



City of Neenah
COMMON COUNCIL AGENDA
Wednesday, December 18, 2019 - 7:00 p.m.
Neenah City Hall
Council Chambers

- I. Roll Call and Pledge of Allegiance
- II. Introduction and Confirmation of Mayor's Appointment(s)
 - A. Mayor Kaufert's reappointment Judy Zaretzke & Jim Vedder on the Park & Recreation Commission for three-year terms to expire December 2022. (Motion to confirm) **(UC)**
 - B. Mayor Kaufert's appointment of Nikki Winiecki to fill the unexpired term of Jan Sarnecki on the Library Board, three year term to expire May 2022. (Motion to confirm) **(UC)**
 - C. Mayor Kaufert's reappointment of Josh Preissner and Kent Powley on the Sustainable Neenah Committee for three-year terms to expire December 2022. (Motion to confirm) **(UC)**
 - D. Swearing in
- III. Approval of Council Proceedings
 - A. Approval of the Council Proceedings of December 4, 2019 regular session, Committee of the Whole minutes of December 4, 2019, and Joint Committee of the Whole – Park & Rec Commission minutes of December 4, 2019. **(UC)**
- IV. Public Hearings **(None)**
- V. Plan Commission, Public Services & Safety Committee or Finance & Personnel Committee report pertaining to the Public Hearings **(None)**
- 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: Paul J. Amond, Michael C. Gehrman, Kathleen M. VanStraten and Henry A. Wetzel. **(PSSC)**
 - B. Grant a temporary Class "B" (picnic) beer and wine license to St. Margaret Mary Parish for their chili/bingo night to be held at 620 Division Street on January 18, 2020 **(PSSC)**
 - C. Approve the secondhand article dealer license application (renewal) for Great Estates, 1554 S. Commercial Street. **(PSSC)**
 - D. Approve the secondhand article dealer license application (renewal) for J. Anthony Jewelers, 220 S. Commercial Street. **(PSSC)**
 - E. Approve the secondhand article dealer license application (renewal) for Blind Tiger Games, 675 S. Green Bay Road contingent upon payment of all delinquent fees. **(PSSC)**

- F. Approve the Final Plat for the First Addition to Integrity Acres subdivision. **(PC)**
 - G. **(UC)**
- IX. Reports of standing committees
- A. Regular Public Services and Safety Committee meeting of December 10, 2019: (Chairman Bates/Vice Chairman Lang) (Minutes can be found on the City web site)
 - 1. Committee recommends Council approve purchase of two Energy Logic Waste Oil Furnaces from Black Gold Environmental Services for \$27,321 and an additional \$2,500 for electrical work. **(RollCall-Pro)**
 - 2. Committee recommends Council approve negotiating a contract with OMNNI Associates for engineering and design services for the Jewelers Park Trail, including a hydrology/hydraulics analysis for a total not to exceed the amount of \$61,300. **(RollCall-Pro)**
 - B. Regular Public Services and Safety Committee meeting of November 26, 2019: (Chairman Bates/Vice Chairman Lang) (Minutes can be found on the City web site)
 - 1. Committee recommends Council deny the beverage operator license (new) for Brianna R. Rich with the motion to be reported at the December 18, 2019, meeting of the Common Council. **(RollCall-Pro)**
 - C. Regular Finance and Personnel Committee meeting of December 9, 2019: (Chairman Erickson/Vice Chairman Boyette) (Minutes can be found on the City web site)
 - 1. Committee recommends Council approve the 2020 Intermunicipal Agreement with the City of Appleton for Dial-A-Ride cost sharing. **(RollCall-Pro)**
 - 2. Committee recommends Council approve the First Addition to the Integrity Acres Development Agreement. **(to be acted on after report from Board of Public Works)**
 - 3. Committee recommends Council authorize staff to prepare and execute a Development Agreement with Jeffery Keesler, with the noted terms, providing TID #7 assistance for the redevelopment of 997 S. Green Bay Road. **(to be acted on after report from Board of Public Works)**
 - 4. Committee recommends Council approve refunds to Aldi Inc. of \$1,118.38 and \$39.61 for Miller Securities resulting from palpable errors found and corrected by the Assessor. **(Roll Call-Pro)**
- X. Reports of special committees and liaisons and various special projects committees
- A. Regular Plan Commission meeting of December 10, 2019: (Council Rep Lang) (Minutes can be found on the City web site) **No Report.**
 - B. Board of Public Works meeting of December 10, 2019: (Vice Chairman Bates) (Minutes can be found on the City web site)
 - 1. Council Action Items:
 - a) The Board recommends Council approve the Development Agreement for the First Addition to Integrity Acres Subdivision as presented. **(RollCall-Pro)**
 - b) The Board recommends Council authorize staff to prepare and execute a Development Agreement with Jeffrey Keesler, with the

noted terms, providing TID #7 assistance for the redevelopment of 977 S Green Bay Road. **(RollCall-Pro)**

- C. Community Development Authority
 - 1. Report from the CDA – Director Haese
 - D. Library Board
 - 1. Report from the Library Board – Alderperson Erickson
 - E. Neenah Arts Council
 - 1. Report from the Neenah Arts Council – Alderperson 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. Mayor Kaufert's nominations to the City of Neenah 2020-21 Elections Board. (Motion to confirm) **(RollCall-Pro)**
 - B. Mayor Kaufert's appointment to fill the Alderperson Rep position on the Redistricting Committee. (Current Rep. Ald. Bates resigned) (To be considered at the January 15, 2020 Council meeting)
 - C. Mayor Kaufert's appointment to fill the expired terms of Gail Dolan, Robert Wedge and John Rather (2nd Alt) on the Board of Appeals for a three-year terms to expire January 2023. (To be considered at the January 15, 2020 Council meeting)
 - D. 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.

**City of Neenah
Application for Appointment**



Name	Nikki Winiacki	Date	11/15/19
Address	1424 Seymour Ct	Employer	SAHM/ Sub for NJSD
City, ST Zip	Neenah, WI 54956	Day Phone	920-460-5306
Eve. Phone	920-460-5306	Fax	
E-mail	nmzitlow@yahoo.com		

What appointment are you seeking? You may check more than one box.

- | | |
|--|---|
| <input type="checkbox"/> Board of Appeals | <input type="checkbox"/> N-M Joint Fire Commission |
| <input type="checkbox"/> Board of Review | <input type="checkbox"/> N-M Sewerage Commission |
| <input type="checkbox"/> Business Improvement District (BID) | <input type="checkbox"/> Neenah Arts Council |
| <input type="checkbox"/> Citizen Advisory Committee | <input type="checkbox"/> Neenah Harbor Committee |
| <input type="checkbox"/> Committee of Aging | <input type="checkbox"/> Park & Recreation Commission |
| <input type="checkbox"/> Community Development Authority (CDA) | <input type="checkbox"/> Parking Task Force |
| <input type="checkbox"/> Fox Cities Transit Commission | <input type="checkbox"/> Plan Commission |
| <input type="checkbox"/> Joint Review Board for TIFs | <input type="checkbox"/> Police Commission |
| <input type="checkbox"/> Landmarks Commission | <input type="checkbox"/> Sustainable Neenah Committee |
| <input checked="" type="checkbox"/> Library Board | <input type="checkbox"/> Water Works Commission |
| <input type="checkbox"/> Loan Assistance Board | <input type="checkbox"/> Other: <input type="text"/> |

Do you currently serve on other boards, commissions, or hold an elected office? Yes No Detail Below

Please provide or attach a brief statement outlining your interest and qualifications for this appointment:

I'm interested in serving on the library board. Currently I'm a stay at home mom of 3 school-age children - 6th, 3rd & 1st grade. Previously I was a 5th and 6th grade teacher and eventually earned my master's degree in Reading Learning Disabilities. I went on to be a middle school reading specialist. I've always been passionate about reading and providing tools and resources for everyone. Thanks for considering me for this position.

Please Sign and Date: *N. Winiacki* 11/15/19

Please return to the Neenah City Clerk's Office

Proceedings of the Common Council of the City of Neenah

Wednesday, December 4, 2019 - 7:00 p.m.

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 7:00 p.m., December 4, 2019 in the Council Chambers of Neenah City Hall.

Mayor Kaufert in the chair.

Present: Alderpersons Bates, Lang, Lendrum, Erickson, Spellman, Steele, Kunz & Stevenson, Director of Finance Easker, Director of Community Development & Assessment Haese, Director of Public Works Kaiser, City Attorney Godlewski and City Clerk Sturn. Alderperson Boyette was excused.

Also Present: Deputy Director of Community Development & Assessment Schmidt, Human Resources & Safety Director Kehl, Assistant Fire Chief Green, Lee Hillstrom, Jennifer McMahan and George Brownell.

Mayor Kaufert called the meeting to order at 7:37 pm.

Introduction and Confirmation of Mayor's Appointments

- I. **MS Erickson/Lendrum to confirm Mayor Kaufert's appointment of Parker DeDeker to fill the unexpired term on the Neenah Arts Council as a Neenah High School Student Representative for an indefinite tenure. There being no objections the motion was approved by unanimous consent.**
- II. **MS Bates/Lendrum to confirm Mayor Kaufert's appointment Jennifer McMahan to fill the unexpired term of NJSD Representative Tim Kachur on the Library Board for the term expiring May 2021. There being no objections the motion was approved by unanimous consent.**
- III. **MS Stevenson/Lendrum to confirm Mayor Kaufert's appointment of himself to fill his expired term on the Appleton Redevelopment Authority (ARA) Exhibition Center Advisory Committee of the Appleton Redevelopment Authority for a two-year term to expire December 31, 2021. There being no objections the motion was approved by unanimous consent.**
- IV. **MS Bates/Lendrum to confirm Mayor Kaufert's appointment of Umer Sheikh, George Brownell, Grant Birtch, and Michelle Bauer to the Business Improvement District (BID) Board for three-year terms to expire December 2022. There being no objections the motion was approved by unanimous consent.**
- V. **MS Bates/Kunz to confirm Mayor Kaufert's appointment of Lee Hillstrom to the Park & Recreation Commission for three-year terms to expire December 2022. There being no objections the motion was approved by unanimous consent.**

- VI. **MS Stevenson/Bates to confirm Mayor Kaufert's appointment of Greg Weyenberg to the N-M Sewerage Commission for a term to expire December 31, 2022. There being no objections the motion was approved by unanimous consent.**

Proceedings

- I. **MS Lendrum/Lang to approve the Council Proceedings of the regular meeting of November 20, 2019. There being no objections the motion was approved by unanimous consent.**

Consent Agenda

- I. **MS Bates/Lendrum to approve the Consent Agenda as follows:**
- A. **Approve Beverage Operator License Application for: Alex P. Fehrenbach. (PSSC)**
 - B. **Approve Beverage Operator License Application (new) for Kylie R. Kingery, contingent upon payment of all delinquent City fees. (PSSC)**
 - C. **There being no objections the motion was approved by unanimous consent.**

Public Services and Safety Committee

- I. Chairman Bates reported the regular meeting of November 26, 2019:
- A. Committee recommends Council authorize the Neenah Police Department to purchase an Auto License Plate Reader/Installation with a total project cost of \$19,975.31. **MSCR P Bates/Lendrum, all voting aye.**
 - B. Committee recommends Council authorize appropriate staff to execute the Memorandum of Understanding between the City and Jewelers Mutual Insurance Company ensuring the reimbursement of design services costs to the City from Jewelers Mutual Insurance Company for the proposed Jewelers Park Drive Trail. **MSCR P Bates/Lendrum, all voting aye.**
 - C. Committee recommends Council authorize appropriate staff to execute the Memorandum of Understanding (MOU) between the City and Neenah Downtown Redevelopment Limited Partnership (NDRLP) providing 229 parking spaces for the terms agreed upon in the MOU. **MSCR P Bates/Lendrum, all voting aye.**
 - D. Committee recommends Council authorize temporary conversion of E. Doty Avenue from S. Commercial Street to Oak Street (both sides of the street) and E. Wisconsin Avenue from N. Commercial Street to the Neenah Library parking lot entrance (300 feet west of Oak Street) (north side) to "Permit Parking 8 AM to 4 PM". **MSCR P Bates/Lang, all voting aye.**

Finance & Personnel Committee

- I. Chairman Erickson reported the regular meeting of November 25, 2019:

- A. Committee recommends Council adopt Resolution No. 2019-25 approving the Neenah Central City Business Improvement District 2020 Operating Plan. **MSCRP Erickson/Stevenson, all voting aye.**
- B. Committee recommends Council approve the salary plan movement, cost of living increases, Exemplary Performance Awards, merit increases and midpoint adjustments in the amounts as follows: Salary Plan moved 2% as a result of inflation; this does not result in a wage increase for employees, it only affects their position relative to midpoint; A January cost of living adjustment: 1% for all non-union employees covered by the salary plan; April Exemplary Performance Awards: 0.5% of pay, not added to base for a small group of employees; July merit increase: 0.5% to 1.25% based on performance review scores; and October midpoint adjustments: 0.25% - 2.25%. **MSCRP Erickson/Kunz, all voting aye.**

Neenah-Menasha Joint Fire Rescue Finance & Personnel Committee

- I. Council President Stevenson reported from the Neenah-Menasha Joint Fire Rescue Finance & Personnel Committee meeting of November 26, 2019:
 - A. Committee recommends Council approve having both Mayors sign the compliance engine contract with Brycer, LLC and have a report in a year to Joint Finance & Personnel on how this contract is working. **MSCRP Stevenson/Kunz, all voting aye.**

Plan Commission

- I. Council Rep Lang reported from the Plan Commission meeting of November 26, 2019:
 - A. Commission recommends Council adopt Ordinance No. 2019-27 rezoning 708 Monroe Street from R-2, Two-Family Residence District to the R-1, Single-Family Residence District. **MSCRP Lang/Stevenson, all voting aye.**
 - B. Commission recommends Council adopt Ordinance No. 2019-28 rezoning land located at 1515 S. Commercial Street from the R-1, Single-Family Residence District to the C-1, General Commercial District. **MSCRP Lang/Kunz, all voting aye.**
 - C. Commission recommends Council approve the Preliminary Plat of the Castle Oak VI Subdivision. **MSCRP Lang/Erickson, all voting aye.**

Board of Public Works

- I. Vice Chairman Bates reported the meeting of November 26, 2019:
 - A. Council Action Items:
 - 1. The Board recommends Council approve Final Payment Contract No. 4-19 Concrete Pavement and Sidewalk Repair to Sommers Construction Company, Inc., Shiocton, in the amount of \$100,769.62. **MSCRP Bates/Lang, all voting aye.**

Adjournment

- I. **MSC Lendrum/Stevenson to adjourn at 8:27 p.m., all voting aye.**


Patricia A. Sturn, WCPC/MMC
City Clerk

COMMON COUNCIL MINUTES

Wednesday, December 4, 2019 - 7:00 p.m.

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 7:00 p.m., December 4, 2019 in the Council Chambers of Neenah City Hall.

Mayor Kaufert in the chair.

Present: Alderpersons Bates, Lang, Lendrum, Erickson, Spellman, Steele, Kunz & Stevenson, Director of Finance Easker, Director of Community Development & Assessment Haese, Director of Public Works Kaiser, City Attorney Godlewski and City Clerk Sturn. Alderperson Boyette was excused.

Also Present: Deputy Director of Community Development & Assessment Schmidt, Human Resources & Safety Director Kehl, Assistant Fire Chief Green, Lee Hillstrom, Jennifer McMahon and George Brownell.

Mayor Kaufert called the meeting to order at 7:37 pm.

Clerk Sturn called a voice roll call as the Mayor/Alderpersons recorded their attendance in the RollCall-Pro System followed by the Pledge of Allegiance.

Introduction and Confirmation of Mayor's Appointments

- I. **MS Erickson/Lendrum to confirm Mayor Kaufert's appointment of Parker DeDeker to fill the unexpired term on the Neenah Arts Council as a Neenah High School Student Representative for an indefinite tenure. There being no objections the motion was approved by unanimous consent.**
- II. **MS Bates/Lendrum to confirm Mayor Kaufert's appointment Jennifer McMahon to fill the unexpired term of NJSD Representative Tim Kachur on the Library Board for the term expiring May 2021. There being no objections the motion was approved by unanimous consent.**
- III. **MS Stevenson/Lendrum to confirm Mayor Kaufert's appointment of himself to fill his expired term on the Appleton Redevelopment Authority (ARA) Exhibition Center Advisory Committee of the Appleton Redevelopment Authority for a two-year term to expire December 31, 2021. There being no objections the motion was approved by unanimous consent.**
- IV. **MS Bates/Lendrum to confirm Mayor Kaufert's appointment of Umer Sheikh, George Brownell, Grant Birtch, and Michelle Bauer to the Business Improvement District (BID) Board for three-year terms to expire December 2022. There being no objections the motion was approved by unanimous consent.**
- V. **MS Bates/Kunz to confirm Mayor Kaufert's appointment of Lee Hillstrom to the Park & Recreation Commission for three-year terms to expire December**

2022. There being no objections the motion was approved by unanimous consent.

- VI. **MS Stevenson/Bates to confirm Mayor Kaufert's appointment of Greg Weyenberg to the N-M Sewerage Commission for a term to expire December 31, 2022. There being no objections the motion was approved by unanimous consent.**
- VII. Mayor Kaufert asked the appointees present at the meeting to say a few words.
- A. Jennifer McMahon introduced herself indicating she has worked for the Neenah Joint School District since 2010. She works closely with the Library so is excited to continue to work with them.
 - B. Lee Hillstrom introduced himself and thanked the Council for reappointing him. He has been on the Commission for 18 years. For 13 years prior to that, he was on the Soccer Board so has been working with the Park Department for 31 years. He would like to continue to do that.
 - C. George Brownell introduced himself indicating he has been serving on the BID Board on behalf of Keith Peters in his absence. He is honored to be appointed. He moved her 20 years ago. He has two Neenah High School graduates. He is President-Elect of the Neenah-Menasha YMCA Board and a member of the Rotary. He enjoys all the efforts of the BID Board and Future Neenah moving forward and making this a great place to be.
 - D. Clerk Sturn administered the oath to Jennifer McMahon, Lee Hillstrom and George Brownell.

Proceedings

- I. **MS Lendrum/Lang to approve the Council Proceedings of the regular meeting of November 20, 2019. There being no objections the motion was approved by unanimous consent.**

Consent Agenda

- I. **MS Bates/Lendrum to approve the Consent Agenda as follows:**
- A. **Approve Beverage Operator License Application for: Alex P. Fehrenbach. (PSSC)**
 - B. **Approve Beverage Operator License Application (new) for Kylie R. Kingery, contingent upon payment of all delinquent City fees. (PSSC)**
 - C. **There being no objections the motion was approved by unanimous consent.**

Public Services and Safety Committee

- I. Chairman Bates reported the regular meeting of November 26, 2019:
- A. Committee recommends Council authorize the Neenah Police Department to purchase an Auto License Plate Reader/Installation with a total project cost of \$19,975.31. **MS Bates/Lendrum.**

1. Ald. Kunz indicated he has always been hesitant with the license plate readers particularly using them for surveillance for the city as opposed to just parking. He will vote in favor of this motion however he hopes the PSSC will bring up on a future agenda, a retention plan for the PD. He fears I/T will need to come before the Council for more storage because they are storing all these license plates. He hopes record retention will be address to keep costs down and eliminate the ability to use that data for other reasons.
 2. City Atty. Godlewski added that in the area of electronic records, the State of Wisconsin is a little behind the times in updating the old public records law.
 3. Mayor Kaufert indicated he will asked Asst. Police Chief Bernice if they will be bringing a policy forward for the Council to review.
 4. Dir. Kaiser added that when we started implementing the NuPark Parking Management system, one of the first steps the PD took care of was running a retention policy through PSSC and Council. There is one in place. It would not hurt to make sure it still cuts the mustard with their proposed purchase.
 5. Ald. Bates added that at the Committee meeting they had Adam Streubel present who discussed the ability to review this information over a year's time, however, it is good to review how much we need to keep and how much we do not.
 6. **Motion carried, by an 8-0 RollCall-Pro System vote, all voting aye.**
- B. Committee recommends Council authorize appropriate staff to execute the Memorandum of Understanding between the City and Jewelers Mutual Insurance Company ensuring the reimbursement of design services costs to the City from Jewelers Mutual Insurance Company for the proposed Jewelers Park Drive Trail. **MS Bates/Lendrum.**
1. Ald. Kunz indicated he would prefer a path a little bit further away from the highway traffic. He asked what the expectations are with this agreement. What is the understanding moving forward and what are we hoping to accomplish and does everyone understand who is paying for what.
 2. Dir. Haese clarified that it is up to the Council. Jewelers is well aware that we will design/bid but clearly if bids come in beyond the reach of our funding the Council will need to decide what to do.
 3. Ald. Kunz indicated he is willing to put \$200,000 into this but not \$500,000. Before we make this commitment to spend \$100,000 on a design for something we end up not doing because someone did not think expectations were off. He would like to have some understanding of who will be paying for this.
 4. Dir. Haese indicated there are a couple of options. Council President Stevenson mentioned one alternative. The plan they are proposing is the ideal circumstance. We are fronting the dollars but the MOU states Jewelers Mutual will reimburse those funds. Like any other project, they are hopeful that the combination of the City borrowing, Jewelers Mutual contribution, grants and potential other

