

**CITY OF NEENAH
FINANCE AND PERSONNEL COMMITTEE MEETING
Monday, November 25, 2019 – 6:30 p.m.
Hauser Room, Neenah City Administration Building
211 Walnut Street, Neenah, Wisconsin**

NOTICE IS HEREBY GIVEN, pursuant to the requirements of Wis. Stats. Sec. 19.84, that a majority of the Neenah Common Council will be present at this meeting. Common Council members may be present to gather information about a subject over which they have decision-making responsibility. This constitutes a Meeting of the Neenah Common Council and must be noticed as such. The Council will follow the same agenda as the committee, but will not take any formal action at this meeting.

AGENDA

1. Public Appearances
2. Approval of Minutes from the October 28, 2019 Regular Meeting (minutes can be found on the City's website)
3. 2020 BID Operating Plan and Schedule of Assessments (attachment). B. Schmidt
4. 2020 Salary Plan (attachment) L. Kehl
5. Reclassification Request (attachment) L. Kehl
6. Request to Fill Accounting Clerk Position (attachment) M. Easker
7. Fiscal Matters: October Vouchers (attachment) M. Easker
8. Fiscal Matters: Third Quarter Financial Statements (attachment) M. Easker
9. 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 **Neenah Finance Department at (920) 886-6140** 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
FINANCE AND PERSONNEL COMMITTEE MEETING
Monday, October 28, 2019 – 6:30 p.m.
Hauser Room, Neenah City Administration Building
211 Walnut Street, Neenah, Wisconsin

MINUTES

Present: Chairman Erickson; Aldermen Kunz, Boyette and Stevenson; Mayor Kaufert; City Attorney Godlewski; Assistant Comptroller Kahl.

Others Present: Director of Human Resources and Safety Kehl, Director of Public Works Kaiser, Police Chief Olson, Captain Bernice, Director of Water Mach, Director of Community Development Haese, Assistant Planner Kasimor.

Absent/Excused: Alderman Steele.

Public Appearances: None.

Minutes: Motion/Second/Carried Stevenson/Kunz to approve the minutes from the October 7, 2019 Regular Meeting. All voting aye.

Ord. 2019-22 Creating Municipal Board of Absentee Canvassers: Committee reviewed memo of Deputy Clerk Cheslock recommending Council approve Ordinance No. 2019-22 to create a Municipal Board of Absentee Canvassers in the City of Neenah. The Clerk's Office will shift to a central count location for processing absentee ballots in future elections due to the utilization of Badger Books (electronic poll books). State statute requires an ordinance be adopted in order to make this change. Committee discussed the appointment process for the Board.

Motion/Second/Carried Kunz/Stevenson recommending Council approve Ordinance No. 2019-22 to create a Municipal Board of Absentee Canvassers in the City of Neenah. All voting aye.

Request to Fill Assistant Public Works Office Manager Position: Committee reviewed memo of Director Kaiser requesting approval to fill the Public Works Office Manager vacancy. The vacancy will occur due to the planned retirement of Office Manager Judy Larson in mid-January 2020. Mayor Kaufert has reviewed the request and concurs with the request to fill the vacancy. Issues discussed included the opportunity for shared service with the Water Utility and the breadth of duties the position is responsible for.

Motion/Second/Carried Stevenson/Kunz requesting approval to fill the Public Works Office Manager vacancy. All voting aye.

Request to Fill Administrative Services Tech Position: Committee reviewed memo of Police Chief Olson requesting authorization to fill the pending full-time clerical position no sooner than November 15, 2019 and also fill any vacancy that is created if the position is filled by an internal candidate. The vacancy will occur due to the planned retirement of

ORDINANCE

Administrative Services Tech Brenda Mathison on January 2, 2020. Staff is requesting six weeks of overlap in order to train the new employee. Mayor Kaufert has reviewed the request and concurs with the request to fill the position. Issues discussed included the workload of the position and the relationship of this position and its duties with other City departments.

Motion/Second/Carried Kunz/Boyette to approve the requested authorization to fill the pending full-time clerical position no sooner than November 15, 2019 and also fill any vacancy that is created if the position is filled by an internal candidate.
All voting aye.

2020 Health & Dental Insurance Proposal: Committee reviewed memo of Director Kehl recommending Council approve the 2020 health and dental insurance plans. Robin Health became the City's health insurance provider in 2019 and has offered a 7.8% increase for the 2020 plan. High claim activity in 2019 led four other carriers to decline to bid. In order to mitigate costs, Robin is proposing both a focused and a broad network plan. Ascension providers would be excluded from the focused network plan. Under the broad network plan, employees can remain with Ascension providers, but would be responsible for the additional premium. Current funding levels for dental insurance are appropriate and no change is recommended for 2020.

Committee discussed various aspects of the proposals. Issues discussed included the bidding process for health insurance providers and the employee contribution rates. Mayor Kaufert expressed concern over asking employees to switch providers. Director Kehl explained that employees can remain with Ascension, but at an additional premium. Alderman Kunz wants to make sure the City is financially prepared for rising health insurance costs in the future due to the high claim activity. Alderman Boyette asked about specific health care options available from each provider.

Motion/Second/Carried Stevenson/Kunz recommending Council approve the 2020 health and dental insurance plans. All voting aye.

Res. 2019-22 Pet License Fees: Committee reviewed memo of City Attorney Godlewski recommending Council adopt Res. 2019-22, increasing pet license fees by \$1 effective 1/1/2020. The new license fees would be \$7 for spayed or neutered pets and \$12 for nonspayed or nonneutered pets. The license fees have not increased since 2005 and the new prices would be consistent with other local communities. Committee discussed other options for issuing licenses, such as the animal shelter.

Motion/Second/Carried Kunz/Stevenson recommending Council adopt Res. 2019-22, increase pet license fees by \$1 effective 1/1/2020. All voting aye.

Fiscal Matters: September Vouchers: Motion/Second/Carried Stevenson/Boyette to approve the September vouchers as presented. All voting aye.

REPORT

RESOLUTION

Motion/Second/Carried Stevenson/Boyette to convene at 7:54 p.m. into closed session pursuant to Wis.Stats. §19.85(1)(e) for the purpose of discussing bargaining strategy related to acquiring 409 W. N. Water Street. All voting aye.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Andrew Kahl".

Andrew Kahl, CPA
Assistant Comptroller



MEMORANDUM

DATE: November 25, 2019
TO: Chairman Erickson and the Finance and Personnel Committee
FROM: Brad Schmidt, Deputy Director
RE: 2020 BID Operating Plan and Schedule of Assessments

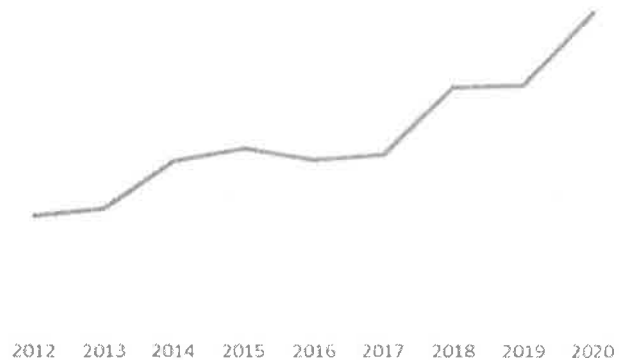
At its November 19, 2019 meeting, the Neenah Central City BID Board approved its 2020 Operating Plan, and recommends Council adoption of the same. A copy of the plan is attached.

Schedule of Assessments

2012 -- \$124,854
2013 -- \$125,560
2014 -- \$129,886
2015 -- \$131,020
2016 -- \$129,992
2017 -- \$130,379
2018 -- \$136,528
2019 -- \$136,694
2020 -- \$143,268

\$145,000
\$140,000
\$135,000
\$130,000
\$125,000
\$120,000
\$115,000

BID Assessments (2012 - 2020)



Net Increase in BID Assessment Collection from 2018 Level= \$6,574.

In addition to the \$143,268 in assessment collections, the BID will be carrying over \$14,542 in funds from 2019, making the final BID budget for 2020, \$157,810.45.

An appropriate motion would be to recommend Council adoption of Resolution No. 2019-25, approving the Neenah Central City Business Improvement District 2020 Operating Plan.



RESOLUTION NO. 2019-25

A RESOLUTION APPROVING THE NEENAH CENTRAL CITY BUSINESS IMPROVEMENT DISTRICT 2020 OPERATING PLAN

WHEREAS, the Neenah Central City Business Improvement District was created to establish a stable stream of revenue from a broad base of benefactors aimed at achieving common objectives for the benefit of district property and business owners; and

WHEREAS, the Neenah Central City Business Improvement District has four operating goals, namely District Maintenance, Retention and Recruitment, Public Relations and Marketing, and Centralized Management; and

WHEREAS, the Business Improvement District Board of Directors exists to implement programs and activities in accordance with the annual Operating Plan for the District; and

WHEREAS, the Business Improvement District Board of Directors did, on November 19, 2019, approve the 2020 Operating Plan for the District and recommend its adoption by the Common Council of the City of Neenah.

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF NEENAH, WISCONSIN this 4th day of December 2019, that the Neenah Central City Business Improvement District Operating Plan for calendar year 2020 is hereby adopted.

Recommended by:

CITY OF NEENAH, WISCONSIN

Moved: _____

Dean Kaufert, Mayor

Passed: _____

Patricia Sturn, City Clerk

Neenah Central City Business Improvement District Year Nineteen Operating Plan- 2020

Approval Pending

Future Neenah Board: 11.18.19

BID Board: 11.19.19

Council: 12.4.19



Unequaled.

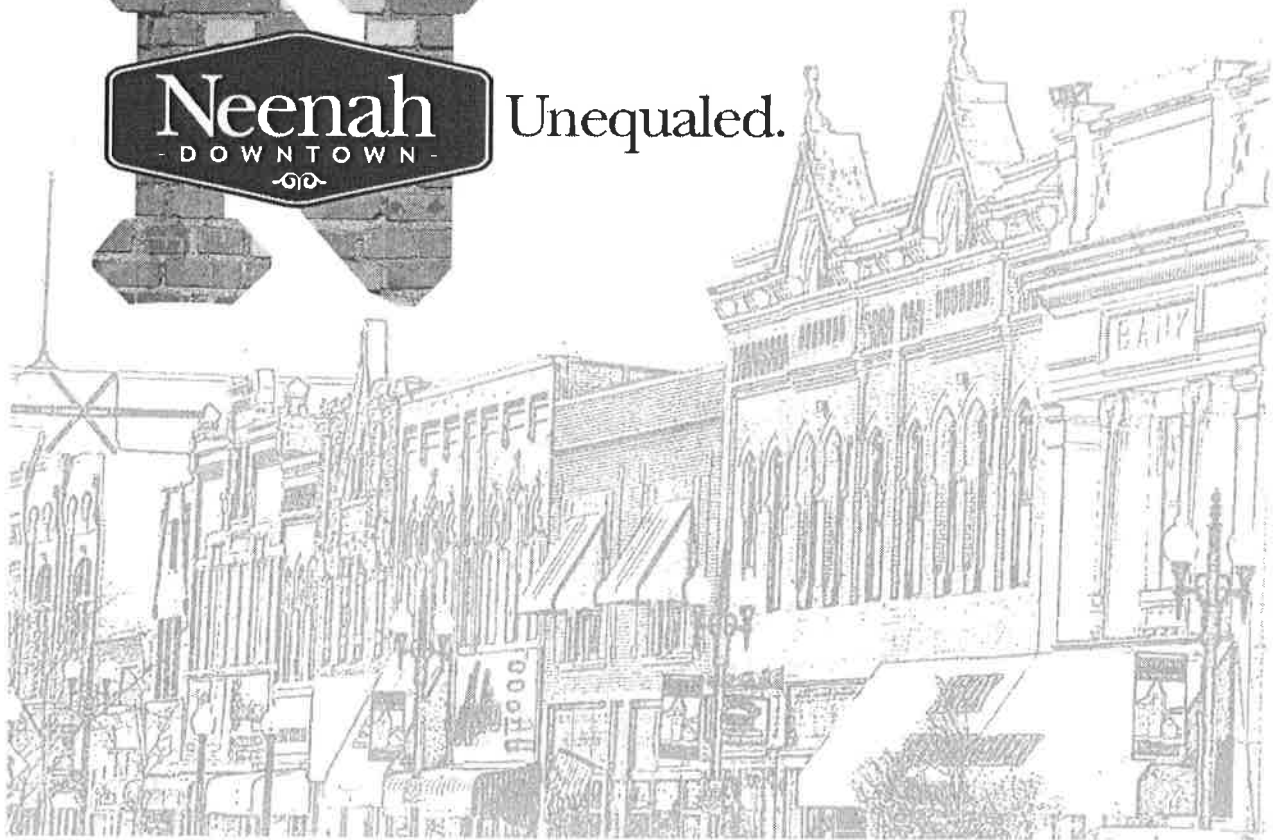


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Downtown Neenah Brand Statement

We are Neenah, Wisconsin.

Born on the banks where the Winnebago flows into the mighty Fox, we were named for running water. And that water has long since been our heart and our soul. It has fueled paper mills and steel industry, and it has fueled an unequalled culture that is truly built on water.

Our environment has been the inspiration for education and innovation. We invest in our future and believe in our own. Our family ties run deep, and we are still a place where caring for each other comes naturally.

From the global brand Kimberly-Clark to Neenah Foundry whose designs grace historic downtowns across the world the name Neenah has earned an unequalled reputation. Our dynamic blend of business acumen and amazing quality of life have combined to create an environment rich with leadership, innovation and determination.

And here in downtown, we are the heart of this dynamic place. We are the unique shops, the proud business owners, the fine flavors, and the family friendly events that truly make Neenah a community. From our historic architecture alongside contemporary flair to the public art gracing our streets, a day downtown is a day to be remembered.

We are Neenah Downtown, and this is our home. We are proud to invite you to discover our hospitality, sample our personality, and find a downtown that feels the way downtowns should. Be our guest, and we'll help you discover why we say that Neenah Downtown is truly Unequaled.

Brand Statement Sign on west wall of 100 West Wisconsin Avenue (below).



2020
OPERATING PLAN
NEENAH CENTRAL CITY BUSINESS IMPROVEMENT DISTRICT

I. INTRODUCTION

Under Wisconsin Act 184, signed into law in 1984, Wisconsin municipalities are authorized to create Business Improvement Districts (BIDs) upon petition of at least one property owner within the proposed district. The State Legislature created Section 66.1109 of the Wisconsin Statutes (the "BID Law") to provide a mechanism "...to allow businesses within those districts to develop, to manage and promote the districts and to establish an assessment method to fund these activities." See Appendix E, 1983 Wis. Act 184, Section 1, legislative declaration. In many instances, BIDs are designed to promote, develop, redevelop, manage, and maintain the district. BIDs use various methods to determine assessments. A majority of Wisconsin BID's levy is based on each parcel's assessed value. Under the BID law, properties used exclusively for residential purposes may not be assessed.

Business improvement district assessments are quite similar to traditional special assessments wherein property owners are assessed for improvements or services that benefit them. Unlike traditional special assessments, however, business improvement district assessments can be used to finance a wide range of activities, services, and improvements. Business improvement districts in Wisconsin have been used to fund a broad scope of activity including business retention and recruitment programs, marketing and promotional activities, environmental enhancement, maintenance programs, parking utilization, services such as snow removal, façade renovations, as well as crime prevention and security activities.

In 2001, business and property owners located within the Neenah Central City Business Improvement District (the "District") signed a petition requesting the creation of a Business Improvement District. The purpose of the District is to sustain the competitiveness of Downtown and ensure a safe, clean environment conducive to business and recreational activity. The petition was included as part of the Initial Operating Plan that was developed in accordance with the BID statutes. The Neenah Common Council approved the Plan and created the District on November 20, 2001. The BID District functions as a cooperative partnership with the City of Neenah (City) and Future Neenah, Inc. (FNI).

This 2019 Operating Plan will govern the operation and management of the BID for the next year. It is anticipated that the BID will be renewed for subsequent years with essentially the same terms and conditions (with options to modify work plans, budgets, etc.), and in the manner prescribed under section 66.1109 (3) (b) of the BID law.

The provisions set forth herein shall constitute the "Operating Plan" of the Neenah Central City BID. As used herein, "BID" shall refer to the business improvement district's operating and governance mechanism and "District" shall refer to the real estate located within the physical boundaries of the business improvement district, as provided herein.

A. Purpose of the BID

Since its inception, the objectives of the BID have been and continue to be to attract merchants and entrepreneurs that will increase customer traffic downtown, better enabling the Downtown District to compete for customers with suburban, residential, and commercial areas, and to position it as a destination point. Key focus areas are management, retention, recruitment, marketing, public relations and physical maintenance of the District. These are proposed because

1. Use of the BID mechanism to create a broad based entity focused on achieving specified goals and objectives, and led by a volunteer Board of Directors will help ensure that a sustainable management, retention, recruitment, marketing and maintenance program will continue on a long-term basis.
2. The District includes a variety of properties in differing types and sizes. Existing public funding sources used to maintain and promote the District in the past have not been sufficient. Unified development efforts will have to be financed with new private resources as well as existing public and private dollars. A system of shared costs,

responsibilities, and programs will provide for long-term results that would otherwise not be obtainable. An example of the benefit of this effort will be the District supplementing the maintenance provided by the City in order to increase the appearance and cleanliness of Downtown. The City will continue to provide its current level of maintenance and service. The City, FNI, and the District have developed a Cooperation Agreement to address the common goal of maintaining a clean, safe, and vibrant central business district. This agreement defines roles and responsibilities among the parties, improves communication, makes efficient use of time and resources, and encourages success. The Cooperation Agreement will be extended for a one-year renewal, through December 31, 2020, with the adoption of the 2020 Operating Plan. Future renewal is subject to the mutual agreement of all parties. A retreat of all parties involved (City/FNI/BID) was held May 21, 2019 to update this Cooperative Agreement. At that time, action was taken to replace this working document with an Agreement that more accurately reflects the partnership and shared duties/responsibilities. All parties agreed to meet every other year in similar fashion to renew this Cooperative Agreement. (Appendix L)

3. The BID law provides a mechanism whereby private property owners can work together in conjunction with the City of Neenah and Future Neenah, Inc. to develop and maintain the District. The goals and objectives of the newly completed 2040 Comprehensive Plan, the 2013 Market Analysis & Branding Study, the Waterfront Design and Development Master Plan, the 2008 Glatfelter Mill Redevelopment Master Plan, the 2014 parking study, and other programs that promote the economic vitality of the Downtown will be consulted in the management of the BID.
4. The continued use of the BID mechanism helps to ensure that the entire District will be promoted, managed and developed as expeditiously and cost effectively as possible, further ensuring that efforts to showcase and benefit the District continue into the future.
5. There have been more than 1000 BID's formed in North America, including 84 BIDs in Wisconsin. BIDs are a critical ingredient in commercial area revitalization and have proven to be successful by funding improvements and services that enhance the overall vitality of a business district. Success is measured by higher occupancies, sales, and property values.

II. DEVELOPMENT PLAN

This shall be the Business Improvement District Operating Plan for the Neenah Central City Business Improvement District, for the year 2020.

A. Plan Objectives

The BID seeks to protect public and private investments in Downtown Neenah, and to attract new investment to the District. The BID exists to promote the orderly development and physical maintenance of the District, including implementation of the Downtown Element of Neenah's 2040 Comprehensive Plan, and to develop, redevelop, maintain, operate and promote the District efficiently and effectively. The BID shall work to preserve and improve economic, cultural, and social conditions within the District by facilitating partnerships of people and organizations to achieve mutual goals. The BID provides the necessary funding to plan, evaluate, facilitate and implement District development projects, planning activities, services and promotional activities that will help to acquire and grow sustainable consumer markets that Downtown Neenah can attract and serve, thus strengthening its competitiveness in the regional marketplace.

B. Plan of Action For 2020

The BID shall carry out its objectives by renewing the contract with FNI to carry out the administrative and management of the Plan of Action. It will be the task and responsibility of the BID Board and its standing committees to define and direct the implementation of the Plan of Action. The 2020 Plan of Action of the BID Board, as established by its four standing committees, is identified in the attached Appendix G.

C. Benefits

Funds collected by the BID under this plan will be spent for the benefit of the District.

Activities will:

1. Help District property owners secure and retain quality tenants.
2. Assist property owners and prospective tenants with governmental processes.
3. Assist property owners in retaining existing tenants by providing programs and services to troubleshoot, problem solve, and educate.
4. Assist property owners in recruiting new businesses to the District by using various proactive methods such as:
 - Track market trends, strengths, and weaknesses in order to target those new business sectors that should be recruited in the District.
 - Implement a marketing strategy and material to assist in attracting new businesses.
 - Continue to refine a database that tracks all property available within the BID. Use the database for informing potential new business of these locations.
5. Offer information and referral for financial assistance in developing and improving property.
6. Assist property owners in promoting not only their property, but also the District as a whole.
7. Address parking issues and concerns by working with City officials and recommending improvements to the Downtown Parking System.
8. Address safety issues through cooperative work with business owners and City officials in order to develop new programs aimed at keeping the BID safe for customers, owners, pedestrians, and residents.

Help increase the value of property in the District by:

1. Improving the image of the District.
 - Continue to implement and update the marketing and branding study to attract new customers, businesses, and pedestrian traffic to the area.
 - Continue to educate business and property owners, Downtown employees, and customers on parking availability, rules, and regulations.
2. Encouraging property owners and tenants to make improvements and enhancements to buildings in the District.
 - Continue to support the City's efforts at securing funding for continuation of the façade grant program.
 - Encourage and promote any new building improvements through the use of marketing campaigns, newsletters and media.
3. Expanding promotional and retail events that increase pedestrian traffic in the District.
 - Promote events such as Farmers Market, the Christmas Event, Ultimate Ladies Day, Shattuck Park Summer Concert Series, etc.
 - Work cooperatively with event organizers to develop new events and grow existing events that create public awareness of what businesses are located within the BID and encourage people to come to the District.

Help tenants and existing businesses in the District become stronger by:

1. Developing vacant property and land.
2. Working with business owners in finding and obtaining tenants/owners to purchase/lease available space.
3. Assisting in marketing the BID to the general public and to private developers.
4. Working with area businesses and City officials to develop solutions for undesirable property.
5. Monitoring the enforcement of codes on properties that are neglected due to absentee owners.

D. BID Organization and Operating Board

The Mayor of the City of Neenah, as outlined below, shall appoint the BID Board ("Board"), with input from the current BID Board membership, Future Neenah, Inc., City Officials and the property/business owners in the District. Appointments to the Board shall be made before the commencement of the Plan Year for which the Operating Plan was adopted.

This Board's primary responsibility shall be to implement the current year's Operating Plan, to contract for the carrying out of the Operating Plan, contracting for preparation of an annual report and audit on the District, annually considering and making changes to the Operating Plan and submitting the Operating Plan for the following Plan Year to the Common Council of the City of Neenah for approval. These responsibilities may require the Board to negotiate with providers of service and materials to carry out the Plan; to enter into various contracts; to monitor development activity; and, to ensure District compliance with provisions of applicable statutes and regulations.

The BID Board shall be structured as follows:

1. Board size—11
2. Composition – The Board shall be made up of representatives from the following groups/interests:
 - Six (6) owners of property within the District.
 - One (1) representative from each of the following three (3) downtown business sectors:
 - Service/retail
 - Hospitality
 - Office
 - One (1) community representative with no direct property ownership or business interests within the District. This appointee shall be a City of Neenah resident.
 - One (1) representative of the City of Neenah administration, appointed by the Common Council.

Board appointments are made by the Mayor and confirmed by the Common Council. Any Board member who no longer meets the eligibility requirements associated with his/her particular appointment category (i.e. sale of property, employment change, etc.) shall be replaced. The Board shall recommend a replacement appointee to the Mayor, who will present a nominee for Council confirmation within 30 days.

3. Term — Appointments to the Board shall be for a period of three (3) years, on staggered terms, each ending on December 31 of the year of expiration except that the City of Neenah administration representative shall be appointed for a one year term at the annual April organizational meeting of the Common Council. The Board may remove by majority vote, any BID Board member who is absent from more than 3 meetings, without valid cause, and may recommend a replacement appointee to the Mayor, who will present a nominee for Council confirmation within 30 days.
4. Compensation —None.
5. Meetings — All meetings of the Board shall be conducted in strict adherence to the Wisconsin Open Meeting Law, Chapter 426, Laws of 1975. Minutes will be recorded and submitted to the City and the Board. The Board shall adopt Roberts Rules of Order to govern the conduct of its meetings, and shall meet regularly, at least annually.
6. Recordkeeping — Files and records of the Board's affairs shall be kept pursuant to public record requirements.
7. Staffing — The Board will contract for services pursuant to this Plan and subsequent modifications thereof. Unless requested otherwise by the Board, any staff members or employees of contractors may attend all meetings of the Board, but will not have voting authority.
8. Officers — The Board shall appoint a Chairman, Vice-Chairman, Treasurer and Secretary, any two of the four of which shall have the authority to execute documents on behalf of the full Board, for the purposes authorized by the full Board, including the authorization for the writing of checks.
9. For purposes of this section "person" means an individual owner of a parcel, or a representative of an entity owner of such parcel. No one individual, and no more than one representative of any entity, may hold more than one Board position. If, during the course of a term, a Board member's situation changes, so that they no longer fit the definition for that seat, such as by selling their parcel, they shall resign within 10 days of selling their parcel.
10. Future Neenah, Inc. shall have a representative on the BID Board. Depending on that representative's status, they may or may not be a voting member per the provisions of Section D. 2. above.

E. Annual Review

This Operating Plan, when adopted, shall be the governing plan for the Plan Year. Approval by the City's Common Council of such Plan shall be conclusive evidence of compliance of such Plan with the BID Law, Section 66.1109 (3) (b).

The BID Law allows the BID to annually present amendments to its Plan. The following process for approval of the amended Plan will be followed.

1. The proposed Operating Plan for the following Plan Year will be drafted by FNI as the administrative arm of the BID with input from the BID and FNI Boards as well as the City, then submitted to the BID Board and the FNI Board for review and input.
2. The Plan may be re-drafted and submitted to the BID Board for approval based on comments by the BID and FNI Boards.
3. The BID Board will review the proposed BID Plan and make a recommendation to the Common Council.
4. The Common Council will act on the proposed BID Operating Plan for the following Plan Year.
5. Mayoral appointment and Council confirmation of new members to the BID Board will be made 30 days prior to the expiration of outgoing Board members terms. It is anticipated that the BID Board will continue to revise and develop the master Operating Plan for later Plan Years, in response to changing development needs and opportunities in the District, within the purpose and objectives defined herein. Included in these changes for later Plan Years will be changes in the BID budget and assessments.

F. Relationship to Plans for the Orderly Development of the City

Under Wisconsin Statutes Section 66.1109 (1)(f)(4), this Operating Plan is required to specify how the creation of a Business Improvement District promotes the orderly development of the City. The District will enhance the cleanliness, safety, development, and marketability of the Downtown, consequently, encouraging commerce in the City. Further, increased business activity in the City will increase sales tax revenues and property tax base. Orderly development of the City is consistent with the City of Neenah's 2040 Comprehensive Plan, the Waterfront Design and Development Master Plan, the 2008 Glatfelter Mill Redevelopment Master Plan, and will promote the orderly development of the City in general and the Downtown in particular.

G. Powers

The BID, and the Board managing the BID, shall have all the powers authorized by law, and by this Plan, and shall have all powers necessary or convenient to implement the Operating Plan, including, but not limited to, the following powers:

1. To manage the affairs of the District.
2. To promote new investment and appreciation in value of existing investments in the District.
3. To contract on behalf of the BID with Future Neenah Incorporated to implement the Operational Plan.
4. To develop, advertise and promote the existing and potential benefits of the District.
5. To acquire, improve, lease and sell properties within the District, and otherwise deal in real estate.
6. To undertake on its own account, public improvements and/or to assist in development, underwriting or guaranteeing public improvements within the District.
7. To apply for, accept, and use grants and gifts for the benefit of the District. This will be accomplished by utilizing FNI's 501 (c) 3 not-for-profit status.
8. To elect officers, hire employees and contract out work as necessary to achieve its goals.
9. To insure the security of the District.
10. To elect Officers to assist in carrying out the day-to-day work authorized by the BID Board, including authorizing the payment of invoices, bills, claims and contracts on behalf of the Board, and to adopt By-Laws governing the conduct of the BID Board, its Officers and the day-to-day operation of the BID Board and Board meetings.

H. Budget

All of the estimated expenditures of the BID are shown on Appendix A, the Budget. All of the expected expenditures will be financed by the collection of BID assessments and with other revenues generated by City participation, gifts, donations, in-kind services, grant applications, etc.

The BID will continue to contract with FNI for staff/administrative/management/implementation services. Funds collected through BID assessments shall be used to pay for this contract in order to implement a full-fledged, successful and sustainable downtown management program. The BID Board and FNI will cooperatively and jointly raise additional funds through public and private sources to cover the remaining funds needed for any other projects not identified herein.

Except as identified herein, all expenditures will be incurred during the Plan Year. Any funds remaining on any line item above may be moved to another budget line item, as determined by the BID Board. Any unused funds remaining at the end of the year shall be deposited into contingency funds or designated for specific uses in the following Plan Year. If any additional funds are received by the BID, whether from gifts, grants, government programs, or other sources, they shall be expended for the purposes identified herein, and in the manner required by the source of such funds, or, if the funds have no restrictions, in the manner determined by the BID Board and in keeping with the objectives of the BID Operating Plan. All physical improvements made with these funds shall be made in the District. The location of other expenditures shall be as determined by the BID Board, but for the benefit of the District.

In 2007, the BID Board created a Capital Reserve Account. Each year, the Board may approve a specific amount of the District's assessment or reserve to be set-aside and deposited in the Account. The Account is for long term capital needs or projects that may require extraordinary funding during a budget year. Also included are segregated funds for snow emergency and sign/public art savings.

III. DISTRICT BOUNDARIES

The District is defined by the current configuration of those tax key parcels, listed in Appendix B, attached hereto and incorporated herein by this reference, reflecting the parcels as they preexisted and/or existed in the City of Neenah's Assessor's records as of November 1, 2019.

The District is generally bounded on the North by the Southern Water Canal, on the East by Oak and Walnut Streets, on the West by Millview Drive and Main Street, and extending South along Commercial Street to Jackson Street. Properties zoned for commercial use by the City of Neenah on both sides of boundary streets are included in the District. The District includes 79 taxable parcels subject to BID assessment. Notwithstanding the above, parcels of property that are not subject to general real estate taxes, and real properties used exclusively for residential purposes shall be excluded from the District by definition, even though they lie within the boundaries shown on Appendix B. Land parcels exempt from general real estate taxes, but which have taxable real estate improvements upon them, may have those improvements assessed.

