aye.**

MSC Hillstrom/Kaiser to adjourn at 12:18 p.m., all voting aye.

Respectfully Submitted,



Patricia A. Sturn
City Clerk

STATUS OF COUNCIL DIRECTIVES ISSUED SINCE JULY 1, 1981

Date: April 16, 2019

Date of Directive: 4/17/2018

Item: Review the street assessment policy – Ordinance Chapter 13.5(D) (2).

Responsible Party: Ald. Lendrum

Status: Pending



2019 Local Government 101 Registration Form

Pewaukee—May 10

Appleton—June 21

Eau Claire—May 17

Ashland—June 28

Madison—May 31

Waupaca—September 13

Thank you to our sponsors!

League Mutual Insurance
Stafford Rosenbaum LLP

Registration must be received at least 5 business days before the workshop date.

Local Government 101 Agenda

8:30 a.m.

Registration/coffee/light breakfast

9:00 a.m.

Welcome

Jerry Deschane, Executive Director or
Gail Sumi, Member Engagement
Director, League of Wisconsin
Municipalities

Organization & Powers
of Cities and Villages

Claire Silverman, Legal Counsel,
or Maria Davis, Assistant Legal Coun-
sel, League of Wisconsin
Municipalities

Recognizing and Avoiding
Conflicts of Interest

Claire Silverman, Legal Counsel, or
Maria Davis, Assistant Legal Counsel,
League of Wisconsin
Municipalities

10:45 a.m.

Break

11:00 a.m.

Budgeting & Financial
Oversight

Staff from Ehlers

12:15 p.m.

Lunch (included)

1:00 p.m.

Procedures for Local
Government Meetings

Dan Hill, Retired Local Government
Specialist

2:30 p.m.

Break

2:45 p.m.

Managing Public Works
Activities

Ben Jordan, Transportation
Information Center, Department of
Engineering Professional
Development, UW

4:00 p.m.

Adjourn

Choose a location/date:

- Pewaukee: Ingleside Hotel, May 10
- Eau Claire: The Lismore, May 17
- Madison: The Holiday Inn Madison at the American Center, May 31
- Appleton: Red Lion Paper Valley, June 21
- Ashland: Best Western Chequamegon Hotel, June 28
- Waupaca: Par 4 Resort, September 13

Registrant's Name (please print)

Position

_____	_____
_____	_____
_____	_____

Contact Person (for questions regarding this registration)

Street Address

City _____ State _____ Zip Code _____

Municipality/Company _____

Phone _____ Email _____

Please check this box if you need accommodations regarding a disability or dietary restriction. We will contact you to make the necessary arrangements.

Registration Fee: \$90 (member) or \$115 (non-member) per person

Registration deadline for each workshop is five business days prior to that event.

Sorry, we cannot accept registrations by phone.

I am paying by CHECK (made payable to League of Wisconsin Municipalities)

I am paying by Credit Card Visa MasterCard

Card Number _____

Expiration Date _____ Security Code _____

Signature _____

THE FINE PRINT:

Only staff members and officials from cities and villages that are currently members of the League of Wisconsin Municipalities may register as members. Registration fees, minus a \$10 processing fee, are refundable if cancellation notice is given five or more business days before the workshop date

HOTEL INFORMATION:

Local Government 101 is designed to be a one-day workshop. However, a small block of rooms has been reserved for over-night reservations. Please call the hotel directly, and reference the League of Wisconsin Municipalities to receive the block rate. (See the PDF of complete hotel information at www.lwm-info.org on the Local Government 101 page.)

Online Registration: www.lwm-info.org

FAX: 608-267-0645

League of Wisconsin Municipalities
131 West Wilson Street, Suite 505
Madison, WI 53703

DAVIS|KUELTHAU
41st Annual Public Officials Program
Monday, April 29, 2019 (5th Monday)



Davis|Kuelthau, s.c. is pleased to invite you to its 41st Annual Public Officials Program for veteran and newly-elected public officials and administrators.

Our Labor and Employment, Municipal, and School and Higher Education teams will update public officials regarding:

- Public Records/Open Meetings Update
- Real Estate/Construction Contract/Environmental Issues
- Case Law/Legal Update
- Municipal Law Enforcement and School District Collaboration Considerations

The evening will conclude with a panel of Davis|Kuelthau attorneys collaborating on responses to the audience's questions regarding the various topics presented as well as address any other issues of interest to public officials.

When

Monday, April 29, 2019
5:00 p.m. – 8:15 p.m.

Where

The Marq | 3177 French Rd | De Pere, WI
(Located one minute off I-41 at County Road S/Freedom Exit)

Agenda

5:00 p.m.	Registration & Reception
6:00 p.m.	Dinner
6:45 p.m.	Program

Who Should Attend

School board members, city council members, town and village board members, county board members, school administrators, mayors, county executives, municipal administrators, human resource professionals and others who have an interest in public sector issues will benefit from attending this program. The program will be particularly helpful to newly-elected public officials.

How to Register

Please complete the attached registration form and mail together with payment of **\$20.00** per person (check payable to **Davis | Kuelthau, s.c.**), to:

Ms. Katrina L. Lancelle, Office Administrator
318 S. Washington St., Ste. 300 | Green Bay, WI 54301

You may also register via <https://tinyurl.com/DKPublicOfficials19with> payment mailed.

Questions? Ms. Lancelle may be reached at 920.431.2240 or klancelle@dkattorneys.com.

About Davis | Kuelthau

Davis | Kuelthau represents many municipalities and school districts throughout the State of Wisconsin. Our firm emphasizes personalized, high-quality client service in all of our practice areas: business law, labor and employment law, commercial and civil litigation, environmental law, municipal special counsel, employee benefits, school law, intellectual property, real estate, commercial finance, insurance coverage, construction, health care, public utilities, and trusts, estates and succession planning.

Meet Our Public Sector Team

Robert W. Burns | Abby S. Busler | Sherry D. Coley | Bruce B. Deadman | Todd Farris
Mary S. Gerbig | Aaron E. Hall | Joseph S. Heino | Christopher J. Jaekels
James M. Kalny | Mark G. Kmiecik | Stephen L. Knowles | Laurie E. Meyer |
Elizabeth K. Miles | Kathy L. Nusslock | Brian C. Randall | Thomas V. Rohan
Katharine G. Shaw | Ryan M. Spott | Anthony J. Steffek | Joseph E. Tierney IV
Ted A. Warpinski

www.dkattorneys.com

Please return the completed registration form and **\$20.00 fee (per person)** via mail no later than **April 22, 2019**.