- funding sources will gives us enough revenue for the project. If the numbers come in well beyond what we anticipate, we will have to make decisions.
5. Mayor Kaufert added that there are some potential adjustments to the design that are possible if need be.
 6. Ald. Kunz commented that the idea is a great idea however he did not want a disagreement with Jewelers Mutual because they thought we were going to pay \$500,000.
 7. Dir. Haese added that the other thing that has changed since we started this is with the closing of the golf course there have been conversations about what happens in terms of redevelopment of that. This in some way could be rolled into that project as an overall redevelopment of the golf course.
 8. **Motion carried, by an 8-0 RollCall-Pro System vote, all voting aye.**
- C. Committee recommends Council authorize appropriate staff to execute the Memorandum of Understanding (MOU) between the City and Neenah Downtown Redevelopment Limited Partnership (NDRLP) providing 229 parking spaces for the terms agreed upon in the MOU. **MSCRП Bates/Lendrum, all voting aye.**
 - D. Committee recommends Council authorize temporary conversion of E. Doty Avenue from S. Commercial Street to Oak Street (both sides of the street) and E. Wisconsin Avenue from N. Commercial Street to the Neenah Library parking lot entrance (300 feet west of Oak Street) (north side) to "Permit Parking 8 AM to 4 PM". **MSCRП Bates/Lang, all voting aye.**

Finance & Personnel Committee

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Neenah-Menasha Joint Fire Rescue Finance & Personnel Committee

- I. Council President Stevenson reported from the Neenah-Menasha Joint Fire Rescue Finance & Personnel Committee meeting of November 26, 2019:

- A. Committee recommends Council approve having both Mayors sign the compliance engine contract with Brycer, LLC and have a report in a year to Joint Finance & Personnel on how this contract is working. **MSCRP Stevenson/Kunz, all voting aye.**

Plan Commission

- I. Council Rep Lang reported from the Plan Commission meeting of November 26, 2019:
 - A. Commission recommends Council adopt Ordinance No. 2019-27 rezoning 708 Monroe Street from R-2, Two-Family Residence District to the R-1, Single-Family Residence District. **MSCRP Lang/Stevenson, all voting aye.**
 - B. Commission recommends Council adopt Ordinance No. 2019-28 rezoning land located at 1515 S. Commercial Street from the R-1, Single-Family Residence District to the C-1, General Commercial District. **MSCRP Lang/Kunz, all voting aye.**
 - C. Commission recommends Council approve the Preliminary Plat of the Castle Oak VI Subdivision. **MSCRP Lang/Erickson, all voting aye.**

Board of Public Works

- I. Vice Chairman Bates reported the meeting of November 26, 2019:
 - A. Information Only Items:
 - 1. The Board approved Pay Estimate No. 7 for Contract 2-19, Miscellaneous Sewer and Water Main Construction and Street Construction on Stanley Street, Stanley Court, and Thomas Court, to Robert Immel Excavating, Inc., Greenville, in the amount of \$387,770.35.
 - B. Council Action Items:
 - 1. The Board recommends Council approve Final Payment Contract No. 4-19 Concrete Pavement and Sidewalk Repair to Sommers Construction Company, Inc., Shiocton, in the amount of \$100,769.62. **MSCRP Bates/Lang, all voting aye.**

Sustainable Neenah Committee

- I. Alderperson Kunz reported from the Sustainable Neenah Committee:
 - A. He is working on providing solar power information to the Committee. He is waiting for the 2020 incentives to give him better numbers. He hopes to have that on a future agenda.

Business Improvement District (BID) Board

- I. Alderperson Lang reported from the Business Improvement District Board (BID Board) meeting of November 19, 2019:

- A. The BID Board approved the 2020 BID Operating Plan which was approved by Council tonight.
- B. A Very Neenah Christmas will be held on Friday, December 6th from 6-8 pm.
- C. Celebrate the Season, sponsored by the Neenah Arts Council will be held on December 7th from 10 am – 1 pm.
- D. The Luminary Pop Up with Cookie Crawl will be held December 19th.

Bergstrom Mahler Museum

- I. Alderperson Spellman reported from the Bergstrom Mahler Museum meeting of November 19 2019:
 - A. The current exhibit is called Wisconsin Ideas – Global Influences.
 - B. The Museum will have their Holiday Open House on December 7th from 10 am to 3 pm.
 - C. The next meeting will be held on December 16th at 4:30 pm.

City Atty. Godlewski interjected information on an earlier request regarding retention of parking records. Policy 2017-01 provides for a 395 day retention of records. Any retention outside those parameters has to be approved by his office. It also provides use of the data has to be reviewed by his office as well.

- Ald. Kunz went back to his original concern over using this for surveillance.
- City Atty. Godlewski advised that the policy provides that if the information is being used for other purposes, it is transferred to that department and subject to their retention policy.

New Business

- I. Ald. Kunz questioned an article in the Newsletter regarding the implementation of a punch card at the City Garage. His concern is that this went to Committee but has not come out of committee as a recommendation.
 - A. Dir. Kaiser advised that this is an operational change and it was vetted through the Committee of jurisdiction.
 - B. Ald. Bates asked if the website has been updated.
 - C. Dir. Kaiser indicated it has not but will update it immediately after Christmas.
 - D. Ald. Kunz expressed concern asking if agendas could indicate if each agenda item will be under the jurisdiction of that committee or if it will be a recommendation to Council.

- II. Ald. Stevenson recognized Bruce Levenhagen of Neenah Standard for donating all the fuel for the Santa float. He also recognized the firefighters donating their time. He advised that the NM Fire Rescue website has a map of the routes. Due to lack of time each year, the float now does every other year routes. Those routes can be found on the website.
 - A. Mayor Kaufert added thanks to one of our very own for their part with the Santa float.

Adjournment

- I. **MSC Lendrum/Stevenson to adjourn at 8:27 p.m., all voting aye.**


Patricia A. Sturn, WCPC/MMC
City Clerk

Committee of the Whole Minutes
Wednesday, December 4, 2019 – 7:30 p.m.
Council Chambers

Purpose: Property tax bill update.

Present: Alderpersons Bates, Lang, Lendrum, Erickson, Spellman, Steele, Kunz, Stevenson and Mayor Kaufert. Alderperson Boyette was excused.

Also Present: City Attorney Godlewski, City Clerk Sturn, Director of Finance Easker, Director of Community Development & Assessment Haese, Director of Public Works Kaiser and Deputy Director of Community Development & Assessment Schmidt.

Council President Stevenson called the meeting to order at 8:30 p.m.

Property Tax Bill Update

Mayor Kaufert indicated he has asked Dir. Easker to provide the Council with information regarding the tax bills that are targeted to go out next Monday, December 9th. He thought it was good for the Council to have a better understanding of the impacts of the revaluation on the tax bills. There may be additional questions / concerns from residents as they receive their tax bills. If additional questions come up that they cannot answer, he asked them to contact either himself or Dir. Easker.

Dir. Easker shared and reviewed two handouts: 2019 Property Tax Levies and Rates Collectable in 2020; and Property Taxes Collectable on Average Assessed Value Home. This is typically done via email but like the Mayor said, this year is a unique year specifically because of the revaluation and there will be a lot of people that will be surprised when they receive their tax bill.

In reviewing the first handout Dir. Easker reviewed the % change from 2018 for each entity: City of Neenah 1.09%; Neenah School District 1.18%; Winnebago County 3.59%; and Fox Valley Tech College 4.08%. He clarified this is for all taxing jurisdictions. It is our share of each entities levy. It is based on the apportionment. The State determines the apportionment for each municipality in the state based on equalized value. Our equalized value did increase significantly making us proportionately a bigger piece of the pie this year than we were last year. Therefore, the levy change will be higher than if we had stayed the same or gone down. This has nothing to do with the revaluation. This is something that happens every year. The gross levy from all entities is up 1.84%. The School Credit went down 2.39% this year. This leaves us with a net levy tax rate of 2.10% increase. The Lotter Credit is up a little, the First Dollar Credit is down slightly and the Recycling Fee is down a little. These all make up the components of the tax bill the residents see. As the Mayor indicated, tax bills will go out on Monday. The middle column, is the Assessed rate which is significantly different than the rate last year because of the increase in assessments the city received. The Assessed Tax rate went down 14.96%. He clarified that the assessed tax rate is the same as the mill rate. Resident must understand that we control less of this tax bill than people think. Dir. Easker answered questions from the Committee.

In reviewing the second handout, Dir. Easker advised that it gives a full trend line of what the average homeowner in the City of Neenah pays for taxes. The spreadsheet is based on an average home assessment of \$180,000. From 2012 – 2016 the net taxes actually went down. Beginning in 2017 they went up slightly each year. In 2019 with the revaluation, they went up further.

Mayor Kaufert clarified that the reason the School District goes down each year is that they receive more money from the State yet are still bound by limits on spending. This drives down their levy going to the taxpayer. The City on the other hand received no increases from the State so our levy trended upwards a little each year. Dir. Easker added that the only way they can spend additional dollars is to go to referendum and they have not done that in the past 10 years. Now if they go to referendum it will increase significantly.

Moving to the current tax bill, the second handout shows that the average assessment went up approximately 20%. He further clarified that 53% increased more than 20% and 47% increased less than 20%. Dir. Haese added that 85% had a 30% or less increase. Just under 48% had a 20% or less increase. If a \$150,000 home went up 20% it is now worth \$180,000. The bottom line is a \$95 tax bill increase. Unfortunately, as you go past the 20%, that is when things start to escalate and can escalate rather quickly. If your assessment went up 33% your taxes would increase close to \$500. When those bills go out, despite how prepared they are, they will be unhappy. This is a unique year. We have done a revaluation before but never saw these kind of increases. It appears those experiencing the higher percentage increase are those in the lower end homes.


Dir. Easker answered questions from the Committee. The Committee expressed an interest in being provided a list of those residents with the higher increases, maybe the top 100 worst. Just so they are aware of those increases and are prepared to answer questions. Dir. Haese indicated he would look at the data to see if there is a way to provide this to the Council.

Mayor Kaufert commented that our taxes went up 1.09%. The School District has been going down but that is because they get State aid. We don't get additional dollars. In the past 6 years we went up an average of 1.37% per year. Don't let anyone tell you anything more.

Dir. Easker indicated he hopes at the meeting with the School District, they put an end to any narrative being developed that the City is inappropriately handling its finances and effecting the School District. We continue to work together in a partnership with the School District.

Adjournment

MSC Lendrum/Bates to adjourn at 9:24 p.m., all voting aye.


Patricia A. Sturn, WCPC/MMC

**CITY OF NEENAH
 2019 PROPERTY TAX LEVIES AND RATES
 COLLECTABLE IN 2020
 ALL TAXING JURISDICTIONS**

Taxing Jurisdiction	2019 Total Tax Levy	% Change from 2018	2019 Assessed Tax Rate	% Change from 2018	2019 Equalized Tax Rate	% Change from 2018
City of Neenah	\$ 19,101,052	1.09%	\$ 8.1932	-14.96%	\$ 8.0454	-5.91%
Neenah School District	16,276,631	1.18%	6.9817	-14.88%	6.8557	-5.83%
Winnebago County	11,617,932	3.59%	4.9834	-12.85%	4.8935	-3.58%
Fox Valley Tech College	2,429,348	4.08%	1.0420	-12.44%	1.0232	-3.13%
State of Wisconsin	0	n/a	0.00	n/a	0.00	n/a
Gross Tax Levy/Rate	\$ 49,424,963	1.84%	\$ 21.2004	-14.32%	\$ 20.8179	-5.21%
School Credit	(2,767,127)	-2.39%	(1.1869)	-17.88%	(1.1655)	-9.15%
Net Tax Levy/Rate	\$ 46,657,836	2.10%	\$ 20.0134	-14.10%	\$ 19.6524	-4.97%
Assessed Property Value	\$ 2,331,327,200	18.87%				
Equalized Property Value	\$ 2,374,159,900	7.44%				
Assessed/Equalized Ratio	98.20%					
Lottery Credit	135.06	9.12%				
First Dollar Credit	48.68	-4.47%				
Recycling Fee	37.00	-7.50%				

CITY OF NEENAH
PROPERTY TAXES COLLECTABLE ON AVERAGE ASSESSED VALUE HOME
ALL TAXING JURISDICTIONS
TAX YEARS 2012-2019/BUDGET YEARS 2013-2020

Average Home Assessment	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	Revaluation \$180,000				
Taxing Jurisdiction	2012 Property Taxes Collectable in 2013	2013 Property Taxes Collectable in 2014	2014 Property Taxes Collectable in 2015	2015 Property Taxes Collectable in 2016	2016 Property Taxes Collectable in 2017	2017 Property Taxes Collectable in 2018	2018 Property Taxes Collectable in 2019	2019 Property Taxes Collectable in 2020	Total \$ Increase (Decrease) From Prev. Yr.	Total % Increase (Decrease) From Prev. Yr.	2012-2019 Total % Increase (Decrease)	2012-2019 Ave % Increase (Decrease)
City of Neenah	\$1,363.00	\$1,356.42	\$1,377.84	\$1,382.17	\$1,399.25	\$1,423.72	\$1,445.13	\$1,474.78	\$29.65	2.05%	8.20%	1.37%
Neenah School District	1,323.57	1,257.99	1,281.84	1,282.90	1,229.08	1,239.38	1,230.38	1,256.71	26.32	2.14%	-5.05%	-0.84%
Winnebago County	867.00	814.90	837.77	813.67	826.36	842.81	857.74	897.01	39.27	4.58%	3.46%	0.58%
Fox Valley Tech College	291.71	288.72	168.54	167.29	170.29	173.47	178.51	187.57	9.06	5.07%	-35.70%	-5.95%
State of Wisconsin	25.14	24.83	25.45	25.40	25.92	0.00	0.00	0.00	0.00	0.00%	n/a	n/a
Gross Rate/Taxes	\$3,870.43	\$3,742.86	\$3,691.44	\$3,671.42	\$3,650.90	\$3,679.37	\$3,711.76	\$3,816.06	\$104.31	2.81%	-1.40%	-0.23%
School Credit (Reduces Tax)	(204.10)	(194.88)	(187.40)	(208.03)	(203.64)	(220.69)	(216.81)	(213.65)	3.17	-1.46%	4.68%	0.78%
Net Rate/Taxes	\$3,666.33	\$3,547.98	\$3,504.03	\$3,463.39	\$3,447.27	\$3,458.68	\$3,494.94	\$3,602.42	\$107.47	3.08%	-1.74%	-0.29%
Lottery Credit (Reduces Tax)	(82.21)	(93.72)	(94.03)	(90.01)	(101.40)	(92.19)	(123.77)	(135.06)	(11.29)	9.12%	64.29%	10.71%
First Dollar Credit (Reduces Tax)	(58.98)	(55.03)	(55.56)	(55.72)	(53.92)	(52.68)	(50.96)	(48.68)	2.28	-4.47%	-17.46%	-2.91%
Total Final Property Taxes	\$3,525.14	\$3,399.23	\$3,354.44	\$3,317.66	\$3,291.95	\$3,313.81	\$3,320.21	\$3,418.68	\$98.46	2.97%	-3.02%	-0.50%
Recycling Fee	30.00	30.00	32.00	37.00	37.00	36.00	40.00	37.00	(3.00)	-7.50%	23.33%	3.89%
Total Taxes/Recycling Fee	\$3,555.14	\$3,429.23	\$3,386.44	\$3,354.66	\$3,328.95	\$3,349.81	\$3,360.21	\$3,455.68	\$95.46	2.84%	-2.80%	-0.47%

Joint Committee of the Whole/Park & Recreation Commission Minutes

Wednesday, December 4, 2019 - 6:00 p.m.
Council Chambers

Purpose: Arrowhead Park Phase 1A 70% design update.

Committee of the Whole Present: Alderpersons Bates, Lendrum, Erickson, Spellman, Steele, Kunz, Stevenson and Mayor Kaufert. Alderperson Boyette and Lang were excused.

Also Present: City Attorney Godlewski, City Clerk Sturn, Director of Finance Easker, Director of Community Development & Assessment Haese & Director of Public Works Kaiser.

Park & Recreation Commission Present: President Lawell, Commissioners Zaretzke, Hancock-Cooke, Hillstrom, Vedder, Loudon, Council Rep Kunz. Commissioner Kelly and Galloway were excused.

Also Present: Park & Recreation Director Kading, Superintendent of Recreation Kluge, Recreation Supervisor Schott, Superintendent of Park Fink, SEH Rep Jeff Saxby, Stantec Rep Jon Gumtow, Gries Architectural Group Rep Mark Keating, Boys' and Girls' Brigade reps John Benberg & Ryan Pheifer and Scott Becher.

Council President Stevenson called the meeting to order at 6:04 p.m.

Park & Recreation President Zaretzke called the meeting to order at 6:04 p.m.

Arrowhead Park Marketing Pamphlet

Park & Recreation Director Kading introduced Ryan Pheifer who is working on the Building & Grounds Committee of the Boys' and Girls' Brigade. Ryan introduced John Benberg, the new Executive Director of the Boys' and Girls' Brigade.

Dir. Kading presented the marketing pamphlet created by the Park & Rec Commission entitled, "Discover Arrowhead Park – A Place to Connect. It has always been his goal to pull all the dollars related to this project to either grant dollars, fund raising or other opportunities for folks in the community to become involved in the project. He asked everyone to review the pamphlet and provide feedback.

Arrowhead Park Phase 1A 70% Design Presentation

SEH Rep Jeff Saxby and Stantec Rep Jon Gumtow gave a brief presentation on Arrowhead Park Phase 1A 70% design. Jeff Saxby reviewed items included in the Arrowhead Park Phase 1A design, particularly the parking and driveway design. The design includes public access, rail crossing, Carrage Road and Millview Drive. Jon Gumtow reviewed the Tough the Water Design and Riparian Habitat Restoration Design. Jeff outlined the costs: Carrage Road \$1.6 million; Millview Drive \$172,000, Habitat Restoration \$367,000 and the Touch the Water Design \$66,000; for total cost of \$2,259,000.

They anticipate getting everything to the DNR for review by the end of next week. Two permits are required: a Storm Water Permit; and an Exemption for Development on a historic fill Site or licensed landfill site. Upon approval by the DNR, they intend to complete 70-100% Design from January to April. Potentially bid April to May. Approve the bid in June and begin construction in June to complete in fall.

Jeff Saxby and Jon Gumtow answered questions from the Committee / Commission.

Ald. Stevenson questioned the funding source. Dir. Kading advised that \$1.4 million dollars were budget for this project leaving a significant gap of \$800,000. He will need to look at the specifics and see what can be revised. Jeff Saxby advised the DNR allows pairing back on permit applications.

Mayor Kaufert asked why cut the living trees down to create the fish sticks why not bring in dead trees. Jon Gumtow responded to Mayor Kaufert indicating the DNR has a requirement that there are no trees or woody material on this old landfill. Those trees must be cut down. Absent this project, those trees need to come down anyway as part of the maintenance program for this landfill.

Ald. Steele questioned what will happen to the trees currently on this property if trees are not allowed. Jon Gumtow advised that the biggest design challenge is to avoid the clay cap that is under the topsoil. The berm they are proposing will add additional soil volume and they would use certain species of trees only in that area. Dir. Kading further advised that at some point in time we will be able to plant tree however they will need to be selected species. We will work with Superintendent Fink to find out what species can be planted out there with shallow root systems. Then we need to develop a management plan on how to handle a fallen tree.

Ald. Steele expressed concern over promoting fishing since you cannot eat the fish. Jon Gumtow advised that since the PCB cleanup fish advisories have been removed by the DNR.

MSC Lendrum/ Steele to convene into closed session of the Committee of the Whole at 6:44 p.m. pursuant to Wis. Stat. §19.85(1)(e) to discuss bargaining strategy regarding a potential public access development project on Arrowhead Park, all voting aye.


MSC Hillstrom/Vedder to convene into closed session of the Park & Recreation Commission at 6:44 p.m. pursuant to Wis. Stat. §19.85(1)(e) to discuss bargaining strategy regarding a potential public access development project on Arrowhead Park, all voting aye.

Adjournment

The Committee/Commission did not go back into open session, they adjourned in closed session.

MSC Kunz/Bates to adjourn the Committee of the Whole at 7:25 p.m., all voting aye.

MSC Hillstrom/Vedder to adjourn the Park & Recreation Commission at 7:25 p.m., all voting aye.


Patricia A. Sturn, WCPC/MMC

GUIDING PRINCIPLES: VISION:

Create an Engaging Destination

Arrowhead Park will be a unique destination which draws people from across the region, creates a playground for thousands of downtown employees, and becomes a favorite hiding place for City residents.

Build an Enduring Park

Arrowhead Park will embrace the City's proud history of innovation and forward thinking and become a jewel in the Fox Cities.

Touch the Water

Arrowhead Park will bend and caress the water, expanding the park's presence and encouraging all to do more than watch the water from a distance.

Live Healthy

Arrowhead Park will provide visitors with opportunities to explore, engage, and relax, building upon the already successful Loop the Lake trail project.

Embrace Nature

Arrowhead Park will bring nature downtown and open over 25 acres for butterflies, birds, and people seeking a greater connection to their environment.

Build a Future

Arrowhead Park will be the catalyst for greater development of Neenah's already vibrant downtown by providing complimentary space to an active community.