IV. FINANCING METHOD

The proposed expenditures outlined in the Appendix A, Budget, will be financed with funds collected from the BID assessment. Monies collected from the BID assessment will also be used to contract for services from FNI in accordance with the Contract for Services between the BID and FNI.

V. METHOD OF ASSESSMENT

A. Parcels Assessed

All taxable property used for commercial purposes will be assessed. Properties used exclusively for residential purposes will not be assessed as required by the BID Law. Mixed-use properties containing some residential use will be fully assessed by the District. All real property used exclusively or in part for manufacturing will be assessed at this time. Property exempt from paying real estate taxes or owned by government agencies will not be assessed, as required by BID law.

B. Levy of Assessment

Special assessments under this Operating Plan are hereby levied, through the adoption of this Operating Plan by the City of Neenah against each taxable property within the District, in the amount shown on the assessment schedule, which is attached as Appendix C.

The assessments shown in Appendix C were calculated at the rate of \$2.95 per \$1000 of assessed value, with no parcel assessed more than \$7000.00 and no parcel assessed less than \$750.00. Property values used to calculate the BID assessment represent the assessed value of real property, as certified by the City of Neenah Assessor, as of January 1, 2019.

The principal behind the assessment methodology is that each non-exempt parcel's owner should pay for District development in proportion to the benefits derived. Obviously, not every parcel in the District will benefit equally, nor should each parcel, regardless of size or value, contribute in exact ratio of property value. It is assumed that a minimum and maximum benefit can be achieved for each parcel, thus minimum and maximum BID assessments have been established. The Operating Plan projects that in the future, the annual maximum assessment per tax parcel, if increased, will not be adjusted by more than the prevailing Consumer Price Index for that given period.

C. Schedule of Assessments

Appendix C provides a Schedule of Assessments of all non-exempt and non-taxable parcels within the BID, based on the formula described above.

D. Assessment Collection and Dispersal

The City of Neenah will make available a list of all of the non-exempt parcels assessed amounts which can be paid early, prior to being placed on the tax bill. Any assessments that remain unpaid from this separate billing shall be included as special assessments levied herein as a separate line item on the real estate tax bill for each parcel. The City shall collect such assessment with the taxes as a special assessment and in the same manner as such taxes, and shall turn over all funds so collected to the BID Board for distribution in accordance with the BID Plan.

All BID assessments shall be shown on the real estate tax bill as due and owing in full with the first installment of taxes (January 31), and shall carry the same penalties and interest if not so paid.

The City shall hold funds collected for BID assessments in a segregated account. Any BID assessments collected by the City before or after the Plan Year for which the assessments were made are to be used by the BID Board in the manner as if received during the applicable Plan Year. This provision is intended to govern BID assessments prepaid by December prior to the applicable Plan Year, and/or delinquent and late payments made after the Plan Year.

The BID Board shall prepare and make available to the public and City Council annual reports (app F) describing the current status of the BID, including expenditures and revenues (app A), at the time it submits its amended Plan to the City for the following year. Following the end of the fiscal year, an independent certified audit or review as specified by WI State Statute 66.1102 Sub. (3) (c) shall be obtained by the Board, and will be paid out of the BID Budget.

Disbursement of BID funds shall be made in accordance with the approved BID Operating Plan and Budget. Disbursements for contracted services, such as those provided by Future Neenah, Incorporated, shall be made on a reimbursement basis. Invoices and documentation of services performed shall be submitted to the BID Board for approval of payment or reimbursement.

The presentation of the proposed Plan to the City shall be deemed a standing order of the Board under 66.1109 (4) Wis. Stats. to disburse the BID assessments in the manner provided herein. This section shall be sufficient instruction to the City to disburse the BID assessment, without necessity of an additional disbursement agreement, disbursement method, or accounting method. Other than as specified herein, the disbursement procedures shall follow standard City disbursement policy.

E. Annual Report

The Board will prepare an annual report as required by sec 66.1109(3)(c) of the WI Statutes. The report will include the required audit. The BID will be solely responsible for payment of any funds specified for the BID Audit or Review and related to BID activities for Audit or Review.

VI. CITY ROLE IN DISTRICT OPERATIONS

The City of Neenah is committed to helping owners and occupants in the District promote the objectives outlined in this Operating Plan, while maintaining autonomy in the preparation and adoption of its annual budget. Historically, the City has made significant annual investments in the Central Business District for maintenance, upkeep, and infrastructure. The City will continue providing quality services, capital improvements, funds for maintenance, facade renovation, enhancement of the waterfront, and staff support for economic development. Details are provided in appendix L. In furtherance of its continued commitment, the City shall:

1. Assist with implementation and refinement of the Cooperation Agreement.
2. Encourage the County, State, and Federal Governments to support activities of the District.
3. Actively monitor and when appropriate, apply for outside funds, which could be used in support of the District.
4. Collect assessments and maintain a segregated account.
5. Provide disbursement of BID Funds to service providers in accordance with the BID Operating Plan and Budget.
6. Contract with a firm to conduct the Audit or Review.
7. Provide a cost estimate for said audit no later than October 1 for the following year.
8. Provide a separate monthly financial statement to the BID Board.
9. Review annual audits or reviews as required per 66.1109 (3) of the BID Law.
10. Provide to the BID Board, through the Assessor's Office, no later than November 15th each Plan Year, the official City records on assessed value for each tax key number within the District, as of that date in each Plan Year, for the purposes of calculating the BID assessment.
11. Adopt this Plan in the manner required by the BID Law.
12. Appoint and confirm new BID Board members as required herein.

VII. REQUIRED STATEMENTS

The Business Improvement District Law requires the Plan to include several specific statements.

66.1109 (1) (f) (1m): The District will contain property used exclusively for manufacturing purpose, as well as properties used in part for manufacturing. These properties will be assessed according to the formula contained herein because it is assumed that they will benefit from development in the District.

66.1109 (5) (a): Property known to be used exclusively for residential purposes will not be assessed under the initial and future years Operating Plan.

66.1109 (1) (f) 5: A legal opinion from Neenah City Attorney, indicating that the Operating Plan complies with all applicable provisions of Section 66.1109(1)(f)(1-4), is attached as Appendix D.

VIII. RELATIONSHIP

A. Future Neenah, Incorporated

The BID shall be a separate entity from Future Neenah Incorporated (FNI), notwithstanding the fact that officers and directors may be

in part shared. FNI shall remain a private not-for-profit organization. Any contracting with FNI to provide services to BID shall be exempt from the requirements of 62.15, Stats, because such contracts shall not be for the construction of improvements or provision of materials. If the BID does contract for the construction of improvements or provisions of material, it shall follow the requirements of such statutes to the extent applicable to assure open, competitive procurement of contracts and purchases. Further, the annual accounting required under section 66.1109 (3)(c), Stats, shall be deemed to fulfill the requirements under 62.15 (14) Stats. Ownership of assets of Future Neenah, Incorporated shall remain solely with Future Neenah, Incorporated.

B. Binding Clause

The adoption of this Operating Plan is subject to the BID Board renewal of the contract for services with Future Neenah, Incorporated to carry out this Operating Plan; and if said contract is not renewed, then this Plan shall be null and void.

IX. SEVERABILITY AND EXPANSION

The Business Improvement District has been created under authority of Section 66.1109 of the Statutes of the State of Wisconsin.

Should any court find any portion of the BID Law or this Plan invalid or unconstitutional, said decision will not invalidate or terminate the Business Improvement District, and this Operating Plan will be amended to conform to the law without need of re-establishment.

Should any Legislature amend the statute to narrow or broaden the purposes of a Business Improvement District so as to, among other things, exclude or include as assessable properties a certain class or classes of properties, then this BID Plan may be amended by the Common Council of the City of Neenah as part of, and when it conducts its annual budget approval, and without necessity to undertake any other act.

All of the above is specifically authorized under Section 66.1109 (3) (b) of the BID Law.

If it is determined by a court or administrative body that a parcel(s) of property not subject to general real estate taxes may not be included within the District, then such parcel(s) shall be excluded from the definition of the District.

All appendices are hereby incorporated by reference.

A. Measures of Success

The success of the BID is ultimately determined by the level of satisfaction of those who create it and who control the life of the BID. This measure of success is anecdotal and is indicated by efforts or lack thereof to dissolve the BID.

Other anecdotal information useful in understanding the success of the BID would measure the level of customer satisfaction with the goods and services provided in Downtown Neenah. This information can be attained through various surveys and questionnaires.

Efforts to track sales are burdensome because independent retail and hospitality providers are often unwilling to provide such information.

In addition to the anecdotal evidence suggested above, the following measures will be established and evaluated as quantifiable measures of success:

1. Vision 2040

The downtown element of the City of Neenah's 2040 Comprehensive Plan contains action steps for both public and private sectors. Many of these actions are identified in this Operating Plan. The accomplishment of these objectives shall indicate one measure of success for the BID.

In addition to the City of Neenah's Comprehensive Plan, other planning tools offer benchmarks of success. The achievement of goals from the 2013 Downtown Market and Branding Analysis, the Waterfront Master Plan, the 2008 Glatfelter Mill Redevelopment Master Plan, and the 2014 Parking Study could serve a function in the evaluation of the BID implementation plan.

2. Commercial Facilitation

One measure that can easily be quantified is the number of businesses, both existing and new, that receive help, either financial or advocacy services, by the BID. (See Appendix F, 2019 Annual Report for commercial facilitation success in the past year.)

3. Commercial Valuations

One measure of success is related to the growth in value of private property in Downtown Neenah. Quantifiable valuation measures are calculated annually to measure success over time. (See Appendix C)

4. Occupancy Rates and Business Inventory

In addition to City of Neenah statistics, private sources offer insight as to the success of the BID. For these measures, 2002 data will serve as baseline.

APPENDIX A

**CENTRAL CITY MANAGEMENT BUSINESS IMPROVEMENT DISTRICT
PROPOSED 2020 BUDGET**

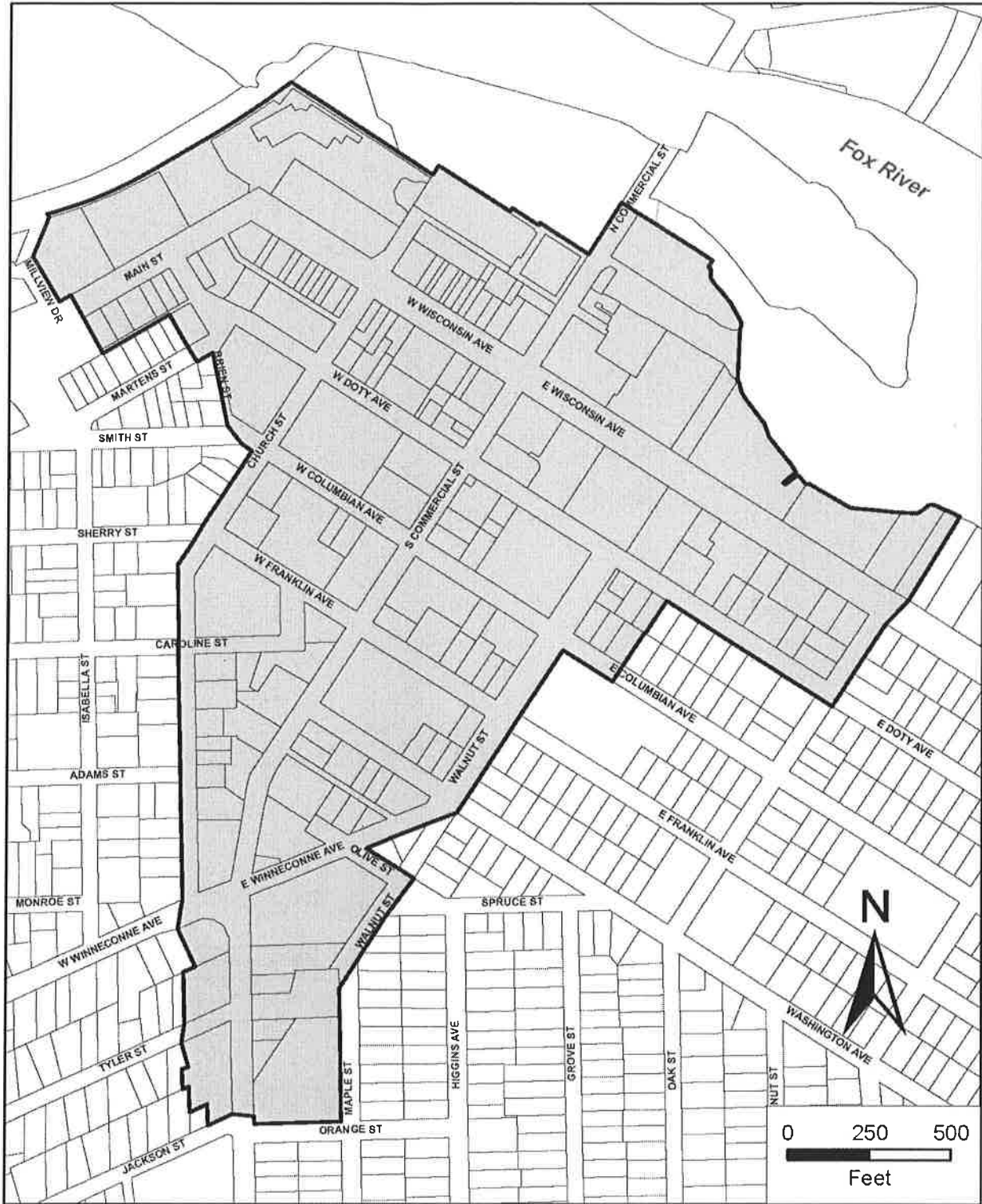
CENTRAL CITY MANAGEMENT BUSINESS IMPROVEMENT DISTRICT			
2020 Budget			
	2019 BUDGET	Estimated YTD 2019	2020 BUDGET
Beginning Balance	\$ 7,956.00	\$ 14,018.81	\$ 14,542.45
INCOME			
BID assessment	\$ 136,529.00	\$ 136,694.09	\$ 143,268.00
Total Income	\$ 144,485.00	\$ 150,712.90	\$ 157,810.45
CENTRALIZED MANAGEMENT	64,520.00	63,914.10	63,970.00
PUBLIC RELATIONS	23,790.00	23,384.59	23,515.00
RETENTION and RECRUITMENT	20,125.00	11,924.58	18,300.00
MAINTENANCE	34,965.00	35,697.18	44,915.00
TRANSFER TO SAVINGS	1,250.00	1,250.00	7,110.00
Total Expenses	\$ 144,650.00	\$ 136,170.45	\$ 157,810.00
Remaining Funds Available		\$ 14,542.45	
CENTRALIZED MANAGEMENT			
Auto Allowance	50.00	313.73	315.00
Postage	40.00	40.00	40.00
Conferences and Meetings	550.00	898.37	650.00
Auditing	3,400.00	2,302.00	2,600.00
Banking Fees	240.00	240.00	240.00
Professional	60,000.00	60,000.00	60,000.00
Office Supplies	240.00	120.00	125.00
Total - Centralized Management	64,520.00	\$ 63,914.10	63,970.00

APPENDIX A

CENTRAL CITY MANAGEMENT BUSINESS IMPROVEMENT DISTRICT PROPOSED 2020 BUDGET

PUBLIC RELATIONS				
Outside Printing	1,100.00	1,100.00	1,100.00	
Advertising & Publications	3,375.00	2,260.00	2,800.00	
Promotional Activities and Events	6,000.00	6,293.89	6,275.00	
Outside Services	2,475.00	745.98	1,000.00	
Secret Shopper	115.00	50.00	90.00	
Gift Certificates	10,475.00	12,514.92	12,000.00	
Brand Implementation	250.00	419.80	250.00	
Total Public Relations	\$ 23,790.00	23,384.59	\$ 23,515.00	
RETENTION and RECRUITMENT				
Misc. Expenditures	\$ 3,200.00	2,812.50	\$ 2,300.00	
Awning / Sign Grant	\$ 3,500.00	1,833.70	\$ 3,500.00	
Recruitment Tools	\$ 5,000.00	4,778.38	\$ 2,500.00	
Retention Grant Program	\$ 8,425.00	2,500.00	\$ 10,000.00	
Total Retention and Recruitment	\$ 20,125.00	\$ 11,924.58	\$ 18,300.00	
MAINTENANCE				
Banners	2,750.00	1,009.25	2,780.00	
Maint.of Equip / Snow Removal	3,250.00	2,420.00	3,250.00	
Waste Removal/Recycle	6,800.00	7,380.00	7,250.00	
Tree Lights & Holiday Décor	800.00	1,336.00	550.00	
All Other Supplies	755.00	623.76	725.00	
Storage Rental	720.00	720.00	720.00	
Flower Beds	16,490.00	16,490.00	23,940.00	
Fixtures & Facilities	3,400.00	5,718.17	5,700.00	
Total Maintenance Task Force	\$ 34,965.00	\$ 35,697.18	\$ 44,915.00	
Transfer to Savings for Sign	\$ 1,250.00	1,250.00	\$ 7,110.00	
Total Expenses	\$ 144,650.00	\$134,920.45	\$ 157,810.00	
	Dec. 31, 2019	Dec. 31, 2019	2020	Dec. 31, 2020
	Balance	Balance	BUDGET	Balance
	Budgeted	Estimated	BUDGET	BUDGET
Capital Reserve Fund	\$ 20,037.15	18,787.38	\$ 6,400.00	\$ 25,224.28
Interest Earnings	50.00	36.90	27.00	27.00
Savings - Signage	24,750.00	9,481.25	710.00	10,191.25
Maintenance Savings *	3,200.00	3,200.00	-	3,200.00
Reserve Fund Balance	\$ 48,037.15	\$ 31,505.53	\$ 7,137.00	\$ 38,642.53

APPENDIX B
MAP OF DISTRICT BOUNDARIES
CENTRAL CITY BUSINESS IMPROVEMENT DISTRICT



APPENDIX C
SCHEDULE OF ASSESSMENTS

Tax Key No.	Owner Name(s)	Assessment Value (2019)	Property Address	BID Tax Amount	Property Type
80200660000	GALLOWAY COMPANY	\$ 305,000	533 S COMMERCIAL ST	\$ 899.75	Commercial
80200870000	GB MINIMART LLC, A WISCONSIN LIMITED LIABILITY COMPANY	\$ 334,500	521 S COMMERCIAL ST	\$ 986.78	Commercial
80200900000	KT REAL ESTATE HOLDINGS LLC	\$ 352,500	501 S COMMERCIAL ST	\$ 1,039.88	Commercial
80800160100	WALTRUST PROPERTIES INC	\$ 1,500,000	500 S COMMERCIAL ST	\$ 4,425.00	Commercial
80800190000	BRIGHT STAR PROPERTIES LLC	\$ 129,000	512 S COMMERCIAL ST	\$ 750.00	Commercial
80800220000	COMMUNITY CR. UNION WINNEBAGO	\$ 600,000	526 S COMMERCIAL ST	\$ 1,770.00	Commercial
80800240000	COMMERCIAL STREET PROPERTY LLC	\$ -	534 S COMMERCIAL ST	\$ -	Exempt
80800270000	COMMERCIAL STREET PROPERTY LLC	\$ 1,200,000	600 S COMMERCIAL ST	\$ 3,540.00	Commercial
81000330000	GORDON E. STILLINGS & CLAUDETTE R. STILLINGS	\$ 276,000	251 E WISCONSIN AVE	\$ 814.20	Commercial
81000340000	R & R VALLEY PROPERTIES LLC	\$ 252,500	247 E WISCONSIN AVE	\$ 750.00	Commercial
81000350000	KANE LODGE #61	\$ -	241 E WISCONSIN AVE	\$ -	Exempt
81000360000	CITY OF NEENAH	\$ -	231 E WISCONSIN AVE	\$ -	Exempt
81000370000	UNLIMITED WORDS	\$ 660,000	219 E WISCONSIN AVE	\$ 1,947.00	Commercial
81000390000	MIX RESTAURANT LLC	\$ 220,000	211 E WISCONSIN AVE	\$ 750.00	Commercial
81000400000	RIVERWALK HOSPITALITY LLC	\$ 183,500	205 E WISCONSIN AVE	\$ 750.00	Commercial
81000540000	BIRCH FAMILY, LLC	\$ 198,500	244 E DOTY AVE	\$ 750.00	Commercial
81000580000	RIVERWALK HOSPITALITY, LLC	\$ 3,561,500	123 E WISCONSIN AVE	\$ 7,000.00	Commercial
81000650000	INVESTMENT CREATIONS, LLC, A WISCONSIN LLC	\$ 550,000	111 E WISCONSIN AVE	\$ 1,622.50	Commercial
81000670000	INVESTMENT CREATIONS, LLC, A WISCONSIN LLC	\$ 200,000	101 E WISCONSIN AVE	\$ 750.00	Commercial
81000690000	INVESTMENT CREATIONS LLC	\$ 732,500	116 S COMMERCIAL ST	\$ 2,160.88	Commercial
81000760000	ASSOCIATED BANK NATIONAL ASSOC	\$ 2,898,000	100 W WISCONSIN AVE	\$ 7,000.00	Commercial
81000790000	MIX RESTAURANT LLC	\$ 236,500	108 W WISCONSIN AVE	\$ 750.00	Commercial
81000810000	OLD NEENAH, LLC	\$ 354,500	112 W WISCONSIN AVE	\$ 1,045.78	Commercial
81000840000	NEENAH MARKETPLACE LLC	\$ 650,000	116 W WISCONSIN AVE	\$ 1,917.50	Commercial
81000840400	HISTORIC NEENAH PROPERTIES, LLC	\$ 346,500	116 1/2 W WISCONSIN AVE	\$ 1,022.18	Commercial
81000870000	HISTORIC NEENAH PROPERTIES, LLC	\$ 449,000	126 W WISCONSIN AVE	\$ 1,324.55	Commercial
81000890000	INVESTMENT CREATIONS LLC	\$ 230,000	130 W WISCONSIN AVE	\$ 750.00	Commercial
81000900000	BLACK & TAN HOLDINGS LLC	\$ 325,500	132 W WISCONSIN AVE	\$ 960.23	Commercial
81000900100	GREENERICHTER, LLC	\$ 472,500	134 W WISCONSIN AVE	\$ 1,393.88	Commercial
81000920000	CITY OF NEENAH	\$ -		\$ -	Exempt
81000940000	CITY OF NEENAH	\$ -		\$ -	Exempt
81000950000	CITY OF NEENAH	\$ -		\$ -	Exempt
81000960000	CITY OF NEENAH	\$ -		\$ -	Exempt
81000980000	WISCONSIN TELEPHONE	\$ -		\$ -	Exempt
81001000000	WISCONSIN TELEPHONE	\$ -	117 S COMMERCIAL ST	\$ -	Exempt
81001010000	FIRST UNITED METHODIST CHURCH	\$ -	108 W DOTY AVE	\$ -	Exempt
81001020000	FIRST PRESBYTERIAN CHURCH	\$ -	200 S CHURCH ST	\$ -	Exempt
81001050000	BOYS BRIGADE ASSOC	\$ -	109 W COLUMBIAN AVE	\$ -	Exempt
81001070000	CITY OF NEENAH	\$ -	211 WALNUT ST	\$ -	Exempt
81001120000	CITY OF NEENAH	\$ -		\$ -	Exempt
81001130000	FIRST NAT'L BANK NEENAH	\$ 261,000	109 E DOTY AVE	\$ 769.95	Commercial
81001130100	JAMES R. HACKSTOCK	\$ 65,000	115 E DOTY AVE	\$ 750.00	Commercial
81001130200	JAZ OF THE FOX VALLEY LLC	\$ 163,500	220 S COMMERCIAL ST	\$ 750.00	Commercial
81001130300	JAZ OF THE FOX VALLEY LLC	\$ 114,000	210 S COMMERCIAL ST	\$ 750.00	Commercial
81001140000	CITY OF NEENAH	\$ -	200 S COMMERCIAL ST	\$ -	Exempt
81001170000	CITY OF NEENAH	\$ -	112 E COLUMBIAN AVE	\$ -	Exempt
81001310000	CITY OF NEENAH	\$ -		\$ -	Exempt
81001320000	CITY OF NEENAH	\$ -		\$ -	Exempt
81001330000	CITY OF NEENAH	\$ -		\$ -	Exempt
81001340000	CITY OF NEENAH	\$ -		\$ -	Exempt
81001350000	CITY OF NEENAH	\$ -		\$ -	Exempt
81001360000	CITY OF NEENAH	\$ -		\$ -	Exempt
81001370000	CITY OF NEENAH	\$ -		\$ -	Exempt
81003400000	TWO NEENAH CENTER LLC	\$ 289,000	125 N COMMERCIAL ST	\$ 852.55	Commercial
81003420000	NEENAH DWNTWN RDV CORP-2	\$ -		\$ -	Exempt
81003430000	COMMUNITY DEVELOPMENT AUTHORITY OF THE CITY OF NEENAH	\$ -		\$ -	Exempt
81003460100	TWO NEENAH CENTER LLC	\$ 4,141,000	2 NEENAH CENTER	\$ 7,000.00	Commercial
81003500000	NEENAH DWNTWN RDV CORP-3 CNTR	\$ 3,700,000	3 NEENAH CENTER	\$ 7,000.00	Commercial
81003600100	NEENAH DWNTWN RDV CORP-1 CNTR	\$ 3,900,000	1 NEENAH CENTER	\$ 7,000.00	Commercial
81003600200	CITY OF NEENAH	\$ -		\$ -	Exempt

Tax Key No.	Owner Name(s)	Assessment Value (2019)	Property Address	BID Tax Amount	Property Type
81003630000	CITY OF NEENAH	\$ -	210 E WISCONSIN AVE	\$ -	Exempt
81003640000	NEENAH-LIBRARY	\$ -	240 E WISCONSIN AVE	\$ -	Exempt
81003650000	CITY OF NEENAH	\$ -		\$ -	Exempt
81003660000	CITY OF NEENAH	\$ -		\$ -	Exempt
81003780000	COMMUNITY DEVELOPMENT AUTHORITY OF THE CITY OF NEENAH	\$ -		\$ -	Exempt
81003780100	ALTA RESOURCES	\$ 15,644,500	120 N COMMERCIAL ST	\$ 7,000.00	Commercial
81003790000	COMMUNITY DEVELOPMENT AUTHORITY OF THE CITY OF NEENAH	\$ -		\$ -	Exempt
81003840000	ALTA REALTY, LLC	\$ 50,500	112 N COMMERCIAL ST	\$ 750.00	Commercial
81003900000	ALTA REALTY, LLC	\$ 574,500	101 W WISCONSIN AVE	\$ 1,694.78	Commercial
81003920000	KNOX HOLDINGS, LLC	\$ 589,500	109 W WISCONSIN AVE	\$ 1,739.03	Commercial
81003930100	CITY OF NEENAH	\$ -		\$ -	Exempt
81003940000	DCF INVESTMENTS, LLC	\$ 264,000	113 W WISCONSIN AVE	\$ 778.80	Commercial
81003940100	CITY OF NEENAH	\$ -		\$ -	Exempt
81003950000	RAMOS ENTERPRISES LLC	\$ 337,500	119 W WISCONSIN AVE	\$ 995.63	Commercial
81003960000	CITY OF NEENAH	\$ -		\$ -	Exempt
81003970000	WISC. AVE. PROPERTIES, LLC	\$ 267,000	121 W WISCONSIN AVE	\$ 787.65	Commercial
81003980000	WISC. AVE. PROPERTIES, LLC	\$ 257,500	123 W WISCONSIN AVE	\$ 759.63	Commercial
81003990000	PM PROPERTIES LLP	\$ 225,000	125 W WISCONSIN AVE	\$ 750.00	Commercial
81004000000	OLD NEENAH, LLC	\$ 161,000	127 W WISCONSIN AVE	\$ 750.00	Commercial
81004010000	INVESTMENT CREATIONS LLC	\$ 300,500	129 W WISCONSIN AVE	\$ 886.48	Commercial
81004020000	AJP PROPERTIES LLC	\$ 157,500	133 W WISCONSIN AVE	\$ 750.00	Commercial
81004030000	FUTURE NEENAH DEV CORP	\$ -		\$ -	Exempt
81004040000	HISTORIC NEENAH PROPERTIES, LLC	\$ 813,500	145 W WISCONSIN AVE	\$ 2,399.83	Commercial
81004160000	CITY OF NEENAH	\$ -		\$ -	Exempt
81004380000	NEENAH DOWNTOWN REDEVELOPMENT ASSOCIATES	\$ 13,436,500	120 MAIN ST	\$ 7,000.00	Commercial
81004420000	WOLFGANG INVESTMENTS LLC	\$ 140,000	200 MAIN ST	\$ 750.00	Commercial
81004430000	STEVEN ERATO V	\$ 129,500	206 MAIN ST	\$ 750.00	Commercial
81004440000	COMMUNITY DEVELOPMENT AUTHORITY OF THE CITY OF NEENAH	\$ -	208 MAIN ST	\$ -	Exempt
81004450000	PAULA J. PITSCHE	\$ 176,500	210 MAIN ST	\$ 750.00	Commercial
81004470100	COMMUNITY DEVELOPMENT AUTHORITY OF THE CITY OF NEENAH	\$ -	220 MAIN ST	\$ -	Exempt
81004640000	JAMES W. MARTIN & JESSICA A. MARTIN	\$ 121,000	300 W DOTY AVE	\$ 750.00	Commercial
81004660000	INVESTMENT CREATIONS LLC	\$ 234,500	200 W WISCONSIN AVE	\$ 750.00	Commercial
81004670000	WILLIAM J. CASPER	\$ 276,500	202 W WISCONSIN AVE	\$ 815.68	Commercial
81004680000	SHERRY J. HASKETT	\$ 126,500	206 W WISCONSIN AVE	\$ 750.00	Commercial
81004690000	CYS ASIAN BISTRO LLC	\$ 229,500	208 W WISCONSIN AVE	\$ 750.00	Commercial
81004700000	FOX MEADOWS LLP	\$ 160,000	210 W WISCONSIN AVE	\$ 750.00	Commercial
81004710000	FOX MEADOWS LLP	\$ 205,500	212 W WISCONSIN AVE	\$ 750.00	Commercial
81004720000	WARREN TRAN LLC	\$ 244,500	214 W WISCONSIN AVE	\$ 750.00	Commercial
81004730000	RELOAD OF WISCONSIN LLC	\$ 217,000	218 W WISCONSIN AVE	\$ 750.00	Commercial
81004740000	BMG PROPERTIES LLC	\$ 561,000	224 W WISCONSIN AVE	\$ 1,654.95	Commercial
81004800000	KARRMANN PROPERTIES, LLC	\$ 749,500	205 W DOTY AVE	\$ 2,211.03	Commercial
81004840000	FIRST PRESBYTERIAN CHURCH	\$ -	213 S CHURCH ST	\$ -	Exempt
81005210000	IGWTF, LLC/ROUTE 41 PIZZA, LLC	\$ 297,000	436 S COMMERCIAL ST	\$ 876.15	Commercial
81005300000	NEENAH REALTY DQ, LLC	\$ 625,000	450 S COMMERCIAL ST	\$ 1,843.75	Commercial
81005310000	CITY OF NEENAH	\$ -	464 S COMMERCIAL ST	\$ -	Exempt
81005330000	NEENAH-FIRE STATION 1	\$ -	125 E COLUMBIAN AVE	\$ -	Exempt
81005450000	VDF ENTERPRISES, LLC	\$ 581,500	304 S COMMERCIAL ST	\$ 1,715.43	Commercial
81005460000	GEORGE W. KESSLER REVOCABLE TRUST	\$ 110,500	314 S COMMERCIAL ST	\$ 750.00	Commercial
81005480000	GFP LLC	\$ 500,000	307 S COMMERCIAL ST	\$ 1,475.00	Commercial
81005490000	BOYS BRIGADE ASSOC	\$ -		\$ -	Exempt
81005500000	CARRIE L. ABEL & CHRISTOPHER ABEL	\$ 170,000	116 W COLUMBIAN AVE	\$ 750.00	Commercial
81005510000	FIRST NAT'L BANK NEENAH	\$ 202,000	118 W COLUMBIAN AVE	\$ 750.00	Commercial
81005640000	FOX VALLEY PROPERTIES LLC	\$ 250,000	411 S COMMERCIAL ST	\$ 750.00	Commercial
81005730000	NEENAH JOINT SCHOOL DISTRICT	\$ -	410 S COMMERCIAL ST	\$ -	Exempt
81005810000	CHANGJIANG LEE LLC	\$ 188,000	415 S COMMERCIAL ST	\$ 750.00	Commercial
81005820000	TMV PROPERTIES, LLC	\$ 865,000	425 S COMMERCIAL ST	\$ 2,551.75	Commercial
81005840000	DANIEL R. GOGGIN SR	\$ 180,500	429 S COMMERCIAL ST	\$ 750.00	Commercial
81005850000	SCANLAN PROPERTIES LLC	\$ 186,000	433 S COMMERCIAL ST	\$ 750.00	Commercial
81005860000	THE TAILORED HIDE CUSTOM LEATHER AND REPAIR, LLC	\$ 181,000	447 S COMMERCIAL ST	\$ 750.00	Commercial
81006020000	B.I.L. HOLDINGS, LLC, A NEW YORK LIMITED LIABILITY COMP	\$ 729,500	130 W FRANKLIN AVE	\$ 2,152.03	Commercial
81006130000	COMPUTER CORNER HOLDINGS LLC	\$ 318,000	105 W WINNECONNE AVE	\$ 938.10	Commercial

