

**CITY OF NEENAH**  
**2017 OPERATING AND CAPITAL IMPROVEMENTS BUDGET**  
**COMMITTEE OF THE WHOLE WORKSHOP/STUDY SESSION**  
**Wednesday, November 9, 2016 – 6:00 p.m.**  
**Hauser Room, Neenah City Administration Building**

**Present:** Aldermen Bates, Stevenson, Hillstrom, Kunz, Lendrum, Pollnow, Boyette, Lang and Erickson; Mayor Kaufert, Director of Finance Easker.

**Also Present:** Director of Water Utility Taylor, Director of Public Works and Utilities Kaiser, Public Works Superintendent Freese, Tim and Megan Florek.

**Public Comment:** Tim Florek discussed problems with the 2016 Franklin Street project and provided suggestions to improve accountability and communication.

**Review Matters Relating to Prior Workshops:** None.

Discussion took place on the following 2017 Executive Budget items:

**Water Utility:** Water Utility Director Taylor provided an overview of the 2017 Water Utility budget request. Items discussed in the operating budget included the following: How revenue and expenses are tracking for 2016, detailing which operating expenses were previously budgeted as capital expenses, the reduction in debt service payments by approximately \$300,000 starting in 2018, the status of rates and potential for rate increase based upon the utility's rate of return, proposed expenses for the sludge lagoon and repainting a water tower, the effect of lower water use on expenses, options for replacement of water main lead and a discussion on the utility billing system and services.

**Water/Sanitary Sewer/Storm Water/Public Works Capital Projects:** Director of Public Works and Utilities Kaiser and Director Taylor provided an overview of the 2017 Public Works related budget requests. Items discussed included the following: Extensive discussion took place on the various options and timing to reconstruct the street and utilities on Cecil Street from Henry to Congress, including costs, borrowing, the inconvenience to residents and school traffic of the various options, the street rating and the priority of the project compared to the Industrial Drive project. Other capital items discussed included the traffic signal video processor and cabinet replacement, the clock tower and potential funding for wetland land banking.

**Potential Budget Amendments (Alderman Bates):** *Add \$7,000 for the traffic signal video processor and cabinet replacement (pg. 260).*

**Municipal Building Operations:** Director of Public Works and Utilities Kaiser provided an overview of the 2017 Public Works related budget requests. Items discussed included the following: Increase in outside services for building cleaning, the use of temp wages and the utility cost for the training center.

**Public Works Operations:** Director of Public Works and Utilities Kaiser provided an overview of the 2017 Public Works related budget requests. Items discussed included the following: Commercial dumpsters, provide drop-off site services on Sundays, changes to position titles within the department, increase in tipping fees, the uses for the Cecil Street Garage, replacement of street signs, the status of snow and ice materials, and Public Works sale of City property.

**Forestry (Right-of-Way):** No discussion.

**Recycling:** Director of Public Works and Utilities Kaiser provided an overview of the 2017 Public Works related budget requests. Items discussed included the following: The increase in State grant funding, no proposed increase to the recycling fee and waste oil recycling.

**Parking Utility:** Items discussed included the following: The cost of the Nu Park system, the condition of the Canal Street Ramp and signage for night and weekend hours

**Fleet Maintenance:** Items discussed included the following: The process used to determine pricing of service to departments and the Motor Pool Supplies line item.

**Public Works Facilities/Equipment:** Director of Public Works and Utilities Kaiser provided an overview of the 2017 Public Works related budget requests. Items discussed for Facilities included the following: Future improvements to the Cecil Street garage and the Tullar Garage door projects. Items discussed for Equipment: The Executive Adjustment to fund only two of the following three items requested: Two pick-up trucks and one Hot Box and the potential use of the Hot Box to have internal staff do patching work for street and storm .

*Potential Budget Amendments (Alderman Pollnow): Increase the Capital Equipment – Public Works budget by \$32,000 to purchase both pickup trucks and a Hot Box where funding was reduced by Executive Adjustment to purchase only two ( pg. 291) and decrease the Storm Water Capital – Pavement Repair by \$30,000 ( pg. 296).*

**Sanitary Sewer Utility:** Items discussed included the following: Update on the Sanitary Sewer rate study and loss of user fees.

**Storm Water Utility:** Items discussed included the following: Potential use of fund balance for various projects, changes to the operations wage line and questions on leaf pickup.

**Other 2017 Budget Matters:** None.

Meeting adjourned at 10:00 p.m.

Respectfully submitted,

A handwritten signature in green ink, appearing to read "M.K. Easker".

Michael K. Easker, CPA  
Director of Finance