ARROWHEAD PARK will be a **major destination** with multiple **recreational and educational experiences** serving a range of guests. The park will be a **treasured local asset**, well-connected to surrounding neighborhoods. It will provide **unique, enriching experiences for all of Neenah's residents** and become **an attraction** that draws even more visitors to Neenah and its thriving local businesses.

PARTNERSHIP OPPORTUNITIES:

As we begin the journey of developing and transforming Arrowhead Park into a truly unique community gathering space we will be seeking community partnerships.

Partnerships will be sought for but not limited to: public art sculptures, a music play garden, an amphitheater, alternative energy (solar and wind), children's natural play areas, outdoor climbing structures and additional water access structures.

If you are interested in partnering or need additional information please:

Call: 920-886-6062

E-mail: mkading@ci.neenah.wi.us

Visit <https://www.ci.neenah.wi.us/departments/parks-recreation/arrowhead-park/> for the latest news



DISCOVER

ARROWHEAD PARK





- PHASE 1 (2020/2021)**
1. Park Drive
 2. Parking
 3. Shoreline Aquatic Restoration
 4. Pier and Water Access
 5. Water Education
 6. Activity Building
 - Multi-Purpose Space
 - Restrooms
 - Concessions
 - Rentals
 7. Gathering Plaza
 8. Solar Panels
(Grant or donor funded)

- PHASE 2 WEST**
9. Natural Play Area
 10. Prairie Restorations
 11. Continued Water Access
 12. Park Drive Gathering Area
 13. Crushed Limestone Trails System to include:
 - Beginner mountain bike experiences / Pump Track
 - Adventure and Parkour Experiences

- PHASE 2 EAST**
14. Natural Stage/ Amphitheater
 15. Formal Lawn/Gathering Space
 16. Music Play Garden
 17. Natural Play Area
 18. Man-made climbing Structure
 19. Sculpture Garden
 20. Water Access

- PHASE 3**
21. Future Development



PLAN





Fish Consumption Advice for Green Bay and the Lower Fox River Area of Concern



Benefits of eating your catch

Fish are a nutritious family food. Some of the benefits of catching and eating 1-2 servings of fish per week include:

- Low cost and fun to catch your own fish
- Low in fat, yet high in protein
- Great source of vitamins, minerals, and omega-3 fatty acids

However, polychlorinated biphenyls (PCBs) pose health risks and prompt the need for fish consumption advice. See the next two pages for recommendations on eating fish from the lower Fox River and Green Bay.



Young angler's catch from the Peshtigo River.

What are polychlorinated biphenyls (PCBs)?

PCBs are man-made chemicals that were used in electrical equipment, industrial processes, and manufacturing and recycling of carbonless copy paper. PCBs were discharged into the Fox River for decades before it was discovered that these chemicals build up in the environment and pose health risks to humans and wildlife. Restrictions on PCB use, manufacturing, and disposal began in the 1970's, but PCBs remain in the sediment of these rivers. Wisconsin and the federal government are working with responsible parties to remediate PCB contaminated sediments in the Lower Fox River and Green Bay. For more information please visit dnr.wi.gov/org/water.

Tell me about PCBs in fish and what types of fish are safe to eat.

- PCBs are resistant to degradation and bioaccumulate to higher concentrations through the food chain
- Younger, smaller fish have lower amounts of PCBs than larger, older predator fish
- PCBs accumulate in the fatty tissue, so fatty fish such as carp and catfish have higher levels of PCBs.

What are the health risks?

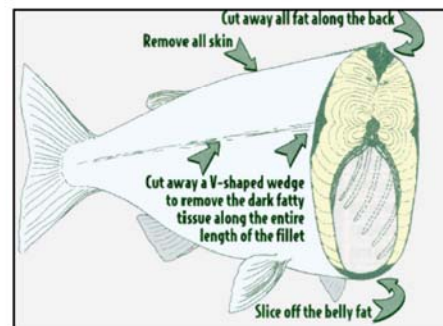
PCBs are stored in your body fat for years. Your health risk may increase as you eat more fish that are high in

- Developmental impairments in children
- Harmful to the immune system
- Harmful to the reproductive system
- Alters thyroid hormones
- Associated with a higher risk of cancer

How should I prepare and cook my fish?

Proper cleaning and cooking techniques can reduce PCB levels by up to 70%. Follow the following preparation techniques:

- Fillet your fish
- Remove the skin
- Trim away belly fat, fat on the backsides and fatty dark meat
- Do not eat the eggs
- Bake, broil, or grill

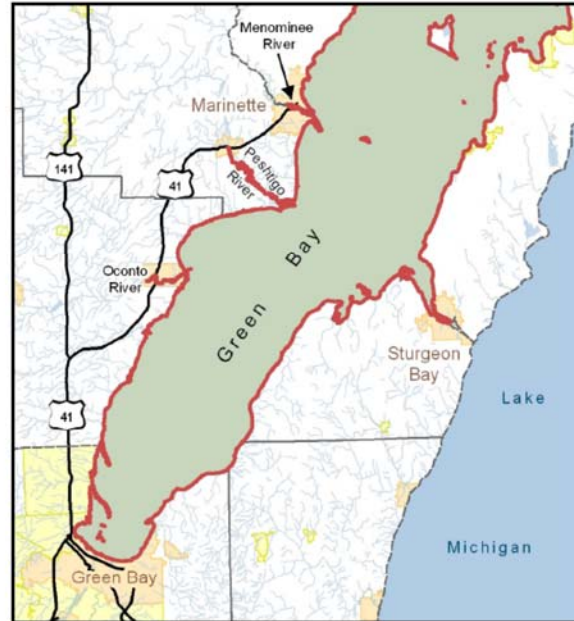




Family fishing at Leicht Park in Green Bay.



Western shore of the Fox River near the Highway 172 bridge.



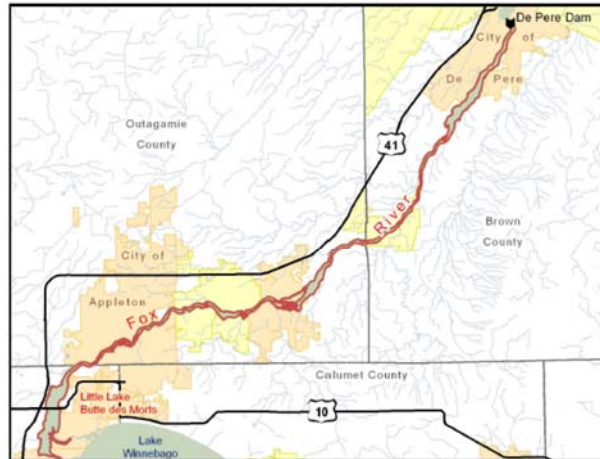
Green Bay and its tributaries (except the Lower Fox) south of Marinette

EAT NO MORE THAN	➔ 1 meal per week	1 meal per month	1 meal every 2 months	Do Not Eat
Green Bay south of Marinette and its tributaries (except the Lower Fox) including the Menominee, Oconto, and Peshtigo Rivers from their mouths up to the first Dam		brown trout under 28"		brown trout over 28"
	burbot	chinook salmon		carp
		lake whitefish		lake sturgeon
	northern pike under 27"	northern pike over 27"		
		rainbow trout	channel catfish	
		sheepshead	muskellunge over 50"	
	smallmouth bass under 13"	smallmouth bass over 13"		
	white suckers	walleye	white bass	
	yellow perch		white perch	

See WI DNR's website: dnr.wi.gov/topic/fishing/consumption



Fox River from the De Pere Dam to the mouth



Fox River from Little Lake Butte des Morts to the dam in De Pere

EAT NO MORE THAN	Unrestricted	1 meal per week	1 meal per month	1 meal every 2 months	Do Not Eat
Fox River from the De Pere Dam downstream to the mouth			black crappie bluegill lake whitefish rock bass smallmouth bass white sucker yellow perch northern pike under 33" sheepshead under 19" walleye under 21"	white perch white bass northern pike over 33" sheepshead 19" - 23" walleye 21" - 25"	carp channel catfish buffalo sheepshead over 23" walleye over 25"
Fox River from Little Lake Butte des Morts downstream to the dam at De Pere	bluegill sunfish crappies bullheads (1)	bluegill sunfish crappies bullheads (2) all other species (1)	channel catfish walleye white bass white perch yellow perch all other species (2)		carp

1 Men and women over 50 2 Kids under 15 and Women under 50

See WDNR's website: dnr.wi.gov/topic/fishing/consumption

Summer 2014



CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES
Tuesday, December 10, 2019 - 6:30 PM
Hauser Room - City Administration Building

Present: Alderpersons Bates, Lang, Lendrum, Spellman and Stevenson

Also Present: Mayor Kaufert, Director of Public Works Kaiser, Police Chief Olson, Police Lieutenant Goetz, Superintendent of Public Works Radtke, Deputy Clerk Cheslock, Scott Francis, Ray Jahnke

Minutes: Motion/Second/Carried Lendrum/Lang to approve the minutes of the November 26, 2019, Regular Meeting. All voting aye.

Public Appearances: Scott Francis owner of 301 and 303 N. Commercial Street, addressed the Committee regarding parking issues in the 100 block of E. Forest Avenue. He noted contact that he has made with other property owners/managers in the area including Friendship Place, Island Shores and Winnebago County relative to parking concerns that they have experienced. He stated that existing parking restrictions and limitations are creating problems for all of them. Some of these restrictions are due to pavement marking changes that were placed earlier this year. He noted that Island Shores has seen an increase in on-street parking on North Water Street, which is blocking their monument sign and causing difficulty for people trying to find their site. He mentioned a conversation with Randy Stadtmueller, the owner of property north of Forest Avenue who has observed county staff parking at his properties. He stated that his contact at Winnebago County indicated that about 100 people work in the Human Services Building at 211 N. Commercial Street along with a high parking demand due to the number of clients served at the site. He also stated that this person indicated that Winnebago County feels that the City has not fulfilled the parking promises made when the property was built. He noted several private locations that could be used to provide parking. Committee considered the possibility of having a group similar to the Downtown Parking Task Force review parking issues in this area. Mayor Kaufert updated the Committee on actions taken since the Committee discussion of this topic on October 8. He indicated that he would discuss the matter with the Community Development director. Director Kaiser noted that the Committee action taken at the October 8 meeting called for a follow-up discussion in January. He stated that staff would plan to bring this to the meeting of January 28.

Incomplete Operator License Amendment Process: Deputy Clerk Cheslock reviewed the incomplete operator license amendment process. She reviewed the form that is used and the benefit of having the timeline readily available. Chief Olson expressed a concern with the amount of staff time spent in following up with incomplete applications. Deputy Clerk Cheslock stated that the application form could be improved to make it clearer. She noted the drop in incomplete applications since she started providing examples of offenses that need to be listed. Mayor Kaufert addressed the current employment environment and the need to do what we can to help applicants file correct applications. Committee requested that Deputy Clerk Cheslock work with police staff to improve the application form and streamline the application review process.

Motion/Second/Carried to adjust the agenda to address Item 7 – Quotes for Waste Oil Furnace Replacement at the Tullar Garage. All voting aye.

Public Services and Safety Committee

December 10, 2019

Page 2

Quotes for Waste Oil Furnace Replacement – Tullar Garage: Public Works Superintendent Radtke reviewed quotes to replace the two waste oil burners at the Tullar Road Garage. The budget for this replacement is \$30,000. He noted that the existing furnaces are about 15 years old. He noted the two quotes received from vendors for the existing Clean Burn furnaces in the amounts of \$25,400 and \$27,998. He also reviewed a quote received from Black Gold Environmental Services for two Energy Logic furnaces and two 14-foot ceiling fans in the amount of \$27,321. The fans would improve the efficiency of the heating during cold weather and also provide air movement during periods of warm weather. Staff is recommending the proposal from Black Gold Environmental Services. Superintendent Radtke stated that an on-line savings estimator indicated an annual savings of about \$5,000 over natural gas heating. He noted that the locations with Energy Logic furnaces that he contacted were satisfied with the performance and service. Committee discussed possible sources for waste oil supply.

REPORT

Following discussion, **Motion/Second/Carried Stevenson/Lendrum to recommend Council approve purchase of two Energy Logic Waste Oil Furnaces from Black Gold Environmental Services for \$27,321 and an additional \$2,500 for electrical work.** All voting aye.

Commtech/Front Desk Overtime Update: Chief Olson updated the Committee on the CommTech position and the Police Department's front desk coverage since the change in May to close the front desk from 11:00 p.m. to 7:00 a.m. He noted that there is an approximate 70% reduction in overtime hours and pay as compared to 2017 figures. Chief Olson noted that, as part of this change, officers are writing their own reports instead of dictating them for transcribing. He reviewed the previous report preparation process. Lt. Goetz discussed the officer response to the change. Chief Olson confirmed that they have not had a negative response from the Winnebago County Sheriff's Department since closing the front desk during overnight hours. Committee discussed the extent of building accessibility during the overnight hours.

2019 Third Quarter Statistics: Police Chief Olson reviewed the 2019 third quarter statistics. Committee discussed numerous aspects of the traffic statistics, including registration citations, the relationship between reckless/inattentive driving and texting while driving, speeding citation trends and the threshold between issuing a citation and issuing a warning. Mayor Kaufert informed the Committee of the willingness of the police department to help with addressing traffic problem areas. He stated that specific information is helpful.

Chief Olson reviewed the Calls for Service and Uniform Crime Report. He noted that the categories in the Uniform Crime Report are dictated by the federal government. He noted ongoing issues with categorizing calls through the county's record management system. He noted the increase in calls for service as compared to 10 years ago. He stated that in 2008 there were 18,000 calls. Currently there have been 23,000 calls. Committee discussed numerous aspects of these reports including testing procedures for drug impairment, suicide data, processing and sites for emergency committals, shoplifting, human trafficking and prostitution enforcement and trends in gun crimes.

Public Services and Safety Committee

December 10, 2019

Page 3

Chief Olson reviewed the Dangerous Animal reports. He stated that, if Committee members have questions, they can contact him and he will forward them to Sgt. Bone. Committee asked about the status of Sheeba. Mayor Kaufert stated that he would check with City Attorney Godlewski.

Chief Olson reviewed the Citation Count by Location report. He noted that this is a new report and a new way for the department to evaluate their data to more effectively target enforcement. He indicated that he would break out parking citations in future reports.

OWI Statistics: Police Chief Olson updated the Committee on the current OWI statistics for the City, County and State. He stated that, as compared to 2008, there has been a 40.7% drop in arrests statewide, a 48% drop in Winnebago County and a 46.6% drop in the City. He attributed the decline to more responsible driver behavior and the ready availability of rideshare services.

Design Consultant Selection for Jewelers Park Trail: Director Kaiser reviewed the proposals received from five firms to provide engineering and design services for the Jewelers Park Trail. After reviewing the scope of services, reference projects performed by the firms, the fee proposals, and their identified items of potential extra work, staff recommends that the City negotiate a contract with OMNNI Associates. In addition to the base cost included in the proposal, staff is recommending that a hydrology/hydraulics analysis be included as extra work with a cost of \$12,000 for a total not to exceed amount of \$61,300. Committee discussed several aspects of the project including the trail routing and schedule. Director Kaiser noted that construction will likely occur in 2021 at the earliest due to the timing needed for the wetland delineation and permitting. Chairman Bates expressed concern with the speed at which the project is moving when there are issues to be resolved relative to the golf course property and any land commitments that are needed from them for trail construction. Committee discussed the commitment of Jewelers Mutual to the project. Ald. Stevenson requested that staff evaluate alternatives to a third slough crossing at the north end of the project.

REPORT

Following discussion, **Motion/Second/Carried Lang/Spellman to recommend Council approve negotiating a contract with OMNNI Associates for engineering and design services for the Jewelers Park Trail, including a hydrology/hydraulics analysis for a total not to exceed amount of \$61,300.** All voting aye.

Beverage Operator License Application: The Committee reviewed the beverage operator license applications for Paul J. Amond, Michael C. Gehrman, Kathleen M. VanStraten and Henry A. Wetzel.

C.A.

Following discussion, **Motion/Second/Carried Lendrum/Stevenson to recommend Council approve beverage operator license application for Paul J. Amond, Michael C. Gehrman, Kathleen M. VanStraten and Henry A. Wetzel.** All voting aye.

Public Services and Safety Committee

December 10, 2019

Page 4

Temporary Class "B" Picnic License Application - St. Margaret Mary Parish: The Committee reviewed the request for a temporary Class "B" (picnic) beer license application from the St. Margaret Mary Parish for their parish chili/bingo night to be held on January 18, 2020.

C.A.

Following discussion, **Motion/Second/Carried Lendrum/Stevenson to recommend Council grant a temporary Class "B" (picnic) beer license to St. Margaret Mary Parish for their chili/bingo night to be held at 620 Division Street on January 18, 2020.** All voting aye.

Pawnbroker/Secondhand Dealer Application: Committee reviewed the secondhand article dealer license application (renewal) for Great Estates, 1554 S. Commercial Street.

C.A.

Following discussion, **Motion/Second/Carried Lendrum/Spellman to recommend Council approve the secondhand article dealer license application (renewal) for Great Estates, 1554 S. Commercial Street.** All voting aye.

Pawnbroker/Secondhand Dealer Application: Committee reviewed the secondhand article dealer license application (renewal) for J. Anthony Jewelers, 220 S. Commercial Street.

C.A.

Following discussion, **Motion/Second/Carried Lendrum/Spellman to recommend Council approve the secondhand article dealer license application (renewal) for J. Anthony Jewelers, 220 S. Commercial Street.** All voting aye.

Pawnbroker/Secondhand Dealer Application - Delinquent Payment: Committee reviewed the secondhand article dealer license application (renewal) for Blind Tiger Games, 675 S. Green Bay Road.

C.A.

Following discussion, **Motion/Second/Carried Lendrum/Spellman to recommend Council approve the secondhand article dealer license application (renewal) for Blind Tiger Games, 675 S. Green Bay Road contingent upon payment of all delinquent fees.** All voting aye.

Public Works General Construction and Department Activity:

1. Contract 1-19 (Caroline, Stevens, Fifth) – Work is complete. Final quantity measurements are being made.
2. Contract 2-19 (Stanley Ct, Stanley St, Thomas) – Work is complete. Final quantity measurements are being made. Committee requested that staff evaluate the possibility of extending the warranty period due to the weather experienced at the time of the asphalt paving on Stanley Street.
3. Contract 5-19 (Hot-Mix Asphalt Pavement Repair) – Work is complete. Final measurements are being made.
4. Contract 7-19 (Breezewood Sanitary Sewer) – The contractor mobilized the week of December 2 with traffic control and erosion control. On December 10, the first manhole will be placed in Breezewood Lane. From there, work will continue to the north through the Harness easement. When weather improves next year, the work in Breezewood Lane will be done.

Public Services and Safety Committee

December 10, 2019

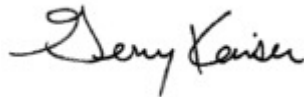
Page 5

5. Courtney Court – Work is complete for the year. The topcoat of asphalt will be placed next year.
6. Cardinal Plat – Utility installation is complete. Ground conditions have caused a halt to grading and graveling the streets.
7. Downtown Traffic Study – Staff meetings are scheduled for the Dec. 12 with the consultant. A review team meeting is scheduled for Dec. 20.
8. Jewelers Park Trail – Staff submitted a Multimodal Local Supplement (MLS) application for the project.
9. Public Works Office Manager – Director Kaiser noted that an offer has been extended to fill the position.

Announcements/Future Agenda Items: None

Motion/Second/Carried Stevenson/Lendrum to adjourn at 8:45 p.m. All voting aye.

Respectfully submitted,



Gerry Kaiser, PE
Director of Public Works

CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES
Tuesday, November 26, 2019 - 6:30 PM
Council Chambers - City Administration Building

Present: Alderpersons Bates, Lang, Lendrum, Spellman and Stevenson

Also Present: Mayor Kaufert, City Attorney Godlewski, Director of Public Works Kaiser, Director of Community Development and Assessment Haese, Police Chief Olson, Police Captain Bernice, Police Lieutenant Kuffel, Investigator Streubel, Traffic Engineer Merten, Ald. Boyette, Karen Law, Gary Haberland, Donna Haberland, Jim Spranger, Linda Spranger, Wendy Baranczyk, Heidi Keating, Spencer Lenz, E. Lacobre, Rev. Christina Leone-Tracy, Samantha Zinth, Ben Zinth, Brian Defferding, Katie Schierl, Dan Schierl, Lydia Christensen, Kathy Flores, Nate Wolff, Helen Boyd, Brandt Swardenski, Tony Hinkel, Jerry Finch, Josh Finch, Beth Schnorr, Cheri Bricco, Paul Reiser, Marcia Steele, Linda Nowak, Marcia Steele, Eileen McCoy, Jim Gunz

Minutes: Motion/Second/Carried Lendrum/Lang to approve the minutes of the October 29, 2019, Regular Meeting and the November 20, 2019, Special Meeting. All voting aye.

Public Appearances: None.

Conversion Therapy Ban - Youth Mental Health Ordinance Discussion: Chairman Bates opened the floor to public comment.

Kathy Flores, Appleton, addressed the Committee to support the proposed youth mental health ordinance. She outlined her background in working within the LGBTQ community. She cited statistics from the Wisconsin youth risk behavior survey regarding the social and mental health issues that LGBTQ students experience. She noted that, while conversion therapy often occurs within the context of a religious organization, the proposed ordinance does not affect religious organizations but only licensed therapists. She cited a number of professional medical and therapy organizations that oppose conversion therapy.