**APPENDIX D
LEGAL OPINION**

(To be inserted after Atty Godlewski reviews)

APPENDIX E

Wisconsin State BID Statute

66.1109 Business improvement districts.

(1) In this section:

- (a) "Board" means a business improvement district board appointed under sub. (3) (a).
- (b) "Business improvement district" means an area within a municipality consisting of contiguous parcels and may include railroad rights-of-way, rivers, or highways continuously bounded by the parcels on at least one side, and shall include parcels that are contiguous to the district but that were not included in the original or amended boundaries of the district because the parcels were tax-exempt when the boundaries were determined and such parcels became taxable after the original or amended boundaries of the district were determined.
- (c) "Chief executive officer" means a mayor, city manager, village president or town chairperson.
- (d) "Local legislative body" means a common council, village board of trustees or town board of supervisors.
- (e) "Municipality" means a city, village or town.
- (f) "Operating plan" means a plan adopted or amended under this section for the development, redevelopment, maintenance, operation and promotion of a business improvement district, including all of the following:
 - 1. The special assessment method applicable to the business improvement district.
 - 1m. Whether real property used exclusively for manufacturing purposes will be specially assessed.
 - 2. The kind, number and location of all proposed expenditures within the business improvement district.
 - 3. A description of the methods of financing all estimated expenditures and the time when related costs will be incurred.
 - 4. A description of how the creation of the business improvement district promotes the orderly development of the municipality, including its relationship to any municipal master plan.
 - 5. A legal opinion that subs. 1. to 4. have been complied with.
- (g) "Planning commission" means a plan commission under s. 62.23, or if none a board of public land commissioners, or if none a planning committee of the local legislative body.
- (2) A municipality may create a business improvement district and adopt its operating plan if all of the following are met:
 - (a) An owner of real property used for commercial purposes and located in the proposed business improvement district designated under par. (b) has petitioned the municipality for creation of a business improvement district.
 - (b) The planning commission has designated a proposed business improvement district and adopted its proposed initial operating plan.
 - (c) At least 30 days before creation of the business improvement district and adoption of its initial operating plan by the municipality, the planning commission has held a public hearing on its proposed business improvement district and initial operating plan. Notice of the hearing shall be published as a class 2 notice under ch. 985. Before publication, a copy of the notice together with a copy of the proposed initial operating plan and a copy of a detail map showing the boundaries of the proposed business improvement district shall be sent by certified mail to all owners of real property within the proposed business improvement district. The notice shall state the boundaries of the proposed business improvement district and shall indicate that copies of the proposed initial operating plan are available from the planning commission on request.
 - (d) Within 30 days after the hearing under par. (c), the owners of property to be assessed under the proposed initial operating plan having a valuation equal to more than 40 percent of the valuation of all property to be assessed under the proposed initial operating plan, using the method of valuation specified in the proposed initial operating plan, or the owners of property to be assessed under the proposed initial operating plan having an assessed valuation equal to more than 40 percent of the assessed valuation of all property to be assessed under the proposed initial operating plan, have not filed a petition with the planning commission protesting the proposed business improvement district or its proposed initial operating plan.
 - (e) The local legislative body has voted to adopt the proposed initial operating plan for the municipality.
 - (2m) A municipality may annex territory to an existing business improvement district if all of the following are met:
 - (a) An owner of real property used for commercial purposes and located in the territory proposed to be annexed has petitioned the municipality for annexation.
 - (b) The planning commission has approved the annexation.
 - (c) At least 30 days before annexation of the territory, the planning commission has held a public hearing on the proposed annexation. Notice of the hearing shall be published as a class 2 notice under ch. 985. Before publication, a copy of the notice together with a copy of a detail map showing the boundaries of the territory proposed to be annexed to the business improvement district shall be sent by certified mail to all owners of real property within the territory proposed to be annexed. The notice shall state the boundaries of the territory proposed to be annexed.
 - (d) Within 30 days after the hearing under par. (c), the owners of property in the territory to be annexed that would be assessed under the operating plan having a valuation equal to more than 40 percent of the valuation of all property in the territory to be annexed that would be assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property in the territory to be annexed that would be assessed under the operating plan having an assessed valuation equal to more than 40 percent of the assessed valuation of all property in the territory to be annexed that would be assessed under the operating plan, have not filed a petition with the planning commission protesting the annexation.
- (3)
 - (a) The chief executive officer shall appoint members to a business improvement district board to implement the operating plan. Board members shall be confirmed by the local legislative body and shall serve staggered terms designated by the local legislative body. The board shall have at least 5 members. A majority of board members shall own or occupy real property in the business improvement district.
 - (b) The board shall annually consider and may make changes to the operating plan, which may include termination of the plan, for its business improvement district. The board shall then submit the operating plan to the local legislative body for its approval. If the local legislative body disapproves the operating plan, the board shall consider and may make changes to the operating plan and may continue to resubmit the operating plan until local legislative body approval is obtained. Any change to the special assessment method applicable to the business improvement district shall be approved by the local legislative body.
 - (c) The board shall prepare and make available to the public annual reports describing the current status of the business

improvement district, including expenditures and revenues. The report shall include one of the following:

1. If the cash balance in the segregated account described under sub. (4) was equal to or exceeded \$300,000 at any time during the period covered by the report, the municipality shall obtain an independent certified audit of the implementation of the operating plan.
 2. If the cash balance in the segregated account described under sub. (4) was less than \$300,000 at all times during the period covered by the report, the municipality shall obtain a reviewed financial statement for the most recently completed fiscal year. The statement shall be prepared in accordance with generally accepted accounting principles and include a review of the financial statement by an independent certified public accountant.
- (cg) For calendar years beginning after December 31, 2018, the dollar amount at which a municipality is required to obtain an independent certified audit under par. (c) 1. and the dollar amount at which a municipality is required to obtain a reviewed financial statement under par. (c) 2. shall be increased each year by a percentage equal to the percentage change between the U.S. consumer price index for all urban consumers, U.S. city average, for the month of August of the previous year and the U.S. consumer price index for all urban consumers, U.S. city average, for the month of August 2017, as determined by the federal department of labor. Each amount that is revised under this paragraph shall be rounded to the nearest multiple of \$10 if the revised amount is not a multiple of \$10 or, if the revised amount is a multiple of \$5, such an amount shall be increased to the next higher multiple of \$10.
- (cr) The municipality shall obtain an additional independent certified audit of the implementation of the operating plan upon termination of the business improvement district.
- (d) Either the board or the municipality, as specified in the operating plan as adopted, or amended and approved under this section, has all powers necessary or convenient to implement the operating plan, including the power to contract.
- (4) All special assessments received from a business improvement district and all other appropriations by the municipality or other moneys received for the benefit of the business improvement district shall be placed in a segregated account in the municipal treasury. No disbursements from the account may be made except to reimburse the municipality for appropriations other than special assessments, to pay the costs of audits and reviewed financial statements required under sub. (3) (c), or on order of the board for the purpose of implementing the operating plan. On termination of the business improvement district by the municipality, all moneys collected by special assessment remaining in the account shall be disbursed to the owners of specially assessed property in the business improvement district, in the same proportion as the last collected special assessment.
- (4g) A municipality may convert a business improvement district under this section into a neighborhood improvement district under s. 66.1110 if an owner of real property that is subject to general real estate taxes, that is used exclusively for residential purposes, and that is located in the business improvement district petitions the municipality for the conversion. If the municipality approves the petition, the board shall consider and may make changes to the operating plan under s. 66.1110 (4) (b).
- (4m) A municipality shall terminate a business improvement district if the owners of property assessed under the operating plan having a valuation equal to more than 50 percent of the valuation of all property assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property assessed under the

operating plan having an assessed valuation equal to more than 50 percent of the assessed valuation of all property assessed under the operating plan, file a petition with the planning commission requesting termination of the business improvement district, subject to all of the following conditions:

- (a) A petition may not be filed under this subsection earlier than one year after the date the municipality first adopts the operating plan for the business improvement district.
 - (b) On and after the date a petition is filed under this subsection, neither the board nor the municipality may enter into any new obligations by contract or otherwise to implement the operating plan until the expiration of 30 days after the date of hearing under par. (c) and unless the business improvement district is not terminated under par. (e).
 - (c) Within 30 days after the filing of a petition under this subsection, the planning commission shall hold a public hearing on the proposed termination. Notice of the hearing shall be published as a class 2 notice under ch. 985. Before publication, a copy of the notice together with a copy of the operating plan and a copy of a detail map showing the boundaries of the business improvement district shall be sent by certified mail to all owners of real property within the business improvement district. The notice shall state the boundaries of the business improvement district and shall indicate that copies of the operating plan are available from the planning commission on request.
 - (d) Within 30 days after the date of hearing under par. (c), every owner of property assessed under the operating plan may send written notice to the planning commission indicating, if the owner signed a petition under this subsection, that the owner retracts the owner's request to terminate the business improvement district, or, if the owner did not sign the petition, that the owner requests termination of the business improvement district.
 - (e) If after the expiration of 30 days after the date of hearing under par. (c), by petition under this subsection or subsequent notification under par. (d), and after subtracting any retractions under par. (d), the owners of property assessed under the operating plan having a valuation equal to more than 50 percent of the valuation of all property assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property assessed under the operating plan having an assessed valuation equal to more than 50 percent of the assessed valuation of all property assessed under the operating plan, have requested the termination of the business improvement district, the municipality shall terminate the business improvement district on the date that the obligation with the latest completion date entered into to implement the operating plan expires.
- (5)
- (a) Real property used exclusively for residential purposes and real property that is exempted from general property taxes under s. 70.11 may not be specially assessed for purposes of this section.
 - (b) A municipality may terminate a business improvement district at any time.
 - (c) This section does not limit the power of a municipality under other law to regulate the use of or specially assess real property.
 - (d) If real property that is specially assessed as authorized under this section is of mixed use such that part of the real property is exempted from general property taxes under s. 70.11 or is residential, or both, and part of the real property is taxable, the municipality may specially assess as authorized under this section only the percentage of the real property that is not tax-exempt or residential. This paragraph applies only to a 1st class city.

APPENDIX F 2019 ANNUAL REPORT

The Neenah Central City Business Improvement District (BID) has successfully completed 18 full years of operation. We are pleased to report that as we review the accomplishments of this past year, many challenges and opportunities were addressed, and new partnerships were formed. Significant progress was made toward attaining the four goals and objectives of the BID, while also ensuring the long-term sustainability of the Neenah City Central Business Improvement District.

Served the Downtown as the central administrative hub:

- Continued implementation of a multi-party Cooperative Agreement between the BID, FNI and the City of Neenah to address volunteer and staffing solutions for maintenance and programming in the District. (All 3 parties met May 21, 2019, next meeting 2021.)
- Hosted BID annual meeting at Lion's Tail on March 26. Event is a casual, social gathering of district business where information about the year in review is presented.
- Continued investment in the Downtown community of over \$136,694.
- Director Hessel participated in the March 2019 Downtown Day at the Capital in Madison.
- Future Neenah awarded Bill Paul the 2018 Downtown Business of the Year.
- In accordance with state statute 66.1108, conducted a review of the BID's 2018 financials. With an annual budget of under \$300,000 and a change in the statute, we were able to save money with a review rather than an audit.
- Directors Hessel and Hanneman attended the October 2019 Wisconsin Downtown Action Council conference in Green Bay.
- Staff and BID board members represented Downtown Neenah at the Convention & Visitors Bureau annual meeting.
- Continued distribution of email blasts and newsletters to district businesses.

Sustained the competitiveness of Downtown through an ongoing program of marketing:

Enhanced the availability of BID information on the web:

- Media Management: Instagram account for Downtown Neenah. #downtownneenah (1,343 followers on November 1 * a 31% increase over 2018)
- From 1/1/19 to 11/1/19, the FNI website had 29,115 visitors and 54,814 page views. The top requested BID pages were in order from most popular: the Downtown business list, Warm Your Heart, Summer Madness Sale, gift certificates, the map and BID. *This site includes a password protected page exclusively for use by BID businesses.
- Utilized Future Neenah's 'MailChimp' email blast program (1,758 subscribers) to promote Downtown events and activities such as the Ladies Day, Warm Your Heart, Summer Madness Sale and Gift Certificate Sales.
- Utilized Facebook to implement a Small Business Saturday promotion the week prior to November 30 and a Countdown to Christmas Facebook promotion leading up to Christmas. We also paid to 'boost' exposure on the posts.

Events:

- Hosted the fifth Warm Your Heart event on February 9 to drive traffic in the district during the shoulder season. It was sold-out with 255 in attendance. Sourced local mugs from Sunset Hill.
 - Hosted 14th Annual Ultimate Ladies Day which sold out with over 275 in attendance.
 - As a Future Neenah Farm Market sponsor, Central City businesses were also invited to utilize the BID booth for promotion at the Market. To effectively translate market traffic (15,000 attendees) to district shoppers, we used a gift certificate sale at the market (see stats below).
 - Sponsored Horse Drawn Carriage Rides at Future Neenah's A Very Neenah Christmas Event. 30 businesses participated with a living window mannequin display. (over 10,000 attendees).
 - The BID provided support for the Neenah Historical Society's September 21, 2019 Pow Wow which drew large crowds at Shattuck Park.
 - Hosted the sixth annual Summer Madness Sale, *Great Places, Great Prices, Great Fun*, on August 1. The popular sidewalk chalk art returned for its second year.
 - BID businesses participated in the BooFest Trick or Treat on October 19. Attendance was high with some businesses reporting 1,000 trick or treaters.
 - Hosted a successful third annual Downtown Neenah Employee Appreciation Day on September 12. Had to adapt the day's activities due to cold/rain.
 - 17 businesses took part in an October 3 gallery day displaying manhole covers from Future Neenah's Artworks Uncovered art project.
 - Second annual luminary pop-up event with a new cookie crawl on December 19, 2019.
 - Participated in Future Neenah's inaugural Kid's Week with games and giveaways downtown on August 19.
- Customer Service: Secret Shopper Program. (2 shops in 2019)

APPENDIX F
2019 ANNUAL REPORT
Continued...

Market analysis and branding study. Year 6 of implementation:

- Purchased additional personalized branded open/closed signs, window clings and note cards.

Community Partnerships:

- Worked with the NJSD and Historical Society to fund traffic box wraps at the corner of Church and Wisconsin.
- Facilitated students from Shattuck School to interview Downtown businesses owners in April. Students from NHS interviewed businesses and customers in November.
- Coordinated discounts from Downtown businesses for Alta Resources to post on their employee intranet.
- Future Neenah helped to bring Bass Fishing Tourney to Neenah in June resulting in overnight stays at the DoubleTree and spending at Downtown restaurants and retailers.

Destination Advertising/Marketing:

- Partnered with the Convention & Visitors Bureau:
 - Travel writers' tours.
 - Two full page co-op ad in the upcoming 2020 Convention & Visitors Bureau Guide with participating businesses and Downtown Neenah editorial copy featuring our brand/logo. Guide being reformatted in 2020.
 - Kiosk display at Fox River Mall during the month of October.
- Quarter page ad in the quarterly Future Neenah Magazine (circulation 6,000 & online).
- Supported the Navigate Neenah-Menasha project whenever possible. The Navigate Loop the Little Lake Trestle project brings trail users directly into our Downtown. Future Neenah hosted a Log Your Loops challenge for the one-year anniversary of the trestle loop to encourage traffic and awareness of the recreational trail.
- Updated printed Downtown directory brochure with Element Marketing.
- Ongoing work toward the design of directional/informational kiosks and signs for Gateway Plaza (to drive traffic into the district) and bump outs (to provide district info such as directions and shopping/dining options).

2019 Gift Certificate Program:

Sales Promotion Results:

- January 26 sale to boost post-holiday shoulder season sale at Downtown Businesses. 81 Sold. 9 customers were new to the program. District impact of \$4,050+
- June 15: 104 customers with a district impact of \$5,200+

Rewards Promotion Results:

- April 13: 269 rewards distributed with sales receipts totaling \$24,591+.
- November 1 & 2: 552 rewards distributed with sales receipts totaling \$41,642+. Distributed popular holiday happenings flier with BID business open houses/events to rewards customers.

Overall Program:

- Through October 31, 2019: Certificates valued at \$30,305 were issued.

Examined & pursued opportunities for business assistance, retention & recruitment:

- Toured and connected business prospects looking to relocate to the BID.
- Partnered with Relocate Fox Cities to recruit and retain talent.
- Because the aesthetics of the district are so important to our image, in 2019 the district continued the \$500 sign / awning grant to repair, replace or remove business signs or awnings that were in disrepair. Reinstated the \$100 sandwich board sign grant. As of November 1, 2019, 3 grants were issued (1 sign & 2 sandwich board). Paid out 2018 grant for \$498.75.
- 10 new businesses were recruited to the district. 1 business closed. 1 relocated within the district. 2 relocated out of the district. 1 business with new ownership.
- Promoted Retention & Recruitment Grant Program. App. G.: No grants awarded in 2019. Paid out 2017 grant for \$2,500.
- Promoted the façade improvement grant program and assisted businesses with the application process. Since program inception, 35 grant applications have been received. \$203,519 has been granted toward projects valued at \$455,672. Currently 1 project is under review. See Appendix K.
- Worked with Element Marketing toward a BID landing page on the website and a branded information folder.
- Updated Downtown Neenah Snapshot in conjunction with City of Neenah Community Development office.

APPENDIX F
2019 ANNUAL REPORT
Continued...

Analyzed, improved and responded to maintenance issues:

- Spring district wide cleanup day with Shattuck School student volunteers.
- Banners. Ordered “Event Today” flutter banners with bases to augment existing inventory.
- Maintained alley lighting for safety.
- Saved 236 bulbs from the landfill with our florescent bulb recycling program – spring and fall.
- Executed a single year contract to professionally plant and maintain flowers and tree beds including a perennial mix. Investigated alternative future flower options including hanging lamp post planters.

Downtown Refuse & Recycling:

- Contracted for recycling services with Vans for three years to 12/31/21.
- Worked with the city to obtain trash cans compatible with the new automated trucks. Purchased 8 new cans on a cost share.
- Removed 4,368 yards of recycling from 3 common use refuse stations.
- Power washed curbside cans in summer.
- Monitored corrals for cleanliness and misuse.

- Researched most effective snow removal practices. Updated the snow removal map and routes.

- Annual walking inspection tour of the district.

- City contracted for lower ‘bells’ of lampposts to be repainted.

- Worked with the City of Neenah to maintain seasonal décor such as tree lighting and lamp post garland.

- Fall – added cornstalks and bows to lamp posts at bump outs.

- Contracted with Sparkle Wash for sidewalk cleaning. (½ in 2019 and ½ in 2020) 2019 = 100 and 200 blocks of West Wisconsin Avenue and one corral.

- Work with city to replace tree lighting every other year. 2019 was a full replacement year.

APPENDIX G

Work Plans of Standing Committees

MAINTENANCE TASK FORCE **2020 WORK PLAN PRIORITIES**

- Year 2 of 3 contract for comingle removal.
- Manage garbage/trash and recycling. BID contracts for comingle recycling services in 3 corrals and the City contracts for garbage/trash.
- Address new/emerging maintenance issues that may arise with ongoing west end development.
- Coordinate efforts and manage snow removal process. Businesses=under 2"; Future Neenah Staff=common areas such as bumpouts, crosswalks and garbage corrals; Service Company=over 2"; City=public areas and parking lots.
- Continue steam cleaning of sidewalks for gum and grime with professional company.
- Work with City to purchase additional automated pick up trash cans.
- Upkeep of black & wooden district fixtures (cans & tables) including washing, painting, removing rust.
- Promote full utilization and maintenance of district green areas, especially tree and flower bed areas, through private contracted services.
- Continue ongoing clean-up work as needed to maintain a clean, attractive, inviting business district, and perform seasonal maintenance tasks (i.e. monitor dumpster corrals, power wash trash cans, sidewalk sweeping/scrubbing, snow removal, weed control, and leaf pickup).
- Continue implementation of on-going banner program and seasonal banner rotation plan.
- Work jointly with the City of Neenah on the holiday program of banners, lighting and décor.
- Continue florescent bulb recycling program.
- Stress personal business responsibility for property maintenance and upkeep of common areas.
- Showcase cleanliness of district prior to major community events, parade, marathon, etc.
- Continue to implement the updated Market Analysis and Branding Study as it pertains to maintenance during year 7. Such items may include, but are not limited to: Uniform maintenance personnel in branded attire to demonstrate the value of Future Neenah and the BID at work. Incorporate branding system graphics and elements in streetscape furnishings, seasonal décor, way finding signage/markers interpretive elements and Navigate Neenah-Menasha. Work to enhance and maintain the district's common areas, public spaces and special features.

RECRUITMENT AND RETENTION COMMITTEE **2020 WORK PLAN PRIORITIES**

- Continue sign and awning grant programs to accept requests for either/both in 2020 for uniformity and aesthetics. Research and create sign standards.
- Host a joint meeting with the BID PR and Marketing Committee.
- Promote BID Recruitment and Retention and Facade Grant Funds and the small business loan program to new and existing businesses.
- Augment those important retention tools such as snow and recycling as needed.
- Ambassador visits both in and outside of the district.
- Continue to work with the BID to implement the updated Market Analysis and Branding Study as it pertains to retention & recruitment for year 7. Such items may include but are not limited to: Sharing information collected in the market analysis with businesses so they can track our market trends. Also, use this information as a benchmark and update it on a bi-annual basis with new Claritas data (2019) and by repeating the business survey. Maintain the list of available properties and distribute info to brokers. Collect testimonials from property owners to use in collateral materials. Devise fact sheet incorporating the new branding system which can be updated to promote our available tools such as our grant programs.
- Continue to monitor the need for refinements to parking and trash management policies with the City. Utilize data gathered by the LPR systems. Advocate for parking solutions including a new ramp.
- Educate. Conduct workshops/seminars & provide other educational opportunities and information.
- Continue exit interviews with businesses that leave the BID due to business closure or relocation.
- Assist service sector businesses in attracting and retaining employees.
- Host open house as needed to fill vacancies if needed.

Retention & Recruitment Grant Program Results:

Project #	Calendar Year	Property Owner	Business Name	Address	Grant Approved	Grant Awarded	Total Project Value	Status
1	2005	Cy & Vong Thounsavath	Art Affair	108 W. WI Ave.	\$5,000.00	\$5,000.00	\$25,000.00	complete
2	2005	James Busch	The Saint James	211 E. WI Ave.	\$5,000.00	\$5,000.00	\$250,000.00	complete
3	2005	Kyle & Debbie Rasmus	Cannova's	113 W. WI Ave.	\$5,000.00	\$5,000.00	\$40,000.00	complete
4	2007	Lester Fink	Mom & Pop Place	119 W. WI Ave.	\$5,000.00	\$5,000.00	\$45,000.00	complete
5	2007	Lester Fink	Mom & Pop Place	117 W. WI Ave.	\$5,000.00	\$4,076.69	\$15,000.00	complete
6	2008	Umer Sheikh	Investment Creations	107 Church Street	\$5,000.00	\$5,000.00	\$85,000.00	complete
7	2008	Jim & Sheila Hackstock	Appearances	206 S. Commercial	\$1,000.00	\$1,287.88	\$4,000.00	complete
8	2009	Cy & Vong Thounsavath	uncorked	108 W. WI Ave.	\$5,000.00	\$5,000.00	\$31,660.00	complete
9	2009	Ron Phillips	Vintage	131 W. WI Ave.	\$2,042.00	\$2,042.00	\$4,084.00	complete
10	2009	Ron Phillips	Lucy's Closet	129 W. WI Ave.	\$5,000.00	\$5,000.00	\$11,236.10	complete
11	2009	Jim Fletcher	Five Generations	134 W. WI Ave.	\$5,000.00	\$5,000.00	\$11,000.00	complete
12	2009	Ron Phillips	Vintage	131 W. WI Ave.	\$2,571.54	\$2,571.54	\$5,143.08	complete
13	2009	Amy Marrazzo	Red Radish	447 S. Commercial	\$5,000.00	\$5,000.00	\$12,469.00	complete
14	2010	Sherry Haskett	Cheveux	206 W. WI Ave.	\$2,487.50	\$2,487.50	\$4,975.00	complete
15	2010	Umer Sheikh	Investment Creations	130 W. WI Ave.	\$5,000.00	\$5,000.00	\$23,968.00	complete
16	2010	Sherry Haskett	Cheveux	206 W. WI Ave.	\$950.00	\$950.00	\$2,135.00	complete
17	2010	John Skyrms	Historic Neenah Prop	128 W. WI Ave.	\$5,000.00	\$5,000.00	\$15,900.00	complete
18	2011	John Skyrms	Historic Neenah Prop	145 W. WI Ave.	\$5,000.00	\$5,000.00	\$21,235.05	complete
19	2012	Kyle & Debbie Rasmus	Cannova's	113 W. WI Ave.	\$4,317.00	\$3,596.33	\$10,789.00	complete
20	2012	TaylorGreene, LLC	Greene's Pour House	134 W. WI Ave.	\$5,000.00	\$5,000.00	\$17,595.00	complete
21	2012	Umer Sheikh	Investment Creations	124 W. WI Ave.	\$5,000.00	\$5,000.00	\$27,694.50	complete
22	2012	John Powell	Holt's Jewelry	121 W. WI Ave.	\$1,108.33	\$1,075.00	\$3,225.00	complete
23	2013	Shelly Stone	Signature Events	125 W. WI Ave.	\$4,500.00	\$4,450.00	\$13,350.00	complete
24	2013	Future Neenah, Inc.	Future Neenah, Inc.	135 W. WI Ave.	\$5,000.00	\$5,000.00	\$16,501.00	complete
25	2014	Umer Sheikh	Investment Creations	116 S. Commercial	\$5,000.00	\$5,000.00	\$41,450.00	complete
26	2014	Bill Casper	Ignite Nutrition	202 W. WI Ave.	\$5,000.00	\$2,219.00	\$6,657.00	complete
27	2014	Adria Ramos	Mom & Pop Place	117/119 W. WI Ave.	\$1,894.00	\$1,894.00	\$5,682.00	complete
28	2014	Umer Sheikh	Investment Creations	124 W. WI Ave.	\$1,917.00	\$1,917.00	\$5,750.00	complete
29	2015	Bill Casper	Ignite Nutrition	202 W. WI Ave.	\$2,781.00	\$2,781.00	\$9,035.00	complete
30	2015	John Skyrms	Great Harvest	116 W. WI Ave.	\$5,000.00	\$5,000.00	\$16,994.00	complete
31	2016	Umer Sheikh	Red Door Mercantile	130 W. WI Ave.	\$1,752.08	\$1,652.08	\$4,956.25	complete
32	2016	Warren Tran	Pastry Pixie	214 W. WI Ave.	\$5,000.00	\$5,000.00	\$16,200.00	complete
33	2016	Leeann Wasinger	Tailored Hide	447 S. Commercial	\$2,127.90	\$1,363.25	\$6,383.70	complete
34	2017	Morgan Wiswall	The Natural Boutique	125 W. WI Ave.	\$3,390.00	\$3,390.00	\$12,180.00	complete
35	2017	Umer Sheikh	Polka Dot Umbrella	114.5 W. WI Ave.	\$3,333.00	\$3,333.00	\$30,350.00	complete
36	2017*	Mary Powell	Vacant/Open Space	123 W. WI Ave.	\$5,000.00	\$5,000.00	\$26,315.00	complete
37	2017**	Mary Powell	Apt.	121 W. WI Ave.	\$2,500.00	\$2,500.00	\$23,208.78	complete
38	2018	Umer Sheikh	Jessie's Beauty & Barber	103 Church Street	\$633.00	\$633.00	\$1,900.00	complete
39	2018	Umer Sheikh	My Sole Loves	124 W. WI Ave.	\$1,500.00	\$1,476.67	\$4,500.00	complete
40	2018	Umer Sheikh	Investment Creations	124 W. WI Ave.	\$766.00	\$766.00	\$2,300.00	complete
41	2018	Umer Sheikh	Chase Bank	111 E. WI Ave.	\$5,000.00	\$5,000.00	\$100,000.00	complete

*paid out in June 2018

**paid out in March 2019

Total Approved	\$151,570.35		
Total Grants Awarded		\$146,461.94	
Total Project Value			\$1,015,821.46

APPENDIX G Work Plans of Standing Committees

MARKETING & PUBLIC RELATIONS COMMITTEE 2020 WORK PLAN PRIORITIES

Initiatives are ongoing to enhance the overall image and marketability of the District, as a way to attract a wide array of consumers, promote BID shops, restaurants, and other attractions and leverage the many positive changes in the District. New businesses and new investment opportunities are working together to create an exciting business mix.

Public Relations to raise awareness of the District and its unique shopping, dining, business and entertainment opportunities. Look into options for public signage including but not limited to Navigate trail and bump out signs.

Update Map and Directory (print & online) to help consumers find their way around and to locate specific businesses incorporating the new brand system.

Welcome any new employee groups that may join the district with potential Towers and West End developments.

Collaborative Marketing among a diverse group of merchants and vendors in an effort to leverage marketing funds and resources.

Website & Social Media that maintains current information on area businesses and contact information. Integrate elements of new brand. Effectively manage and promote the use of website in conjunction with the FNI web site. Continue to grow Instagram numbers.

Communication, including periodic District mailings or e blasts to keep businesses and property owners informed and updated on projects and initiatives. Continue use of newsletter format to distribute info to district businesses.

Support of Special Events (both new and existing) that bring attention to the District and encourage visitors to shop, dine and play.

Navigate Neenah-Menasha work to connect the loop with and to the district and our activities.

Secret Shopper Program to look at your business through a customer's eyes and provide feedback about your business' experience.

Host another group of travel writers.

Work to implement the Market Analysis and Branding Study as it pertains to marketing and PR for year 7. Ideas to include, but not limited to: Enhance the presence of Downtown Neenah in social media applications including promotions such VIE (very important employee) or Facebook Friday. Engage Downtown employees with an ongoing event or loyalty rewards

Brand Identity (Continued): Activities may include, but are not limited to: Create a limited-time marketing grant program offering a rebate to businesses utilizing branding system graphics in marketing materials and advertisements. Provide new branded elements for businesses to utilize such as: tags, store hours signs, window clings, branded merchandise (logoed shirts). Track brand usage investments made by Downtown area businesses. Promote public art projects.

Promote gift certificate program to increase district sales.

EXECUTIVE COMMITTEE 2020 WORK PLAN PRIORITIES

The Executive Committee of the Board will undertake activities in 2020 to strengthen the BID and improve service to businesses by:

- Partner with the city to promote any new parking and residential developments.
- Work to implement the Market Analysis and Branding Study during year 7.
- Monitor long term savings for continued investment.
- Assist with implementation of the recommendations in the City's 2040 comp plan.
- Remain involved with district development especially as it pertains to the district's western corridor.
- Do an annual compensation review for centralized management.
- Analyze BID priorities and allocate budget accordingly.

APPENDIX H

NEENAH CENTRAL CITY BUSINESS IMPROVEMENT DISTRICT 2020 MAYORAL BID BOARD APPOINTEES

Name	Company	Category	Term (years)	Term Expiration
Alex Noskowiak	Bergstrom Corporation	Property Owner	3	12/31/20
George Brownell	Associated Bank	Property Owner	3	12/31/22
Bob Gillespie	Knox Furniture Gallery of Neenah	Property Owner	3	12/31/21
Umer Sheikh	Investment Creations	Property Owner	3	12/31/22
Leeann Wasinger	The Tailored Hide/The Gift Gallery	Property Owner	3	12/31/21
Joe Ziemba	J. Anthony Jewelers	Property Owner	3	12/31/21
Grant Birtch	Hesson & Birtch, LLC	Business (Office/Professional)	3	12/31/22
Brian Gajewski	Subway	Business (Hospitality)	3	12/31/19
Sandy White	The Natural Boutique	Business (Service/Retail)	3	12/31/20
Michelle Bauer		Community Representative	3	12/31/22
Jane Lang	Third District Alderperson	City of Neenah Representative	1	4/1/20

**APPENDIX I
RESOLUTION**

(To be inserted after Council Approval of Op Plan.)

**APPENDIX J
REVIEW**

**NEENAH CENTRAL CITY
BUSINESS IMPROVEMENT DISTRICT**
(A Component Unit of the City of Neenah)
Neenah, Wisconsin

FINANCIAL STATEMENTS

Including Independent Accountants' Review Report

As of and for the Year Ended December 31, 2018

**NEENAH CENTRAL CITY
BUSINESS IMPROVEMENT DISTRICT**
(A Component Unit of the City of Neenah)

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INDEPENDENT ACCOUNTANTS' REVIEW REPORT

To the Board of Directors
Neenah Central City Business Improvement District
Neenah, Wisconsin

We have reviewed the accompanying financial statements of the Neenah Central City Business Improvement District ("District"), a component unit of the City of Neenah, Wisconsin, as of and for the year ended December 31, 2018, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents. A review includes primarily applying analytical procedures to management's financial data and making inquiries of district management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

Accountants' Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

Accountants' Conclusion

Based on our reviews, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Report on Other Legal and Regulatory Requirements

We have also issued our report dated April 22, 2019 on our tests of its compliance with Wisconsin State Statutes Section 66.1109. The purpose of that report is to describe the scope of our testing of compliance and the results of that testing, and not to provide an opinion on compliance.

Baker Tilly Virchow Krause, LLP

Madison, Wisconsin

April 22, 2019

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**NEENAH CENTRAL CITY
BUSINESS IMPROVEMENT DISTRICT**

STATEMENT OF NET POSITION
As of December 31, 2018

ASSETS	
Current Assets	
Cash and investments	\$ 73,277
Assessment receivable	<u>136,694</u>
Total Current Assets	<u>209,971</u>
Noncurrent Assets	
Capital assets	11,000
Less: Accumulated depreciation	<u>(7,150)</u>
Total Noncurrent Assets	<u>3,850</u>
Total Assets	<u>213,821</u>
LIABILITIES	
Current Liabilities	
Accounts payable	<u>21,537</u>
Total Current Liabilities	<u>21,537</u>
DEFERRED INFLOWS OF RESOURCES	
Unearned revenue	<u>136,694</u>
Total Deferred Inflows of Resources	<u>136,694</u>
NET POSITION	
Net investment in capital assets	3,850
Unrestricted	<u>51,740</u>
TOTAL NET POSITION	<u>\$ 55,590</u>

See accompanying notes to financial statements and independent accountants' review report.

**NEENAH CENTRAL CITY
BUSINESS IMPROVEMENT DISTRICT**

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN
NET POSITION - ACTUAL AND BUDGET
For the Year Ended December 31, 2018

	Actual	Budget (Original and Final)	Variance
OPERATING REVENUES			
Assessments	\$ 136,529	\$ 136,529	\$ -
Total Operating Revenues	<u>136,529</u>	<u>136,529</u>	<u>-</u>
OPERATING EXPENSES			
Auto Allowance	81	15	(66)
Postage	-	55	55
Conferences and Meetings	505	805	300
Auditing	3,400	3,300	(100)
Banking Fees	180	180	-
Office Supplies	21	280	259
Professional	60,000	60,000	-
Outside Printing	-	750	750
Advertising and Publications	2,613	5,500	2,887
Promotional Activities and Events	5,747	5,100	(647)
Outside Services	225	225	-
Misc Expenditures	-	500	500
Signage	15,486	-	(15,486)
Secret Shopper	100	75	(25)
Gift Certificates	10,771	9,075	(1,696)
Brand Implementation	3,720	1,000	(2,720)
Awning Grant	2,478	2,000	(478)
Recruitment Tools & Workshops	269	-	(269)
Grant Program	7,876	15,000	7,124
Banners	2,708	3,250	542
Maintenance of Equipment	1,895	4,000	2,105
Misc. Insurance	-	220	220
Waste Removal/Recycle	6,137	6,500	363
Tree Lights and Holiday Décor	548	800	252
All Other Supplies	1,273	575	(698)
Storage Rental	630	720	90
Flower Beds	14,212	14,212	-
Paint and Stain Monument and Tables	-	2,450	2,450
Depreciation	549	-	(549)
Non-cash, expenses	415	-	(415)
Total Operating Expenses	<u>141,839</u>	<u>136,587</u>	<u>(5,252)</u>
OPERATING INCOME (LOSS)	<u>(5,310)</u>	<u>(58)</u>	<u>(5,252)</u>
NONOPERATING REVENUES			
Investment Income	46	50	(4)
Total Nonoperating Revenues	<u>46</u>	<u>50</u>	<u>(4)</u>
Change in Net Position	<u>(5,264)</u>	<u>(8)</u>	<u>(5,256)</u>
NET POSITION - Beginning of Year	<u>60,854</u>	<u>60,854</u>	<u>-</u>
NET POSITION - END OF YEAR	<u>\$ 55,590</u>	<u>\$ 60,846</u>	<u>\$ (5,256)</u>

See accompanying notes to financial statements and independent accountants' review report.

**NEENAH CENTRAL CITY
BUSINESS IMPROVEMENT DISTRICT**

STATEMENT OF CASH FLOWS
For the Year Ended December 31, 2018

CASH FLOWS FROM OPERATING ACTIVITIES	
Received from customers	\$ 136,529
Paid to suppliers for goods and services	<u>(125,387)</u>
Net Cash Flows From Operating Activities	<u>11,142</u>
CASH FLOWS FROM INVESTING ACTIVITIES	
Investment income	<u>46</u>
Net Cash Flows From Investing Activities	<u>46</u>
Net Change in Cash and Cash Equivalents	11,188
CASH AND CASH EQUIVALENTS - Beginning of Year	<u>62,089</u>
CASH AND CASH EQUIVALENTS - END OF YEAR	<u>\$ 73,277</u>
RECONCILIATION OF OPERATING LOSS TO NET CASH FLOWS FROM OPERATING ACTIVITIES	
Operating loss	\$ (5,310)
Adjustments to reconcile operating loss to net cash provided from operating activities	
Depreciation expense	549
Change in assets, liabilities and deferred inflows or resources	
Assessments receivable	(165)
Accounts payable	15,903
Unearned revenues	<u>165</u>
NET CASH FLOWS FROM OPERATING ACTIVITIES	<u>\$ 11,142</u>
NONCASH ACTIVITIES	
None	

See accompanying notes to financial statements and independent accountants' review report.

**NEENAH CENTRAL CITY
BUSINESS IMPROVEMENT DISTRICT**

NOTES TO FINANCIAL STATEMENTS
As of and for the Year Ended December 31, 2018

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the Neenah Central City Business Improvement District (the "district") conform to accounting principles as applicable to governmental units. The accepted standard-setting body for establishing governmental accounting and financial reporting principles is the Government Auditing Standards Board (GASB).

A. DESCRIPTION OF REPORTING ENTITY

This report contains the financial information of the Neenah Central City Business Improvement District, which is a component unit of the City of Neenah, Wisconsin (the "city"). The financial activities of the district are not material to the city, and therefore have not been included in the city's financial statements.

The district was created under the provisions of Wisconsin Statute Section 66.1109. It is the purpose of that section to authorize municipalities to create one or more business improvement districts to allow businesses within those districts to develop, manage, and promote the districts and to establish an assessment method to fund these activities.

The district is a legal entity separate and distinct from the city. The district is governed by an eleven-member board appointed and approved by the common council. The members serve staggered, three-year terms. A majority of the board members shall own or occupy real property in the district.

B. BASIS OF ACCOUNTING/MEASUREMENT FOCUS

The accounting and financial reporting treatment applied to the district is determined by its measurement focus. The transactions of the district are accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets, deferred outflows of resources, liabilities, and deferred inflows of resources associated with the operations are included on the statement of net position. Net position (i.e., total assets net of total liabilities) is segregated into "net investment in capital assets," "restricted," and "unrestricted" components.

The statement of net position and statement of revenues, expenses, and changes in net position are reported using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred, or economic asset used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Assessments are levied upon all property within the district and are recognized as revenues in the year for which they are levied. Unbilled receivables are recorded as revenues when services are provided.

**NEENAH CENTRAL CITY
BUSINESS IMPROVEMENT DISTRICT**

NOTES TO FINANCIAL STATEMENTS
As of and for the Year Ended December 31, 2018

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont.)

B. BASIS OF ACCOUNTING/MEASUREMENT FOCUS (cont.)

The district distinguishes *operating* revenues and expenses from *nonoperating* items. Operating revenues and expenses generally result from providing services in connection with the district's principal ongoing operations. The principal operating revenues of the district are charges to the district members. Operating expenses for the district include professional services, operation and maintenance, business development, and promotions. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

C. SPECIAL ASSESSMENT METHOD

The district is authorized to levy special assessments to fund its operations. The method of levy is based on assessed valuation of all real property within the district except property used exclusively for residential and manufacturing purposes.

D. CAPITAL ASSETS

Capital assets are defined by the district as assets with an initial cost of more than \$5,000 and an estimated useful life in excess of one year. All capital assets are valued at historical cost or estimated historical cost if actual amounts are unavailable. Donated capital assets are recorded at their estimated fair value at the date of donation.

Depreciation of all exhaustible capital assets is recorded as an expense in the Statement of Revenues, Expenses, and Changes in Net Position, with accumulated depreciation reflected in the Statement of Net Position. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The estimated useful lives by type of asset are as follows:

Land improvements	20 Years
Machinery and equipment	15 Years

E. DEFERRED INFLOWS OF RESOURCES

A deferred inflow of resources represents an acquisition of net position that applies to a future time period and, therefore, will not be recognized as an inflow of resources (revenue) until that future time.

**NEENAH CENTRAL CITY
BUSINESS IMPROVEMENT DISTRICT**

NOTES TO FINANCIAL STATEMENTS
As of and for the Year Ended December 31, 2018

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont.)

F. EQUITY CLASSIFICATIONS

Equity is classified as net position and displayed in three components:

- a. Net investment in capital assets – Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances (excluding unspent debt proceeds) of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. Restricted net position – Consists of net position with constraints placed on their use either by 1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments, or 2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net position – All other net position that do not meet the definition of "restricted" or "invested in capital assets, net of related debt."

When both restricted and unrestricted resources are available for use, it is the district's policy to use restricted resources first, then unrestricted resources as they are needed. The district did not have equity in restricted net position as of year-end.

G. CLAIMS AND JUDGMENTS

Claims and judgments are recorded as expenses when the related liabilities are incurred.

H. OPERATING PLAN BUDGET

The budgetary information is derived from the annual operating plan budget and is presented using the same basis of accounting as described in Note 1.B.

NOTE 2 – DEPOSITS AND INVESTMENTS

For purposes of the statement of cash flows, the district considers all highly liquid investments with an initial maturity of three months or less when acquired to be cash equivalents.

Investment of district funds is restricted by state statutes. Available investments are limited to:

- a. Time deposits in any credit union, bank, savings bank, trust company, or savings and loan association maturing in three years or less.
- b. Bonds or securities of any county, city, drainage district, technical college district, village, town, or school district of the state. Also, bonds issued by a local exposition district, a local professional baseball park district, a local professional football stadium district, a local cultural arts district, the University of Wisconsin Hospitals and Clinics Authority, or the Wisconsin Aerospace Authority.
- c. Bonds or securities issued or guaranteed by the federal government.
- d. The local government investment pool.
- e. Any security maturing in seven years or less and having the highest or second highest rating category of a nationally recognized rating agency.

**NEENAH CENTRAL CITY
BUSINESS IMPROVEMENT DISTRICT**

NOTES TO FINANCIAL STATEMENTS
As of and for the Year Ended December 31, 2018

NOTE 2 – DEPOSITS AND INVESTMENTS (cont.)

- f. Securities of an open-end management investment company or investment trust, subject to various conditions and investment options.
- g. Repurchase agreements with public depositories, with certain conditions.

The district has not adopted an investment policy.

The district's deposits at year-end were comprised of the following:

	Carrying Value	Bank Balance	Associated Risks
Deposits	\$ 73,277	\$ 73,277	Custodial credit risk

Deposits in each local and area bank are insured by the FDIC in the amount of \$250,000 for time and savings accounts (including NOW accounts), and \$250,000 for demand deposit accounts (interest bearing and noninterest bearing). In addition, if deposits are held in an institution outside of the state in which the government is located, insured amounts are further limited to a total of \$250,000 for the combined amount of all deposit accounts.

Bank accounts are also insured by the State Deposit Guarantee Fund in the amount of \$400,000. However, due to the nature of this fund, recovery of material principal losses may not be significant to individual municipalities. This coverage has not been considered in computing custodial credit risk.

Custodial Credit Risk

Deposits – Custodial credit risk is the risk that in the event of a financial institution failure, the district's deposits may not be returned to the district.

The district does not have any deposits exposed to custodial credit risk.

NOTE 3 – CAPITAL ASSETS

	Beginning Balance	Additions	Deletions	Ending Balance
Capital assets being depreciated				
Land improvements	\$ 11,000	\$ -	\$ -	\$ 11,000
Total Capital Assets	11,000	-	-	11,000
Less: Accumulated depreciation for				
Land improvements	(6,601)	(549)	-	(7,150)
Total Accumulated Depreciation	(6,601)	(549)	-	(7,150)
Net Capital Assets Being Depreciated	\$ 4,399			\$ 3,850



INDEPENDENT ACCOUNTANTS' REVIEW REPORT ON COMPLIANCE

To the Board of Directors
City of Neenah
Neenah Central City Business Improvement District
Neenah, Wisconsin

We have reviewed the financial statements of the Neenah Central City Business Improvement District (the "district"), a component unit of the City of Neenah, Wisconsin as of and for the year ended December 31, 2018, and have issued our report thereon dated April 22, 2019. We conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA.

In connection with our review, nothing came to our attention that caused us to believe that the district failed to comply with Wisconsin State Statutes Section 66.1109, insofar as it relates to accounting matters. However, our review was not directed primarily toward obtaining knowledge of such noncompliance. Accordingly, had we performed additional procedures, other matters may have come to our attention regarding the district's noncompliance with the above-referenced statutes, insofar as it relates to accounting matters.

This report is intended solely for the information and use of the district's Board and management and is not intended to be, and should not be, used by anyone other than these specified parties.

Baker Tilly Virchow Krause, LLP

Madison, Wisconsin
April 22, 2019

APPENDIX K

NEENAH FAÇADE IMPROVEMENT PROGRAM										
Project No.	Calendar Year	Owner/Agent	Business Name	Address	Action/Grant Approved	Grant Awarded	Owner Contribution	Total Project Value	Status	Improvements
1	2002/2005	Patrick and Sherry Haskett	Cheveux	206 W. Wisconsin Ave.	\$3,041.03	\$3,041.03	\$3,041.03	\$6,082.06	complete	Rear siding replacement, storm window replacement, install rear awning, replace light fixtures, move gas meter, replace front entrance floor
2	2002	Sally Callaway Dey	Sassy Sal's	133 W. Wisconsin Ave.	\$2,182.50	\$2,182.50	\$2,182.50	\$4,365.00	complete	Tuckpoint front façade masonry
3	2003	James Busch	The Saint James	211 E. Wisconsin Ave.	\$10,000.00	\$10,000.00	\$10,000.00	\$24,000.00	complete	Concrete and masonry work to extend front entrance, construct entrance roof
4	2004	Isaac Pabst	Scharp's Office Supply	130 W. Wisconsin Ave.	\$2,500.00	\$2,500.00	\$2,500.00	\$5,000.00	complete	Replace 6 upper story windows, exterior and interior trim
5	2005	Les Fink	Erika's Bridal	117-119 W. Wisconsin Ave	\$10,000.00	\$10,000.00	\$10,000.00	\$21,506.40	complete	Replace storefront windows, trim, 3 doors, sill
6	2005	Cy and Vong Thounsavath	Art Affair	108 W. Wisconsin Ave.	\$2,386.00	\$2,386.00	\$2,386.00	\$4,772.00	complete	Remove shutters, repair and paint front and rear lower facades.
7	2006	Fox Meadows LLP	Paper City Pub	212 W. Wisconsin Ave.	\$7,000.00	\$7,000.00	\$7,000.00	\$14,000.00	complete	Restoration of lower façade glass
8	2006	Harry Kelderman	Soccer Locker	127 W. Wisconsin Ave.	\$7,237.75	\$7,237.75	\$7,237.75	\$14,475.50	complete	Tuckpointing, glass replacement
9	2006	Downtown Neenah Properties	Planet Perk	124 W. Wisconsin Ave.	\$1,000.00	NA	NA	NA	withdrawn	upper story window replacement
10	2006	Downtown Neenah Properties	Great Harvest	116 W. Wisconsin Ave.	\$997.50	\$997.50	\$997.50	\$1,995.00	complete	Replace west door
11	2006	Downtown Neenah Properties	Smile Creations	126 W. Wisconsin Ave.	NA	NA	NA	NA	app. withdrawn	Front door repairs
12	2007	Patrick and Sherry Haskett	Cheveux	206 W. Wisconsin Ave.	\$6,958.97	\$6,958.97	\$7,441.03	\$14,400.00	complete	Upper story façade renovation
13	2007	Robert and Peter Gillespie	Knox Furniture	111 W. Wisconsin Ave.	\$2,952.50	\$2,952.50	\$2,952.50	\$5,905.00	complete	Upper story window replacement
14	2007	David Priest	Cannova's	113-115 W. Wisconsin Ave.	\$3,592.50	\$3,592.50	\$3,592.50	\$7,185.00	complete	Upper story window replacement
15	2008	Umer Sheikh/Investment Creations		200 W. Wisconsin Ave. / 107 S. Church St.	\$20,000.00	\$18,753.00	\$18,753.00	\$37,506.00	complete	Upper and lower story windows, EIFS, cleaning of brick
16	2008	Pinnacle Photo and Portraits/Edward Scanlon	Pinnacle	433 S. Commercial St.	\$10,000.00	\$8,118.00	\$8,118.00	\$16,236.00	complete	Paint trim and cedar shakes, replace windows
17	2008	Gordon Stillings	Stillings and Buchinger Law Office	251 E. Wisconsin Ave.	\$5,000.00	\$3,925.00	\$11,562.61	\$11,562.61	complete	Reconstruct 2 stone columns, replace front steps (railing also installed)
18	2008	Daniel Goggin	Goggin Law Office	429 S. Commercial St.	\$5,500.00	\$4,686.00	\$4,686.00	\$9,372.00	complete	Replacement of windows
19	2008	Bill Casper	Hang Up	202/204 W. Wisconsin Ave	\$10,000.00				pending owner approval, WHS review and estimating	Replacement of windows
20	2009	Gina Vendola	Cranked	200 Main Street	\$7,500.00	\$6,439.33	\$6,439.32	\$12,878.65	complete	Masonry repairs, window and door replacement
21	2009	Keith Miller/Thounsavath	UnCorked Bistro	108 W. Wisconsin Ave.	\$2,700.00	\$2,690.47	\$2,690.48	\$5,380.95	complete	Door and awning replacement
22	2009	Ron Phillips/Mike Law	Cook/Vintage	129-131 W. Wisconsin	\$7,800.00	na	na	na	app. withdrawn	Window replacement

23	2009	Shannon Zambrano	Five Generations	134 W. Wisconsin Av	\$10,000.00	na	na	na	withdrawn	Masonry repairs
24	2010	Dr. Chris Abel & Dr. Carrie Richter-Abel	Neenah Family Chiropractic	116 W. Columbian Ave.	\$3,500.00	\$2,072.50	\$2,072.50	\$4,145.00	complete	Painting/staining
25	2010	Kelly Mjaanes, Sandi Johnson, Sue Brautigam/Warren Tran	The French Flea	214 W. Wisconsin Ave.	\$275.00	NA	NA	NA	withdrawn	Replacement of awning
26	2010	Stacy Frakes/John Powell	Holt's Jewelry	121 W. Wisconsin Ave.	\$4,000.00	\$3,700.00	\$3,700.00	\$7,400.00	complete	Replacement of awning and lower facade tile
27	2011	Winnebago Community Credit Union	same	526 S. Commercial St.	App. Denied	NA	NA	NA	app. denied	Entrance
28	2012	Morgan Wiswall		125 W. Wisconsin Ave.	\$8,135.50	\$8,135.50	\$8,135.50	\$17,796.00	complete	Window and door replacement
29	2014	Future Neenah	same	135 W. Wisconsin Ave	\$10,000.00	\$10,000.00	\$16,859.00	\$26,859.00	complete	Windows, door, cornice, bulkhead
30	2015	Bill Casper	Ignite Nutrition	204 W. Wisconsin Ave.	\$1,150.00	\$1,150.00	\$1,450.00	\$2,600.00	complete	door and window replacement
31	2015	Investment Creations	Historic ERA	116 S. Commercial St.	\$10,000.00	\$10,000.00	\$10,000.00	\$20,975.00	complete	Doty Avenue entrance
32	2016	Historic Neenah Properties	Great Harvest	116 W. Wisconsin Ave.	\$10,000.00	\$10,000.00	\$10,000.00	\$48,275.00	complete	Storefront entrance/windows
33	2017	Mix Restaurant	Copperstill	211 E. Wisconsin Ave.	\$10,000.00	\$10,000.00	\$10,000.00	\$21,000.00	complete	Trim replacement
34	2018	Wisconsin Avenue Properties		121-123 W Wisconsin Ave	\$15,000.00	\$15,000.00	\$15,000.00	\$30,000.00	complete	window replacement
35	2019	Investment Creations		111 E. Wisconsin Ave	\$30,000.00	\$30,000.00	\$30,000.00	\$60,000.00	complete	window installation
				Total Grant (01, 02, 04, 05, 08, 09, 12, 13, 14, 15,16,17,18,19)	\$255,397.00					
				Total Approved	\$240,409.25					
				Total Granted	\$203,518.55					
				Total Owner Contrib.	\$218,797.22					
				Total Project Value	\$455,672.17					
				Total Projects In Progress /Pending						
				Total Projects	28					
				Projects in Progress						
				Projects Pending						
				Projects Under Review						
				Balance Available	\$51,878.45					
				Balance Less Committed	\$51,878.45	9/30/19				

**APPENDIX L
CO-OP PARTNERS WORK PLAN**

City of Neenah/BID/FNI Cooperation Agreement Original Approval 10/1/03

Amended 2011
Amended March 2013, March 2015, October 2017, May 2019

PARTNERS WORK PLAN

ITEM #	SERVICE PERFORMED	FREQUENCY	RESPONSIBLE PARTY	SCOPE OF DUTIES
Street Sweeping:				
1	Machine Sweeping Streets & Alleys	Fridays-beginning at 2 a.m.	DPW	The BID Maintenance Committee will work with the businesses and City in how best to have leaves, debris, cigarette butts etc pushed into the street by Thursday p.m. or as sweeper is scheduled.
2	Special Purpose/Special Event	As needed/or requested	FNI/City + Event Host	The City and FNI/BID will coordinate scheduled street sweepings to coincide with special events when feasible. Special events permit will include an enforceable requirement for cleanup/garbage pickup at events like parades & marathon. (Reline cans, pick up candy, wrappers from candy tossed from floats, etc.) – reiterate this
Refuse Collection:				
3	Schedule & Route of Vendor & City	As Scheduled	DPW; Private	Garbage collected by City from 3 centralized dumpster locations. Commercial collection - there's a fee structure in place for trash. There have been recent charges for overages.
4	Recycling		BID/FNI/Private/DPW	BID/FNI currently coordinates a centralized co-mingle recycling dumpster program. Current Vans recycling contract runs to 12/31/21. For the long term, explore removing recycling as a BID responsibility. BID hosts 2 annual florescent bulb recycling weeks (spring & fall). Coordinate with Alta.
5	Maintenance/Repair of Corrals	Seasonal, as needed	City/DPW	Monitor gates in winter with snow /ice.

KEY: BID = Business Improvement District, CD = Community Development,
DPW = Department of Public Works,
FNI = Future Neenah, Inc., PD = Police Department, PR = Parks & Recreation

PARTNERS WORK PLAN

ITEM #	SERVICE PERFORMED	FREQUENCY	RESPONSIBLE PARTY	SCOPE OF DUTIES
6	Clean-Up of Corrals	As needed/requested	DPW; FNI/BID	Spring/Fall (semiannual) power wash of corrals by City. City to do large item pick up. BID/FNI to perform ongoing upkeep. Public dumping issues esp. after weekends have resulted in overflow charges. Possibly add cameras as a deterrent.
7	Dumpster Change out/Replacement	Annually	FNI/BID/DPW	As requested.
8	Grease-Trap Barrels Change out /Clean Up	As needed/requested Minimally Annually	BID/FNI/DPW	City will supply "oil dry" drying agent for FNI/BID to apply when grease barrels overflow. City to clean up any large overflows or spills.
9	Sidewalk Trash Receptacles	Weekly city automated truck pick up + FNI staff removal of bags from nonautomated cans.	FNI/BID/DPW	City presently using automated pick up. FNI maintenance staff manually pulling bags from non-automated cans. Phase in purchase of automated cans over the next 2 years with a cost share.
Snow Removal:				
10	Snow Removal – Municipal Lots & Ramps	As needed	City/DPW	Option to offer overnight snow emergency parking in the Church Street Ramp.
11	Snow Removal - Streets	As needed	City/DPW	Snow amount, timing of snowfall and size of available crew dictates removal method.
12	Snow Removal off Curb into Streets	As needed	BID/FNI	FNI/BID maintenance contractor and City to coordinate removal of snow from sidewalk/curb into street on a timely basis. Snow throw onto sidewalk from trucks a concern in areas where no terrace is present.
13	Snow Removal – Sidewalks	As needed	FNI/BID	BID/FNI to provide snow removal by use of a private maintenance contractor on a tiered priority list of areas. Routes reflect high traffic foot areas. Over 2" in coordination with City removal from parking lots and public area. Include City Maintenance in annual BID fall snow removal memo. Keep lines of communication open among all parties. Personal Responsibility – Continue to stress business engagement for snow removal

PARTNERS WORK PLAN

ITEM #	SERVICE PERFORMED	FREQUENCY	RESPONSIBLE PARTY	SCOPE OF DUTIES
	<i>Snow Removal – Sidewalks continued...</i>			or fines to make business more resp for removing their own snow up to the 2” threshold. City fine is \$105 for snow related complaints within 24 hours. City supplies 6 salt boxes. Desire to re-evaluate 24 hour period to possibly reduce timeframe to lesser amount of hours or to begin assessing snow removal fine. Critical pedestrian areas should be evaluated differently. City / BID to work together to maintain curbside accessibility to busses on Church Street for the handicapped bus riders.
	Municipal Parking Lots:			
14	Permit Program Management	On-going	City/Finance,PD,CD	Parking management modifications and added supply are vital to the continued success of the Downtown district. Investigating future needs for another ramp.
15	Parking Enforcement	Daily/weekdays	PD BID/FNI to monitor	L,PR system in place. Re-parking now enforced, albeit selectively. 1 st citation for re-parking is a warning, not a ticket. Desire to evaluate need for ticketing in 4:00-7:00 pm window – potentially has a negative effect on dinner traffic.
16	Removal of Illegally Parked/Abandoned Vehicles	Complaint based	PD	
17	Graffiti Removal	Within 24 hours	FNI/BID; DPW	Personal/private property owner’s responsibility. FNI to report graffiti on public spaces. Neenah Police Dept. responsible for regularly communicating information related to incidents in BID to BID leadership. BID will in turn communicate information outward to businesses.
18	Landscape Area Maintenance	As needed	PR	Public spaces exclusive of Wisconsin Ave flowerbeds. 2019 = single year of three-year contract with landscaping partner.