Lydia Christensen, Oshkosh, addressed the Committee to support the proposed youth mental health ordinance. She stated that there is no scientific evidence that conversion therapy is effective. She stated that practitioners are actually harming their patients with this unethical treatment.

Pastor Christina Leone-Tracy, Appleton, addressed the Committee to support the proposed youth mental health ordinance. She stated that conversion therapy is a pseudo-science that is physically and emotionally harmful to the patient. She stressed the biblical call to accept people as they are.

Katie Schierl, Town of Clayton, addressed the Committee to support the proposed youth mental health ordinance. She described her family's experience in having a transgender child. She expressed concern with the mental anguish that the therapy can cause.

Dave Schierl, Town of Clayton, addressed the Committee to support the proposed youth mental health ordinance.

Public Services and Safety Committee
November 26, 2019
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Spencer Lenz, Neenah, addressed the Committee to support the proposed youth mental health ordinance. He noted his experience as someone who had undergone conversion therapy. He noted the emotional toll caused by the therapy.

Tony Hinkel, Green Bay, addressed the Committee to support the proposed youth mental health ordinance. He note his experience as a high school teacher in observing the LGBTQ student interactions with the rest of the student body. He stated that the proposed ordinance was a protectionist measure that would allow the City to cite any ongoing conversion therapy practices while also discouraging any others from coming to the City.

Brandt Swardenski, Neenah, addressed the Committee to support the proposed youth mental health ordinance. He stated that approving the ordinance shows that Neenah is a safe place for people regardless of orientation.

Brian Defferding, Neenah, addressed the Committee to support the proposed youth mental health ordinance. He stated that conversion therapy has been proven to harm more than heal. He noted the evolution of societal attitudes toward the LGBTQ community.

Jerry Finch, Fox Crossing, addressed the Committee. He noted that he is a Winnebago County Board member and a member of the Winnebago County Human Services Board. He encouraged the City to engage with the County on this issue.

Wendy Baranczyk, Wrightstown, addressed the Committee to oppose the proposed youth mental health ordinance. She expressed concern with banning voluntary conversion therapy. She expressed a concern that it would threaten the freedom of a counselor to interact with their patients. She posed a concern as to how a counselor would respond to a voluntary request for therapy from a patient. She expressed concern that the proposed ordinance would infringe on the professional free speech between a therapist and their client. She expressed a concern that the ordinance would infringe on the rights and duties of parents. She questioned if this was a known problem in Neenah. She stated that the City would open itself to the potential of lawsuits if the ordinance were enacted.

Nate Wolf, Appleton, addressed the Committee to support the proposed youth mental health ordinance. He noted that the ordinance has been passed in other communities and lawsuits have not been filed.

Heidi Keating, Neenah, addressed the Committee to support the proposed youth mental health ordinance. She noted that the Winnebago County Health Department had provided the Committee with a letter expressing support for the proposed ordinance (attached). She stated that mental health has been identified as a community health priority. She noted the disproportionate impact of mental health issues on the LGBTQ community. She expressed the hope that the City would create an environment where all people can thrive.

Josh Finch, Fox Crossing, addressed the Committee to support the proposed youth mental health ordinance. He expressed the hope that passage of the proposed ordinance would spur action in surrounding communities.

Public Services and Safety Committee
November 26, 2019
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Spencer Lenz, Neenah, addressed the Committee. He disagreed with the concern that the ordinance would infringe on parental rights.

Ald. Spellman stated her support for the ordinance. She reviewed the definitions of "Conversion Therapy" and "Medical or Mental Health Professional" included in the proposed ordinance. She expressed that the ordinance does not restrict first amendment or religious rights. She expressed the belief that this type of therapy is occurring in Neenah. She supported being proactive in passing the measure to get ahead of a possible issue. She stated that courts have upheld these bans in other jurisdictions.

Assistant City Attorney Vanden Heuvel reviewed his research on implementation of similar ordinances in other communities. He stated that there were a variety of approaches for investigating complaints in the five communities he surveyed. Madison refers them to their Office of Civil Rights. Milwaukee directs the complaints to their Health Department. Racine has the City Attorney's office investigate complaints. He noted that all five of the surveyed communities were ultimately uncertain of how they would enforce a complaint but don't envision receiving any.

City Attorney Godlewski reviewed Winnebago County Board action on the issue. He note that they had proposed a resolution encouraging the Wisconsin Legislature to enact a ban that failed to achieve the $\frac{3}{4}$ vote required by their rules with a vote of 19 ayes, 6 noes and 9 abstentions. He confirmed that the City of Neenah is covered by the Winnebago County Health Department, which handles all local health issues.

Ald. Bates stated that abuse is wrong regardless of circumstances. She questioned if the State should be approached since the proposed ordinance deals with licensed therapists. Ald. Spellman encouraged engagement with the State and County after support can be shown at the local level. Ald. Bate cited other instances where issues that were brought to the City were more suited to State action.

Mayor Kaufert questioned the status of action by the State legislature. He reviewed action by the Winnebago County Board. Kathy Flores addressed the Committee to inform them that Rep. Amanda Stuck had brought a measure to the legislature but that it did not reach the floor for a vote. Ald. Spellman expressed that State action is not likely. She noted her experience in working on the Winnebago County Board resolution. Ald. Bates expressed a concern with the specificity in the ordinance to LGBTQ persons rather than broader language that would apply to all people. Ald. Spellman stated that the ordinance is framed in that manner because the LGBTQ youth are more susceptible to abuse.

Mayor Kaufert noted efforts made regionally to reduce suicides by teens by assisting them in mental health issues. He questioned the place for local government on the conversion therapy issue and expressed the belief that the State should be leading that effort. He expressed concern with the ability of the City to enforce the propose ordinance and noted that either Winnebago County or the State are better equipped for enforcement of these matters. He questioned the status of a similar ordinance proposed in Appleton.

Public Services and Safety Committee
November 26, 2019
Page 4

Kathy Flores addressed the Committee to inform them that the Appleton Board of Health will revisit the issue on December 11.

Ald. Spellman stated that outreach and education is needed to make County Board and Council members aware of the problems and give them a greater understanding of the issue.

Motion Spellman to refer the issue to the next available Public Services and Safety Committee meeting. Motion failed for lack of a second.

Request to Authorize Police Department to Accept Walmart Grant: Police Chief Olson reviewed his memo requesting authorization to accept a \$3000 grant from Walmart to equip a second Tactical Emergency Medic (TEMS Medic). Chief Olson noted that, per the grant policy, the Committee of Jurisdiction must be notified of a grant amount between \$2,500 and \$10,000. Lt. Kuffel noted that a TEMS Medic is a trained officer on-scene who can offer medical assistance. He reviewed the items that are covered by the grant. He confirmed that Narcan is not covered by the grant. He described the department's Narcan training.

Following discussion, **Motion/Second/Carried Lang/Lendrum to approve the Police Department accepting a \$3000 grant from Walmart to equipment a second Tactical Emergency Medic (TEMS Medic).** All voting aye.

Auto License Plate Reader: Chief Olson reviewed his memo requested authorization to purchase an auto license plate reader. Committee questioned the ability of the equipment to interface with the NuPark parking management software. Chief Olson stated that the equipment will work with NuPark. Director Haese clarified that the problems with NuPark are software related, not hardware related. Chief Olson noted that parking enforcement will be a small part of the use for this equipment. He stated that it will be used primarily for investigative purposes and will allow the officer to be alerted to stolen vehicles, unregistered vehicles, vehicles with expired or suspended plates or vehicles that have been identified as being involved in a crime. He stated that the equipment is similar to that used by other agencies and is from the same manufacturer of other City security cameras. Investigator Streubel noted that the proposed purchase is the same equipment that is used on the parking enforcement vehicle. He described the hot lists that are provided to the department to identify vehicles of interest. He described the manner in which the lists are used. He stated that data that is captured by the camera will be stored for about one year. He described a variety of instances where local law enforcement departments have used similar equipment to assist with investigations. Committee noted that the purchase is about \$5,000 below budget. Chief Olson confirmed that the quoted price includes installation. He stated that the equipment will be installed on a regular squad vehicle.

Following discussion, **Motion/Second/Carried Stevenson/Lendrum to recommend Council authorize the Neenah Police Department to purchase an Auto License Plate Reader/Installation with a total project cost of \$19,975.31.** All voting aye.

Jewelers Drive Trail Design Services Memorandum of Understanding (MOU): Director Haese outlined the Jewelers Drive trail design services MOU between the City and Jewelers Mutual Insurance Company. He stated that the MOU provides that the City will front the cost of the design services and be reimbursed by Jewelers Mutual Insurance Company. He noted that \$200,000 is included in the 2020 TID 7 budget for the trail project. He stated that staff estimated design costs of \$100,000. He stated that the estimated construction cost of the trail is \$1,000,000. He noted that construction funding options are being explored. Mayor Kaufert noted that the timing of this project allows good coordination relative to the Neenah Foundry's slough clean-up work and potential future development of the Bridgewood Golf Course property. Committee discussed timing of the request for proposals and the impact of the course closure on potential design options. Director Haese described the approximate alignment of the trail and noted the potential of this trail to connect with other trails built as part of the golf course redevelopment. Ald. Bates requested that staff provide a concept drawing of the trail location. Mayor Kaufert noted the difficulty in placing sidewalk directly adjacent to Jewelers Park Drive.

REPORT

Following discussion, **Motion/Second/Carried Stevenson/Lendrum to recommend Council authorize appropriate staff to execute the Memorandum of Understanding between the City and Jewelers Mutual Insurance Company ensuring the reimbursement of design services costs to the City from Jewelers Mutual Insurance Company for the proposed Jewelers Park Drive Trail.** All voting aye.

Neenah Center 3 Parking Memorandum of Understanding: Director Haese reviewed the Memorandum of Understanding with Neenah Downtown Redevelopment Limited Partnership (NDRLP) detailing the provision of additional parking to support the relocation of the Thedacare corporate offices to downtown Neenah. He noted the on-street parking locations that will be required to accommodate the new tenant, including a portion of the north side of the 100 and 200 blocks of E. Wisconsin Avenue and on the 100 and 200 blocks of E. Doty Avenue. He noted that the MOU commits NDRLP to obtain alternative parking for the E. Wisconsin Avenue stalls by June 15, 2020. He noted that the MOU also states a goal of 12 months to find alternative parking for the E. Doty Avenue parking.

REPORT

Following discussion, **Motion/Second/Carried Stevenson/Lendrum to recommend Council authorize appropriate staff to execute the Memorandum of Understanding (MOU) between the City and Neenah Downtown Redevelopment Limited Partnership (NDRLP) providing 229 parking spaces for the terms agreed upon in the MOU.** All voting aye.

East Downtown Street Parking Changes: Traffic Engineer Merten outlined temporary downtown street parking changes to accommodate the new tenant in the Neenah Center buildings.

REPORT

Following discussion, **Motion/Second/Carried Stevenson/Lendrum to recommend Council authorize temporary conversion of E. Doty Avenue from S. Commercial Street to Oak Street (both sides of the street) and E. Wisconsin Avenue from N. Commercial Street to the Neenah Library parking lot entrance (300 feet west of Oak Street) (north side) to "Permit Parking 8 AM to 4 PM".** All voting aye.

**Public Services and Safety Committee
November 26, 2019
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Incomplete Operator License Amendment Process: Chairman Bates noted that Deputy Clerk Cheslock was unable to attend the meeting to review the new process for incomplete operator license applications. **Motion/Second/Carried Lendrum/Lang to postpone discussion on the topic to a future meeting.**

Beverage Operator License Application: The Committee reviewed the beverage operator license applications for Alex P. Fehrenbach.

C.A. Following discussion, **Motion/Second/Carried Lang/Lendrum to recommend Council approve beverage operator license application for Alex P. Fehrenbach.** All voting aye.

Beverage Operator License Application (New) - Delinquent Payment: The Committee discussed the beverage operator license application for Kylie R. Kingery.

C.A. Following discussion, **Motion/Second/Carried Lang/Stevenson to recommend Council approve the beverage operator license application (new) for Kylie R. Kingery, contingent upon payment of all delinquent City fees.** All voting aye.

Beverage Operator License Application - Denial: The Committee discussed the beverage operator license application (new) for Brianna R. Rich. Committee reviewed the notes of Deputy Clerk Cheslock regarding attempts to contact the applicant to provide additional information on the application. City Attorney Godlewski noted that the Committee could make a recommendation on the denial but hold Council action until the second meeting in December to allow the applicant more time to provide the needed information.

REPORT Following discussion, **Motion/Second/Carried Lendrum/Stevenson to recommend to Council deny the beverage operator license (new) for Brianna R. Rich with the motion to be reported at the December 18, 2019, meeting of the Common Council.** All voting aye.

Public Works General Construction and Department Activity:

1. Contract 1-19 (Caroline, Stevens, Fifth) – Work is complete. Final quantity measurements are being made.
2. Contract 2-19 (Stanley Ct, Stanley St, Thomas) – Work is complete. Final quantity measurements are being made.
3. Contract 4-19 (Concrete Pavement and Sidewalk Repair) – Work is complete. A final estimate is being brought to the Board of Public Works.
4. Contract 5-19 (Hot-Mix Asphalt Pavement Repair) – Approximately 50% of the work has been done. The remaining patches are scheduled for the week of December 2.
5. Contract 7-19 (Breezewood Sanitary Sewer) – The contractor plans to start work the week of December 2. The initial area of work will be through the Harness easement. When weather improves next year, the work in Breezewood Lane will be done.
6. Courtney Court – Utility work, excavating, and curb/gutter installation are complete. The asphalt binder coat has been placed. The topcoat of asphalt will be placed next year.
7. Cardinal Plat – Utility installation is complete. Ground conditions have caused a halt to grading and graveling the streets.

Public Services and Safety Committee

November 26, 2019

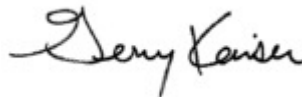
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8. Multi-modal Local Supplement – Staff will be preparing an application for the Jewelers Park Trail. We are also working with Winnebago County on an application for the CTH JJ/CTH CB roundabout and with the Town of Neenah and Town of Clayton on an application for the reconstruction of Oakridge Road/Larsen Road.
9. Downtown Traffic Study – The consultant has taken the travel time data that was collected on various routes to and through the downtown, worked with ECWRPC on fine-tuning the area traffic model, made adjustments to the model based on projected development and parking ramp loadings, and evaluated with the model a number of alternative traffic management treatments to see if they can meet the project goals.
10. Jewelers Park Trail – Staff is reviewing the design proposals received for consulting services to prepare plans and specifications for a trail along Jewelers Park Drive.
11. Director Kaiser informed the Committee that Office Manager Judy Larson is retiring in mid-January. The hiring process is ongoing.

Announcements/Future Agenda Items: None

Motion/Second/Carried Stevenson/Lendrum to adjourn at 8:55 p.m. All voting aye.

Respectfully submitted,



Gerry Kaiser, PE
Director of Public Works

Mark Harris, County Executive
Doug Gieryn, Director/Health Officer

Office Hours: M-F 8:00am-4:30pm
Toll-Free: 800-250-3110
Fax: 920-232-3370

health@co.winnebago.wi.us
www.winnebagohealth.org



112 Otter Avenue
Oshkosh, WI 54903-2808
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211 N Commercial Street
Neenah, WI 54956
Phone: 920-727-2894

Find us on [Facebook](#) and [Twitter](#)
@WinnebagoHealth

November 26, 2019

RE: Conversion Therapy Ban

To City of Neenah Public Services and Safety Committee,

The Winnebago County Health Department wishes to express support for banning the practice of conversion therapy. Conversion therapy includes a range of dangerous and discredited practices that falsely claim to change a person's sexual orientation or gender identity or expression. According to the UCLA Williams Institute on Sexual Orientation and Gender Identity Law and Public Policy, as of 2018, almost 700,000 lesbian, gay, bisexual, transgender and queer/questioning (LGBTQ) adults in the U.S. had received conversion therapy; in addition, an estimated 57,000 youths will receive change efforts from religious or health care providers before they turn 18 years old.ⁱ These practices have been rejected by numerous mental health and medical organizations including the American Psychological Association, the American Academy of Pediatrics, the American College of Physicians, the American Counseling Association, the American Medical Association, and moreⁱⁱ. However, due to continuing discrimination and societal bias against people who identify as LGBTQ, some practitioners continue to conduct conversion therapy.

This is especially concerning because we already see disproportionate rates of mental health challenges, substance use, and suicide among LGBTQ youth due to exclusion and bullying they may experience. **According to the 2019 Youth Risk Behavior Survey (YRBS) in Winnebago County, 40% of students who identified as lesbian, gay, bisexual, and/or transgender reported seriously considering attempting suicide in the last 12 months, compared to 12% of students who identified as straight and cisgendered** (someone whose gender identity aligns with their sex assigned at birth).ⁱⁱⁱ Students who identified as lesbian, gay, or bisexual are also disproportionately affected by a lack family and peer support. The use of conversion therapy, and the overall lack of support in the community for LGBTQ youth, may further put youth at risk for harm.

We are committed to preserving public health and protecting our youth which includes ensuring that health outcomes are not determined by sexual orientation or gender identity. Although we are unaware of the prevalence of conversion therapy in Neenah due to lack of reporting, it is important to be proactive in banning this harmful practice. In order to build a healthy community that supports the mental health and wellbeing of our future generations, we support banning conversion therapy.

Respectfully submitted,

A handwritten signature in black ink that reads "Douglas D. Gieryn".

Doug Gieryn
Public Health Director/Health Officer

ⁱ Christy Mallory, Taylor Brown & Kerith Conron, The Williams Institute on Sexual Orientation and Gender Identity Law, UCLA School of Law, Conversion therapy and LGBT youth (Jan. 2018)

ⁱⁱ Policy & Positions Statements on Conversion Therapy. <https://www.hrc.org/resources/policy-and-position-statements-on-conversion-therapy>

ⁱⁱⁱ https://www.co.winnebago.wi.us/sites/default/files/uploaded-files/county_hs_yrbs_winnebago_2018-19.pdf

**CITY OF NEENAH
FINANCE AND PERSONNEL COMMITTEE MEETING
Monday, December 9, 2019 – 6:30 p.m.
Hauser Room, Neenah City Administration Building
211 Walnut Street, Neenah, Wisconsin**

MINUTES

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

Others Present: Director of Information Systems Wenninger, Director of Community Development and Assessment Haese, Deputy Director of Community Development and Assessment Schmidt.

Absent/Excused: None.

Public Appearances: None.

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

Discussion of Postponed GIS Coordinator Reclassification Action: Committee reviewed with Director Wenninger the GIS Coordinator Reclassification action that was deferred from the previous committee meeting. Committee members had requested that Director Wenninger provide a rationale for the reclassification request. Discussion centered around the need for the request to be part of the larger GIS issues, including the potential for additional staffing and the decision as to which department will ultimately supervise the GIS function.

Motion/Second/Carried Stevenson/Steele to continue to defer action on the GIS Coordinator Reclassification request until such time as Mayor Kaufert has determined his proposed direction on all of the staffing and oversight issues that will affect the GIS function. All voting aye.

Intermunicipal Agreement with the City of Appleton for Dial-A-Ride Cost Sharing: Committee reviewed memo of Assistant Planner Kasimor recommending Council approve the 2020 Intermunicipal Agreement with the City of Appleton for Dial-A-Ride cost sharing. The agreement is similar to those in previous years with regard to the Dial-A-Ride program. Along with other partners, the total program is estimating \$53,000 in total resources, of which the City has budgeted \$12,000 for its share of the program. Committee and staff discussed various aspects of the proposed agreement.

Motion/Second/Carried Stevenson/Steele recommending Council approve the 2020 Intermunicipal Agreement with the City of Appleton for Dial-A-Ride cost sharing. All voting aye.

Development Agreement – First Addition to Integrity Acres Subdivision: Committee reviewed memo of Deputy Director Schmidt recommending Council approve the First

Addition to the Integrity Acres Development Agreement. The proposed plat includes 27 single-family residential lots located west of Integrity Way and south of CTH G.

Committee and staff reviewed various aspects of the proposed agreement as well as reviewing the proposed plat. Issues discussed included funding for future sidewalks, the proposed initial 2" mat for the road, when that would be improved to the permanent street and the status of fencing covenants for the development.

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

Tax Incremental District #7 Development Agreement, 997 S. Green Bay Road:

Committee reviewed memo of Director Haese recommending Council authorize staff to prepare and execute a Development Agreement with Jeffery Keesler, with the noted terms, providing TID #7 assistance for the redevelopment of 997 S. Green Bay Road. The agreement involves the potential construction of a new office and possible commercial space on the former Burger King property. Mr. Keesler is a local orthodontist who currently operates his business on Commercial Street out of a leased commercial building. The primary components of the agreement include a project with a minimum \$800,000 value, with the City providing an annual assistance payment of 90% of the additional tax increment collected, to a maximum total assistance payment of \$100,000. Construction would be planned for 2021 with full occupancy scheduled for no later than December 31, 2022.

Committee and staff discussed various aspects of the proposed agreement. Issues discussed included the scheduled construction and occupancy dates, the desire for demolition of the existing building to occur as soon as possible and the potential for uses of the pending vacant building on Commercial Street.

Motion/Second/Carried Stevenson/Steele recommending Council authorize staff to prepare and execute a Development Agreement with Jeffery Keesler, with the noted terms, providing TID #7 assistance for the redevelopment of 997 S. Green Bay Road. All voting aye.

Refunds for 2018 to Aldi Inc. and Miller Securities Resulting from Palpable Errors Corrected by the Assessor Pursuant to Wis.Stat. §70.43:

Committee reviewed memo of City Attorney Godlewski recommending Council approve refunds to Aldi Inc. of \$1,118.38 and \$39.61 for Miller Securities resulting from palpable errors found and corrected by the Assessor. The refunds are based upon personal property assessment palpable errors that were found as part of the current year open book process. The refunds are subject to reimbursement to the City from the other taxing entities for their proportionate share.

Motion/Second/Carried Steele/Kunz recommending Council approve refunds to Aldi Inc. of \$1,118.38 and \$39.61 for Miller Securities resulting from palpable errors found and corrected by the Assessor. All voting aye.

REPORT

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REPORT

Motion/Second/Carried Steele/Stevenson to convene into closed session at 7:40 p.m. pursuant to Wis.Stat. §19.85(1)(g) for the purpose of conferring with the City Attorney regarding legal strategy relating to the Gable v. Douglas litigation. All voting aye.

Respectfully submitted,



Michael K. Easker, CPA
Director of Finance

MINUTES OF THE NEENAH PLAN COMMISSION
Tuesday, December 10, 2019
4:15 p.m.

Present:

Mayor Dean Kaufert, Chairman	PRESENT	Gerry Kaiser, Director of Public Works	PRESENT	Nick Piergrossi, Vice Chairman	ABSENT
Kate Hancock-Cooke	ABSENT	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	Ald. Cari Lendrum
Lauri Asbury – Neenah School District	Betsy Ellenberger – Neenah School District	

Minutes: MSC Kaiser/Andrews to approve the November 26, 2019 meeting minutes. All Aye. Motion passed.

Public Appearances: None. Mayor Kaufert closed Public Appearances.

Public Hearings: None.

Betsy Ellenberger (Neenah School District) introduced herself to the Plan Commission. Mayor Kaufert explained Michelle Swardenski, School District President, will send an email to confirm the appointment of Betsy to Plan Commission. Mayor Kaufert spoke in favor of School Board representation on Plan Commission.

Action Items:

1. Final Plat - First Addition to Integrity Acres

Deputy Director Schmidt provided an overview. First Addition to Integrity Acres is located west of Liberty Heights and south of County Highway G. The proposed plat includes 27 single-family lots, each averaging 24,000 square feet. The development is consistent with the first phase. The final plat conforms to the preliminary plat and applies changes provided in review comment from the city. Integrity way ends east and west and dead ends on the west. Honor Street extends north and south. Sidewalks are planned along Integrity Way and Honor Street which will be located on the east side of the lots. Lots 34-37 have restricted access to County Highway G. Lot 37 includes a vision clearance area. Access along the west side of Honor Street is restricted without the city's approval. Two parcels to the west of the subject may develop in the future. A Development Agreement will be presented to Council next week.

Betsy Ellenberger (Neenah School District) inquired about a sidewalk along Respect Avenue. Deputy Director Schmidt explained that this was not part of the plan. At some point a trail will be located on the north end along County Highway G and on Wooden Shoe and County Highway G.

Mayor Kaufert inquired about Honor Street extending out to County Highway G. Deputy Director Schmidt explained that Honor Street met the minimum distance requirements from the intersection. The west portion functions as a driveway. The county requires a separation of 600 feet between driveways. The developer purchased this as an access point. Mayor Kaufert asked if the driveway will be brought up to street standards. Deputy Director Schmidt confirmed.

MSC Kaiser/Genett to recommend Common Council approve the Final Plat for the First Addition to Integrity Acres subdivision. All Aye. Motion passed.

Discussion Items:

1. Gravel Driveways

Deputy Director Schmidt explained that Ald. Lendrum raised the discussion at Common Council about requiring hard surface for driveways.

Ald. Lendrum spoke in favor of creating an ordinance requiring impervious material for driveways for any new construction. She clarified that her intent was not to require this when a home changed hands during a sale. She is looking for consistency with new builds. She explained Menasha has a similar process and it has been positive for the community.

Mayor Kaufert explained Habitat for Humanity has recently changed their policy to now include garages with new home construction. Driveways are not part of the programming.

Ald. Lendrum explained Habitat for Humanity offers interest free loans for new construction. Property owners will pay much less for impervious driveways or garages if this is included with the no-interest construction loan rather than if they wait and will be then paying full retail.

Deputy Director Schmidt explained staff could ask Ryan Roth if that is what the ordinance requires that they do.

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Mayor Kaufert cautioned that this may hinder the amount of construction as Habitat for Humanity would not be building as many new homes.

Deputy Director Schmidt inquired about the enforceability. He explained in older neighborhoods with gravel driveways, parking on grass is typical. He would like to explore allowing existing gravel driveways to remain and be maintained but limiting expansion.

Ald. Lendrum raised concern about runoff with gravel driveways. She address Mayor Kaufert's concern about hindering Habitat's amount of new construction indicating Menasha has not seen a decrease in construction.

Member Genett indicated the State took away municipalities' ability to require updates such as this at the time of closing.

Ald. Lendrum inquired about the ability to install an asphalt pad next to gravel. Deputy Director Schmidt explained that this would be allowable.

Director Kaiser indicated the ordinance requires any gravel apron to be hard surfaced within a year of the redo of the street. As streets are redone, gravel aprons are eliminated.

Member Genett raised concern about driveway installations in larger portions of the front yards. She cited a property located on Henry St. She asked if this was allowable. Deputy Director Schmidt explained that this is currently allowable, however, some communities restrict that if it becomes an issue. The challenge is with smaller lots.

Ald. Lang questioned when an apron is installed before the street is finished. She was in favor of the gravel apron up until the point that the street was finished. At that point, a hard surface apron would be appropriate.

Member Andrews explained that Green Bay Habitat for Humanity requires garages. He spoke in favor of this as it eliminated outside storage. He questioned how to define alternative materials such as permeable pavers. Deputy Director Schmidt explained the ordinance includes anything that is not gravel.

Ald. Lendrum cited a property on Meadowview that has a gravel apron. She indicated this caused a concern from neighbors as they paid for the street assessment. Neighbors were concerned that the asphalt edges of the street would wear away over time from the gravel and would require repairs.

Director Kaiser indicated there would needs to be consideration for new buildings built 1 year after the road was constructed. There are no requirements for those driveway aprons to be hard surfaced.

Ald. Lendrum inquired about who would pay for the new apron. Director Kaiser explained the owner would pay.

Betsy Ellenberger (Neenah School District) inquired about garages being detached verses attached. If the property owner initially installs gravel until the street was constructed, who pays for that redo? She explained a lot of people wait to remove the gravel. This is an added cost for the prospective home buyer.

Director Kaiser explained gravel aprons must be removed within 1 year after the final street is installed. He further explained "final" means that curb and gutter and black top have been installed. This is not a requirement when there is just a temporary mat.

Mayor Kaufert asked if the Loan Assistance Fund would assist with driveway updates. Deputy Director Schmidt indicated he would look into that.

Betsy Ellenberger (Neenah School District) inquired about the number of gravel driveways. Deputy Director Schmidt indicated that our Code Enforcement officer is documenting this information.

Member Genett asked about the handling of calls due to parking on grass. Deputy Director Schmidt explained our Code Enforcement officer will perform an inspection, send a letter, perform a follow-up inspection, another letter would be sent, and then a citation would be issued.

Member Andrews inquired whether the code would consider design parameters. He referenced a chip driveway with solid stone borders.

Deputy Director Schmidt indicated he would work with Ald. Lendrum to create a draft of the ordinance and bring this back to Plan Commission and Public Services and Safety.

Mayor Kaufert indicated that there should be consideration to include materials that are good for the environment.

2. Garages

Deputy Director Schmidt explained that the necessity to require garages stemmed mostly from Habitat for Humanity construction. An ordinance to require garages could be developed.

Ald. Lendrum indicated that Habitat for Humanity fill in new construction does not fit with existing neighborhoods. She would like to see more rehabilitation of existing homes.

Announcements and Future Agenda Items:

Next Plan Commission meeting is scheduled for January 7, 2020.

Adjournment: The Commission adjourned its meeting at 4:50 P.M. MSC Kaiser/Andrews. All Aye.

Respectfully Submitted,



Cassandra Kohls
Administrative Assistant, Community Development

**Minutes of the Board of Public Works Meeting
Tuesday, December 10, 2019, 11:00 a.m.
Council Chambers**

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

ALSO PRESENT: Deputy Clerk Cheslock and Deputy Director of Community Development & Assessment Schmidt.

Mayor Kaufert called the meeting to order at 11:05 a.m.

MINUTES: MSC Godlewski/Bates to approve the minutes from the November 26, 2019 meeting, all voting aye.

APPEARANCES: None.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Community Development:

Development Agreement – First Addition to Integrity Acres Subdivision: Deputy Dir. Schmidt advised that the Department of Community Development and Assessment received a final plat for the First Addition to Integrity Acres subdivision. As with all new subdivisions, City staff and the developer have negotiated a Development Agreement which outlines the roles and responsibilities in terms of the installation of public infrastructure and the required fees the developer owes the City. The proposed plat includes 27 single-family residential lots located west of Integrity Way and south of County Highway G. The land is currently zoned R-1, Single-Family Residence District. The average lot size is approximately 24,500 square feet which exceeds the minimum lot size for single-family residential lots. The Developer is responsible for installing public utilities (water, sanitary, and sewer). Water main is proposed to be oversized to accommodate future development north and west of this development. The costs associated with oversizing the water main will be reimbursed to the developer. The City will inspect the installation of those utilities prior to accepting them as public. Additional costs, such as the gravel street maintenance and future sidewalks, are held in an escrow account. The Developer is responsible to pay for the following items: Subdivision Fee (\$1000/acre) - \$18,235; Oversized Sanitary Sewer Fee (\$1000/acre) - \$18,235; Street Trees (\$150/lot) – \$4,050; Storm water Management Fee (\$200+\$75/lot) - \$2,225; Oversized Water Main Deferred Special Assessment on Integrity Way (\$22,418); Inspection Fees (Billed to Developer) – Water Inspection (\$2500) and DPW Inspection (\$4800); and Escrow Payments (Held by City until Final Street and Sidewalks are installed)– Gravel Street Maintenance (\$27,110) and Sidewalks (\$53,350). The City will reimburse the developer for the following items: Oversized Water Main Installation; ½ of the water and sanitary main on Honor Street (Held as a deferred special assessment on land west of the street); Laterals on west side of Honor Street (Held as a deferred special assessment on land west of the street); Public Storm water (Costs above \$5000/acre); ½ of purchase price for land that will become Honor Street (Held as a deferred special assessment on land west of the street); and Sanitary Sewer Main on Honor Street where depth exceeds standard 13-foot depth. The Developer can elect to pay the development fees and deferred special assessments at time of each lot closing. The total of all the fees

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minus any reimbursements is \$46,928.22 or \$1,738.08 per lot. The Committee discussed the gravel road installation. The road will be gravel instead of a temporary street because the lots are predicted to sell quickly and they will therefore be able to install the final street in just a few years instead of much later, which will save roughly \$100,000 on the overall project. Sidewalks may be installed as lots are sold by the developer. The TARF does not affect new developments and therefore homeowners will be special assessed on the final road installation. This Development Agreement was also discussed at the December 9th Finance and Personnel Committee meeting. **MSC Easker/Haese to recommend Council approve the Development Agreement for the First Addition to Integrity Acres Subdivision as present, all voting aye.**

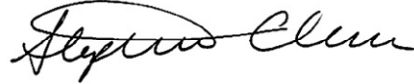
Development Agreement – Dr. Jeffrey Keesler, 977 South Green Bay Road (Burger King): Dir. Haese advised Jeffrey Keesler, a local orthodontist, has expressed interest in constructing a new office and possible commercial space on the former Burger King property at 977 S. Green Bay Road. As you know, the property was recently vacated and is quickly falling into a state of disrepair. Staff has met with Dr. Keesler and his representative to discuss the project, the challenges with its redevelopment, and possible assistance the City may offer to facilitate the transformation of the property. Recognizing the value redevelopment will have to this site and the Green Bay Road corridor, staff negotiated the key points of a Development Agreement for the project. The structure of the Agreement would be a developer financed or pay/go agreement, which requires all expenditures to be made by the Developer. The City provides no direct dollars to the project other than those provided as an incentive payment once the project is complete. Due to tight timelines, a full Agreement has not been prepared, however, the primary components of the Agreement would include the following: The project would provide a minimum value increment of \$800,000; The Developer would be provided the opportunity to provide shortfall payments should the increment fall below the minimum value increment required; The City would provide an annual assistance payment of 90% of the additional tax increment collected from the property to an overall maximum of \$100,000; and the payments would be provided for a maximum of six years beginning in the year following full occupancy of the building, which shall be no later than December 31, 2022. The development assistance is being provided to support the demolition of the existing structures, construction of storm water treatment facilities, environmental testing and remediation and geotechnical evaluations. Additionally, the new project is anticipated to create four to six new technician level jobs. Assisting with this project will not only remove the obsolete structures from the site, but will also negate the potential that the building becomes reoccupied with a less than desirable tenant. Construction of the new building is anticipated to begin in mid-2021. The Committee discussed the fact that this property is already a part of the TIF, the lifetime of the TIF, and how staff determines which businesses/[properties are eligible to receive TIF funds. The Committee requested that staff discuss the possibility of the Development Agreement including language that requires the demolition of the current structures by the fall of 2020 and language that limits the inheritability of the incentive payments, meaning if the property were to sell during the incentive period, the incentive would not be paid out to the new owner. This item was also discussed at the December 9th Finance and Personnel Committee meeting. **MSC Godlewski/Bates to recommend Council authorize staff to prepare and execute a Development Agreement with Jeffrey Keesler, with the noted terms, providing TID #7 assistance for the redevelopment of 997 S. Green Bay Road, all voting aye.**

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ADJOURNMENT

MSC Godlewski/Haese to adjourn at 11:41 p.m., all voting aye.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Stephanie Cheslock". The signature is written in a cursive style with a large, looping initial "S".

Stephanie Cheslock
Deputy Clerk



M E M O R A N D U M

DATE: December 9, 2019
TO: Mayor Kaufert and Members of the Board of Public Works
FROM: Brad Schmidt, AICP, Deputy Director
RE: Development Agreement – First Addition to Integrity Acres Subdivision

The Department of Community Development and Assessment received a final plat for the First Addition to Integrity Acres subdivision. As with all new subdivisions, City staff and the developer have negotiated a Development Agreement which outlines the roles and responsibilities in terms of the installation of public infrastructure and the required fees the developer owes the City. The Development Agreement is attached for your review.

The proposed plat includes 27 single-family residential lots located west of Integrity Way and south of County Highway G. The land is currently zoned R-1, Single-Family Residence District. The average lot size is approximately 24,500 square feet which exceeds the minimum lot size for single-family residential lots. The Developer is responsible for installing public utilities (water, sanitary, and sewer). Water main is proposed to be oversized to accommodate future development north and west of this development. The costs associated with oversizing the water main will be reimbursed to the developer. The City will inspect the installation of those utilities prior to accepting them as public. Additional costs are held in an escrow account such as the gravel street maintenance and future sidewalks.

The Developer is responsible to pay for the following items (See Exhibit 8 of the Development Agreement for a summary):

- Subdivision Fee (\$1000/acre) - \$18,235
- Oversized Sanitary Sewer Fee (\$1000/acre) - \$18,235
- Street Trees (\$150/lot) – \$4,050
- Storm water Management Fee (\$200+\$75/lot) - \$2,225
- Oversized Water Main Deferred Special Assessment on Integrity Way (\$22,418)

- Inspection Fees (Billed to Developer) – Water Inspection (\$2500) and DPW Inspection (\$4800)

- Escrow Payments (Held by City until Final Street and Sidewalks are installed)– Gravel Street Maintenance (\$27,110) and Sidewalks (\$53,350)

The City will reimburse the developer for the following items:

- Oversized Water Main Installation
- ½ of the water and sanitary main on Honor Street (Held as a deferred special assessment on land west of the street)
- Laterals on west side of Honor Street (Held as a deferred special assessment on land west of the street)
- Public Storm water (Costs above \$5000/acre)

- ½ of purchase price for land that will become Honor Street (Held as a deferred special assessment on land west of the street)
- Sanitary Sewer Main on Honor Street where depth exceeds standard 13-foot depth

The Developer can elect to pay the development fees and deferred special assessments at time of each lot closing. The total of all the fees minus any reimbursements is \$46,928.22 or \$1,738.08 per lot.

Appropriate action at this time is to recommend Common Council approve the First Addition to the Integrity Acres Development Agreement.

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 Custom Homes, LLC, the owner and developer ("Developer") of the following property lying within the City of Neenah:

A part of Lot 1 of Certified Survey Map No. 2931 as recorded in Volume 1 of Certified Survey Maps on Page 2931 as Document No. 878981 and a part of the Northeast ¼ of the Northeast ¼, all located in the Northeast ¼ of the Northeast ¼ of Section 12, Township 19 North, Range 16 East, Town of Vinland, Winnebago County, Wisconsin, containing 854,614 square feet (19.619 acres) of land, being more fully described as follows:

Commencing at the North ¼ corner of said Section 12; thence N88°18'14"E, 1333.74 feet along the North line of the Northeast ¼ of said Section 12 to the Northerly extension of the West line of Lands described in Document No. 1788672 and the Point of Beginning; thence continue N88°18'14"E, 666.87 feet along said North line to the Northerly extension of the West line of Lot 1 of Certified Survey Map No. 1954 as recorded in Volume 1 of Certified Survey Maps on Page 1954 as document No. 715811; thence S00°36'24"E, 1314.62 feet along said Northerly extension and the Southerly extension of said West line to the Southwest corner of Lot 1 of Certified Survey Map No. 7383 recorded as Document No. 1771789; thence S89°01'11"W, 600.87 feet along the North line of Lot 2 of said Certified Survey Map No. 2931 to the Northwest corner thereof; thence N00°36'07"W, 290.68 feet along the East line of Lot 1 of said Certified Survey Map No. 2931 to the Southeast corner of Lands described in Document No. 1788672; thence S89°23'53"W, 66.00 feet along the South line of said Lands to the Southwest corner thereof; thence N00°36'07"W, 1015.18 feet along the West line of said Lands and its Northerly extension to the Point of Beginning.

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 "First Addition to Integrity Acres" or the "Development"); and

WHEREAS, Exhibit 1 shows the First Addition to 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, and the above recitals, which are contractual, the City and Developer agree as follows:

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

1. **Sanitary Sewer Interceptor Fee and Subdivision Fee.** The Developer shall pay the City a sanitary sewer interceptor fee in the amount of \$1,000.00 per acre (the "Sewer Fee") and a subdivision fee of \$1,000.00 per acre (the "Subdivision Fee") for the development of the Frist Addition to Integrity Acres as more particularly 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 the First Addition of Integrity Acres, the Developer shall pay a storm water infrastructure fee in the amount of \$5,000.00 per acre (the "Storm Water Fee") as detailed in Exhibit 3. In addition to the lots created in the subdivision, the storm water acreage calculation shall include street right-of-way and all other public land including, but not limited to parks, and easements lying within and/or adjacent to the subdivision. Existing mapped wetlands shall be excluded from 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

The Developer shall pay all costs of the storm water infrastructure installation during construction, and shall keep an accurate account of all costs certified by the project engineer or other construction professional responsible for supervising the construction of the Development and retained by the Developer. Final accounting of the 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. Final costs of the storm water infrastructure installation as certified at the completion of the subdivision construction, shall be credited against the Storm Water Fee and paid by the Developer. To the extent that installation costs exceed the Storm Water Fee, the City shall reimburse Developer the difference. To the extent that Developer has paid less in installation costs than is due under the Storm Water Fee, the Developer shall pay the City the difference within 30 days of billing by the City.

3. **Storm water Ponds.** [Intentionally left blank]
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 an oversized water main within the Development to accommodate future development water supply needs. Upon approval by the Neenah Waterworks Commission, 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. **Water Main Deferred Assessment.** An oversized water main was installed adjacent to the subject property and the cost to install the oversized water main was deferred over an area which includes the subject property in the amount of \$22,418.22.
8. **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. Sanitary sewer main over 10" in diameter and installed at a depth of greater than 13 feet is eligible for reimbursement as are sanitary lateral risers associated with sewer main installation deeper than 13 feet.
9. **Sanitary Sewer and Water Main Laterals (Honor Street).** The corresponding utilities shall reimburse the developer for the cost of extending laterals to the property located west of Honor Street for a projected lot configuration. Said utilities shall hold those installation costs until such time as land west of Honor Drive is developed in the City.
10. **Honor Street Land Reimbursement.** It is recognized that Honor Street, as identified on the Final Plat, will benefit future development west and directly adjacent to the subject Development and therefore, that future development should share in the cost to purchase the land for the street. The Developer incurred a cost of \$50,000 (per Doc. No. 1788672 Winnebago County Register of Deeds) for the above mentioned land. The City agrees to immediately reimburse the Developer \$18,235.00 and hold the remaining amount of half the total cost in the amount of \$6,765.00 as a deferred assessment on property directly west of the subject land (Parcel Numbers 0260260 & 0260259). The City will collect the deferred assessment at time of annexation of said properties and transfer the funds to Integrity Custom Homes, LLC. The City will also collect \$18,235.00 at time of annexation of said properties to reimburse the City. A total of \$25,000 is deferred on the two parcels mentioned above. Parcel number 0260260 accounts for 63.3% of the frontage and therefore assumes \$15,831 of the deferred assessment amount and parcel number 0260259 accounts for 36.7% of the frontage and therefore assumes \$9,169 of the deferred assessment amount.
11. **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 construction of the Final Street, 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;

- place calcium chloride dust control treatment on the streets semi-annually;
- cleaning out catch basins;
- regrading and filling all potholes, settled areas and areas where traffic has disturbed the gravel periodically on an “as needed” basis;
- provide 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. As assurance of reimbursement of those City costs, the Developer shall escrow an amount as identified in Exhibit 5 from which costs will be drawn in event of non-payment.