PARTNERS WORK PLAN

ITEM #	SERVICE PERFORMED	FREQUENCY	RESPONSIBLE PARTY	SCOPE OF DUTIES
	Traffic Control:			
19	Pedestrian Crossings	As needed	PD/DPW	BID/FNI to monitor for safety and report back esp. in regard to events. Replacements made on red stamped cross walks on WI Ave. Flashing crosswalk added by Gateway. Spot patrols have been done to reduce future pedestrian incidents.
20	Traffic Signal Maint.	As needed	DPW	Bases of some posts and signals need painting.
	Sidewalks:			
21	Sweeping	Core Weekly, seasonal. Coordinate with street sweeper schedule.; Outer – As needed	FNI/BID	There is a tiered priority schedule of areas to be cleaned within the district. Personal respons. -- Stress business engagement & pride in ownership in regard to cleanliness and snow removal. Fall leaves – blow into gutter Thursday pm or garbage trucks can pick up yard waste bags from corrals. Ongoing “Roundup” of weeds. BID will be working with SparkleWash for cleaning of sidewalks.
22	Repair & Replacement	Annual based on need	DPW	BID to monitor conditions for lg cracks or shifts.
23	Sandwich Board & Other Private Advertising	Enforcement compl based	CD/BID	BID R&R has offered sandwich board sign grants in the past. City issued permits, code enforcement is responsibility of city.
24	Sidewalk Occupancy Permits- Ex: Benches/flowerpots/trash cans	Permit requests reviewed as received	DPW, CD	Streetscape ordinance is in place. Public works filing claim on table hit by car.
25	Sidewalk Cafes/Outdoor Food & Beverage	Permit requests reviewed as received	CD, City Council	New ordinance in place for licensing and regulation. 2011 New mobile vending ordinance passed spring '13.
	Trees and Flowers:			
26	Tree Plantings & Maintenance	As needed	PR	Back of sidewalk to building is property owner responsibility. Sidewalk to street is City responsibility.
27	Watering Trees	2X weekly initially. Routine sched. long term	PR	City to be responsible for watering trees after BID moves to hanging flower baskets.

PARTNERS WORK PLAN

ITEM #	SERVICE PERFORMED	FREQUENCY	RESPONSIBLE PARTY	SCOPE OF DUTIES
28	Flower Planting/Maintenance	Routine care as needed	FNI/BID	BID/FNI contracts with professional landscape service for planting, watering and maintenance of flowers and perennial mix in beds. Current contract runs through fall 2019. Evaluate installing hanging baskets on light poles. If BID discontinues flower beds – who maintains the beds? Some curb surrounds are crumbling/cracked.
29	Pruning	Scheduled as needed	PR	Trees aging growing larger – more difficult to <u>light & impedes sight line to businesses.</u>
30	Mulch	Scheduled as needed	BID/FNI	BID to level mulch once after vacating beds to use <u>hanging planters.</u>
31	Tree Lights	Annual	City;BID	City/BID to share equally the annual light purchase costs equally. DPW installation, FNI to coordinate placement. Remove lights every other year to allow for tree growth.
32	Tree Light Controller Boxes, Electrical System Maintenance			Annual / Ongoing Maintenance. BID working with Historical Society to get 2 traffic boxes at Church & WI wrapped.
	Glatfelter Mill Site:	As needed, On-going scheduled routine care.	City/BID/FNI	Resp. for the Mill site need to be listed & identified in agreement until site is developed.
33	Gateway Plaza	Ongoing development	PR/DPW/BID/FNI	Low frequency/higher cost (City) vs hi frequency/lower cost (BID) maintenance, Ongoing monitoring of this relationship w/ future projects. Trees does snow. Trestle loop completed June 2018.
	Banners, Public Decorations/Displays:			
34	Purchase/Ownership	Initial purch/season chgs	FNI/BID	Banners replaced as needed.
35	Installation	Seasonal changes	DPW	
36	Hardware	New purchase, repair/repl	DPW; FNI/BID	BID buys repl parts (brackets, etc), City installs. Purchased in cycle to ensure regular replacement.
37	Banner and Snowflake Cleaning/Storage	As needed	BID/FNI; DPW	
38	Policy Management	On-going	DPW, CD; FNI/BID	Banner and Decoration policy now in place.

PARTNERS WORK PLAN

ITEM #	SERVICE PERFORMED	FREQUENCY	RESPONSIBLE PARTY	SCOPE OF DUTIES
39	Maintenance of Monument at Commercial & Winnebago	On-going	BID/FNI; Dairy Queen	Jim Reiser maintains landscaping. BID seals/paints every 3 yr. Start planning/saving now for when/if the monument needs to be replaced.
Bus Depot				
40	Cleaning	Daily	Valley Transit	BID picks up cigarette butts. City owns bldg. VT cleans.
41	Routine Maintenance	As needed	City/DPW; Valley Transit	BID to monitor and communicate any issues with Valley Transit. See #13 above. Addtl coord. needed to address handicapped bus access during snow removal season. BID removes snow, City monitors for ice build up.
42	Locking/Building security	Daily	Valley Transit	Security RE incident in Appleton
43	Capital Upgrades	As needed	Valley Transit	Desire for restrooms still present, but perhaps could be included in a future ramp with bus depot? If restroom installed, would need regular (3x daily) cleaning. Concerns present that this intersection not the safest/most conducive location for bus stop. Will be addressed in 2017/2018 City traffic study.
Partnership Building:				
44	Joint Meetings	E/O Year or as needed	City; FNI	City/BID/FNI reps meet again in 2019 – partners appreciate format and want to keep to every other year meeting frequency. Will meet again in 2021.
45	Pre-Construction Conferences; Detour Route Planning & Signing; Communication to Property Owners/Businesses	Regularly scheduled with projects	DPW; BID/FNI	Reference successful joint effort of City/BID/FNI with 2010 W WI Ave reconstruction & 2013 S. Commercial Street Road Constr. Public works good at notification of periodic short term constr. Monthly email newsletter.
46	Communication & Contact Protocol	To be documented and implemented	City; FNI/BID	Share information, i.e., prioritized list of BID sidewalk snow removal, list of business owners and tenants, district-wide e-mail addresses. Keep City Maintenance & public works in the loop as well. New lit info sign nice addition.

PARTNERS WORK PLAN

ITEM #	SERVICE PERFORMED	FREQUENCY	RESPONSIBLE PARTY	SCOPE OF DUTIES
	Marketing/Public Relations:	On-Going	City; FNI/BID	Explore use of joint resources, including City newsletter, FNI website, Neenah Magazine, etc.
47	District & Destination Advertising	As Needed	FNI/BID	Wayfinding Signage off of I-41 completed 7/18, Partner with Visitors Bureau
48	Maintain Web Site and Social Media Presence	On-Going	FNI/BID	Work with City Hall on cross calendar population of events.
49	Host annual BID events	Annually	FNI/BID	Warm Your Heart, Ultimate Ladies Day, Employee Apprec, Summer Madness, Small Business Saturday, Luminary Pop-Up
50	Sponsor partner events with FNI & Other Entities	Annually	FNI/BID	A Very Neenah Christmas, Farmers Market, Historical Society PowWow
51	Directory Updates	Annually	FNI/BID	Website updated monthly (or more frequently) to reflect business changes, print guide and scanned version of print guide updated yearly.
52	Secret Shopper Program	On-Going	FNI/BID	
53	Gift Certificate Program	On-Going	FNI/BID	Explore every other year if moving to gift cards is more efficient than certificate program.
	Business Retention/Recruitment:	On-Going	City; FNI/BID	
54	Ret. & Recr. Grant Program	On-Going	FNI/BID	
54.5	Revolving Grant Programs	On-Going	FNI/BID	Awning, Sign, Sandw Bd – Based on needs each year
55	Exit Interviews	As Needed	FNI/BID	
56	Promote Façade Impr. Grants, Awning Grants	On-Going	City; FNI/BID	Funds still available from federal program
57	Ambassador Visits	As Needed	FNI/BID	
58	Recr. New Businesses & Retain Existing Businesses including second floor and office spaces	On-Going	CD; FNI/BID	Promote SBA loan program and other financial incentives including grant programs. Hold open houses in spring as needed. Discussed flow for handling conversations surrounding business inquiries in Neenah, regular communication between FNI/City good, perhaps a way to solidify communication flows for future.

PARTNERS WORK PLAN

ITEM #	SERVICE PERFORMED	FREQUENCY	RESPONSIBLE PARTY	SCOPE OF DUTIES
59	Market Analysis & Branding Study	As Needed	FNI, BID, Volunteer Steering Cmte., CD	In '13, update study done in 2003. Esri data updated in end of 2016. Note City has this software. Discussion on ownership of the "N Unequaled." brand. Agreed it can be shared for community purposes, when there is an existing partnership and when used to promote Neenah as a destination. Begin budgeting now for a future update to the current mkt analysis (2021?) BID contracted with Element in 2019 to create a web landing page, info folder and to update the directory brochure.
	Centralized District Management:			
60	Meeting Agendas & Minutes	On-going	City; FNI; BID	Comm Dev staff to take meeting Board minutes, FNI staff all other cmtes. City to post and publicly distribute Bd. agendas, FNI posts cmtes.
61	Meetings	Monthly/Quarterly/As Needed	City; FNI/BID	Annual meeting format changed to a more fun / engaging format in 2017.
62	Bill Payment & Reimb.	On-Going	FNI; Finance	FNI Acct. = Packet Assembly Effective '14 – City reimbursement to FNI is now annually.
63	Create Ann. Op Plan	Annually	City; FNI/BID	
64	Manage Gift Cert. Program	On-Going	FNI/BID	
65	Information Services	On-Going	FNI	BID page on Website, mo. newsletter, periodic emails.
66	Manage Bills & Budget	On-Going	Finance; FNI/BID	For the last two years, the City has not sent out letters regarding the BID Assessment fee and reminding business owners to pay it before it rolls onto taxes if they prefer. This has not been a problem and Future Neenah has not received any complaints. With a change in state statue, the BID does not need an annual audit, a review is sufficient thereby saving those extra fees that an audit brings.
67	Overhead – office, phone, computer, software, building	On-Going	FNI/BID	

APPENDIX M

Your Business Improvement District (BID) Investment At Work

Public Relations & Marketing	Maintenance	Retention & Recruitment	Administration
Downtown Directory Brochure	Keep district clean: sweep, weed, etc.	Grant Programs:	Office/Staff People/Information Services
BID Activities:	Purchase Banners	Retention & Recruitment Grant	Host BID annual meeting
Warm Your Heart (February)	Contract Flowers	Facade Grant Program	Communicate w/BID Newsletters & Email Updates
Ultimate Ladies Day (April)	Contract Centralized Recycling	Awning & Sign Grant Programs	Annual Operating Plan
Summer Madness Sale (August)	Snow removal over 2"	Office Space Open House & Ads	Agendas & Minutes
Small Business Saturday (November)	Bulb Recycling Program	Recruit New & Retain Existing Businesses	Bi-annual Co-op Meetings w/City, BID & Future Neenah
Employee Apprec (Sept)	Seasonal decor: lights, bows, garland		Represent Downtown Neenah: WDAC & City of Neenah : Parking
Luminary Pop-Up & Cookie Crawl (Dec)	Purchase & maintain: benches, picnic tables, trash cans		
	Welcome monument at entrance to district		

Public Relations & Marketing Continued Next Page...

Community Event Partner: Pow Wow
w/Historical Society, BooFest, Fishing
Tourney & More

Gift Certificate Program

Destination Marketing:

Partner w/Convention & Visitors
Bureau: Host Travel Writers &
Advertise in Annual Guide

Loop & Bumpout Signage

Market analysis and branding
study ongoing implementation

Increase Awareness & Visibility:

MailChimp & email blasts

Updated website &
Online Presence incl. Instagram
Acct.

Facebook posts

Exposure In Future Neenah
Magazine

Advertising to Promote District

Customer Service

Secret Shopper Program



Dept. of Human Resources and Safety
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LINDSAY KEHL
DIRECTOR OF HUMAN RESOURCES AND SAFETY

MEMORANDUM

DATE: November 18, 2019
TO: Chairwoman Erickson and Members of the Finance & Personnel Committee
FROM: Lindsay Kehl, Human Resources *LKehl*
RE: 2020 Salary Plan

At the October 7th Finance and Personnel Committee meeting, we had the 2020 salary plan as a discussion item. At that time I updated you on the 2019 plan and shared how I would utilize funds should the Mayor's budgeted amount be approved. Since that amount was approved, I am not making any changes to what I shared at the October meeting.

Here are the summarized plan recommendations for 2020:

- Salary Plan moves 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
- A July merit increase: 0.5% to 1.25% based on performance review scores
- October midpoint adjustments: 0.25% - 2.25%

Staff requests a recommendation to Council to approve the salary plan movement, cost of living increases, Exemplary Performance Awards, merit increases, and midpoint adjustments in the amounts detailed above.



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LINDSAY KEHL
DIRECTOR OF HUMAN RESOURCES AND SAFETY

MEMORANDUM

DATE: November 18, 2019
TO: Chairwoman Erickson and Members of the Finance & Personnel Committee
FROM: Lindsay Kehl, Human Resources *YKehl*
RE: Reclassification Request

I was recently informed of an additional position reclassification request from the Information Systems (IS) department. This reclassification request was not submitted to the consultant in the spring with the other 2019 requests as the IS department was undergoing an organizational review. The Director of IS and Mayor asked that an exception be made to allow Carlson Dettman the opportunity to review the Geographic Information System (GIS) Coordinator position at this time.

As a result of their review, the consultant recommended that the GIS Coordinator position receive a one-grade increase; the recommendation is attached. The total cost for this adjustment would be \$3,052.

Staff requests a recommendation to Council to approve the following reclassification effective January 1, 2020.

Position:	Current Grade:	Recommended Grade:
GIS Coordinator	J3	K3

CARLSON
DETTMANN
CONSULTING

November 15, 2019

MEMORANDUM

TO: Lindsay Kehl

FR: Charlie Carlson

RE: Classification Review – GIS Coordinator

The IS Director and the City requested a classification review of the GIS lead position. The department provided both an update Job Description Questionnaire (JDQ) and a memorandum explaining how the duties have changed. In that memorandum, the Director makes the following points:

- Management of GIS environment – This position now manages a fairly complex environment that has been updated from a single tier configuration to a three tier configuration in order to host ESRI developmental and analysis tools that have been added to the City's GIS arsenal. In addition to the hardware environment, the increase of users and previously mentioned GIS tools necessitates continual due diligence monitoring licensing to ensure users have access to the licenses they need.
- Management and oversight of GIS staff and contracted consultants – This position now manages the workflow (tasks, priorities, etc.) and confirms satisfactory results of tasks performed by the City's GIS Technician (*My note: This is a part-time intern budgeted as a temporary position*) along with project management for all projects that are outsourced. With a small internal GIS staff, the City has been outsourcing and average of 2 – 3 projects annually that need to be managed. This includes scope of work development, quote analysis, progress management, etc.
- Development of a City GIS Strategy – This position now plays a key role in the development of and continual upgrade of a formal GIS strategy. Prior to an outside review, the City did not have any formal or informal GIS strategy, but operated on a first in/first out request basis with no future planning. The GIS Coordinator is looked towards for knowledge and industry trends to accurately provide the backbone and expectations of a formal GIS strategy.
- Research and develop GIS curriculum for both GIS staff and other city staff – With the significant increase of GIS users across the City, this position has now been tasked with researching and recommending or developing the appropriate training citywide. In the case of available training from ESRI, this involves analyzing the purchase of training bundles/plans that accurately match staff needs and abilities and then any coordination necessary to deliver the training. In the past, training consisted of either, the GIS coordinator providing basic training to users in a one-to-one environment, or users haphazardly searching for training on their own.
- Development and support of web applications, both internal and external, and integration with internal departmental applications – With the addition of a part time GIS Technician and outsourcing or reassigning of very time consuming, remedial maintenance tasks to the County, the GIS Coordinator position has added the higher level responsibilities such as application and integration development and support.

I have evaluated the content of JDQ provided for this analysis. One observation I would make is that the JDQ indicates the minimum qualifications for this position is two years or less of

Charles E. Carlson
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related experience. In our experience, the position, as revised should require four to five years of related experience, and I have evaluated the position at this level.

My evaluation of this revised position, applying the CDC Point Factor Job Evaluation System the City contracts with CDC to administer its plans, indicates that the position should be classified in Grade K. In addition to evaluating the duties, we pulled market data for GIS coordinators from twenty-four Wisconsin public employers, and the market estimate for the position is approximately the same as the Grade K Control Point.


Accordingly, we recommend the City allocate this position to Grade K of the salaried pay plan.

Please let me know if you have any questions regarding this recommendation.



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MICHAEL K. EASKER, CPA
DIRECTOR OF FINANCE

M E M O R A N D U M

DATE: November 21, 2019
TO: Chairman Erickson and Members of the Finance and Personnel Committee
FROM: Michael K. Easker, Director of Finance 
RE: Position Vacancy

Unfortunately, I have been informed that the Finance Department will be losing another valuable member of our staff. Current Accounting Specialist D.J. Lehner has made us aware of his intention to resign effective November 22 and be relocating to the Green Bay area as part of the future plan for he and his fiancé. While he will be missed, we fully respect and support his decision and are very appreciative of the excellent work D.J. has provided for us these past years.

As with all vacancies, department supervisory staff have evaluated the ongoing purpose of the position and its duties. Upon that evaluation, Assistant Comptroller Kahl and I have determined that, while the full time position is still important and necessary, somewhat minor changes to the duties and job description are in order. The revised job description has been forwarded to Carlson Dettman for pay grade analysis. We are also recommending that the position title be changed from Accounting Specialist to Accounting Clerk.

Finance Department staff requests committee approval to fill the vacant position of Accounting Specialist, subject to the recommendation from Carlson Dettman regarding pay grade and title of the position.

Please contact me directly with any questions.



JOB DESCRIPTION

Job Title: Accounting Clerk

Dept: Finance

FLSA Status: Non-Exempt

Date: November 18, 2019

PURPOSE OF POSITION

The Accounting Clerk performs clerical and accounting duties related to a variety of Finance Department functions. Work involves preparation and processing of the city's financial transactions and customer service, such as addressing customer inquiries and cashiering. Work requires strong customer service, organization, and accounting skills. The work is performed under the supervision of the Assistant Comptroller.

JOB FUNCTIONS

Accounting (60%)

Prepare and record journal entries for City's financial transactions.

Coordinate and maintain City's purchase order system.

File federal tax, state tax, sales tax, WRS and other reports and filings to appropriate governmental entities.

Monthly audit general ledger accounts to ensure financial accuracy.

Assist in yearly budget and financial audit processes and prepare appropriate reports.

Prepare a variety of monthly, quarterly, and yearly financial reports for Water Commission, Finance Committee, and Common Council.

In the absence of the Assistant Comptroller, process month end closing.

Assist Payroll Coordinator in processing bi-weekly payroll.

Review and process employee reimbursements through payroll system.

In absence of Payroll Coordinator, process bi-weekly payroll.

Process payments to City's credit card vendors via phone or email as needed.

In absence of A/P Coordinator, review/audit invoices and process payments by check to City's vendors.

Perform miscellaneous job-related duties as assigned.

Utility Billing (35%)

Address questions from customers over the phone, in person, and via email.

Assist Utility Billing Coordinator with job duties as necessary.

In the absence of the Utility Billing Coordinator, process monthly utility billings.

Treasury (5%)

Provide backup to cashiering staff as necessary. May include working exclusively in treasury during peak tax collection times.

Regular attendance and punctuality required.

ADDITIONAL TASKS AND RESPONSIBILITIES While the following tasks are necessary for the work of the unit, they are not an essential part of the purpose of this position and may also be performed by other unit members.

Process out-going mail through postage meter machine.

ESSENTIAL DUTIES AND RESPONSIBILITIES The duties listed are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

MINIMUM TRAINING AND EXPERIENCE REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS

Associates Degree or higher in Accounting required. Three years accounting, budget preparation and administration experience in municipal government or public accounting environment preferred.

PHYSICAL AND MENTAL ABILITIES REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS

Language Ability and Interpersonal Communication

Ability to analyze data and information using established criteria, in order to determine consequences and to identify and select alternatives. Ability to compare, count, differentiates, measure, copy, record and transcribe data and information. Ability to classify, computes, tabulate, and categorize data.

Ability to advise and provide interpretation to others how to apply policies, procedures and standards to specific situations.

Ability to utilize a variety of advisory and design data and information such as balance sheets, income statements, wage reports, budget worksheets, debt offering statements, spreadsheets, computer software operating manuals, statistical reports, budget narratives, invoices, CAFR, payroll information, IRS forms, IRS code, GAAP, accounting methods, GAAFR, ordinances, statutes, procedures, guidelines and non-routine correspondence.

Ability to communicate orally and in writing with auditors, financial advisors, vendor representatives, department managers, city PC users, finance employees from other municipalities.

Mathematical Ability

Ability to apply algebraic formulas. Ability to interpret inferential statistical reports and/or formulation and equation data.

Judgment and Situational Reasoning Ability

Ability to use functional reasoning and apply rational judgment in performing diversified work activities.

Ability to exercise the judgment, decisiveness and creativity required in situations involving the evaluation of information against sensory and/or judgmental criteria, as opposed to criteria which are clearly measurable.

Physical Requirements

Ability to operate a variety of office equipment such as computer terminal, telephone, calculator/adding machine, computer printer and photocopier.

Ability to coordinate eyes, hands, feet and limbs in performing movements requiring moderate skill, such as typing.

Ability to exert light physical effort in sedentary to light work, but which may involve some lifting, carrying, pushing and pulling.

Ability to recognize and identify individual characteristics of shapes and sounds associated with job-related objects, materials and tasks.

ENVIRONMENTAL ADAPTABILITY

Ability to work under generally safe and comfortable conditions where exposure to environmental factors such as repetitive computer keyboard use may cause discomfort and poses a limited risk of injury.

The City of Neenah is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Employee Signature

Date

Supervisor Signature

Date



Office of the Mayor
211 Walnut St. • P.O. Box 426 • Neenah WI 54957-0426
Phone 920-886-6104 • Fax: 920-886-6109
e-mail: dkaufert@ci.neenah.wi.us
DEAN R KAUFERT
MAYOR

MEMORANDUM

DATE: November 22, 2019
TO: Chairman Erickson and Members of the Finance Committee
FROM: Mayor Dean Kaufert
RE: Accounting Specialist-Recommendng Changing Position to Accounting Clerk

I have reviewed the request to fill the position and recommend the committee concur. The duties and job description are being reviewed for this position along with a look by Carlson Dettman.

We will miss D.J.'s smile and always positive attitude around the building.



MEMORANDUM

To: Members of the Finance and Personnel Committee

From: Chairman Erickson *JE*

Date: November 14, 2019

Re: October Voucher Review

On behalf of the Committee and Common Council, I have reviewed expenditure abstracts and other Finance Department records supporting:

1. October General Expenditure Voucher Nos. 268 through 274 (\$226,324.55) and 48350 through 48565 (\$677,852.81) and October payroll Voucher Nos. 208068 through 208081 (\$4,822.94) for a combined total of \$909,000.30.
2. October Automated Transfers Nos. 1 through 63 totaling \$2,526,991.25.

I recommend their approval.

Attached are schedules of October Automated Fund Transfers and Non-Payroll Expenditure Vouchers over \$2,000.

Attachments

EXPENDITURE ABSTRACT FOR PERIOD OCTOBER 1 THROUGH OCTOBER 31, 2019
EXPLANATION OF AUTOMATED TRANSFERS

Transfer No.	Transfer Date	Amount	Purpose	Budget/Cost Center
1	10/1/19	\$204,342.18	HEALTH PARTNERS Oct Insurance Premiums	FRINGE BENEFIT DIST.
2	10/1/19	\$3,511.75	BANCORP FSA/HRA Debit Card Prefund	N/A
3	10/2/19	\$6,941.40	DELTA DENTAL Dental Claims	FRINGE BENEFIT DIST.
4	10/3/19	\$1,251.43	DIVERSIFIED BENEFIT SERVICES 2019 Employee HRA Plan	N/A
5	10/3/19	\$1,780.66	DIVERSIFIED BENEFIT SERVICES 2019 Employee FSA Plan	N/A
6	10/3/19	\$8,663.00	ICMA 457 Deferred Comp. Contributions	N/A
7	10/3/19	\$3,798.20	ICMA Employee IRA Contributions	N/A
8	10/3/19	\$1,744.46	MIDAMERICA FICA Alternative Plan #3121	N/A
9	10/3/19	\$50.00	NORTHSHORE BANK 457 Deferred Comp. Contributions	N/A
10	10/3/19	\$2,059.38	ASSOCIATED BANK Child Support	N/A
11	10/3/19	\$443,809.49	EMPLOYEE PAYROLL ACH Direct Deposit	N/A
12	10/3/19	\$659.58	ASSOCIATED BANK Deferred Comp. Contributions	N/A
13	10/3/19	\$3,211.53	NATIONWIDE 457 Deferred Comp. Contributions	N/A
14	10/3/19	\$110.00	NATIONWIDE Employee IRA Contributions	N/A
15	10/4/19	\$127,326.37	DEPARTMENT OF THE TREASURY Employer/Employee Social Security Federal Withholding	FRINGE BENEFITS DIST.
16	10/7/19	\$5,449.42	DIVERSIFIED BENEFIT SERVICES 2019 Employee HRA Plan	N/A
17	10/7/19	\$1,845.79	DIVERSIFIED BENEFIT SERVICES 2019 Employee FSA Plan	N/A
18	10/8/19	\$5,916.19	BANCORP FSA/HRA Debit Card Prefund	N/A

19	10/9/19	\$8,169.21	DELTA DENTAL Dental Claims	FRINGE BENEFIT DIST.
20	10/10/19	\$370.36	DIVERSIFIED BENEFIT SERVICES 2019 Employee HRA Plan	N/A
21	10/14/19	\$1,615.88	ASSOCIATED BANK Sept Bank Service Fee	N/A
22	10/15/19	\$32,766.83	WISCONSIN DEPT OF REVENUE State Withholding	FRINGE BENEFITS DIST
23	10/15/19	\$10,563.23	DIVERSIFIED BENEFIT SERVICES 2019 Employee HRA Plan	N/A
24	10/16/19	\$1,182.94	BANCORP FSA/HRA Debit Card Prefund	N/A
25	10/16/19	\$5,256.40	DELTA DENTAL Dental Claims	FRINGE BENEFIT DIST.
26	10/17/19	\$1,506.26	DIVERSIFIED BENEFIT SERVICES 2019 Employee FSA Plan	N/A
27	10/17/19	\$3,387.87	DIVERSIFIED BENEFIT SERVICES 2019 Employee HRA Plan	N/A
28	10/17/19	\$647.35	ASSOCIATED BANK Deferred Comp Contributions	N/A
29	10/17/19	\$2,076.95	ASSOCIATED BANK Child Support	N/A
30	10/17/19	\$469,899.32	EMPLOYEE PAYROLL ACH Direct Deposit	N/A
31	10/17/19	\$56,764.06	PELION/PRECISION PRIME RHS Employee Benefit	N/A
32	10/17/19	\$3,211.53	NATIONWIDE 457 Deferred Comp. Contributions	N/A
33	10/17/19	\$110.00	NATIONWIDE Employee IRA Contributions	N/A
34	10/17/19	\$9,140.07	ICMA 457 Deferred Comp. Contributions	N/A
35	10/17/19	\$3,798.20	ICMA Employee IRA Contributions	N/A
36	10/17/19	\$2,420.87	MIDAMERICA FICA Alternative Plan #3121	N/A
37	10/17/19	\$50.00	NORTHSHORE BANK 457 Deferred Comp. Contributions	N/A
38	10/18/19	\$135,354.50	DEPARTMENT OF THE TREASURY Employer/Employee Social Security Federal Withholding	FRINGE BENEFITS DIST.