Two-Inch Asphalt Mat. Should the City determine that it is in its best interest to place a temporary two-inch asphalt mat on any 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 special assessed against the individual lots in Integrity Acres (See Exhibit 5).

Final Street. When installed, curb/gutter and final street pavement shall be assessed 100% by the City to the adjacent 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) East side of Honor Street from Integrity Way to County Road G. Said sidewalk shall be installed by the City in conjunction with construction of the Final Street, described below, 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).

12. **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.

13. **Park Dedication.** [Intentionally left blank]

14. **Outlots and Public Parks.** [Intentionally left blank]
15. **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.
16. **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 provided they are constructed according to the City’s specifications and in accordance with and subject to the terms of the City’s Subdivision Ordinance.
17. **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 utility company. The street lighting plan, electrical distribution plan, and natural gas layout shall be designed by the utility company and approved by the City.
- Standard street lighting shall be wood poles with LED fixtures. The City shall pay the utility company 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 the utility company. 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.
18. **Off-Site and Other Existing Improvements.** [Intentionally left blank]
19. **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).
20. **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.
21. **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 \$2,225 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.

22. **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.
23. **City Costs.** [Intentionally left blank]
24. **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 **\$80,460.00**. The escrow amount is based on the amounts shown in Exhibit 5.
25. **Financing Alternative.** [Intentionally left blank]
26. **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.
27. **Merger; Successors and Assigns.** 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. The terms of this Agreement shall survive any closing involving the transfer of lots to any grantee and shall not merge with the deed. The terms and conditions of this Agreement shall be binding on successors and assignees of the Developer.
28. **Governing Law.** This Agreement shall be construed in accordance with the laws of the State of Wisconsin.
29. **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.
30. **Modification.** This agreement may not be modified or amended, except in writing, with the written consent of both the City and the Developer.
31. **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 Custom Homes, LLC
Attn: Richard Van Sistine III
2835 W. College Avenue
Appleton, WI 54914

Dated this ____ day of _____, 2019.

CITY OF NEENAH

INTEGRITY CUSTOM HOMES, 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 _____)

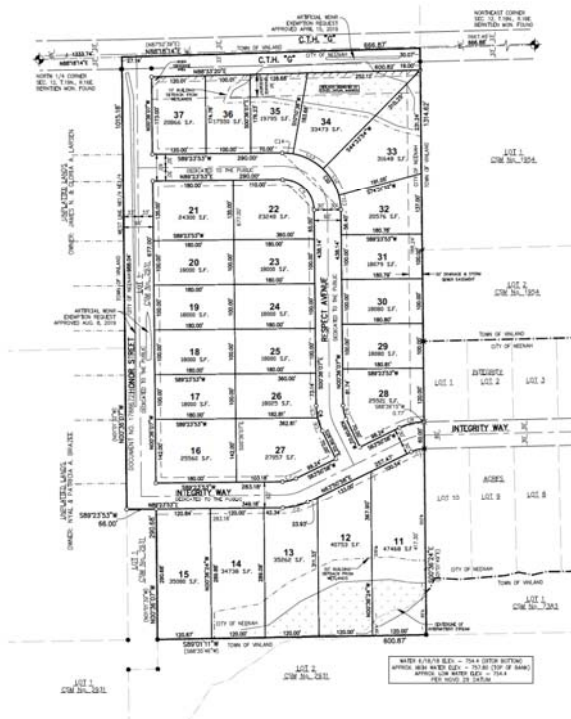
Personally came before me this ____ day of _____, 2019 the above- named Richard C. Van Sistine III, Michael J. Werth and Jean E. Werth who acknowledged that they are members of Integrity Custom Homes, LLC, a Wisconsin limited liability company, and that he is authorized to execute the foregoing instrument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

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

Exhibit 1 First Addition to Integrity Acres Plat Map

FIRST ADDITION TO INTEGRITY ACRES

PART OF LOT 1 OF CERTIFIED SURVEY MAP NO. 2931 AS RECORDED IN VOLUME 1 OF CERTIFIED SURVEY MAPS ON PAGE 2931 AS DOCUMENT NO. 878981 AND A PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4, ALL 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
WINNEBAGO COUNTY PLANNING & ZONING

OWNER/SUBDIVIDER
INTEGRITY CUSTOM HOMES LLC
2830 W. COLLEGE AVE.
APPLETON, WI 54912
(920) 209-8493

DESIGNER
DAVID W. SCHMALZ
1442 WILLOW DRIVE
NEENAH, WI 54956
(920) 751-4200

- NOTES**
1. ANY LAND BELOW THE ORDINARY HIGH WATER MARK OF A LAKE OR A NAVIGABLE STREAM IS SUBJECT TO THE PUBLIC TRUST IN WHATEVER MATTERS THAT IS ESTABLISHED UNDER ARTICLE IX, SECTION 1, OF THE STATE CONSTITUTION.
 2. SIDEWALKS WILL BE INSTALLED ALONG BOTH SIDES OF INTEGRITY WAY WITHIN THE PUBLIC RIGHT-OF-WAY.
 3. THE FRONT YARD SETBACK PER THE CITY OF NEENAH ZONING ORDINANCE IS A MINIMUM OF 25 FEET. (SEE RESTRICTIVE COVENANTS FOR ADDITIONAL SETBACK REQUIREMENTS).
 4. NO STRUCTURES CAN BE PLACED WITHIN THE VISION CLEARANCE AREA.
 5. NO ACCESS IS PERMITTED ALONG THE WEST SIDE OF HONOR STREET WITHOUT THE WRITTEN APPROVAL OF THE CITY OF NEENAH PUBLIC WORKS DEPARTMENT.

- CITY OF NEENAH DRAINAGE & RETENTION EASEMENT RESTRICTIONS**
1. MAINTENANCE OF ALL DRAINAGEWAYS AND ASSOCIATED STRUCTURES WITHIN THE SUBDIVISION OR SERVING THE SUBDIVISION IS THE SOLE RESPONSIBILITY OF THE PROPERTY OWNER(S) WITHIN THE SUBDIVISION.
 2. UPON FAILURE OF THE PROPERTY OWNER(S) TO PERFORM MAINTENANCE OF THE DRAINAGEWAYS AND ASSOCIATED STRUCTURES, THE CITY OF NEENAH RESERVES THE RIGHT TO PERFORM MAINTENANCE AND/OR REPAIRS. THE PAYMENTS OF SAID MAINTENANCE AND/OR REPAIRS SHALL BE ASSESSED AGAINST THE PROPERTY OWNER(S) OF THE SUBDIVISION WITH A DRAINAGE COVENANT.
 3. A DRAINAGE PLAN AND STORM WATER MANAGEMENT PLAN HAS BEEN FILED WITH THE CITY OF NEENAH WHICH STATES THE REQUIRED LEVELS OF MAINTENANCE FOR ALL THE IDENTIFIED STORM WATER MANAGEMENT SYSTEMS.
 4. 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.
 5. NO BUILDINGS OR FILL ALLOWED WITHIN THE WETLANDS UNLESS PERMITTED BY THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES AND/OR US ARMY CORPS OF ENGINEERS.
 6. SLUMP PUMP DISCHARGE ARE TO BE CONNECTED TO THE STORM SEWER LATERAL PROVIDED.
 7. ROOF DOWNSPOUTS SHALL DISCHARGE AT GRADE AND SHALL NOT BE CONNECTED TO THE STORM SEWER SYSTEM.
 8. GARAGES ARE RECOMMENDED TO BE LOCATED ON THE "WIND" SIDE OF THE LOT.
 9. LOTS 11-13 SHALL HAVE A MINIMUM GRADE AT FOUNDATION ELEVATION OF 783.00. NO LOOS-OUT OR EXPOSED WINDOWS BELOW ELEVATION 783.00.



LEGEND

- 0 - 1 1/4" x 30" ROUND STEEL BEAM
- 1 - 3/4" x 30" ROUND STEEL BEAM
- 2 - 1" x 30" ROUND STEEL BEAM
- 3 - 1" x 30" ROUND STEEL BEAM (2.8" DIA.)
- 4 - 1 1/4" x 30" ROUND STEEL BEAM
- 5 - 1 1/4" x 30" ROUND STEEL BEAM
- 6 - 1 1/4" x 30" ROUND STEEL BEAM
- 7 - 1 1/4" x 30" ROUND STEEL BEAM
- 8 - 1 1/4" x 30" ROUND STEEL BEAM
- 9 - 1 1/4" x 30" ROUND STEEL BEAM
- 10 - 1 1/4" x 30" ROUND STEEL BEAM
- 11 - 1 1/4" x 30" ROUND STEEL BEAM
- 12 - 1 1/4" x 30" ROUND STEEL BEAM
- 13 - 1 1/4" x 30" ROUND STEEL BEAM
- 14 - 1 1/4" x 30" ROUND STEEL BEAM
- 15 - 1 1/4" x 30" ROUND STEEL BEAM
- 16 - 1 1/4" x 30" ROUND STEEL BEAM
- 17 - 1 1/4" x 30" ROUND STEEL BEAM
- 18 - 1 1/4" x 30" ROUND STEEL BEAM
- 19 - 1 1/4" x 30" ROUND STEEL BEAM
- 20 - 1 1/4" x 30" ROUND STEEL BEAM
- 21 - 1 1/4" x 30" ROUND STEEL BEAM
- 22 - 1 1/4" x 30" ROUND STEEL BEAM
- 23 - 1 1/4" x 30" ROUND STEEL BEAM
- 24 - 1 1/4" x 30" ROUND STEEL BEAM
- 25 - 1 1/4" x 30" ROUND STEEL BEAM
- 26 - 1 1/4" x 30" ROUND STEEL BEAM
- 27 - 1 1/4" x 30" ROUND STEEL BEAM
- 28 - 1 1/4" x 30" ROUND STEEL BEAM
- 29 - 1 1/4" x 30" ROUND STEEL BEAM
- 30 - 1 1/4" x 30" ROUND STEEL BEAM
- 31 - 1 1/4" x 30" ROUND STEEL BEAM
- 32 - 1 1/4" x 30" ROUND STEEL BEAM
- 33 - 1 1/4" x 30" ROUND STEEL BEAM
- 34 - 1 1/4" x 30" ROUND STEEL BEAM
- 35 - 1 1/4" x 30" ROUND STEEL BEAM
- 36 - 1 1/4" x 30" ROUND STEEL BEAM
- 37 - 1 1/4" x 30" ROUND STEEL BEAM

BEARINGS ARE REFERENCED TO THE NORTH LINE OF THE NORTHEAST 1/4 OF SECTION 12, TOWNSHIP 19 NORTH, RANGE 16 EAST, WHICH BEARS N88°16'45"E PER THE WINNEBAGO COUNTY COORDINATE SYSTEM.

SCALE - FEET

ACCESS RESTRICTION:
LOTS 34-37 IS HEREBY RESTRICTED SO THAT NO OWNER, POSSESSOR, USER, LICENSEE OR OTHER PERSON MAY HAVE ANY RIGHT OF DIRECT VEHICULAR ACCESS FROM OR EXCESS TO C.T.A. G. 11 IS EXPRESSLY INTENDED THAT THIS RESTRICTION CONSTITUTE A RESTRICTION FOR THE BENEFIT OF THE PUBLIC AS PROVIDED IN S. 236.293, STATS. AND SHALL BE ENFORCEABLE BY THE CITY OF NEENAH OR WINNEBAGO COUNTY OR ITS AGENTS.

Curve #	Radius	Delta	Length	Chord Direction	Chord Length	Tangent In	Tangent Out
C1	75.00'	24°48'13"	30.30'	N76°15'56"E	30.03'	S88°59'59"W	
C2	136.00'	25°32'55"	57.97'	N76°13'25"E	57.49'		
C3	75.00'	90°02'00"	109.94'	N45°36'47"W	98.99'		
C4	136.00'	25°32'55"	57.97'	S13°09'30"E	57.49'		
C5	136.00'	17°02'33"	27.88'	S88°22'34"E	27.31'		
C6	136.00'	17°02'33"	27.88'	S19°09'20"E	26.84'		
C7	75.00'	25°32'55"	57.97'	S76°13'25"W	56.96'		
C8	136.00'	24°48'13"	30.30'	S76°15'06"W	30.84'		
C9	75.00'	25°32'55"	57.97'	N63°02'35"W	56.96'		
C10	136.00'	90°02'00"	109.94'	N45°36'47"W	98.99'		
C11	136.00'	14°02'21"	30.99'	S87°02'30"E	30.99'		
C12	136.00'	20°12'47"	75.78'	S20°44'22"E	69.91'		
C13	136.00'	33°09'03"	75.98'	S43°04'48"E	74.99'		

McMahon, W:\PROJECTS\2019\1800507\2020\Survey Documents\SUBDIVISION PLATS\Final Plat First Addition to Integrity Acres.dwg, sheet 1, Plat Date: 12/3/2019 2:00 PM, pnt: rts_1800507_2019_01.dwg, r=redlined, r=redlined_additional, r=all parts first addition to integrity acres, r=red top first addition to integrity acres

There are no alterations to this plat with respect to Note 236.14, 236.16, 236.20 and 236.21(1) and (2).
We have, as provided by s. 236.12, W.S. Stats.
Certified _____
Department of Administration

McMAHON
SHEET 1 OF 2
THIS INSTRUMENT DRAFTED BY: Marty Abing

Exhibit 1 (continued) First Addition to Integrity Acres Plat Map

FIRST ADDITION TO INTEGRITY ACRES

PART OF LOT 1 OF CERTIFIED SURVEY MAP NO. 2931 AS RECORDED IN VOLUME 1 OF CERTIFIED SURVEY MAPS ON PAGE 2931 AS DOCUMENT NO. 878981 AND A PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4, ALL LOCATED IN THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 12, TOWNSHIP 19 NORTH, RANGE 16 EAST, CITY OF NEDNAH, WINNEBAGO COUNTY, WISCONSIN

SURVEYOR'S CERTIFICATE

I, David M. Schmitz, Wisconsin Professional Land Surveyor, PLS-1284, certify that I have surveyed, divided and mapped part of Lot 1 of Certified Survey Map No. 2931 as recorded in Volume 1 of Certified Survey Maps on Page 2931 as Document No. 878981 and a part of the Northeast 1/4 of the Northeast 1/4, all located in the Northeast 1/4 of the Northeast 1/4 of Section 12, Township 19 North, Range 16 East, City of Neeshah, Winnebago County, Wisconsin, containing 884,614 square feet (19,819 acres) of land, being more fully described as follows:

Commencing at the North 1/4 corner of said Section 12; thence N88°18'14"E, 1333.74 feet along the North line of the Northeast 1/4 of said Section 12 to the Northernly extension of the West line of Lands described in Document No. 1788672 and the Point of Beginning; thence continue N88°18'14"E, 666.87 feet along said North line to the Northernly extension of the West line of Lot 1 of Certified Survey Map No. 1954 as recorded in Volume 1 of Certified Survey Maps on Page 1954 as Document No. 715811; thence S00°28'24"E, 1314.82 feet along said Northernly extension and the Southernly extension of said West line to the Southwest corner of Lot 1 of Certified Survey Map No. 7383 recorded as Document No. 1771789; thence S89°21'11"W, 600.87 feet along the North line of Lot 2 of said Certified Survey Map No. 2931 to the Northeast corner thereof; thence N02°38'07"W, 290.68 feet along the East line of Lot 1 of said Certified Survey Map No. 2931 to the Southeast corner of Lands described in Document No. 1788672; thence S89°23'33"W, 66.00 feet along the South line of said Lands to the Southeast corner thereof; thence N02°38'07"W, 1010.18 feet along the West line of said Lands and its Northernly extension to the Point of Beginning.

That I have made such survey, land division, and plat under the directions 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 Neeshah in surveying, dividing and mapping the same.

Dated this _____ day of _____, 20____.

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

UTILITY EASEMENT PROVISIONS

An easement for electric, natural gas, and communications service is hereby granted by Integrity Custom Homes LLC, Grantor, to

WISCONSIN PUBLIC SERVICE CORPORATION, a Wisconsin corporation, Grantee,

AT&T Wisconsin, a Wisconsin corporation, Grantee, and

SPECTRUM MO-AMERICA, LLC by Charter Communications, Inc., its Manager, Grantee

their respective successors and assigns, to construct, install, operate, repair, maintain and replace from time to time, facilities used in connection with overhead and underground transmission and distribution of electricity and electric energy, natural gas, telephone and cable TV facilities for such purposes as the same in now or may hereafter be used, as well as other utilities, along and under the property shown within these maps on the plat designated as Utility Easement and the property designated on the plat for streets and drives, whether public or private, together with the right to install service connections upon, across, within and beneath the surface of such lot to serve improvements, thereon, or on adjacent lots, also the right to bury or lay down lines, trench and conduits as may be reasonably required incidental to the rights herein given, and the right to enter upon the subdivided property for all such purposes. The Grantee agrees to restore or cause to be restored, the property, as nearly as is reasonably possible, to the condition existing prior to each entry by the Grantee or their agents. This restoration, however, does not apply to the initial installation of said underground and/or above ground electric facilities, natural gas facilities, or telephone and cable TV facilities or to any lines, trench or conduits which may be removed at any time pursuant to the rights herein granted. Structures shall not be placed over Grantee's facilities or in, upon or over the property within these maps designated as Utility Easement without the prior written consent of Grantee. After installation of any such facilities, the grade of the subdivided property shall not be altered by more than six inches without written consent of Grantee. This Utility Easement Provision does not prevent or prohibit others from utilizing or creating the Utility Easement as the Utility easement(s) are non-exclusive.

The grant of easement shall be binding upon and inure to the benefit of the heirs, successors and assigns of all parties hereto.

NO UTILITY TRANSFORMERS OR PEDESTALS ARE TO BE SET WITHIN 2 FEET OF A LOT CORNER MONUMENT.

NO CONDUCTORS ARE TO BE BURIED WITHIN 1 FOOT OF A LOT CORNER MONUMENT.

CERTIFICATE OF CITY TREASURER

I, Michael K. Esker, being the duly elected, qualified and acting City Treasurer of the City of Neeshah, do hereby certify that the records in my office show no unpaid taxes or special assessments as of _____ affecting the lands included in First Addition to Integrity Acres.

Date _____ City Treasurer - Michael K. Esker

CITY OF NEDNAH APPROVAL

Resolved that "First Addition to Integrity Acres" in the City of Neeshah, Integrity Custom Homes LLC, as Owner(s) is hereby approved by the Common Council.

Date _____ Approved _____ Mayor - Dean R. Kaufler

Date _____ Signed _____ Mayor - Dean R. Kaufler

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

City Clerk _____ Patty A. Slum

STATE OF WISCONSIN

WINNEBAGO COUNTY

I, Patty A. Slum, being the duly elected, qualified and acting Clerk of the City of Neeshah, do hereby certify that the common council of the City of Neeshah, authorizing me to issue a certificate of approval of the First Addition to Integrity Acres upon satisfaction of certain conditions, Integrity Custom Homes LLC and I do hereby certify that all conditions were satisfied and the approval was granted, and effective on this _____ day of _____, 20____.

Patty A. Slum, 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 and no unpaid taxes or special assessments as of _____ affecting the lands included in First Addition to Integrity Acres.

Date _____ County Treasurer _____ Mary E. Krueger

OWNER'S CERTIFICATE

Integrity Custom Homes LLC, as Owner(s), I/we hereby certify that I/we caused the land described on this plat to be surveyed, divided, mapped and dedicated as represented on First Addition to Integrity Acres. We also certify that this plat is required by s. 236.10 or s. 236.12 to be submitted to the following for approval or objection:

Approving Authority _____ Agencies having Authority to Object
City of Neeshah _____ Winnebago Department of Administration
Winnebago County Planning & Zoning _____

Dated this _____ day of _____, 20____.

Printed Name and Title _____ Authorized Signature _____

Printed Name and Title _____ Authorized Signature _____

Printed Name and Title _____ Authorized Signature _____

State of _____)
County) _____

Personally appeared before me on the _____ day of _____, 20____, the above named persons to me known to be the persons who executed the foregoing instrument, and acknowledged the same.

Notary Public _____

My commission expires _____ 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 dedication of the land described on this plat, and does hereby consent to the certificate of Integrity Custom Homes LLC, as Owner(s).

IN WITNESS WHEREOF, the said Nicolet National Bank has caused these presents to be signed by an Authorized Officer, and countersigned by an Authorized Officer of Green Bay, Wisconsin, and its corporate seal to be hereunto affixed this _____ day of _____, 20____.