39	10/18/19	\$2,273.22	WISCONSIN DEPT OF REVENUE September Sales Tax	N/A
40	10/21/19	\$5,712.78	DIVERSIFIED BENEFIT SERVICES 2019 Employee HRA Plan	N/A
41	10/21/19	\$100.00	DIVERSIFIED BENEFIT SERVICES 2019 Employee FSA Plan	N/A
42	10/22/19	\$4,961.34	BANCORP FSA/HRA Debit Card Prefund	N/A
43	10/23/19	\$4,411.80	DELTA DENTAL Dental Claims	FRINGE BENEFIT DIST.
44	10/23/19	\$625.00	ASSOCIATED TRUST 3rd Qtr Fees	N/A
45	10/24/19	\$1,145.28	DIVERSIFIED BENEFIT SERVICES 2019 Employee HRA Plan	N/A
46	10/28/19	\$2,368.60	DIVERSIFIED BENEFIT SERVICES 2019 Employee HRA Plan	N/A
47	10/29/19	\$3,981.53	BANCORP FSA/HRA Debit Card Prefund	N/A
48	10/29/19	\$226,324.55	US BANK 9/26-10/25 P-Card Statement	N/A
49	10/30/19	\$6,985.09	DELTA DENTAL Dental Claims	FRINGE BENEFIT DIST.
50	10/31/19	\$2,484.35	DIVERSIFIED BENEFIT SERVICES 2019 Employee HRA Plan	N/A
51	10/31/19	\$1,506.26	DIVERSIFIED BENEFIT SERVICES 2019 Employee FSA Plan	N/A
52	10/31/19	\$8,563.00	ICMA 457 Deferred Comp. Contributions	N/A
53	10/31/19	\$3,598.20	ICMA Employee IRA Contributions	N/A
54	10/31/19	\$1,853.77	MIDAMERICA FICA Alternative Plan #3121	N/A
55	10/31/19	\$50.00	NORTHSHORE BANK 457 Deferred Comp. Contributions	N/A
56	10/31/19	\$1,989.27	ASSOCIATED BANK Child Support	N/A
57	10/31/19	\$463,888.59	EMPLOYEE PAYROLL ACH Direct Deposit	N/A
58	10/31/19	\$620.56	ASSOCIATED BANK Deferred Comp Contributions	N/A

59	10/31/19	\$3,211.53	NATIONWIDE 457 Deferred Comp. Contributions	N/A
60	10/31/19	\$110.00	NATIONWIDE Employee IRA Contributions	N/A
61	10/31/19	\$175,574.59	WI EMPLOYEE TRUST FUNDS Retirement Contribution	FRINGE BENEFITS DIST
62	10/31/19	\$31,889.28	WISCONSIN DEPT OF REVENUE State Withholding	FRINGE BENEFITS DIST
63	10/31/19	\$2,000.00	WISCONSIN DEPT OF REVENUE TID Amendment Fees	N/A
OCTOBER TOTAL		\$2,526,991.25		

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CHECK #	CHECK DATE	TRANSACTION AMOUNT	VENDOR NAME	ACCOUNT NUMBER	DESCRIPTION	DEPT. NAME
268	10/31/2019	2,604.00	U S BANK	41-6205-952-0238	AFFINITYHLTH EMPSOL	Benefit Accrual Fund
	10/31/2019	2,464.50	U S BANK	41-6205-952-0238	AFFINITYHLTH EMPSOL	Benefit Accrual Fund
	10/31/2019	2,000.00	U S BANK	54-5860-961-0261	ALL SPORTS TROPHY AN	Park & Rec Trust Fun
	10/31/2019	5,959.80	U S BANK	12-5301-743-0236	ABT FOUNDATION SOLUT	Streets,Utility,Side
		=====				
	CHECK TOTAL	13,028.30				
269	10/31/2019	4,330.74	U S BANK	400-0401-770-6410	KEMIRA WATER SOLUTIO	Water
		=====				
	CHECK TOTAL	4,330.74				
270	10/31/2019	4,455.85	U S BANK	10-2101-711-0319	IN *MIDWEST WATER GR	Police Departme/Poli
	10/31/2019	3,682.88	U S BANK	10-9501-821-0340	THE PENWORTHY COMPAN	Public Library/Libra
		=====				
	CHECK TOTAL	8,138.73				
271	10/31/2019	2,131.38	U S BANK	43-1701-708-0254	GORDON FLESCH COMPAN	Information Systems
	10/31/2019	5,100.00	U S BANK	10-1001-707-0206	CAREERBUILDER GOVERN	Human Resources/Oper
	10/31/2019	5,418.06	U S BANK	39-3703-732-0360	MACQUEEN EQUIPMENT G	Fleet Management
	10/31/2019	12,189.80	U S BANK	43-1781-708-8114	MTM TECHNOLOGIES INC	Information Systems
	10/31/2019	5,130.00	U S BANK	10-4101-733-0249	ADVANCED DISPOSAL ON	Sanitation/Refuse Ga
	10/31/2019	7,796.50	U S BANK	44-7705-738-0332	NORTHSIDE TRUE VALUE	Parking Utility Fund
	10/31/2019	4,984.26	U S BANK	46-5002-743-0236	KUEHL ELECTRIC INC	Sewer Capital Fund
	10/31/2019	3,361.50	U S BANK	13-2175-743-0236	ONE SOURCE TECHNOLOG	Facility Improvement
		=====				
	CHECK TOTAL	46,111.50				
272	10/31/2019	3,038.00	U S BANK	10-2103-711-0329	RUAG AMMOTEC USA INC	Police Departme/Poli
		=====				
	CHECK TOTAL	3,038.00				
273	10/31/2019	5,400.00	U S BANK	400-0402-770-6730	FERGUSON WTRWRKS #14	Water
	10/31/2019	2,000.00	U S BANK	400-0000-207-0435	GARAGE DOOR SPECIALI	Water
	10/31/2019	8,744.56	U S BANK	400-0000-207-0407	BADGER METER INC	Water
		=====				
	CHECK TOTAL	16,144.56				
48351	10/03/2019	35,475.00	APPLETON, CITY OF	10-9323-801-0236	SEP TRANSIT SERVICE	Community Devel/Mass
		=====				
	CHECK TOTAL	35,475.00				
48352	10/03/2019	7,068.30	ASSESSMENT TECHNOLOGIES OF WI	10-9314-801-0218	RENEW MARKET DRIVE	Community Devel/Asse
		=====				
	CHECK TOTAL	7,068.30				

CHECK #	CHECK DATE	TRANSACTION AMOUNT	VENDOR NAME	ACCOUNT NUMBER	DESCRIPTION	DEPT. NAME
48353	10/03/2019	2,916.67	ASSOCIATED APPRAISAL CONSULTAN	10-9314-801-0236	SEP SERVICES	Community Devel/Asse
	10/03/2019	5,969.46	ASSOCIATED APPRAISAL CONSULTAN	10-9314-801-0203	SEP REVALUATION PROG	Community Devel/Asse
		=====				
	CHECK TOTAL	8,886.13				
48362	10/03/2019	8,836.74	EMBURY LTD	13-9571-743-0236	SHELVING, END PANELS	Facility Improvement
		=====				
	CHECK TOTAL	8,836.74				
48365	10/03/2019	3,055.72	GRAYMONT WESTERN LIME INC	400-0401-770-6410	HYDRATED LIME	Water
		=====				
	CHECK TOTAL	3,055.72				
48366	10/03/2019	1,710.20	GUNTA LAW OFFICES S. C.	40-7318-959-0261	JUN SERVICES - GABLE	Liability Insurance
	10/03/2019	6,154.98	GUNTA LAW OFFICES S. C.	40-7318-959-0261	JUL SERVICES - GABLE	Liability Insurance
		=====				
	CHECK TOTAL	7,865.18				
48367	10/03/2019	5,201.44	IAFF LOCAL 275	10-0000-312-1400	P/R DIST 10-03	General Fund
		=====				
	CHECK TOTAL	5,201.44				
48371	10/03/2019	1,867.27	MCC INC	12-4625-742-0236	CN3-18 NATURE TRL SU	Streets,Utility,Side
	10/03/2019	576.71	MCC INC	12-5348-742-0236	CN3-18 NATURE TRL SU	Streets,Utility,Side
	10/03/2019	9,441.60	MCC INC	12-5347-742-0236	CN3-18 LIBERTY HEIGH	Streets,Utility,Side
	10/03/2019	13,885.08	MCC INC	12-5347-742-0236	CN3-18 LIBERTY HEIGH	Streets,Utility,Side
		=====				
	CHECK TOTAL	25,770.66				
48373	10/03/2019	3,764.78	MCMAHON	49-3908-733-0236	POND PRAIRIE 6/2-29	Storm Water Manageme
	10/03/2019	5,135.50	MCMAHON	49-3908-733-0236	POND PRAIRIE 6/30-8/	Storm Water Manageme
	10/03/2019	477.00	MCMAHON	49-3908-733-0236	POND PRAIRIE 8/4-31	Storm Water Manageme
		=====				
	CHECK TOTAL	9,377.28				
48376	10/03/2019	739.03	MENASHA, CITY OF	180-2301-712-0310	JUL FUEL	Neenah Menasha Fire
	10/03/2019	4,660.05	MENASHA, CITY OF	88-7051-938-0575	SEP MUNICIPAL COURT	Joint Municipal Cour
		=====				
	CHECK TOTAL	5,399.08				
48378	10/03/2019	274.00	MIDWEST CONTRACT OPERATIONS IN	45-3101-921-0281	AUG SAMPLING - TN NE	Sewer Operating Util
	10/03/2019	118.00	MIDWEST CONTRACT OPERATIONS IN	45-3101-921-0281	AUG SAMPLING - VALME	Sewer Operating Util
	10/03/2019	518.00	MIDWEST CONTRACT OPERATIONS IN	45-3101-921-0281	AUG SAMPLING - PLEXU	Sewer Operating Util
	10/03/2019	304.00	MIDWEST CONTRACT OPERATIONS IN	45-3101-921-0281	AUG SAMPLING - MENAS	Sewer Operating Util
	10/03/2019	518.00	MIDWEST CONTRACT OPERATIONS IN	45-3101-921-0281	AUG SAMPLING - INDUS	Sewer Operating Util

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CHECK #	CHECK DATE	TRANSACTION AMOUNT	VENDOR NAME	ACCOUNT NUMBER	DESCRIPTION	DEPT. NAME
	10/03/2019	416.00	MIDWEST CONTRACT OPERATIONS IN	45-3101-921-0281	AUG SAMPLING - HORSE	Sewer Operating Util
	10/03/2019	518.00	MIDWEST CONTRACT OPERATIONS IN	45-3101-921-0281	AUG SAMPLING - GEORG	Sewer Operating Util
	10/03/2019	416.00	MIDWEST CONTRACT OPERATIONS IN	45-3101-921-0281	AUG SAMPLING - GALLO	Sewer Operating Util
	10/03/2019	172.00	MIDWEST CONTRACT OPERATIONS IN	45-3101-921-0281	AUG SAMPLING - BEMIS	Sewer Operating Util
		=====				
	CHECK TOTAL	3,254.00				
48388	10/03/2019	3,392.80	NORTHEAST ASPHALT INC	10-5101-734-0331	COLD PATCH	Street Maintena/Repa
		=====				
	CHECK TOTAL	3,392.80				
48395	10/03/2019	430.00	RAY'S TIRE	81-6901-935-0339	TIRES #53	Recycling Fund
	10/03/2019	300.00	RAY'S TIRE	10-4101-733-0339	TIRE #57	Sanitation/Refuse Ga
	10/03/2019	215.00	RAY'S TIRE	10-4101-733-0339	TIRE #54	Sanitation/Refuse Ga
	10/03/2019	321.25	RAY'S TIRE	10-4103-733-0339	TIRE #40	Sanitation/Sanit Sew
	10/03/2019	321.00	RAY'S TIRE	49-3901-733-0339	TIRE #40	Storm Water Managem
	10/03/2019	489.92	RAY'S TIRE	81-6901-935-0339	TIRE #51	Recycling Fund
	10/03/2019	919.92	RAY'S TIRE	81-6901-935-0339	TIRES #50	Recycling Fund
	10/03/2019	215.00	RAY'S TIRE	81-6907-935-0339	TIRES #58	Recycling Fund
	10/03/2019	215.00	RAY'S TIRE	81-6901-935-0339	TIRES #58	Recycling Fund
	10/03/2019	167.98	RAY'S TIRE	39-3703-732-0360	TIRES	Fleet Management
	10/03/2019	119.90	RAY'S TIRE	39-3703-732-0360	TIRES	Fleet Management
	10/03/2019	75.70	RAY'S TIRE	39-3703-732-0360	TIRES, TUBES	Fleet Management
	10/03/2019	922.00	RAY'S TIRE	81-6901-935-0339	TIRES #51	Recycling Fund
	10/03/2019	461.00	RAY'S TIRE	10-4101-733-0339	TIRES #57	Sanitation/Refuse Ga
	10/03/2019	19.95	RAY'S TIRE	10-9703-841-0316	INNER TUBE	Oak Hill Cemete/Ceme
		=====				
	CHECK TOTAL	5,193.62				
48398	10/03/2019	2,742.25	MISC - CLAIM REFUNDS	40-7319-959-0261	CLAIM 19-14 VEH DAMA	Liability Insurance
		=====				
	CHECK TOTAL	2,742.25				
48401	10/03/2019	3,937.16	STATE OF WISCONSIN	88-7051-938-0576	SEP MUNICIPAL COURT	Joint Municipal Cour
	10/03/2019	3,603.17	STATE OF WISCONSIN	88-7051-938-0576	SEP MUNICIPAL COURT	Joint Municipal Cour
		=====				
	CHECK TOTAL	7,540.33				
48406	10/03/2019	1,796.29	WE ENERGIES	180-2301-712-0222	1080 BREEZEWOOD LN	Neenah Menasha Fire
	10/03/2019	384.92	WE ENERGIES	10-1802-709-0222	1080 BREEZEWOOD LN	Municipal Build/Trai
	10/03/2019	384.92	WE ENERGIES	43-1710-708-0222	1080 BREEZEWOOD LN	Information Systems
	10/03/2019	216.83	WE ENERGIES	180-2301-712-0223	1080 BREEZEWOOD LN	Neenah Menasha Fire
	10/03/2019	46.46	WE ENERGIES	10-1802-709-0223	1080 BREEZEWOOD LN	Municipal Build/Trai
	10/03/2019	46.46	WE ENERGIES	43-1710-708-0223	1080 BREEZEWOOD LN	Information Systems
	10/03/2019	74.11	WE ENERGIES	44-7702-738-0222	ARROWHEAD PARKING LO	Parking Utility Fund
	10/03/2019	60.64	WE ENERGIES	10-8801-788-0222	ARROWHEAD PARKING LO	Parks/Parks Operatio
	10/03/2019	321.49	WE ENERGIES	10-8801-788-0222	NPRD ELECTRIC TO 9/1	Parks/Parks Operatio
	10/03/2019	55.43	WE ENERGIES	10-8801-788-0223	NPRD GAS TO 9/10	Parks/Parks Operatio

CHECK #	CHECK DATE	TRANSACTION AMOUNT	VENDOR NAME	ACCOUNT NUMBER	DESCRIPTION	DEPT. NAME
	10/03/2019	17.06	WE ENERGIES	10-8801-788-0222	525 CEDAR ST	Parks/Parks Operatio
	10/03/2019	53.63	WE ENERGIES	10-9703-841-0222	CEMETERY ELEC TO 9/3	Oak Hill Cemete/Ceme
	10/03/2019	119.44	WE ENERGIES	10-7101-736-0222	W DOTY AVE	Street Signal &/Traf
	10/03/2019	44.07	WE ENERGIES	10-7101-736-0222	100 BLK W FOREST	Street Signal &/Traf
	10/03/2019	190.69	WE ENERGIES	10-7104-736-0222	MAIN STREET OVERPASS	Street Signal &/Stre
	10/03/2019	117.70	WE ENERGIES	10-7101-736-0222	COMMERCIAL & COLUMBI	Street Signal &/Traf
	10/03/2019	90.97	WE ENERGIES	10-7101-736-0222	WINNECONNE & COMMERC	Street Signal &/Traf
	10/03/2019	21.91	WE ENERGIES	10-9323-801-0222	BUS SHELTER	Community Devel/Mass
	10/03/2019	92.44	WE ENERGIES	44-7702-738-0222	9999 MILLVIEW DR	Parking Utility Fund
	10/03/2019	35.46	WE ENERGIES	10-7101-736-0222	S COMMERCIAL & ALCOT	Street Signal &/Traf
	10/03/2019	57.76	WE ENERGIES	10-7101-736-0222	COMMERCIAL & CECIL	Street Signal &/Traf
	10/03/2019	9,286.20	WE ENERGIES	400-0401-770-6230	PUMPING - ELECTRIC	Water
	10/03/2019	106.20	WE ENERGIES	400-0401-770-6260	PUMPING - HEAT	Water
	10/03/2019	279.98	WE ENERGIES	400-0401-770-6420	WATER TREATMENT - HE	Water
	10/03/2019	3,571.62	WE ENERGIES	400-0401-770-6430	WATER TREATMENT-ELEC	Water
	10/03/2019	338.37	WE ENERGIES	400-0401-770-6610	WATER TOWER - ELECTR	Water
	10/03/2019	181.39	WE ENERGIES	400-0401-770-6630	METER SRVC - ELECTRI	Water
	10/03/2019	1,632.59	WE ENERGIES	400-0401-770-6650	DIST - ELECTRIC & HE	Water
CHECK TOTAL		19,625.03				
48407	10/03/2019	188.85	WINNEBAGO COUNTY TREASURER	10-4103-733-0236	AUG FIBER LOCATES	Sanitation/Sanit Sew
	10/03/2019	188.85	WINNEBAGO COUNTY TREASURER	49-3901-733-0236	AUG FIBER LOCATES	Storm Water Manageme
	10/03/2019	926.28	WINNEBAGO COUNTY TREASURER	10-2101-711-0231	AUG PRISONER CARE	Police Departme/Poli
	10/03/2019	1,769.41	WINNEBAGO COUNTY TREASURER	88-7051-938-0577	SEP MUNICIPAL COURT	Joint Municipal Cour
	10/03/2019	1,708.59	WINNEBAGO COUNTY TREASURER	88-7051-938-0577	SEP MUNICIPAL COURT	Joint Municipal Cour
	10/03/2019	100.00	WINNEBAGO COUNTY TREASURER	88-0000-561-1000	IGNITION INTERLOCK D	Joint Municipal Cour
CHECK TOTAL		4,881.98				
48410	10/10/2019	2,916.67	ASSOCIATED APPRAISAL CONSULTAN	10-9314-801-0236	OCT SERVICES	Community Devel/Asse
	10/10/2019	3,996.10	ASSOCIATED APPRAISAL CONSULTAN	10-9314-801-0236	OCT REVALUATION PROG	Community Devel/Asse
	10/10/2019	503.90	ASSOCIATED APPRAISAL CONSULTAN	10-0000-304-0000	OCT REVALUATION PROG	General Fund
CHECK TOTAL		7,416.67				
48413	10/10/2019	3,860.00	AYRES ASSOCIATES INC	13-8822-743-0236	SERVICES TO 9/21-SHA	Facility Improvement
	10/10/2019	770.78	AYRES ASSOCIATES INC	13-8820-743-0236	SERV TO 9/21-WASH PA	Facility Improvement
CHECK TOTAL		4,630.78				
48417	10/10/2019	2,500.00	CARLSON DETTMANN CONSULTING	10-1001-707-0236	IS REVIEW	Human Resources/Oper
	10/10/2019	1,500.00	CARLSON DETTMANN CONSULTING	10-1001-707-0236	CLASSIFICATION REVIE	Human Resources/Oper
CHECK TOTAL		4,000.00				
48423	10/10/2019	3,039.92	GRAYMONT WESTERN LIME INC	400-0401-770-6410	HYDRATED LIME	Water
CHECK TOTAL		3,039.92				

CHECK #	CHECK DATE	TRANSACTION AMOUNT	VENDOR NAME	ACCOUNT NUMBER	DESCRIPTION	DEPT. NAME
48433	10/10/2019	1,124.61	MENASHA, CITY OF	180-2301-712-0222	ST 35 MENASHA UTIL	Neenah Menasha Fire
	10/10/2019	262.08	MENASHA, CITY OF	180-2301-712-0224	ST 35 MENASHA UTIL	Neenah Menasha Fire
	10/10/2019	61.33	MENASHA, CITY OF	180-2301-712-0226	ST 35 MENASHA UTIL	Neenah Menasha Fire
	10/10/2019	743.03	MENASHA, CITY OF	180-2301-712-0310	AUG FUEL	Neenah Menasha Fire
CHECK TOTAL		2,191.05				
48437	10/10/2019	7,802.10	PUBLIC SERVICE COMMISSION OF	400-0408-770-0802	PSC REMAINDER ASSESS	Water
CHECK TOTAL		7,802.10				
48438	10/10/2019	21,028.50	RADTKE CONTRACTORS INC	28-2487-743-0236	SEAWALL WORK	TIF #8 Doty Island
CHECK TOTAL		21,028.50				
48439	10/10/2019	7,974.30	ROBERT J IMMEL EXCAVATING INC	400-0000-207-0411	CN2-19 WATER MAIN	Water
	10/10/2019	3,205.00	ROBERT J IMMEL EXCAVATING INC	49-5203-743-0236	CN2-19 STORM-MISC RE	Storm Water Manageme
	10/10/2019	499.00	ROBERT J IMMEL EXCAVATING INC	12-4395-743-0236	CN2-19 STREET-STANLE	Streets,Utility,Side
	10/10/2019	6,000.00	ROBERT J IMMEL EXCAVATING INC	46-5001-743-0236	CN2-19 SANITARY-MISC	Sewer Capital Fund
	10/10/2019	6,900.00	ROBERT J IMMEL EXCAVATING INC	400-0000-207-0412	CN2-19 WATER MAIN	Water
	10/10/2019	7,542.50	ROBERT J IMMEL EXCAVATING INC	49-5203-743-0236	CN2-19 STORM-MISC RE	Storm Water Manageme
	10/10/2019	78,274.12	ROBERT J IMMEL EXCAVATING INC	12-4396-743-0236	CN2-19 STREET-THOMAS	Streets,Utility,Side
	10/10/2019	5,000.00	ROBERT J IMMEL EXCAVATING INC	46-5001-743-0236	CN2-19 SANITARY-MISC	Sewer Capital Fund
	10/10/2019	13,182.50	ROBERT J IMMEL EXCAVATING INC	400-0000-207-0413	CN2-19 WATER MAIN-ST	Water
	10/10/2019	3,000.00	ROBERT J IMMEL EXCAVATING INC	49-5203-743-0236	CN2-19 STORM-MISC RE	Storm Water Manageme
	10/10/2019	35,968.50	ROBERT J IMMEL EXCAVATING INC	12-4397-743-0236	CN2-19 STREET-STANLE	Streets,Utility,Side
CHECK TOTAL		167,545.92				
48440	10/10/2019	2,295.47	SECURIAN FINANCIAL GROUP INC	41-6204-951-0431	NOV INSURANCE	Benefit Accrual Fund
	10/10/2019	3,128.95	SECURIAN FINANCIAL GROUP INC	41-6204-951-0432	NOV INSURANCE	Benefit Accrual Fund
	10/10/2019	476.03	SECURIAN FINANCIAL GROUP INC	41-6204-951-0431	NOV FD NEENAH INS	Benefit Accrual Fund
	10/10/2019	880.12	SECURIAN FINANCIAL GROUP INC	41-6204-951-0432	NOV FD NEENAH INS	Benefit Accrual Fund
	10/10/2019	325.52	SECURIAN FINANCIAL GROUP INC	41-6204-951-0431	NOV FD MENASHA INS	Benefit Accrual Fund
	10/10/2019	500.26	SECURIAN FINANCIAL GROUP INC	41-6204-951-0432	NOV FD MENASHA INS	Benefit Accrual Fund
CHECK TOTAL		7,606.35				
48441	10/10/2019	350.00	SPARKLE AND SHINE CLEANING	44-7705-738-0236	SEP RAMP CLEANING	Parking Utility Fund
	10/10/2019	3,100.00	SPARKLE AND SHINE CLEANING	10-1801-709-0236	SEP CLEANING	Municipal Build/Muni
CHECK TOTAL		3,450.00				
48450	10/10/2019	46.11	WE ENERGIES	180-2301-712-0223	1911 MANITOWOC RD	Neenah Menasha Fire
	10/10/2019	105.06	WE ENERGIES	10-7104-736-0222	BREEZEWOOD & GILLING	Street Signal &/Stre
	10/10/2019	13.70	WE ENERGIES	10-3701-732-0222	1495 TULLAR RD GATE	Municipal Facil/Muni
	10/10/2019	4.57	WE ENERGIES	39-3703-732-0222	1495 TULLAR RD GATE	Fleet Management

CHECK #	CHECK DATE	TRANSACTION AMOUNT	VENDOR NAME	ACCOUNT NUMBER	DESCRIPTION	DEPT. NAME
	10/10/2019	80.19	WE ENERGIES	10-3701-732-0223	1495 TULLAR RD	Municipal Facil/Muni
	10/10/2019	26.73	WE ENERGIES	39-3703-732-0223	1495 TULLAR RD	Fleet Management
	10/10/2019	12.73	WE ENERGIES	10-4103-733-0223	1200 LYNROSE LN	Sanitation/Sanit Sew
	10/10/2019	38.95	WE ENERGIES	10-7101-736-0222	BELL ST & COMMERCIAL	Street Signal &/Traf
	10/10/2019	37.87	WE ENERGIES	10-7101-736-0222	BELL ST & MARATHON A	Street Signal &/Traf
	10/10/2019	1,423.96	WE ENERGIES	44-7705-738-0222	WEST CANAL PARKING R	Parking Utility Fund
	10/10/2019	4,128.07	WE ENERGIES	10-1801-709-0222	211 WALNUT ST	Municipal Build/Muni
	10/10/2019	290.13	WE ENERGIES	10-1801-709-0223	211 WALNUT ST	Municipal Build/Muni
	10/10/2019	61.93	WE ENERGIES	10-7104-736-0222	WALNUT ST AREA LIGHT	Street Signal &/Stre
	10/10/2019	119.18	WE ENERGIES	10-7104-736-0222	FIRST ST & E NORTH W	Street Signal &/Stre
	10/10/2019	245.07	WE ENERGIES	49-3908-733-0222	1460 PLAINS AVE	Storm Water Manageme
	10/10/2019	323.27	WE ENERGIES	49-3908-733-0222	1838 HEDGEVIEW DR	Storm Water Manageme
	10/10/2019	129.24	WE ENERGIES	49-3908-733-0222	1418 PLAINS AVE	Storm Water Manageme
	10/10/2019	475.06	WE ENERGIES	49-3908-733-0222	GRASSY LN	Storm Water Manageme
	10/10/2019	17.33	WE ENERGIES	49-3908-733-0222	BRUCE ST	Storm Water Manageme
	10/10/2019	262.93	WE ENERGIES	49-3908-733-0222	REMINGTON RD	Storm Water Manageme
	10/10/2019	484.05	WE ENERGIES	49-3908-733-0222	REDWING DR	Storm Water Manageme
	10/10/2019	251.92	WE ENERGIES	49-3908-733-0222	POND VIEW LN	Storm Water Manageme
	10/10/2019	127.91	WE ENERGIES	49-3908-733-0222	NATURE TRL PENDLETON	Storm Water Manageme
	10/10/2019	343.58	WE ENERGIES	49-3908-733-0222	NATURE TRL NORTH PON	Storm Water Manageme
	10/10/2019	4,298.75	WE ENERGIES	10-9501-821-0222	240 E WISCONSIN AVE	Public Library/Libra
	10/10/2019	135.15	WE ENERGIES	10-9501-821-0223	240 E WISCONSIN AVE	Public Library/Libra
	10/10/2019	29.15	WE ENERGIES	10-8801-788-0222	GREAT NORTHERN PARK	Parks/Parks Operatio
	10/10/2019	2,699.41	WE ENERGIES	10-4103-733-0222	LIFT STATIONS ELECTR	Sanitation/Sanit Sew
	10/10/2019	45,242.90	WE ENERGIES	10-7104-736-0222	STREET LIGHTS ELECTR	Street Signal &/Stre
	10/10/2019	73.62	WE ENERGIES	10-7101-736-0222	WINNECONNE & COUNTY	Street Signal &/Traf
	10/10/2019	36.13	WE ENERGIES	10-7101-736-0222	WINNECONNE & TULLAR	Street Signal &/Traf
	10/10/2019	998.30	WE ENERGIES	10-3701-732-0222	1495 TULLAR RD	Municipal Facil/Muni
	10/10/2019	332.76	WE ENERGIES	39-3703-732-0222	1495 TULLAR RD	Fleet Management
	10/10/2019	108.83	WE ENERGIES	180-2301-712-0222	1430 TULLAR RD	Neeah Menasha Fire
	10/10/2019	48.25	WE ENERGIES	10-9321-801-0222	235 W WISCONSIN AVE	Community Devel/Hous
CHECK TOTAL		63,052.79				
48459	10/17/2019	2,919.00	BAYCOM INC	11-2198-743-8105	CHANGEOVERS/#35	Capital Equipment Fu
CHECK TOTAL		2,919.00				
48464	10/17/2019	3,204.24	GRAYMONT WESTERN LIME INC	400-0401-770-6410	HYDRATED LIME	Water
CHECK TOTAL		3,204.24				
48483	10/17/2019	5,250.00	RAMAKER & ASSOCIATES INC	13-9756-742-0236	CEMETERY DATA MIGRAT	Facility Improvement
CHECK TOTAL		5,250.00				
48486	10/17/2019	11,440.38	STANTEC CONSULTING SERVICES IN	49-5250-742-0236	SERVICES TO 8/9	Storm Water Manageme
CHECK TOTAL		11,440.38				

CHECK #	CHECK DATE	TRANSACTION AMOUNT	VENDOR NAME	ACCOUNT NUMBER	DESCRIPTION	DEPT. NAME
48487	10/17/2019	218.75	SUPERION LLC	11-1761-743-8114	INSTALL - COGNOS/CZG	Capital Equipment Fu
	10/17/2019	120.00	SUPERION LLC	11-1761-743-8114	PROJECT MGMT 8/18-8/	Capital Equipment Fu
	10/17/2019	80.00	SUPERION LLC	11-1761-743-8114	PROJECT MGMT 8/25-8/	Capital Equipment Fu
	10/17/2019	135.12	SUPERION LLC	11-1761-743-8114	LX TRAINING/MIGRATIO	Capital Equipment Fu
	10/17/2019	640.00	SUPERION LLC	11-1761-743-8114	PROJECT MGMT 9/1-9/7	Capital Equipment Fu
	10/17/2019	720.00	SUPERION LLC	11-1761-743-8114	PROJECT MGMT 9/8-10/	Capital Equipment Fu
	10/17/2019	240.00	SUPERION LLC	11-1761-743-8114	PROJECT MGMT 9/15-9/	Capital Equipment Fu
CHECK TOTAL		2,153.87				
48491	10/17/2019	2,000.00	USPS-HASLER	10-0000-132-0500	REPLENISH POSTAGE ME	General Fund
CHECK TOTAL		2,000.00				
48496	10/17/2019	42.59	WE ENERGIES	10-7101-736-0222	BELL & INDUSTRIAL DR	Street Signal &/Traf
	10/17/2019	38.82	WE ENERGIES	10-7104-736-0222	CECIL ST AREA LIGHTI	Street Signal &/Stre
	10/17/2019	35.34	WE ENERGIES	10-7101-736-0222	MAIN ST & LAKE ST	Street Signal &/Traf
	10/17/2019	109.37	WE ENERGIES	10-7104-736-0222	HARRISON ST/W BELL S	Street Signal &/Stre
	10/17/2019	231.19	WE ENERGIES	10-8801-788-0222	MEMORIAL PARK/AREA L	Parks/Parks Operatio
	10/17/2019	80.20	WE ENERGIES	10-7104-736-0222	CANAL ST	Street Signal &/Stre
	10/17/2019	42.57	WE ENERGIES	10-8801-788-0222	MEMORIAL PARK GARAGE	Parks/Parks Operatio
	10/17/2019	42.71	WE ENERGIES	10-8801-788-0222	GREEN PARK SHELTER	Parks/Parks Operatio
	10/17/2019	9.57	WE ENERGIES	10-8801-788-0223	GREEN PARK SHELTER	Parks/Parks Operatio
	10/17/2019	126.82	WE ENERGIES	10-8801-788-0222	DOTY PARK AREA LIGHT	Parks/Parks Operatio
	10/17/2019	20.14	WE ENERGIES	10-7104-736-0222	113 W WISCONSIN AVE	Street Signal &/Stre
	10/17/2019	15.71	WE ENERGIES	10-4103-733-0222	DELL CT & DOGWOOD TR	Sanitation/Sanit Sew
	10/17/2019	40.30	WE ENERGIES	10-7101-736-0222	OAK & WISCONSIN	Street Signal &/Traf
	10/17/2019	1,247.39	WE ENERGIES	10-8805-788-0222	SHATTUCK PARK SHELTE	Parks/Riverwalk/Park
	10/17/2019	10.56	WE ENERGIES	10-8805-788-0223	SHATTUCK PARK SHELTE	Parks/Riverwalk/Park
	10/17/2019	14.83	WE ENERGIES	10-8801-788-0222	DOTY CABIN AREA LIGH	Parks/Parks Operatio
	10/17/2019	16.25	WE ENERGIES	10-8801-788-0222	SOUTHVIEW PARK-BALL	Parks/Parks Operatio
	10/17/2019	24.86	WE ENERGIES	10-8801-788-0222	MEMORIAL OPEN SHELTE	Parks/Parks Operatio
	10/17/2019	166.33	WE ENERGIES	10-8801-788-0222	MEM APPLE BLOSSOM SH	Parks/Parks Operatio
	10/17/2019	15.77	WE ENERGIES	10-8801-788-0223	MEM APPLE BLOSSOM SH	Parks/Parks Operatio
	10/17/2019	84.10	WE ENERGIES	10-9703-841-0222	1201 OAKRIDGE RD	Oak Hill Cemete/Ceme
	10/17/2019	11.32	WE ENERGIES	10-9703-841-0223	1201 OAKRIDGE RD	Oak Hill Cemete/Ceme
	10/17/2019	26.18	WE ENERGIES	10-8804-788-0222	PLAYING IN THE RAIN	Parks/City Sculpture
	10/17/2019	928.04	WE ENERGIES	10-8405-784-0222	600 S PARK AVE	Independent Pro/Muni
	10/17/2019	167.12	WE ENERGIES	10-8405-784-0223	600 S PARK AVE	Independent Pro/Muni
	10/17/2019	18.79	WE ENERGIES	10-8801-788-0222	BOAT WASH STATION	Parks/Parks Operatio
	10/17/2019	1,890.65	WE ENERGIES	180-2301-712-0222	1080 BREEZEWOOD LN	Neenah Menasha Fire
	10/17/2019	405.14	WE ENERGIES	10-1802-709-0222	1080 BREEZEWOOD LN	Municipal Build/Trai
	10/17/2019	405.14	WE ENERGIES	43-1710-708-0222	1080 BREEZEWOOD LN	Information Systems
	10/17/2019	304.56	WE ENERGIES	180-2301-712-0223	1080 BREEZEWOOD LN	Neenah Menasha Fire
	10/17/2019	65.27	WE ENERGIES	10-1802-709-0223	1080 BREEZEWOOD LN	Municipal Build/Trai
	10/17/2019	65.27	WE ENERGIES	43-1710-708-0223	1080 BREEZEWOOD LN	Information Systems
	10/17/2019	10.56	WE ENERGIES	10-2101-711-0223	1480 TULLAR RD	Police Departme/Poli
	10/17/2019	53.74	WE ENERGIES	10-2101-711-0222	1470 TULLAR RD	Police Departme/Poli
	10/17/2019	475.60	WE ENERGIES	10-2101-711-0223	2111 MARATHON AVE	Police Departme/Poli
	10/17/2019	3,423.09	WE ENERGIES	10-2101-711-0222	2111 MARATHON AVE	Police Departme/Poli
	10/17/2019	1,652.23	WE ENERGIES	180-2301-712-0222	125 E COLUMBIAN AVE	Neenah Menasha Fire

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CHECK #	CHECK DATE	TRANSACTION AMOUNT	VENDOR NAME	ACCOUNT NUMBER	DESCRIPTION	DEPT. NAME
	10/17/2019	197.31	WE ENERGIES	180-2301-712-0223	125 E COLUMBIAN AVE	Neenah Menasha Fire
	10/17/2019	342.30	WE ENERGIES	10-4103-733-0222	LIFT STATIONS ELEC T	Sanitation/Sanit Sew
	10/17/2019	107.89	WE ENERGIES	49-3901-733-0222	SKYVIEW LIFT ELEC TO	Storm Water Manageme
CHECK TOTAL		12,965.62				
48500	10/24/2019	3,688.69	APPLETON, CITY OF	62-5701-936-0266	AUG DIAL A RIDE	Dial-A-Ride Transpor
CHECK TOTAL		3,688.69				
48505	10/24/2019	550.79	CARRICO AQUATIC RESOURCES INC	10-8405-784-0316	STRAINER LID GASKET	Independent Pro/Muni
	10/24/2019	6,833.29	CARRICO AQUATIC RESOURCES INC	13-8821-743-0236	VGBA POOL DRAIN COVE	Facility Improvement
CHECK TOTAL		7,384.08				
48506	10/24/2019	8,500.00	CK AUTOMOTIVE LLC	13-8820-743-0236	PREP & BEDLINER CONC	Facility Improvement
CHECK TOTAL		8,500.00				
48510	10/24/2019	3,028.86	GRAYMONT WESTERN LIME INC	400-0401-770-6410	HYDRATED LIME	Water
CHECK TOTAL		3,028.86				
48514	10/24/2019	4,286.57	LANGE ENTERPRISES INC	10-7101-736-0327	SIGN SUPPLIES	Street Signal &/Traf
CHECK TOTAL		4,286.57				
48525	10/24/2019	1,993.38	SHI INTERNATIONAL CORP	43-1781-708-8114	WIN SERVER - DATACEN	Information Systems
	10/24/2019	18.39	SHI INTERNATIONAL CORP	10-9314-801-0218	WINDOWS SERVER CALS	Community Devel/Asse
	10/24/2019	24.52	SHI INTERNATIONAL CORP	10-9301-801-0218	WINDOWS SERVER CALS	Community Devel/Comm
	10/24/2019	18.39	SHI INTERNATIONAL CORP	10-9302-801-0218	WINDOWS SERVER CALS	Community Devel/Insp
	10/24/2019	6.13	SHI INTERNATIONAL CORP	10-9305-801-0218	WINDOWS SERVER CALS	Comm Devel / Sealer
	10/24/2019	12.26	SHI INTERNATIONAL CORP	10-0901-705-0218	WINDOWS SERVER CALS	City Attorney/City A
	10/24/2019	12.26	SHI INTERNATIONAL CORP	10-0915-705-0218	WINDOWS SERVER CALS	Legal & Adm. Se/City
	10/24/2019	55.17	SHI INTERNATIONAL CORP	10-0501-703-0218	WINDOWS SERVER CALS	Finance/Finance Oper
	10/24/2019	122.60	SHI INTERNATIONAL CORP	180-2301-712-0218	WINDOWS SERVER CALS	Neenah Menasha Fire
	10/24/2019	18.39	SHI INTERNATIONAL CORP	10-1001-707-0218	WINDOWS SERVER CALS	Human Resources/Oper
	10/24/2019	183.90	SHI INTERNATIONAL CORP	43-1701-708-0218	WINDOWS SERVER CALS	Information Systems
	10/24/2019	12.26	SHI INTERNATIONAL CORP	10-0201-701-0218	WINDOWS SERVER CALS	Mayors/Mayors Office
	10/24/2019	6.13	SHI INTERNATIONAL CORP	88-7050-938-0218	WINDOWS SERVER CALS	Joint Municipal Cour
	10/24/2019	49.04	SHI INTERNATIONAL CORP	10-8101-781-0218	WINDOWS SERVER CALS	Park & Rec Admi/Park
	10/24/2019	361.67	SHI INTERNATIONAL CORP	10-2101-711-0218	WINDOWS SERVER CALS	Police Departme/Poli
	10/24/2019	6.13	SHI INTERNATIONAL CORP	39-3703-732-0218	WINDOWS SERVER CALS	Fleet Management
	10/24/2019	18.39	SHI INTERNATIONAL CORP	10-3701-732-0218	WINDOWS SERVER CALS	Municipal Facil/Muni
	10/24/2019	61.30	SHI INTERNATIONAL CORP	10-3501-731-0218	WINDOWS SERVER CALS	Public Works Ad/Engi
	10/24/2019	61.30	SHI INTERNATIONAL CORP	400-0401-770-6430	WINDOWS SERVER CALS	Water
CHECK TOTAL		3,041.61				

CHECK #	CHECK DATE	TRANSACTION AMOUNT	VENDOR NAME	ACCOUNT NUMBER	DESCRIPTION	DEPT. NAME
48528	10/24/2019	1,277.94	VANGUARD COMPUTERS INC	10-2181-711-8115	NEW DESKTOPS-PD OFFI	Police Departme/Capi
	10/24/2019	1,277.94	VANGUARD COMPUTERS INC	11-1767-743-8114	DESKTOP REPLACEMENTS	Capital Equipment Fu
CHECK TOTAL		2,555.88				
48530	10/24/2019	172.65	WE ENERGIES	10-3702-732-0222	W CECIL ST GARAGE	Municipal Facil/Ceci
	10/24/2019	100.35	WE ENERGIES	10-8801-788-0222	631 W WINNECONNE AVE	Parks/Parks Operatio
	10/24/2019	44.86	WE ENERGIES	10-8801-788-0222	HERB & DOLLY SMITH P	Parks/Parks Operatio
	10/24/2019	35.60	WE ENERGIES	10-7101-736-0222	1ST & FOREST AVE	Street Signal &/Traf
	10/24/2019	21.26	WE ENERGIES	10-7101-736-0222	WINNECONNE & HARRISO	Street Signal &/Traf
	10/24/2019	120.48	WE ENERGIES	10-7104-736-0222	WINNECONNE & HARRISO	Street Signal &/Stre
	10/24/2019	777.14	WE ENERGIES	10-7104-736-0222	100 1ST ST	Street Signal &/Stre
	10/24/2019	16.37	WE ENERGIES	10-7101-736-0222	WINNECONNE AVE & ZEM	Street Signal &/Traf
	10/24/2019	29.82	WE ENERGIES	10-7104-736-0222	1010 CAMERON WAY	Street Signal &/Stre
	10/24/2019	114.04	WE ENERGIES	49-3908-733-0222	716 HARRISON ST	Storm Water Manageme
	10/24/2019	600.08	WE ENERGIES	10-8801-788-0222	NPRD ELECTRIC TO 10/	Parks/Parks Operatio
	10/24/2019	9.57	WE ENERGIES	10-8801-788-0223	NPRD GAS TO 10/2	Parks/Parks Operatio
	10/24/2019	41.50	WE ENERGIES	10-7101-736-0222	NICOLET & COMMERCIAL	Street Signal &/Traf
CHECK TOTAL		2,083.72				
48531	10/24/2019	30.00	WINNEBAGO COUNTY TREASURER	10-0915-705-0318	CARDINAL PLAT DEVELO	Legal & Adm. Se/City
	10/24/2019	10.00	WINNEBAGO COUNTY TREASURER	10-9314-801-0202	AUG LAREDO COPIES	Community Devel/Asse
	10/24/2019	8,912.19	WINNEBAGO COUNTY TREASURER	49-3909-733-0243	SEP SWEEPINGS/TIPPIN	Storm Water Manageme
	10/24/2019	30,636.79	WINNEBAGO COUNTY TREASURER	10-4101-733-0243	SEP TIPPING FEES	Sanitation/Refuse Ga
	10/24/2019	1,380.80	WINNEBAGO COUNTY TREASURER	81-6901-935-0243	SEP TIPPING FEES	Recycling Fund
	10/24/2019	834.30	WINNEBAGO COUNTY TREASURER	81-6907-935-0243	SEP TIPPING FEES	Recycling Fund
CHECK TOTAL		41,804.08				
48534	10/31/2019	1,033.50	ADVANTAGE POLICE SUPPLY INC	10-2107-711-0117	SHIRTS	Police Departme/CSA
	10/31/2019	1,033.50	ADVANTAGE POLICE SUPPLY INC	44-2135-711-0117	SHIRTS	Parking Utility Fund
CHECK TOTAL		2,067.00				
48539	10/31/2019	8,992.24	DOMINION VOTING SYSTEMS INC	11-0934-742-8133	ICE VOTING MACHINE	Capital Equipment Fu
CHECK TOTAL		8,992.24				
48541	10/31/2019	1,563.40	J D OGDEN PLUMBING & HEATING I	10-2304-712-0214	ST 31 DRAIN REPAIRS	Fire Department/Fire
	10/31/2019	390.11	J D OGDEN PLUMBING & HEATING I	10-1801-709-0214	REPLACE SUMP PUMP	Municipal Build/Muni
	10/31/2019	1,599.75	J D OGDEN PLUMBING & HEATING I	10-1801-709-0214	JETT STORM SEWER	Municipal Build/Muni
	10/31/2019	659.75	J D OGDEN PLUMBING & HEATING I	44-7705-738-0214	WINTERIZE PARKING RA	Parking Utility Fund
CHECK TOTAL		4,213.01				
48544	10/31/2019	457.50	LEVENHAGEN OIL CORPORATION	39-3703-732-0294	ANTIFREEZE	Fleet Management

CHECK #	CHECK DATE	TRANSACTION AMOUNT	VENDOR NAME	ACCOUNT NUMBER	DESCRIPTION	DEPT. NAME
	10/31/2019	689.50	LEVENHAGEN OIL CORPORATION	10-7101-736-0324	TOLUENE	Street Signal &/Traf
	10/31/2019	4,613.07	LEVENHAGEN OIL CORPORATION	81-6901-935-0310	OIL	Recycling Fund
	10/31/2019	2,605.68	LEVENHAGEN OIL CORPORATION	81-6901-935-0310	OIL	Recycling Fund
	10/31/2019	3,102.70	LEVENHAGEN OIL CORPORATION	49-3909-733-0310	OIL	Storm Water Manageme
	10/31/2019	1,953.00	LEVENHAGEN OIL CORPORATION	49-3901-733-0310	OIL	Storm Water Manageme
	10/31/2019	261.60	LEVENHAGEN OIL CORPORATION	39-3703-732-0310	GREASE	Fleet Management
CHECK TOTAL		13,683.05				
48552	10/31/2019	773.44	PRECISION INSTALLATIONS INC	11-2198-743-8105	SQ 14 CHANGEOVER - R	Capital Equipment Fu
	10/31/2019	773.44	PRECISION INSTALLATIONS INC	11-2198-743-8105	SQ 12 CHANGEOVER - R	Capital Equipment Fu
	10/31/2019	773.44	PRECISION INSTALLATIONS INC	11-2198-743-8105	SQ 11 CHANGEOVER - R	Capital Equipment Fu
	10/31/2019	773.44	PRECISION INSTALLATIONS INC	11-2198-743-8105	SQ 21 CHANGEOVER - R	Capital Equipment Fu
CHECK TOTAL		3,093.76				
48555	10/31/2019	2,799.05	ROBERT J IMMEL EXCAVATING INC	400-0402-770-6510	LAGOON BERM FIX	Water
CHECK TOTAL		2,799.05				
48556	10/31/2019	3,150.00	SEH	13-2476-742-0236	SERV TO 9/30-ARROWHE	Facility Improvement
CHECK TOTAL		3,150.00				
48557	10/31/2019	5,782.43	WATER REFUND VENDOR	400-0000-117-4202	REF CR BAL 03-00364-	Water
CHECK TOTAL		5,782.43				
48563	10/31/2019	175.99	WE ENERGIES	10-8405-784-0222	600 S PARK AVE	Independent Pro/Muni
	10/31/2019	30.73	WE ENERGIES	10-8405-784-0223	600 S PARK AVE	Independent Pro/Muni
	10/31/2019	16.37	WE ENERGIES	10-8801-788-0222	525 CEDAR ST	Parks/Parks Operatio
	10/31/2019	47.50	WE ENERGIES	10-3702-732-0223	333 W CECIL ST	Municipal Facil/Ceci
	10/31/2019	57.90	WE ENERGIES	10-7101-736-0222	GREEN BAY RD & MAIN	Street Signal &/Traf
	10/31/2019	37.47	WE ENERGIES	10-7104-736-0222	WINNECONNE & GREEN B	Street Signal &/Stre
	10/31/2019	424.05	WE ENERGIES	10-7104-736-0222	DPW ELECTRIC TO 10/0	Street Signal &/Stre
	10/31/2019	147.63	WE ENERGIES	10-9703-841-0222	CEMETERY ELEC TO 10/	Oak Hill Cemete/Ceme
	10/31/2019	343.64	WE ENERGIES	10-8801-788-0222	NPRD ELECTRIC TO 10/	Parks/Parks Operatio
	10/31/2019	69.80	WE ENERGIES	10-8801-788-0223	NPRD GAS TO 10/09	Parks/Parks Operatio
	10/31/2019	85.96	WE ENERGIES	44-7702-738-0222	9999 MILLVIEW DR	Parking Utility Fund
	10/31/2019	83.82	WE ENERGIES	10-9323-801-0222	BUS SHELTER	Community Devel/Mass
	10/31/2019	76.25	WE ENERGIES	44-7702-738-0222	ARROWHEAD PARKING LO	Parking Utility Fund
	10/31/2019	62.39	WE ENERGIES	10-8801-788-0222	ARROWHEAD PARKING LO	Parks/Parks Operatio
	10/31/2019	196.88	WE ENERGIES	10-7104-736-0222	MAIN STREET OVERPASS	Street Signal &/Stre
	10/31/2019	43.13	WE ENERGIES	10-7101-736-0222	100 BLK W FOREST	Street Signal &/Traf
	10/31/2019	117.41	WE ENERGIES	10-7101-736-0222	W DOTY AVE	Street Signal &/Traf
	10/31/2019	89.20	WE ENERGIES	10-7101-736-0222	WINNECONNE & COMMERC	Street Signal &/Traf
	10/31/2019	115.54	WE ENERGIES	10-7101-736-0222	COMMERCIAL & COLUMBI	Street Signal &/Traf
	10/31/2019	38.68	WE ENERGIES	10-7101-736-0222	S COMMERCIAL & ALCOT	Street Signal &/Traf

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C I T Y O F N E E N A H
Check Register for Checks over \$2,000.00

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RUN TIME: 15:01:29

CHECK #	CHECK DATE	TRANSACTION	AMOUNT	VENDOR NAME	ACCOUNT NUMBER	DESCRIPTION	DEPT. NAME
			=====				
CHECK TOTAL			2,260.34				

*** END OF REPORT ***

THIRD QUARTER FINANCIAL STATEMENTS SEPTEMBER 2019

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**CITY OF NEENAH
SCHEDULE OF CITY INVESTMENTS
AS OF SEPTEMBER 30, 2019**

GENERAL CITY

<u>Type</u>	<u>Institution</u>	<u>Amount</u>		<u>Current Int. Rate</u>
Checking/Repurchase Agreements	Associated Bank	\$1,556,799.61	x	1.87%
Stand Alone - Money Market	Associated Bank	519,736.26	x	1.87%
Tax Collection	Nicolet Bank/FNB	0.00	x	0.20%
Insured Cash Sweep (ICS)	Nicolet Bank/FNB	3,028,485.01	x	1.49%
Municipal Money Market	Nicolet Bank/FNB	1,062.16	x	0.60%
Money Market/Tax Collection	Wells Fargo	8,460.38	x	0.03%
Local Gov't Investment Pool	State of WI/U.S. Bank	10,431,074.27	x	2.18%
Community Development Fund	BMO Harris	61,279.85	x	2.41%
Tax Collection	BMO Harris	814,263.95	x	2.41%
Public Funds Money Market	BMO Harris	654,242.79	x	2.41%
Money Market Checking	Citizens Comm. Fed.	684,572.96	x	2.35%
Money Market #1 (Northeast)	First Business Bank	669,762.54	x	1.67%
Limited Volatility Strategy Portfolio	Dana/TD Ameritrade	4,221,947.93	x	2.79%
Savings	CONE	26,501.76	x	0.50%
* Federal Securities	Various	3,710,117.50	x	various
* Corporate Securities	Various	1,404,263.95	x	various
* State/Municipal Taxable Securities	Various	2,722,032.15	x	various
* Certificates of Deposit	Various	983,467.48	x	various
Total General City		31,498,070.55		

* See Attached

**CITY OF NEENAH
SCHEDULE OF CITY INVESTMENTS (con't)
AS OF SEPTEMBER 30, 2019**

<u>Type</u>	<u>Institution</u>	<u>Amount</u>		<u>Current Int. Rate</u>
<u>LIBRARY</u>				
Trust Fund (9/30/19)	Associated Trust	1,503,677.66	x	various
Total Library		1,503,677.66		
<u>CEMETERY</u>				
Trust Fund (9/30/19)	Associated Trust	1,436,370.94	x	various
Total Cemetery		1,436,370.94		
<u>CDA</u>				
Debt Service Reserve - 2008/16 Bond:	Associated Trust	2,345,795.45	x	various
Total CDA		2,345,795.45		
<u>SEWER UTILITY</u>				
Local Gov't Investment Pool	State of WI/U.S. Bank	18.65	x	2.18%
Total Sewer Utility		18.65		
<u>STORM WATER UTILITY</u>				
Local Gov't Investment Pool	State of WI/U.S. Bank	17,750.96	x	2.18%
Total Storm Water Utility		17,750.96		
<u>WATER UTILITY</u>				
Local Gov't Investment Pool	State of WI/U.S. Bank	6,351,404.57	x	2.18%
Reserve Fund - 2007 Rev. Bonds	Associated Bank	180,756.63	x	0.15%
* Federal/State/Muni/Corp Securities	Various	289,296.53	x	various
Total Water Utility		6,821,457.73		
<u>B.I.D.</u>				
Money Market	Associated Bank	18,845.53	x	1.87%
Total B.I.D.		18,845.53		
TOTAL CASH & INVESTMENTS		\$ 43,641,987.47		

* See Attached

CITY OF NEENAH
INVESTMENT PORTFOLIO
SEPTEMBER 30, 2019

General City

Federal Securities

Purchase Date	Estimated Pre Pay or Next Call Date	Final Maturity Date	Security	Description	Cost	Par Value	12/31/18 or "At Purchase" Market Value	Coupon Rate	Yield to Call/Date	Yield to Maturity	Cusip #	Vendor	Interest Dates	Miscellaneous	
<i>US Treasury (Inflation Indexed)</i>					0.01%		<i>of City Portfolio</i>								
12/31/18	12/31/18	12/31/18	Goldman Sachs Treas	Inst. Portf Fund 506	871.11	871.11	871.11	871.11	2.220%	2.220%	2.220%	n/a	Assoc. Trust	monthly	
<i>Total US Treasury (Inflation Indexed)</i>					871.11	871.11	871.11								
<i>Mortgage Backed</i>					30.92%		<i>of City Portfolio</i>								
07/22/13	08/20/19	04/15/40	FHLMC	30% CPR ave 1.76 yr	42,353.63	37,655.33	37,606.53	3.000%	n/a	1.845%	3137AAT60	Vining Sparks	15th of each mo.	Price 101.875. Prin & Int returned each month. Factor-.71085390. Accr Int-438.51	
10/30/12	08/20/19	10/20/41	GNMA	592 PSA ave 2.67yr	23,480.72	8,306.72	8,473.73	4.000%	n/a	1.530%	38375CVY3	Vining Sparks	20th of each mo.	Price 106.203125. P & I returned each month. Factor-.79474637. Accr Int-788.22	
08/24/12	08/30/19	03/01/22	FHLMC	12% CPR ave 3.18 yr	33,183.84	19,215.62	19,197.90	3.000%	n/a	1.231%	31294MM99	1st Tn	15th of each mo.	Price 105.625. Prin & Int returned each month. Factor-.93713871. Accr Int-475.99	
05/17/12	09/01/19	05/01/22	FNMA (Loans)	12% CPR ave 3.61yr	41,155.58	18,563.66	18,936.68	3.500%	n/a	1.510%	31418AFT0	1st Tn	25th of each mo.	Price 106.6875. P & I returned each mo. Factor-.98925907. A/I - \$525.50.	
05/12/16	05/01/20	11/01/30	FHLMC	15% CPR ave 3.98 yr	117,422.73	105,451.19	106,220.30	3.500%	n/a	1.814%	3128P7P56	1st Tn	15th of each mo.	Price 106.21875. Prin & Int returned ea. month. Factor-.29203146. Accr Int-205.88	
05/12/16	05/15/20	12/01/30	FHLMC	15% CPR ave 4.01 yr	120,804.98	108,148.00	108,923.89	3.500%	n/a	1.823%	3128P7P80	1st Tn	15th of each mo.	Price 106.21875. Prin & Int returned ea. month. Factor-.32988890. Accr Int-217.66	
07/09/12	01/20/21	07/20/39	GNMA	20% CPR ave 4.26yr	79,625.39	47,894.75	51,964.46	5.000%	n/a	1.993%	38374VC98	Vining Sparks	20th of each mo.	Price 111.63. Prin & Int returned each month. Factor-.79474637. Accr Int-331.14	
06/22/17	07/01/21	11/16/37	GNMA	15% CPR ave 2.01yr	56,128.03	51,416.44	53,183.74	5.000%	n/a	2.010%	38375XCM4	1st Tn	16th of each mo.	Price 104.50. P & I returned each month. Factor-.11965952. Accr Int-305.38	
06/03/19	12/03/21	12/16/40	GNMA	15% CPJ ave 1.17yr	204,014.46	204,403.98	204,014.46	2.750%	n/a	2.780%	38378NTZ6	1st Tn	17th of each mo.	Price 99.875. P & I returned each month. Factor-.24156282. Accr Int - \$47.61.	
01/23/14	05/01/22	05/01/43	FNMA (ARM)	12% CPR ave 4.10 yr	85,336.11	85,336.11	84,716.96	2.180%	n/a	2.040%	3138WXXY8	Vining Sparks	25th of each mo.	Price 100.59375. P & I returned each mo. Factor-.94790885. A/I - \$315.71.	
01/23/17	09/15/22	04/01/25	FNMA (ARM)	15% CPR ave 2.80yr	68,839.11	62,468.32	64,307.56	4.000%	n/a	2.050%	31412RG92	1st Tn	25th of each mo.	Price 105.00. P & I returned each mo. Factor-.11583263. A/I - \$311.46.	
04/02/19	10/01/22	12/16/44	GNMA	15% CPJ ave 1.67 yr	171,210.05	173,888.00	171,210.05	2.100%	n/a	2.995%	38378X2V2	1st Tn	15th of each mo.	Price 98.50. P & I returned each month. Factor-.54932345. Accr Int - \$10.71.	
12/26/17	08/01/23	05/25/42	FNMA (Loans)	20% CPR ave 3.32yr	217,020.22	232,779.28	218,075.78	1.500%	n/a	3.120%	3136AAW35	1st Tn	25th of each mo.	Price 95.0. P & I returned each mo. Factor-.50835678. A/I - \$328.31.	
07/18/18	08/01/23	09/15/40	FHLMC	15% CPR ave 2.51yr	266,319.38	280,159.55	269,713.15	2.000%	n/a	3.335%	3137AU7H6	1st Tn	20th of each mo.	Price 96.25. Prin & Int returned ea. month. Factor-.36907111. Accr Int - \$348.57.	
03/29/19	09/01/23	09/16/40	GNMA	15% CPJ ave 2.17yr	125,223.83	127,821.17	125,223.83	2.400%	n/a	3.350%	38379UFG6	1st Tn	15th of each mo.	Price 98.00. P & I returned each month. Factor-.86578018. Accr Int - \$242.42.	
03/29/19	09/01/23	11/16/42	GNMA	15% CPJ ave 2.19yr	140,113.61	149,850.49	140,113.61	1.330%	n/a	4.210%	38378BR35	1st Tn	15th of each mo.	Price 94.125. P & I returned each month. Factor-.66293598. Accr Int - \$171.83.	
10/11/12	10/11/23	06/01/32	FNMA (Loans)	12% CPR ave 5.45yr	84,356.52	62,704.65	65,407.44	4.000%	n/a	2.153%	31418AF78	1st Tn	25th of each mo.	Price 108.9375. P & I returned each mo. Factor-.96903529. A/I - \$269.18.	
03/28/13	01/01/24	11/01/34	FNMA (ARM)	12% CPR ave 5.4yr	72,882.85	52,928.22	56,699.59	2.492%	n/a	0.960%	31407UMR5	1st Tn	25th of each mo.	Price 107.875. P & I returned each mo. Factor-.17475319. A/I - \$473.59.	
02/08/17	02/15/24	02/15/42	FHLMC	20% CPR ave 7.0 yr	116,741.00	122,167.87	115,528.99	2.000%	n/a	2.732%	3137AW3Y9	1st Tn	15th of each mo.	Price 97.625. Prin & Int returned ea. month. Factor-.22849980. Accr Int-88.86	
12/27/17	08/01/24	06/25/43	FNMA (Loans)	20% CPR ave 3.83yr	122,464.33	139,976.99	128,833.43	1.500%	n/a	3.960%	3136AEVE4	1st Tn	25th of each mo.	Price 91.75. P & I returned each mo. Factor-.21227467. A/I - \$229.96.	
07/12/18	08/01/24	03/20/40	GNMA	15% CPR ave 3.03yr	166,357.61	166,998.18	167,267.70	3.000%	n/a	3.063%	38377DBC9	1st Tn	20th of each mo.	Price 99.71875. P & I returned each month. Factor-.22775805. Accr Int - \$208.78	
12/26/12	02/01/25	05/01/37	FNMA (ARM)	12% CPR ave 5.58yr	130,375.48	96,327.77	101,597.14	2.719%	n/a	1.118%	3138EKC29	1st Tn	25th of each mo.	Price 107.25. P & I returned each mo. Factor-.9866027. A/I - \$886.74.	
12/20/16	04/20/25	11/01/44	FNMA (ARM)	20% CPR ave 4.09yr	138,668.65	131,752.31	134,130.13	4.000%	n/a	3.190%	31418BKD7	1st Tn	25th of each mo.	Price 102.75. P & I returned each mo. Factor-.38692801. A/I - \$530.95.	
03/20/13	07/20/25	09/01/35	FNMA (ARM)	12% CPR ave 5.6yr	86,619.14	65,230.20	69,265.12	2.781%	n/a	1.050%	31415VYE9	1st Tn	25th of each mo.	Price 107.625. P & I returned each mo. Factor-.28051067. A/I - \$411.72.	
07/23/18	08/01/28	08/20/42	GNMA	15% CPR ave 5.05yr	71,879.76	69,767.01	71,804.25	2.750%	n/a	3.700%	36179MLX6	1st Tn	20th of each mo.	Price 102.125. P & I returned each month. Factor-.19884795. Accr Int - \$167.09.	
07/23/18	08/01/28	07/20/42	GNMA	15% CPR ave 5.05yr	66,888.28	64,902.76	66,697.81	2.750%	n/a	3.700%	36179MHU7	1st Tn	20th of each mo.	Price 102.125. P & I returned each month. Factor-.18687238. Accr Int - \$157.02.	
<i>Total Mortgage Backed</i>					2,849,465.29	2,686,114.57	2,659,114.23								