In the Presence of:

NICOLET NATIONAL BANK OF GREEN BAY

Authorized Officer _____ Authorized Officer _____

Print Name Title _____ Print Name Title _____

(State of Wisconsin) _____
County) _____

Personally come before me this _____ day of _____, 20____, 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 _____

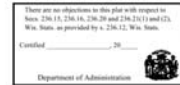


Exhibit 2
First Addition to Integrity Acres

Fee Schedule

Total Developable Acres = 18.235
Total Lots = 27

1. Subdivision Fee: \$1,000/acre x 18.235	\$18,235.00
2. Oversized sanitary sewer interceptor fee: \$1,000/acre x 18.235	\$18,235.00
3. Storm water management, erosion control, plan review and inspection fee: \$200 + \$75/lot	\$2,225.00
<hr/>	
Total Fees Due Upon Billing	\$40,520.00

**Exhibit 3
First Addition to Integrity Acres**

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

1. Acreage

Total Developable Acres	18.235
-------------------------	--------

2. Storm/Infrastructure Construction Costs

Total Private (Developer) Costs (estimated)	\$ 33,194.00
Total Public Costs (estimated)	\$143,540.00
<hr/>	
Total Construction Costs (estimated)	\$176,734.00

3. Summary Public Infrastructure Costs

Developer Storm Fee Due City (\$5,000/ac x 18.235)	\$ 91,175.00
Public Storm Sewer Funded by Developer (estimated)	\$143,540.00
<hr/>	
Balance Due Developer for Public Storm Sewer Funded by Developer (estimated)	\$52,365.00

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
First Addition to Integrity Acres**

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

1. Oversized Water Main Costs Due Developer (estimated) 16 inch water main and valves	\$51,950.00
2. Oversized Water Main Deferred Assessment (Due City)	\$22,418.22
3. <u>Installation Inspection Fee Due Water Utility (estimated)</u>	
Total Due Water Utility at the time of billing	\$2,500.00

Neenah Water Utility

Integrity Construction - Integrity Acres Phase II

Water Main Construction Estimation of Costs / Oversizing

Water Main	Quantity	Unit	Cost	Total
8" Water Main	1110	LF	\$30.00	\$33,300.00
16" Water Main	1600	LF	\$64.00	\$102,400.00
16" x 16" x 6" Tee	2	EA	\$1,500.00	\$3,000.00
Hydrant	5	EA	\$3,750.00	\$18,750.00
6" Valve for Hydrant	5	EA	\$1,085.00	\$5,425.00
6" Water Main for Hydrant	50	LF	\$30.00	\$1,500.00
8" Valve	2	EA	\$1,500.00	\$3,000.00
16" Valve	2	EA	\$6,725.00	\$13,450.00

Total Water Main Installed on Integrity Way. \$180,825.00

Oversizing Cost	Quantity	Unit	Cost	Total
10" to 16" WM Oversizing	1600	LF	\$27.00	\$43,200.00
10" Valve to 16" Valve Oversizing	2	EA	\$4,375.00	\$8,750.00

Total Oversizing Cost Estimate \$51,950.00

**Exhibit 5
First Addition to Integrity Acres**

Escrow/Prepayment

Future Street and Sidewalk

1.	Gravel Street Maintenance 2,711 feet x \$10/centerline foot	\$27,110.00
2.	Sidewalk Installation (at \$25/lineal foot) Integrity Way: 1,239 feet = \$30,975 Honor Street: 895 feet = \$22,375	\$53,350.00
<hr/>		
	Total Prepayment/Escrow required	\$80,460.00

DRAFT

Exhibit 6
First Addition to Integrity Acres

Terrace Tree Contribution

1.	Terrace Tree Contribution: \$150/lot x 27 lots	\$4,050.00
	Amount due City upon each Integrity Acres lot closing	\$150.00
	Total amount due upon each Integrity Acres lot closing	\$150.00

DRAFT

**Exhibit 7
First Addition to Integrity Acres**

Oversize Sanitary Sewer

Estimated Developer's Cost Due City

Sanitary Sewer Main Costs Due Developer (estimated)	\$ 37,845.00
Sanitary Main Deeper than 13 feet = 1,938 Lineal Feet	
1,938 LF x \$15/foot = \$29,070	
Sanitary Lateral Risers for Main deeper than 13 feet = 195 feet	
195 feet x \$45/foot = \$8,775	
<hr/> Installation Inspection Fee Due Sanitary Utility (estimated)	<hr/> \$ 4,800.00
Total Due at the time of billing	\$ 4,800.00

Exhibit 8
First Addition to Integrity Acres

Summary of Developer's Costs and Financing Per Lot

Estimated Developer's Cost Due at Billing

Exhibit 4:	Inspection Fee – Water Utility (Estimate)	\$ 1,500.00
Exhibit 7:	Construction Inspection Fees (Estimate)	<u>\$ 4,800.00</u>

Water Main Deferred Assessment

Exhibit 4:	Collected at time of closing (\$22,418.22/27 lots = \$830.30/lot)	\$ 22,418.22
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Estimated Public Storm Sewer Reimbursement Due Developer

Exhibit 3:	Public Storm Sewer (Estimate)	\$52,365.00
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Estimated Oversized Water Main and Sanitary Sewer Reimbursement Due Developer

Exhibit 4:	16 inch water main and valves (Estimate)	\$51,950.00
Exhibit 7:	Oversize sanitary sewer main depth (Estimate)	\$37,845.00

Estimated Developer's Costs to be Financed by City of Neenah (No Interest Due)

Exhibit 2:	Subdivision Fee	\$18,235.00
	Oversized Sanitary Fee	\$18,235.00
	Storm Water Management Fee	\$ 2,225.00
Exhibit 6:	Terrace Tree Contribution (\$150.00 x 27 lots)	\$ 4,050.00
	Honor Street Land Reimbursement	\$(18,235.00)
Exhibit 4:	Oversized Water Main Deferred Assessment	\$22,418.22
	Total to be financed by City (estimated)	\$46,928.22

**Special Assessment Applied To
Each Lot (estimated) and Due at Lot Closing** **\$ 1,738.08**
(\$46,928.22/27 lots = \$1,738.08/lot)

Developer's Escrow Fees Required

Exhibit 5:	Gravel Street Maintenance	\$27,110.00
	Sidewalk Installation	\$53,350.00
	Total Escrow Required	\$80,460.00

TAX INCREMENT DISTRICT No. 7
DEVELOPMENT AGREEMENT

This Tax Increment District No. 7 Development Agreement (“TID 7 Agreement”) entered into this _____ day of December, 2019 by and between the City of Neenah, a Wisconsin municipal corporation with offices at 211 Walnut Street, Neenah, WI 54956 (the “City”) and Muskrat Love, LLC, c/o Dr. Jeffrey Keesler, Managing Member, 1524 S. Commercial Street, Neenah, WI 54956 (the “Developer”).

RECITALS

City and Developer acknowledge the following recitals, which are contractual:

A. The business operating as “Burger King” and located at 977 South Green Bay Road, Neenah, (more particularly described in Exhibit A, attached hereto) (hereinafter referred to as the “Property”) occupies a crucial location on the South Green Bay Road commercial district.

B. The Property was recently vacated and is quickly falling into a state of disrepair, causing the blighting of the Property.

C. Subject to obtaining the financial assistance set forth herein, Developer intends to undertake development of the Property by razing the existing structure(s) on the Property and constructing a professional office building (the “Development Project”) as more particularly described on Exhibit B.

D. The Development Project will increase the Property’s value and provide other tangible benefits to the surrounding neighborhoods and to the City as a whole. The Development Project is consistent with the District Plan for TID 7.

E. Such a development would benefit the financial performance of TID 7 and eliminate blight and promote positive growth in the South Green Bay Road Commercial District.

F. The City desires to encourage economic development including the elimination of slum, blight and functional obsolescence, conservation and rehabilitation of existing improvements, expansion of its tax base, and creation of new jobs within the City, the District and the Property. The City finds that the redevelopment of the Property and the fulfillment,

generally, of the terms and conditions of this Agreement are in the vital and best interests of the City and its residents and serve a public purpose in accordance with state and local law.

G. The Development Project would not occur as shown on Exhibit B without the use of Tax Incremental Financing. The City, pursuant to Common Council Action dated December 18, 2019, has approved this Agreement and authorized the execution of the Agreement by the proper City officers on the City's behalf.

H. The Developer has approved this Agreement and authorized Dr. Jeffrey Keesler, Managing Member of the Developer to execute this Agreement on the Developer's behalf.

I. All terms that are in upper case but not defined in this Agreement and that are defined under the Tax Increment Law shall have the definitions assigned to such terms by the Tax Increment Law.

NOW THEREFORE, in consideration of the mutual promises contained herein, which are contractual the parties agree to the following terms and conditions:

ARTICLE 1 PURPOSES - DEFINITIONS

1.1 Purpose of Agreement. The parties have agreed upon a plan for a redevelopment comprised primarily of commercial space consistent with a professional office development on the Property (the "Development"). The purpose of this Agreement is to formalize and record the understandings and undertakings of the parties and to provide a framework within which the redevelopment of the land will take place

1.2 Definitions. The terms listed below shall be defined for the purposes of this Agreement as follows:

1.2.1 **"City"** means the City of Neenah, a Wisconsin Municipal Corporation. The City may also be referred to as the City of Neenah.

1.2.2 **"Contribution" or "City Contribution"** means the Tax Increment Revenue Financing payment made to the Developer by the City pursuant to Section 4.3 upon the satisfactory completion, on the part of all parties, of all undertakings as specified in Articles 3 and 4 as related to the Development Project.

- 1.2.3 “Developer” means Muskrat Love, LLC, a Wisconsin limited liability company.
- 1.2.4 “Development Project” or “Project” means the overall construction of the improvements and uses anticipated by the Development Plan and this Agreement for the Development Area.
- 1.2.5 “Development Area” means the sum of all property described in Exhibit A, and constitutes the total boundaries of the project for which this Agreement is provided.
- 1.2.6 “Development Plan” means the Development as shown on Exhibit B as improved by the site improvements outlined in Exhibit C and as further described by this Agreement.
- 1.2.7 “Development Phase” means the site preparation work including construction of site improvements and development as hereinafter described in Section 3.5.
- 1.2.8 “Minimum Total Tax Value” means the minimum Tax Increment Value required for the Development to be eligible for a City Contribution. The Minimum Total Tax Value Increment for this Project is \$800,000 (total value projected to be \$1,362,500 total equalized assessed value upon full completion of the Development Plan in accordance with the Development Schedule outlined at Exhibit D.).
- 1.2.9 “Minimum Contribution” means the minimum amount of the Contribution made by the City to the Project.
- 1.2.10 “Site Plan” means the specific physical layout of the Development Area as shown on Exhibit B attached hereto.
- 1.2.11 “Tax Increment Base Value” means the equalized value of Real and Personal Property of the Development Area on January 1, 2019 as certified by the State, projected at \$562,500.
- 1.2.12 “Tax Increment Value” means the equalized value above the Tax Increment Base Value established for the Development Area as determined by the City of Neenah assessor. The equalized value is calculated by taking the assessed value reported by the City of Neenah Assessor that is certified by the State Department of Revenue times the aggregate ratio.
- 1.2.13 “Tax Increment Revenue” means the personal and real property tax revenue (as defined in Section 66.1105(2)(i) of the Wisconsin Statutes) generated by the Tax Increment Value generated by the Project.

1.2.14 “TID 7” means Tax Incremental District No. 7.

1.2.15 “Zoning Code” means Chapter 26 of the Code of Ordinances of the City of Neenah. The Zoning Code may also be referred to as the “Code.”

ARTICLE 2 DESCRIPTION OF DEVELOPMENT

2.1 Development Area. The Development includes the land area described in full in Exhibit A as previously defined in the Agreement as the Development Area. The Development Area will be developed and improved with a new professional office commercial development and ancillary improvements, with site improvements as described and depicted in the attached Exhibit C, on a timetable and with estimated property valuation as described in the attached Exhibit D.

ARTICLE 3 UNDERTAKINGS OF THE DEVELOPER

The Developer agrees that it shall:

3.1 Initiate, or cause to initiate by third parties, the Development Project and complete it in accordance with all applicable City zoning and building codes, fire codes, ordinances and regulations. The general components of the Development Project and the estimated timetable for completion of each component are set forth on Exhibit D, attached hereto. All project costs expended by Developer including costs incurred before the date of this Agreement, and which are eligible for funding as project costs as defined at Wis. Stat. §66.1105(2)(f), are referred to as “Developer Costs”. Developer Costs shall include, without limitation, costs for the construction of improvements, including hard and soft construction costs, professional fees, architectural fees, construction period interest, civil engineering fees, general contractor fees, infrastructure improvements, environmental remediation costs, demolition, public facilities, and the clearing, grading and construction of the Development Project, and other costs permitted as project costs pursuant to Wis. Stat. §66.1105(2)(f).

3.2 Developer warrants and represents to the City that but for the assistance to be provided by the City under Article 4, herein, Developer would not be able to proceed with the Project as specified on Exhibit B.

3.3 Developer shall prepare, or cause to be prepared, site plans, specifications, and development timetables, for redevelopment and construction work to be undertaken in Development Phase reasonably acceptable to the City.

3.4 Developer has presented an Implementation Plan for the Development Project, which is attached as Exhibit D.

3.5 Developer will implement or cause to be implemented the Development Project in the appropriate location of the Development Area as provided in Exhibit D that will have an estimated Tax Increment Value as follows:

3.5.1 Development Phase

<u>Project Name</u>	<u>Building Type</u>	<u>Legal Description</u>	<u>Minimum Tax Increment Value</u>
Keesler Orthodontics	Professional Office / Commercial	See Exhibit A	\$800,000

The deadline for initially achieving the Tax Increment Value shall be January 1, 2024 (the “Tax Incremental Value Date”). Thereafter, the Development Project shall achieve at least the minimum Tax Increment Value until January 1, 2029 or the date of the final dissolution of TID 7, whichever is sooner.

3.5.2 Tax Increment Revenue Shortfall Payment. In the event that the Tax Increment Value is less than the amount shown in §3.5.1, Developer may make a Tax Increment Revenue shortfall payment equal to the difference between the projected Tax Increment Revenue generated by the Tax Increment Value outlined in §3.5.1 less the actual Tax Increment Revenue.

3.6 The City recognizes that in the current economic environment, approval of a Development Agreement may be necessary prior to the Developer obtaining full financing for this project. For the purpose of facilitating this joint approval process, the City will act on this Development Agreement with the contingency that prior to the City incurring any obligation to the Developer pursuant to the terms of this Agreement, the Developer shall:

3.6.1 Cooperate with the City to facilitate the City's performance under Article 4.

3.6.2 Obtain all permits to complete the construction and occupancy of the Project.

3.6.3 Demolish and/or remove the existing structures on the Development Parcel on or before six (6) months from the date this agreement is signed.

3.6.4 Pay all costs of the construction, installation and maintenance of utilities and improvements within the Development Area.

3.6.5 Provide to the City's Finance Director documentation from the Developer's bank and/or other funding sources, satisfactory to the City's Finance Director in his sole judgment, confirming that the Developer has the ability to permanently finance the Development Project before it commences.

3.6.6 Obtain financing necessary to complete the Project.

3.7 In the event that the Tax Increment Value is less than outlined at §3.5.1, Developer may make a Tax Increment Revenue Shortfall Payment as outlined at §3.5.2.

ARTICLE 4 UNDERTAKINGS OF THE CITY

The City agrees that it shall:

4.1 Appropriate sufficient funds for the performance of its obligations under this Agreement as described in this section.

4.2 Cooperate with Developer throughout the implementation of the Development Project and shall promptly review and/or process all submissions and applications in accordance with applicable City ordinances.

4.3 Make a Contribution to the Project, subject to all of the terms, covenants and conditions of the Agreement and applicable provisions of law, and as inducement by the City to Developer to carry out the Development Project, the City will provide payments to the Developer to assist with the Developer Costs, as provided below.

4.3.1 *Developer Costs –Development Project.* The City will provide payments to the Developer solely from future tax increments from the Development Area only to assist with Developer Costs as defined in §3.1. Upon approval of financing as outlined in Paragraph 3.6.6, TIF eligible expenditures incurred subsequent to the date of this Agreement may be counted as reimbursable expenses. City and Developer agree that there will be no reimbursement for any activities prior to the date of this agreement, except as permitted by Wis. Stat. §66.1105.

4.3.2 *Developer Cost Invoices.* The Developer shall submit to the City’s Director of Community Development copies of original invoice documentation of eligible Developer Costs or a verified letter from the general contractor responsible for the Project, certifying that Development Costs in excess of the minimum necessary to support \$100,000 for documentation of the City’s contribution from Tax Increment Revenue. The City may require a Developer’s Affidavit supporting the submitted Developer Costs.

4.3.3 *Source of City Contribution.* As the sole source for payment of the City Contribution, the City agrees to pay Developer ninety percent (90%) of the Tax Increment Revenue attributable to the Property pursuant to this Agreement, based on taxes accrued through a date (the “Expiration Date”) which shall be the earliest to occur of: (i) the date on which the City

Contribution has been paid in full;(II) the date on which TID 7 is dissolved; or (iii) September 1, 2030.

4.3.4 *Maximum City Contribution.* The City's total contribution for Developer Costs shall be limited to a maximum of \$100,000 or 90% of the cumulative Tax Increment Revenue attributable to the Development Project through the assessment date of January 1, 2029, whichever is less, payable in installments over six (6) year or less as provided hereunder.

4.3.5 *Payment of City Contribution.* The City Contribution will be provided to the Developer as follows: beginning on or about September 1 (but no later than September 1, 2024), following the year the Project is assessed as completed and occupied as of January 1, the City will pay to the Developer 90% of the cumulative Tax Increment Revenue received by the City and attributable to the Development Project provided that the Tax Increment Value of the Development Project also exceeds the Minimum Total Tax Value. Thereafter, continuing on or about each September 1 until the Maximum City Contribution provided for at §4.3.4 is reached but in no event later than September 1, 2030. Said payments will be net of the deferred assessment charges billed the Developer pursuant to Section 3.6.5, if any. No payments will be distributed until the annual property taxes have been paid in full on the Development Project.

4.3.6 *City Contribution a Special and Limited Obligation.* Payments pursuant to this Agreement shall be a special and limited obligation of the City and not a general obligation.

4.4 *Developer Acknowledgment.* Developer hereby acknowledges that, as a result of the special and limited nature of the City's obligation to pay the City Contribution, Developer's recovery of the full amount of the City Contribution depends on factors including, but not limited to, future mill rates, changes in the assessed value of the Development Project, the failure of the Development Project to generate the Tax Increment Revenue at the rate expected by Developer, reduction in Tax Increment Revenue caused

by revenue-sharing, changes in the Tax Increment Law, and other factors beyond the City's and/or Developer's control.

4.5 City covenants to Developer that:

4.5.1 City shall not utilize more than ten percent (10%) of the Tax Increment Revenue collected until such time the City Contribution has been paid in full, as previously indicated or September 1, 2030, whichever is earlier.

4.5.2 Until the City Contribution has been paid in full, or a sum sufficient to pay off the City Contribution has been set aside to cover payment of the City Contribution, the City shall not close the District prior to the Expiration Date. Upon the Expiration Date, or payment in full of (or a sum sufficient set aside to pay in full) the City Contribution, the City will be entitled to close the District and no liability shall remain from the City to the Developer upon expiration of the District.

**ARTICLE 5
TAX STATUS**

5.1 As long as the District is in existence, the Development Project including the land and all buildings and improvements thereon shall be owned and taxable for real and personal property taxes, and special assessment purposes. The City may waive the above restriction upon execution of a payment in lieu of taxes (PILOT) agreement, on a form acceptable to the City, made between the City and the owner or lessee of an exempt Development Project.

**ARTICLE 6
NO PARTNERSHIP OR VENTURE; SALES TO THIRD PARTIES**

6.1 Developer and its contractors or subcontractors shall be solely responsible for the completion of the Project. Nothing contained in this Agreement shall create or effect any partnership, venture or relationship between the City and Developer or any contractor or subcontractor employed by Developer in the construction of the Project.

6.2 During the term of this Agreement, should the Developer sell, transfer, or otherwise dispose of the Project without the prior consent of the City, this agreement shall be terminated and all future City Contribution payments shall cease. Developer acknowledges and agrees that the Developer's financial ability is a significant factor and inducement justifying the City to enter into this Agreement.

**ARTICLE 7
CONFLICT OF INTEREST**

7.1 No member, officer or employee of the City, during his/her tenure or for one year thereafter, will have or shall have had any interest, direct or indirect, in this Agreement or any proceeds thereof.

**ARTICLE 8
WATER AND WATER RELATED PUBLIC IMPROVEMENTS**

8.1 [RESERVED.]

**ARTICLE 9
SANITARY SEWER**

9.1 [RESERVED.]⁷

**ARTICLE 10
STORMWATER MANAGEMENT**

10.1 The Developer shall follow all applicable State stormwater regulations and City Stormwater Ordinances. The Developer shall be solely responsible for installing and maintaining

all on-site stormwater management practices in accordance with City specifications. Stormwater management within the Development Area shall remain private. Developer shall enter into a recordable stormwater management and maintenance plan as required by Neenah Code Ch. 22, Art. IV, Div. 3.

10.2 All plans and specifications for the design of the infrastructure and stormwater sewer improvements within the boundaries of the Development shall be subject to the approval of the City's Department of Public Works and, where necessary, Building Inspections, prior to the beginning of construction. Such approval shall not be unreasonably withheld.

**ARTICLE 11
WRITTEN NOTICES**

11.1 Any written notice required under this Agreement shall be sent to the following individuals:

FOR THE CITY:

City of Neenah
Community Development Department
211 Walnut Street
Neenah, WI 54956
Attention: Director

With a copy to:

City of Neenah
City Attorney's Office
211 Walnut Street
Neenah, WI 54956
Attn: City Attorney

FOR THE DEVELOPER:

Muskrat Love, LLC
c/o Dr. Jeffrey Keesler, Managing Member
1524 S. Commercial Street
Neenah, WI 54956

With a copy to:

Attorney Patrick Seubert
618 S Green Bay Rd
Neenah WI 54956-3273

IN WITNESS WHEREOF, the parties hereto accept the terms of this Agreement as of the ____ day of December 2019.

CITY OF NEENAH

By: _____
Mayor

By: _____
Dr. Jeffrey Keesler, Managing Member

Attest: _____
City Clerk

**EXHIBIT A
LEGAL DESCRIPTION**

LOT 1 CSM # 507 FORMERLY STATE ROW PROPERTY AND LOT 1 CSM # 780, IN THE CITY OF NEENAH,
WINNEBAGO COUNTY WISCONSIN

Tax Key Number (PIN): 806-0639-04-00

**EXHIBIT B
DEVELOPMENT PROJECT**

**EXHIBIT C
DEVELOPMENT PLAN**

**EXHIBIT D
DEVELOPMENT SCHEDULE**



M E M O R A N D U M

DATE: December 13, 2019
TO: Mayor Kaufert, Council President Stevenson and Council Members
FROM: Chris A. Haese, Executive Director
RE: **Tax Incremental District #7 Development Agreement, 997 S. Green Bay Road**

Jeffery Keesler, a local orthodontist, has expressed interest in constructing a new office and possible commercial space on the former Burger King property at 977 S. Green Bay Road. As you know, the property was recently vacated and is quickly falling into a state of disrepair. Staff has met with Dr. Keesler and his representative to discuss the project, the challenges with its redevelopment and possible assistance the City may offer to facilitate the transformation of the property. Recognizing the value redevelopment will have to this sight and the Green Bay Road corridor, staff negotiated the key points of a Development Agreement for the project. The structure of the Agreement would be a developer financed or pay/go agreement, which requires all expenditures to be made by the Developer. The City provides no direct dollars to the project other than those provided as an incentive payment once the project is complete. Due to tight timelines, a final Agreement has not been prepared, however, a draft of the Agreement as it currently exists is attached for reference. The primary components of the Agreement would include the following:

- The project would provide a minimum value increment of \$800,000.
- The Developer would be provided the opportunity to provide shortfall payments should the increment fall below the minimum value increment required.
- The City would provide an annual assistance payment of 90% of the additional tax increment collected from the property to a maximum of \$100,000.
- The payments would be provided for a maximum of six years beginning in the year following full occupancy of the building, which shall be no later than December 31, 2023.
- The current building (Burger King) will be required to be demolished by July 1, 2020.
- Sale of the building will result in the termination of incentive payments unless prior approval is granted by the City.

The development assistance is being provided to support the demolition of the existing improvements, construction of storm water treatment facilities, environmental testing and remediation and geotechnical evaluations. Additionally, the new project is anticipated to create four to six new technician level jobs.

Assisting with this project will not only remove the obsolete improvements from the site, but will also negate the potential that the building becomes reoccupied with a less than desirable tenant. Construction of the new building is anticipated to begin in mid-2021.

Recommendations

Appropriate action at this time is to recommend Council authorize staff to prepare and execute a Development Agreement with Jeffery Keesler, with the noted terms, providing TID #7 assistance for the redevelopment of 997 S. Green Bay Road.

STATUS OF COUNCIL DIRECTIVES ISSUED SINCE JULY 1, 1981

Date: December 18, 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



December 18, 2019

Members of the Common Council:

Pursuant to law, I hereby submit the following nominations for appointments as members of the 2020-2021 Elections Board of the City of Neenah for the term of two years:

DEMOCRATIC NOMINATIONS:

Last Name	First Name	M.I.	Address
Altenburg	Lynn	M	745 Manchester Rd
Bowen	Sharon	R	525 Pembroke Ct
Echola	Elise	L	402 E. Forest Ave
Eparvier	Diane	M	669 Elm Street
Hiroskey	Jill	A	1085 Memorial Court
Holtz	Susan	L	701 Kensington Rd.
Kraus	Ann	M	985 Babcock St #4
Kunz	Christopher	A	707 Congress Pl
Kunz	Ellen	R	707 Congress Pl
Schulz	Teresa	M	1426 Baytree Ln

REPUBLICAN NOMINATIONS:

Last Name	First Name	M.I.	Address
Althaus	Melanie		239 1/2 E Doty Ave
Antonneau	Susan	A	401 Ninth St
Bean	Sandra	M	1955 Harrison St #9
Brill	Donald	E	706 Lincoln St.
Brill	Loretta	J	706 Lincoln St.
Depies	Deborah	Jo	313 Parkwood Dr
Depies	Michael	G	313 Parkwood Dr
Dickson	David	S	1338 Whittier Dr
Fitzgerald	Dennis	J	1613 Meadowbreeze Cir
Fitzgerald	Jane	M	1613 Meadowbreeze Cir
Flanagan	Tammy	L	1029 Sterling Ave
Griffith	Deborah	G	108 Regent Pl
Hudak	Edward		1207 Skyview Dr
Hudak	Kay	L	325 Stanley Ct
Kaiser	Carole	J	1350 Wild Rose Ln
Klinger	Lynn	K	1342 Pinehurst Ln

Koziczkowski	James	A	104 Lexington Ct
Krautkramer	Jim		111 S Park Ave
Malesa	Patricia	A	1555 Lyon Dr #343
Maurice	Judith	A	629 Knight Street
Maurice	Richard	A	629 Knight Street
Melso	Marjorie	A	108 Lexington Ct
Meyer	James	A	1355 Hedgerow Dr
Moore	Donna	R	1555 Lyon Dr #249
Peperkorn	David	A	413 10th St
Radue	William	E	1572 Bruce St
Reuter	Maria	E	1087 Laurel Court
Reuter	David	C	1087 Laurel Court
Schoessow	Frederick	A	1644 Pendleton Rd
Tennant	Jane	E	2514 Bruce Ct
Thomson	Darlene	A	136 Regent Place
Washington	Paul	W.	2517 Bishops Lane
Werch	Jill	M	1529 Meadowbreeze Cir
Weyenberg	Roger	M	1135 Manor Dr #24
Wilhelm	Carol	L	661 Congress St
Wirth	Lawrence	W	410 E Wisconsin Ave
Zaretzke	Judith	A	1129 S. Park Ave.

UNAFFILIATED NOMINATIONS:

Last Name	First Name	M.I.	Address
Anderson	Nancy	V	321 Adams St
Anderson	Carol	J	1239 Dogwood Tr
Anschutz	DeAnn	G	1636 Pendleton Road
Baird	Daniel	N	245 Stevens St
Baird	Daniel	N	See Whiting Boathouse
Bartels	Beth	A	1140 Manor Dr #102
Bartz	Thomas	C	645 Belmont Ct.
Bartz	Barbara	A	645 Belmont Ct
Bates	Margaret	M	See Police
Bates	Margaret	M	2421 Woodland Terrace
Bathke	Janice	M.	970 Manor Dr. Unit 73
Bauer	Jennifer	M	1329 Blueberry Lane
Bazile	Mary Ann	M	1482 Whitetail Dr
Beahm	Rebecca	A	1211 Maple St
Bean	William	C	1955 Harrison St #9
Bednarz	Julie	M	602 Reed St
Beirl	Richard	J	334 Seventh St
Beltz	Ellen	M	864 Bayview Rd

Bennett	Lisa	M	322 Kraft St
Bennett	Randall	E	322 Kraft St
Bergstrom	Dianne	L	315 Clark St.
Beyer	Nancy	M	1592 Redwing Dr
Bishop	Laurinda	M	210 Haylett St Apt 128
Blaha	Kimberly	Jo	111 S John St
Boelter	Scott	J	1305 Blueberry Ln
Borgwardt	Allen	C	1110 Daniel Court Apt 51
Boushele	Victoria	L	318 Alcott Dr
Bradley	Dorothy	M	1089 Congress Street
Brandt	Mary	P	230 E. Doty Avenue
Breining	Jennifer	H	1030 Oak St
Breitenfeldt	Carmen	G	150 Fifth St.
Brigham	Margaret	A	965 Sund St
Brotski	Sally	J	813 Heather Ln
Bucholtz	Jeralin	L	310 Ninth St #8
Buckley	Eleanor	J	1467 Whitetail Dr
Buss	Maria	R	320 Bellin St
Buss	Michael		617 Quarry Lane
Callaway Dey	Sally	M	1562 Secretariat Lane
Campbell	Lisa	K	1274 Meadow Ln
Carpenter	Anna	L	1031 Kalfahs St
Casper	Mary Helen	-----	1067 Oak St
Chantelois	Leo	K	701 Kensington Rd.
Christensen	Mary	C	970 Grove Street
Christensen	David	J	1042 Oak St
Ciriacks	John	A	872 Reddin St
Clochesy	Michael	F	629 Jefferson St
Conrad-Cotter	Jacquelynn	-----	419 E Forest Ave
Davis	Dawn	G	800 Jean Street
Direnzo	Charles	D	905 Congress St
Draves	Susan	E	710 Division St
Drumm	Linda	M	821 Higgins Ave
Duckert	Cindy	L	229 Berkeley Dr
Dunn	Angela	R	943 Reddin Ave
Eckholdt	Michael	J	573 Grove St
Eckrich	Margaret	J	1555 Lyon Dr #351
Eckrich	Margaret	J	1051 Appleblossom Dr
Egan	Mary	V	429 Lowell Pl
Ellis	Mary	A	635 S Lake St
Elwood	Jennifer	S	527 Elm Street
Erickson	Tamara	K	1402 Whittier Dr

Erickson	Leesa	R	1144 Shaggy Bark Dr
Faulks	Lillian	L	160 S. Green Bay Rd #201
Fitzgerald	Jeannette	P	160 S. Green Bay Rd #205
Flenz	Anita		809 Maple St
Franke	Mark	S	548 Peckham Rd.
Franke	Paul (Jeff)	J	765 Congress St
Fucik	George	E	344 Thomas Ct
Gallatin	Tabitha	J	1355 Green Acres Ln
Gebert	Norbert	T	1379 Mulberry Lane
Geibel	Paul	S	112 Green Meadows St
Geiger	Renee	L	542 Chatham Ct
Geniesse	Mary Jill	J	1040 S. Park Ave
Geniesse	Mary Jill	J	1040 S. Park Ave
Gilling	Loretta	J	954 Reddin Ave
Ginke	Elizabeth	A	1028 S Park Ave
Glowacki	Lindsey	R	409 Green Street
Goldstein	Jeremy	F	1204 Skyview Dr
Grindstaff-Abbott	Dianna	L	546 Fairview Ave
Guiley	Sandra	R	1628 Pendleton Rd
Hager	David	A	552 Riford Rd
Hager	Weyno	E	930 Manor Dr #56
Hanson	Marjorie	S	110 Wright Ave Apt 1
Harding	Cindy	L	112 5th St
Hartlaub- Degeneffe	Carol	J	113 Jule St
Hartlaub- Degeneffe	Carol	J	113 Jule St
Hayward	Kathryn	A	1555 Lyon Dr #229
Helein	Cindy	L	129 Alexander Dr
Heling	Mary	A	724 Maple St
Henderson	William	R	411 Lowell Pl
Henderson	Richard	D	343 Bellin St
Herrick	Olivia	M	1034 Green Acres Lane
Heuel	Erika	C	217 Linden Ct
Heyn	Carrie	S	130 S. Western Ave
Holbrook	Crescentia	H	613 Fairview Ave
Holey	Sarah	R	132 King St
Hopfensperger	Ronald	P	426 W Northwater St
Hoppe	Sandra	M	1383 Inverness Lane
Horan	Katherine	K	324 Ninth St
Howe	Karen	J	1467 Whitetail Dr
Howman	Catherine	M	1135 Manor Dr #30
Huxley	Oksanna	R	969 Grove St

Irish	Elizabeth	M	929 Reddin Ave
Jahner	Patricia	M	1832 Hedgeview Dr
Jelinski	Linda	M	119 E Columbian Ave
Jenkel	Gary	S	1478 Whitetail Dr.
Jenkel	Karen	J	1478 Whitetail Dr.
Kahl	Allan	A	1311 Pinehurst Lane
Kallin	Margaret	M	1237 Green Acres Ln
Kaun	Frederick	W.	316 Thomas Ct.
Kerkman	Lorel	J	1338 Wild Rose Ln
Keyes	Audrey	A	305 Caroline St.
Kiser-Labby	Karen	S	115 W. Peckham St
Kleveno	Gail	A	1538 Meadowbreeze Cir
Koerner	Jill	K	1004 Oxford Ct
Kolb	Lea	A	756 Chestnut St
Komblevicz	Lisa	A	1321 Whispering Pines Ln
Koslowski	Mary	E	954 Gay Dr #2
Koziczkowski	Kathleen	A	104 Lexington Ct
Kramer	Audrey	J	109 S Lake St
Krautkramer	Cynthia	R	111 S Park Ave
Kropidowski	Bernadette	G	508 W. Northwater St
Kuhlow	Averil	L	521 Western Ave
Kundert	Afra	I	520 Quarry Ln
Lang	Jane	B	1541 Whitetail Dr
Lange	James	R	1213 Westbreeze Dr.
Lange	Julia	A	1213 Westbreeze Dr.
Laurin	Mary	E	921 Babcock St #14
Layton	Judith	A	135 Curtis Ave
Layton	Judith	A	135 Curtis Ave
Lefeber	Tami	Jo	860 Reddin Ave
Lemanski	Joyce	L.	215 Alcott Dr
Lendrum	Carol	C	419 11th St
Lendrum	Carol	C	See Roosevelt
Lott	Andrea	S	505 Henry St
Lucht	Barbara	A	1066 Oxford Ct
Lucht	James	L	1066 Oxford Ct
Ludwig	Gail	M	2428 Marathon Ave
Lutz	Julie	M	349 E Franklin St
Maas-Pike	Jean	A	2116 Henry St #11
Madej	Rosemary	K	1555 Lyon Dr #349
Malin	Teresa	L	120 Byrd Ave #308
Malueg	Amanda	M	502 Caroline St
Marcy-Smoll	Deborah	A	441 E. Franklin Ave
Mather	Carol	L	813 Hewitt Street

Matowitz	Barbara	A	931 Bridgewood Dr
Mayer	Adina	M	827 E Cecil St
McCann	Kevin	J	671 Elm St.
McClone	Joyce	M	1135 Manor Dr Apt #30
McDonald	Jeannette	----	406 E Wisconsin Ave
McGuire	Jennifer	A	1185 Skyview Dr
Meixl	Catherine	M	424 Washington Ave
Merkel	Katherine	M	305 12th Street
Meyer	Jennifer	L	1041 Hunt Ave
Meyer	Lorice	T	1355 Hedgerow Dr
Michalkiewicz	Sandra	L	957 Grove St
Miller	Audre	J	741 Oak St
Miller	Carol	A	210 Haylett St #107
Miller	Barbara	K	833 Reddin Ave
Molitor	Amy	E	1138 Maple St
Mooney	David	L	230 Stevens St.
Mrotek	Lois	J	1378 Alpine Ln
Muenzel	Peggy	L	633 Grove St
Nelson	Lynette	S	105 E Peckham St
Nering	Jonathan	A	1173 Farm Ridge Ln
Niemuth	Larry	L	126 Regent Pl
Norkofski	Michael	W	1422 Baytree Ln
Olson	John	P	970 Manor Dr. Apt 69
Olson	Julia	M	970 Manor Dr. Apt 69
Pagel	Cynthia	L	1515 Remington Rd
Patchak	Debra	A	1145 Breezewood Ln
Pedersen	Sandra	L	622 Haylett St
Peiffer	Sueann	M	1120 Brittany Ct Apt 79
Perillo	James	J	1004 Oxford Ct
Peterson	Kathleen	A	129 5th St
Peterson	Elayne	A	1627 Redwing Dr
Phillip	Cynthia	J	455 Hawthorne St
Piepkorn	Diane	M	1040 Hunt Ave #8
Pierson	Bryce	S	7985 Tribute Dr
Pike	Cheryl	A	845 Zemlock Ave.
Pollnow, Jr.	William	----	534 S Lake St
Pontillo	Joseph	J	460 Lowell Pl
Popp	Leona	R	145 Meade St
Quimby	Sharon	L	141 Douglas St
Radue	Janet	K	1572 Bruce St
Rambert	Michael	A	122 Whitlow St
Rather	Janice	D	1043 Sande St
Roh	Wilmer	W.	1555 Lyon Dr #321

Rollefson	Lloyd	M	1123 Congress St
Rosensteel	Bonita	A	332 Fourth St.
Roth	Kevin		708 Manchester Rd
Ruge	Margaret	F	470 Hawthorne St
Runnerstrom	Janet	L	709 Elm St
Sackett	Dawn	C	1949 Henry St
Sarnecki	Judith	H	630 Wheeler Rd
Sauer	Connie	L	1641 Harrison St.
Schaefer	Margaret	A	1115 Daniel Ct #39
Schaller	Gregory	E	300 Stanley Ct
Schatzel	Kelsey	N	1471 Tullar Rd #8
Schneider	LeAnne	M	208 Elmwood Ct.
Schoessow	Jeaneen	M	1644 Pendleton Rd
Scholz	Jane	C	846 Baldwin St.
Schuelke	Michael	L	1171 Park Village Dr
Schumacher	Kristopher	R	410 E Forest Ave
Schutten	Patricia	A	2508 Waterford Ct.
Schwartz	Barbara	J	1056 Pendleton Rd
Schwartz	Larry	F	1056 Pendleton Rd
Scott	Allison	R	649 Oak St
Sirola	Gloria	F	624 Cedar St
Skinner	Kari	Jo	316 E. Doty Ave.
Sloan	Hugh	A	311 W Peckham St
Smith	Michael	R	611 Laudan Blvd
Smith	Sandy	L	611 Laudan Blvd
Smith	Sarah	E	1434 Whittier Dr
Smoll	Lee	V	441 E. Franklin Ave
Snyder	Diane	J	2116 Henry St #12
Speakes	Wayne	M	1515 Remington Rd
Spiegelberg	David	J	1941 Henry St
Sprague	Evelyn		1312 Alpine Ln
St. Pierre	Susan	K	2233 Henry St
Steinkraus	Charlotte	M	966 Grove St
Stelow	Cynthia	J	780 Kensington Rd
Stevenson	Todd	M	1341 Blueberry Ln
Stinson	Paul	R	1017 Nicolet Blvd
Streck	Ruth	E	516 E. Forest Ave
Sturges	David	J	412 S Lake St
Swanek	Janice	A	603 Oak St
Swanson	Nancy	J	1743 Harrison St Apt 1
Thatcher	Debra	J	117 Meade St
Thorson	Waldemar	D	208 State St
Trucco	Martin	R	402 Seventh St.

Trzcinski	Barbara	A	421 Seventh St
Turner	Barbara	A	1555 Lyon Dr #304
Uerkwitz	Regina	D	1555 Lyon Dr - Apt 238
Van Haren	Richard	J	1059 Gillingham Rd #2
Van Lankvelt	Janet	M	505 E. Forest Ave
VanMeter	Ruth	A	606 Kessler Drive
Veeseer	Joseph	K	224 Alcott Dr
Veeseer	Lawrence	H	1343 Wild Rose Ln
Virnig	Eleanor	B	307 E. Wisconsin Ave
Voges	Ann	E	615 Monroe St
Voges	Ann	E	See Roosevelt
Walbrun	Daniel	R	1546 Whitetail Dr
Walbrun*	Patricia	J	616 Wilson St
Warning	Julie		1330 Inverness Ln
Wasco	Edward	T	623 Haylett St
Wasco	Teresa	A	623 Haylett St
Washington	Ryan	T	2517 Bishops Lane
Westphal	Frederic	H	216 Clairmont St #2
Westphal	Grace	F	1558 Ames St
Wideman	Steven	R	566 Chatham Ct
Wiegert	Sally	L	210 Haylett St #208
Wilke	Shirley	M	163 Richard Ave
Wilkinson	Keith	A	714 Cedar St
Williams	Karen	L	940 Evans St
Williams	Roselyn	R	161 Denhardt Ave
Williams	Scott	L	1114 Park Village Dr
Williams	Joanne	M	947 Evans St
Wirth	Patricia	A	410 E Wisconsin Ave
Wohlers	Marlene	J	123 Washington Ave.
Wood	Ruth	A	613 Chestnut St
Zarnoth	Ann	K	921 Babcock St #19
Zastrow	Carrie	S	871 Maple St
Zaug	Allen	R	250 N. Park Ave
Ziske	Kathryn	A.	937 Bridgewood Dr.

Dated at Neenah, Wisconsin this 18th day of December, 2019.



Dean R. Kaufert, Mayor