**CITY OF NEENAH
INVESTMENT PORTFOLIO
SEPTEMBER 30, 2019**

Purchase Date	Estimated Pre Pay or Next Call Date	Final Maturity Date	Security	Description	Cost	Par Value	12/31/18 or "At Purchase" Market Value	Coupon Rate	Yield to Call/Date	Yield to Maturity	Cusip #	Vendor	Interest Dates	Miscellaneous	
SBA Backed					12.13% of City Portfolio										
11/04/16	12/31/20	01/01/30	SBA	15% CPR ave 3.82yr	173,695.41	149,609.84	158,813.58	4.380%	n/a	2.000%	83162CTA1	1st Tn	1/1, 7/1	Price 108.50. P & I returned semi-ann. Factor .49279929 A/I - \$4,240.48.	
03/25/15	03/01/21	02/01/23	SBA	15% CPR ave 2.92yr	39,419.45	27,927.98	27,988.70	4.840%	n/a	1.870%	83162CMU4	1st Tn	2/1, 8/1	Price 108.3125. P & I returned semi-ann. Factor-.13166021. A/I - \$1003.65.	
04/27/15	03/01/21	03/01/24	SBA	17% CPR ave 2.84yr	80,849.73	62,801.85	64,534.82	4.340%	n/a	1.547%	83162CNQ2	1st Tn	3/1, 9/1	Price 107.625. P & I returned semi-ann. Factor .19724463 A/I - \$1597.94	
06/28/16	03/01/21	09/01/34	SBA	5% CPR ave 5.68yr	158,569.94	149,584.73	147,910.09	2.920%	n/a	2.262%	83162CWN9	1st Tn	3/1, 9/1	Price 103.9375. P & I returned semi-ann. Factor .91278370 A/I - \$2165.58	
04/19/17	07/01/22	01/01/26	SBA	20% CPR ave 2.62yr	95,239.50	82,545.93	86,811.59	5.210%	n/a	2.316%	83162CQA4	1st Tn	1/1, 7/1	Price 107.15625. P & I returned semi-ann. Factor-.12404017. A/I - \$2,772.41	
03/06/15	01/06/25	05/01/32	SBA	12% CPR ave 4.82yr	257,738.97	257,888.36	253,055.09	2.380%	n/a	2.370%	83162CUU5	1st Tn	5/1, 11/1	Price 99.96875. P & I returned semi-ann. Factor-.84607815. A/I - \$3,950.42.	
10/19/17	07/01/22	04/25/37	SBA	12% CPR ave 5.2yr	225,672.79	226,248.23	224,918.96	1.600%	n/a	2.350%	83164LFD8	1st Tn	25th of each mo.	Price 99.875. Int Rate Qtrly reset. P&I monthly. Factor-.46034880. A/I - \$368.28.	
10/19/17	07/01/22	04/25/37	SBA	12% CPR ave 5.2yr	86,853.97	87,146.56	86,099.33	1.600%	n/a	2.350%	83164LGR6	1st Tn	25th of each mo.	Price 99.875. Int Rate Qtrly reset. P&I monthly. Factor-.46814398. A/I - \$187.26.	
Total SBA Backed					1,118,039.76	1,043,753.48	1,050,132.16								
Total Federal Securities - City					43.07%	3,968,376.16	3,730,739.16	3,710,117.50							
Certificates of Deposit					10.67% of City Portfolio										
01/27/19	01/27/20	01/27/20	CONE	12 mo. CD	250,000.00	250,000.00	257,500.00	2.470%	2.500%	2.500%	3540	CONE	1/27,4/27, 7/27,10/27	12 month C.D. Dividends transferred to CONE savings.	
02/04/15	02/04/20	02/04/20	Goldman Sachs	60 mo. CD	247,000.00	247,000.00	244,588.54	2.000%	2.000%	2.000%	38148JKC4	Vining Sparks	2/4,8/4	60 month C.D. Price 100.00. Dividends transferred every 6 months.	
06/22/15	06/17/20	06/17/20	Americh Express	60 mo. CD	236,000.00	236,000.00	232,646.44	2.250%	2.250%	2.250%	02587DYV4	BMO	6/15,12/15	60 month C.D. Price 100.00. Dividends transferred every 6 months.	
08/13/18	08/01/22	08/01/22	Comenity CapBank	48 mo. CD	250,000.00	250,000.00	248,732.50	3.200%	3.200%	3.200%	20033A-A4-8	Capital BMO	1st of each mo.	48 month C.D. Price 100.00. Dividends transferred every month. Accr Int - \$306.85	
Total Certificates of Deposit - City					10.67%	983,000.00	983,000.00	983,467.48							
Corporate Securities					16.12% of City Portfolio										
04/16/13	03/19/20	03/19/20	Commw Bnk Aust	7-yr corp note. AA-	296,495.77	250,000.00	255,712.00	5.000%	n/a	2.100%	2027A0EL9	Vining Sparks	3/19, 9/19	Price 118.598309. Accrued Int - \$937.50 S&P Rating AA-	
04/04/13	04/15/20	04/15/20	GE Corp	7-yr corp Floater note. AA+	250,000.00	250,000.00	246,239.25	3.100%	n/a	1.130%	36966THX3	Vining Sparks	1/15,4/15, 7/15,10/15	Price 100.00. Coupon changes qtrly w/3 mo. Libor + .8%. Accr Int - \$0. S&P AA+	
06/25/13	06/17/20	06/17/20	Toyota Mtr Cred	7-yr corp AA-/Aa3	222,755.00	200,000.00	204,163.20	4.500%	n/a	2.700%	89233P4C7	Vining Sparks	6/17, 12/17	Price 111.377499. Accrued Int - \$200.00 S&P Rating AA-/Moody's Aa3.	
02/11/14	10/01/20	10/01/20	Microsoft Corp	7-yr corp AAA/Aaa	208,194.65	200,000.00	201,352.00	3.000%	n/a	2.330%	594918AH7	1st Tn	4/1, 10/1	Price 104.09732293. Accr Int -2166.67 S&P Rating AAA/Moody's Aaa.	
03/31/14	11/15/20	11/15/20	Coca Cola Co	7-yr corp AA-/Aa3	260,595.00	250,000.00	250,805.00	3.150%	n/a	2.450%	191216AR1	Vining Sparks	5/15, 11/15	Price 104.238. Accrued Int - \$2,975.00 S&P Rating AA-/Moody's Aa3.	
06/30/15	02/15/22	02/15/22	Disney Co.	6.5-yr corp A/A2	246,986.46	250,000.00	245,992.50	2.550%	n/a	2.750%	25468PCT1	1st Tn	2/15, 8/15	Price 98.79458505. Accr Int -\$2,390.63 S&P Rating A/Moody's A2.	
Total Corporate Securities - City					16.12%	1,485,026.88	1,400,000.00	1,404,263.95							

**CITY OF NEENAH
INVESTMENT PORTFOLIO
SEPTEMBER 30, 2019**

Purchase Date	Estimated Pre Pay or Next Call Date	Final Maturity Date	Security	Description	Cost	Par Value	12/31/18 or "At Purchase" Market Value	Coupon Rate	Yield to Call/Date	Yield to Maturity	Cusip #	Vendor	Interest Dates	Miscellaneous		
State/Municipal Taxable Securities					30.15%											
01/27/17	10/01/19	10/01/19	Amery WI Schools	2.7-yr Muni Aa1	42,186.80	40,000.00	40,365.20	3.850%	n/a	1.750%	030748FH5	PiperJaf BMO	4/1, 10/1	Price 105.467. No call. Accr. Int - \$496.22. Moody's Rating Aa3. Price 107.633. Accr Int - \$2,126.67. S&PAA+/MoodyA1. P/I returned semi-an Price 106.831. Call date 1/1/19. Accr. Int - \$1634.72. S&P AA. Price 103.894. Accrued Int - \$0 S&P Rating AA/Moody's NA. Price 103.112. Accrued Int - \$1619.17 S&P Rating AAa/Moody's Aaa. Price 100.246. Accrued Int - \$0 S&P Rating AAA/Moody's Aaa. Price 110.783. Accrued Int - \$0 S&P Rating NA/Moody's Aa2. Price 100.913. Accrued Int - \$2,423.06. Moody's Aa2 Call. w/30 days starting 6/1/22. Price 93.891. Accrued Int - \$618.14 S&P Rating AA/Moody's Aa1. Price 101.083. Accrued Int - \$30.08 S&P Rating AA+. Call. w/30 days starting 12/1/21. Price 104.344. Accrued Int - \$1,604.17 S&P Rating AA+. Call. w/30 days starting 4/1/20. Price 100.289. Accrued Int - \$0. S&P Rating AA. Non-Callable. Price 100.326. Accrued Int - \$0. S&P Rating AA. Non-Callable.		
08/07/15	12/01/19	12/01/19	Tacoma WA Tax	4.5yrTaxMu w/P&I Sink	84,082.50	65,000.00	65,804.70	4.640%	1.60%	2.752%	873465VA3	Vining Sparks	6/1, 12/1			
02/15/17	01/01/20	01/01/20	Counties IL Wil Gr.	2.8-yr Muni AA	267,077.50	250,000.00	250,522.50	5.350%	1.64%	2.859%	969080EQ9	Vining Sparks	1/1, 7/1			
07/09/15	02/01/20	02/01/20	Brooklyn Cntr MN	4.5-yr Muni AA/NA	259,735.00	250,000.00	250,392.50	3.000%	n/a	2.100%	113835L75	Vining Sparks	2/1, 8/1			
05/08/14	03/01/21	03/01/21	Okla City Tax	7-yr Muni AAA/Aaa	299,024.80	290,000.00	291,554.40	3.000%	n/a	2.500%	678519QX0	Vining Sparks	3/1, 9/1			
07/09/15	02/01/22	02/01/22	State of Georgia	6.5-yr Muni AAA/Aaa	250,615.00	250,000.00	249,932.50	2.670%	n/a	2.630%	3733842PO	BMO Capital	2/1, 8/1			
04/08/15	03/01/22	03/01/22	Verona Schools	7-yr Muni NA/Aa2	188,331.10	170,000.00	174,671.60	4.000%	n/a	2.300%	925095QH7	BMO Capital	3/1, 9/1			
03/15/19	06/01/22	06/01/25	Grafton, WI	6-yr Muni Callable	277,510.75	275,000.00	277,510.75	3.050%	2.75%	2.880%	384514-UA-1	PiperJaf BMO	6/1, 12/1			
06/05/18	05/01/23	05/01/23	State of WI GO	5-yr RevBd AA/Aa1	361,480.35	385,000.00	367,655.75	1.700%	3.050%	3.050%	97705MDV4	BMO Capital	5/1, 11/1			
06/03/19	12/01/21	04/01/24	De Pere, WI	5-yr Muni Callable	192,057.70	190,000.00	192,057.70	2.850%	2.40%	2.637%	241361-E5-9	PiperJaf BMO	6/1, 12/1			
07/11/18	04/01/25	04/01/25	Maple Bluff, WI	7-yr Muni Callable	114,778.40	110,000.00	112,767.60	5.250%	2.65%	4.490%	565110-CV-3	PiperJaf BMO	4/1, 10/1			
08/15/18	04/01/25	04/01/25	Grand Chute WI	7-yr Muni Non-Call	175,505.75	175,000.00	178,542.00	3.650%	3.600%	3.600%	38528H-AF-2	PiperJaf BMO	4/1, 10/1			
08/15/18	04/01/26	04/01/26	Grand Chute WI	8-yr Muni Non-Call	265,863.90	265,000.00	270,254.95	3.750%	3.700%	3.700%	38528H-AG-0	PiperJaf BMO	4/1, 10/1			
State/Municipal Taxable Securities-City					2,778,249.55	2,715,000.00	2,722,032.15									
Total Securities - City					9,214,652.59	8,828,739.16	8,819,881.08									
Water (Operating)																
Federal Securities																
07/22/13	04/15/19	04/15/40	FHLMC	30% CPR ave 1.76 yr	42,353.63	37,655.33	37,606.53	3.000%	n/a	1.845%	3137AAT60	Vining Sparks	15th of each mo.	Price 101.875. Prin & Int returned each month. Factor-.71085390. Accr Int-438.51		
Total Water Operating					42,353.63	37,655.33	37,606.53									
Water (Debt Service Reserve Fund)																
Corporate Securities																
02/11/14	10/01/20	10/01/20	Microsoft Corp	7-yr corp AAA/Aaa	260,243.31	250,000.00	251,690.00	3.000%	n/a	2.330%	594918AH7	1st Tn	4/1, 10/1	Price 104.09732293. Accr Int -2708.33 S&P Rating AAA/Moody's Aaa.		
State/Municipal Taxable Securities					None.											
Total Water Debt Reserve					260,243.31	250,000.00	251,690.00									
Total Water All Securities					302,596.94	287,655.33	289,296.53									
Total All City/Water Securities					9,517,249.53	9,116,394.49	9,109,177.61									

CITY OF NEENAH
MONTHLY BUDGET STATUS REPORT
SEPTEMBER 30, 2019
***** 25% of Year Remaining *****

<u>APPROPRIATION AREA</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>REMAINING BALANCE</u>	<u>PERCENT LEFT</u>	September 30, 2018		
					<u>BUDGET</u>	<u>ACTUAL</u>	<u>PERCENT LEFT</u>
GENERAL FUND:							
General Government	\$2,541,730	\$1,907,450	\$634,280	25.0%	\$2,525,656	\$1,854,942	26.6%
Public Safety	11,924,120	8,375,223	3,548,897	29.8%	11,723,112	8,273,777	29.4%
Public Works	4,160,540	3,031,927	1,128,613	27.1%	4,072,686	2,793,995	31.4%
Park & Recreation	2,121,200	1,655,251	465,949	22.0%	2,045,875	1,646,385	19.5%
Community Development	1,669,519	1,178,296	491,223	29.4%	1,662,454	1,128,927	32.1%
Public Library	2,189,900	1,610,754	579,146	26.4%	2,121,310	1,545,032	27.2%
Harbor Commission	5,580	5,346	234	4.2%	6,330	4,415	30.3%
Oak Hill Cemetery/City Wide Forestry	544,410	369,645	174,765	32.1%	530,900	389,889	26.6%
Misc Programs	25,000	16,165	8,835	35.3%	20,000	20,010	0.0%
Special Reserves/Escrows	\$23,600	\$10,000	13,600	57.6%	\$25,760	\$10,000	N/A
TOTAL APPROPRIATION	\$25,205,599	\$18,160,057	\$7,045,542	28.0%	\$24,734,083	\$17,667,372	28.6%
RESOURCES							
Property Taxes	\$14,792,190	\$13,718,335	\$1,073,855	7.3%	\$14,534,670	\$13,473,654	7.3%
State Shared Revenues	2,334,120	1,008,184	1,325,936	56.8%	2,240,830	931,720	58.4%
Other Grants & Aids	1,460,080	991,859	468,221	32.1%	1,497,700	887,286	40.8%
Interest	540,000	492,907	47,093	8.7%	438,000	345,275	21.2%
Applied Fund Balance	335,049	0	335,049	100.0%	306,423	0	100.0%
All Other Revenue	5,744,160	4,539,625	1,204,535	21.0%	5,716,460	4,227,040	26.1%
TOTAL RESOURCES	\$25,205,599	\$20,750,910	\$4,454,689	17.7%	\$24,734,083	\$19,864,975	19.7%

CITY OF NEENAH
STATEMENT OF REVENUES
 SEPTEMBER 30, 2019

ACCOUNT DESCRIPTION	3RD QTR REVENUE	Y-T-D ACTUAL	Y-T-D % REV.	ADJUSTED BUDGET	REMAINING BALANCE	BUDGET % LEFT
GENERAL FUND						
Property Taxes	0	13,668,255	100%	13,668,260	5	0%
Payment in Lieu of Taxes	7,118	21,903	2%	1,043,910	1,022,007	98%
Other Taxes	10,757	28,177	35%	80,000	51,823	65%
State Shared Revenues	915,326	1,008,184	43%	2,334,120	1,325,936	57%
State & Federal Aids	474,147	991,859	68%	1,460,080	468,221	32%
Special Financing	0	0	0%	335,049	335,049	100%
License Revenue	7,092	58,669	88%	67,050	8,381	12%
Permits Revenue	64,290	204,740	88%	231,630	26,890	12%
Weights & Measures Fees	0	25,565	91%	28,000	2,435	9%
General Gov't Revenues	90,140	194,680	56%	349,450	154,770	44%
Special Charges	5,625	8,385	76%	11,100	2,715	24%
Public Library	209,209	661,204	75%	878,720	217,516	25%
Public Safety Revenue	52,345	104,599	50%	211,000	106,401	50%
General Gov't Services	91,592	278,267	75%	369,860	91,593	25%
Public Works	59,324	130,675	125%	104,400	(26,275)	-25%
Oak Hill Cemetery Revenue	24,905	70,656	56%	126,000	55,344	44%
Interest Income	189,063	492,907	91%	540,000	47,093	9%
Fines & Forfeitures	21,079	75,131	72%	104,000	28,869	28%
Property Damage Recovery	(2,424)	10,646	53%	20,000	9,354	47%
Reimbursements	9,012	48,759	40%	120,650	71,891	60%
Lease/Rental Revenue	23,059	69,289	74%	93,870	24,581	26%
Sale of City Properties	12,268	42,831	82%	52,200	9,369	18%
Other Revenue	369	1,014	40%	2,550	1,536	60%
Community Fest	12,055	16,105	92%	17,450	1,345	8%
General Park/Rec. Receipts	(11,691)	(12,170)	93%	(13,090)	(920)	7%
Adult Program Revenue	2,700	9,538	55%	17,360	7,822	45%
Youth Program Revenue	6,747	33,326	105%	31,780	(1,546)	-5%
Pool & Rec Bldg Revenue	93,048	214,424	102%	209,600	(4,824)	-2%
Independent Program Revenue	704	28,137	83%	33,730	5,593	17%
Playground Program Revenue	2,746	131,629	107%	123,070	(8,559)	-7%
Other Park/Rec. Revenue	557	1,248	83%	1,500	252	17%
Riverside Players	20,034	31,647	84%	37,800	6,153	16%
Parks Revenue	37,135	118,225	104%	113,560	(4,665)	-4%
Interfund Transfers	750,839	1,982,405	83%	2,400,940	418,535	17%
TOTAL	3,179,170	20,750,909	82%	25,205,599	4,454,690	18%

**CITY OF NEENAH
STATEMENT OF EXPENDITURES
SEPTEMBER 30, 2019**

<u>Account Description</u>	<u>3RD QTR EXPEND.</u>	<u>Y-T-D ACTUAL</u>	<u>Y-T-D % EXP.</u>	<u>ADJUSTED BUDGET</u>	<u>REMAINING BALANCE</u>	<u>BUDGET % LEFT</u>
GENERAL FUND:						
Council	21,806	62,218	74.0%	84,430	22,212	26.0%
Mayor's Office	48,086	157,799	69.0%	228,230	70,431	31.0%
Finance	181,663	885,866	76.0%	1,158,570	272,704	24.0%
Legal & Administration Services	116,782	380,989	72.0%	530,570	149,581	28.0%
Human Resource & Safety	58,915	182,432	72.0%	252,840	70,408	28.0%
Municipal Building	86,810	238,146	83.0%	287,090	48,944	17.0%
Police Department	1,427,626	4,581,141	67.0%	6,854,320	2,273,179	33.0%
Fire Department	1,263,289	3,788,682	75.0%	5,047,520	1,258,838	25.0%
Other Public Safety	1,491	4,760	23.0%	20,660	15,900	77.0%
Emergency Government	240	640	40.0%	1,620	980	60.0%
Sundry & Reserves	0	0	0.0%	23,600	23,600	100.0%
Unclassified/Sundry	11	16,165	108.0%	15,000	(1,165)	-8.0%
Public Works Administration	178,104	546,259	76.0%	722,280	176,021	24.0%
Municipal Facilities	99,030	373,070	74.0%	505,060	131,990	26.0%
Sanitation	255,881	729,940	69.0%	1,061,570	331,630	31.0%
Street Maintenance	116,605	246,965	65.0%	381,970	135,005	35.0%
Land Maintenance	40,881	580,667	94.0%	617,350	36,683	6.0%
Street Signal & Light	264,676	550,040	64.0%	859,750	309,710	36.0%
Public Works Equipment	498	1,093	18.0%	6,100	5,007	82.0%
Interdepartmental Service	493	3,893	60.0%	6,460	2,567	40.0%
Park & Rec. Administration	154,052	451,071	74.0%	607,410	156,339	26.0%
Adult Programs	803	6,244	43.0%	14,380	8,136	57.0%
Youth Programs	4,967	17,687	63.0%	28,250	10,563	37.0%
Independent Programs	189,937	266,691	91.0%	292,110	25,419	9.0%
Playground Programs	78,729	106,169	99.0%	106,850	681	1.0%
Other Park/Rec. Activities	5,291	11,582	78.0%	14,870	3,288	22.0%
Riverside Players	16,639	25,784	81.0%	31,650	5,866	19.0%
Parks	247,332	710,173	75.0%	947,030	236,857	25.0%
Celebrations/Commemorations	9,948	59,850	76.0%	78,650	18,800	24.0%
Assistance Programs	0	50	20.0%	250	200	80.0%
Community Develop/Assessor	406,295	1,178,246	71.0%	1,669,269	491,023	29.0%
Public Library	478,678	1,610,754	74.0%	2,189,900	579,146	26.0%
Harbor Commission	3,900	5,346	96.0%	5,580	234	4.0%
City Wide Forestry Program	72,173	182,287	63.0%	287,700	105,413	37.0%
Oak Hill Cemetery	63,506	187,358	73.0%	256,710	69,352	27.0%
Transfer to Joint Court	0	10,000	100.0%	10,000	0	0.0%
TOTAL	<u>5,895,137</u>	<u>18,160,057</u>	<u>72.0%</u>	<u>25,205,599</u>	<u>7,045,542</u>	<u>28.0%</u>

**CITY OF NEENAH
2019 SPECIAL RESERVES AND ESCROWS BUDGET
DETAIL SCHEDULE OF TRANSFERS/COMMITMENTS TO DATE
As of September 30, 2019**

	Provision For <u>Wages/Fringes</u>	Provision For PD Union <u>Wages/Fringes</u>	Provision For Salary Plan <u>Wages/Fringes</u>	Provision For Midpoint Adj <u>Wages/Fringes</u>	<u>GRAND TOTAL</u>
2019 Budget	\$110,240	\$77,310	\$67,700	\$10,200	\$265,450
January thru September Activity	<u>(86,840)</u>	<u>(77,310)</u>	<u>(67,500)</u>	<u>(10,200)</u>	<u>(241,850)</u>
Budget Balance as of September 30, 2019	<u>\$23,400</u>	<u>\$0</u>	<u>\$200</u>	<u>\$0</u>	<u>\$23,600</u>

CITY OF NEENAH
2019 CAPITAL IMPROVEMENTS PROGRAM BUDGET STATUS
September 30, 2019

STREET/UTILITY/SIDEWALK PROJECTS ---- STREETS ----	ADOPTED BUDGET	ADJUSTED BUDGET	EXPENDED	---- OBLIGATED TO DATE ----		REMAINING BALANCE
				CONTRACT/ PURCHASE ORDER BALANCE	TOTAL	
City Initiated Street Upgrades:						
Fifth St.	\$65,000	\$65,000	\$80,680	\$0	\$80,680	-\$15,680
Courtney Ct.	85,000	85,000	0	0	0	85,000
Caroline St.	185,000	185,000	142,577	4,993	147,570	37,430
Stanley Ct.	475,000	475,000	28,057	249,561	277,618	197,382
Thomas Ct.	475,000	475,000	119,041	79,383	198,424	276,576
Stanley St.	150,000	150,000	8,513	145,090	153,603	-3,603
Stevens St.	180,000	180,000	127,746	17,894	145,640	34,360
	<u>\$1,615,000</u>	<u>\$1,615,000</u>	<u>\$506,614</u>	<u>\$496,921</u>	<u>\$1,003,535</u>	<u>\$611,465</u>
Improvement Agreements						
Undesignated New Subdivision	\$50,000	\$50,000	\$0	\$0	\$0	\$50,000
	<u>\$50,000</u>	<u>\$50,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$50,000</u>
Street Maintenance						
Undesignated	\$180,000	\$180,000	\$133,311	\$27,461	\$160,772	\$19,228
TOTAL STREETS	<u>\$1,845,000</u>	<u>\$1,845,000</u>	<u>\$639,925</u>	<u>\$524,382</u>	<u>\$1,164,307</u>	<u>\$680,693</u>
----Pedestrian Routes----						
Sidewalks/Trails						
Various Locations	\$100,000	\$100,000	\$45,407	\$55,615	\$101,022	-\$1,022
TOTAL PEDESTRIAN ROUTES	<u>\$100,000</u>	<u>\$100,000</u>	<u>\$45,407</u>	<u>\$55,615</u>	<u>\$101,022</u>	<u>-\$1,022</u>
----Traffic Control----						
Commercial St.	\$40,000	\$40,000	\$5,542	\$0	\$5,542	\$34,458
Total Traffic Control	<u>\$40,000</u>	<u>\$40,000</u>	<u>\$5,542</u>	<u>\$0</u>	<u>\$5,542</u>	<u>\$34,458</u>
GRAND TOTAL	<u>\$1,985,000</u>	<u>\$1,985,000</u>	<u>\$690,874</u>	<u>\$579,997</u>	<u>\$1,270,871</u>	<u>\$714,129</u>
RESOURCES	ADOPTED	ADJUSTED	RECEIPTS	BALANCE	TOTAL	EXCESS/
Capital Borrowing Proceeds	<u>BUDGET</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>EXPECTED</u>	<u>EXPECTED</u>	<u>SHORTFALL</u>
	\$1,985,000	\$1,985,000	\$1,985,000	\$0	\$1,985,000	\$0
TOTAL RESOURCES	<u>\$1,985,000</u>	<u>\$1,985,000</u>	<u>\$1,985,000</u>	<u>\$0</u>	<u>\$1,985,000</u>	<u>\$0</u>
NET BALANCE IS:						<u>\$714,129</u>

CITY OF NEENAH
2019 CAPITAL IMPROVEMENTS PROGRAM BUDGET STATUS
September 30, 2019

---- OBLIGATED TO DATE ----

<u>Westside Business Corridor</u> ---- T.I.D. #7 ----	<u>ADOPTED BUDGET</u>	<u>ADJUSTED BUDGET</u>	<u>EXPENDED</u>	<u>CONTRACT/ PURCHASE ORDER BALANCE</u>	<u>TOTAL</u>	<u>REMAINING BALANCE</u>
Fox Cities Ignite Marketing	\$25,000	\$25,000	\$25,000	\$0	\$25,000	\$0
Total Construction	\$25,000	\$25,000	\$25,000	\$0	\$25,000	\$0
Planning/Project Support	\$10,000	\$10,000	\$0	\$0	\$0	\$10,000
Total Planning/Project Support	\$10,000	\$10,000	\$0	\$0	\$0	\$10,000
Total Westside Business Corridor	\$35,000	\$35,000	\$25,000	\$0	\$25,000	\$10,000

<u>RESOURCES</u>	<u>ADOPTED BUDGET</u>	<u>ADJUSTED BUDGET</u>	<u>RECEIPTS</u>	<u>BALANCE EXPECTED</u>	<u>TOTAL EXPECTED</u>	<u>EXCESS/ SHORTFALL</u>
Reserves	\$35,000	\$35,000	\$35,000	\$0	\$35,000	\$0
TOTAL RESOURCES	\$35,000	\$35,000	\$35,000	\$0	\$35,000	\$0

FINANCE

NET BALANCE IS:

\$10,000

CITY OF NEENAH
2019 CAPITAL IMPROVEMENTS PROGRAM BUDGET STATUS
September 30, 2019

---- T.I.D. #8 ----	<u>ADOPTED BUDGET</u>	<u>ADJUSTED BUDGET</u>	<u>EXPENDED</u>	---- OBLIGATED TO DATE ---- <u>CONTRACT/ PURCHASE ORDER BALANCE</u>	<u>TOTAL</u>	<u>REMAINING BALANCE</u>
<u>Doty Island/Neenah Riverwalk</u>						
North Riverwalk	\$20,000	\$20,000	\$0	\$0	\$0	\$20,000
Public/Private Downtown Development	100,000	100,000	0	0	0	100,000
Parking Ramp Signage	40,000	40,000	0	0	0	40,000
Total Construction	<u>160,000</u>	<u>160,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>160,000</u>
Planning/Project Support	\$10,000	\$10,000	\$2,750	\$0	\$2,750	\$7,250
Total Planning/Project Support	<u>\$10,000</u>	<u>\$10,000</u>	<u>\$2,750</u>	<u>\$0</u>	<u>\$2,750</u>	<u>\$7,250</u>
Total Doty Island/Neenah Riverwalk	<u><u>\$170,000</u></u>	<u><u>\$170,000</u></u>	<u><u>\$2,750</u></u>	<u><u>\$0</u></u>	<u><u>\$2,750</u></u>	<u><u>\$167,250</u></u>
<u>RESOURCES</u>	<u>ADOPTED BUDGET</u>	<u>ADJUSTED BUDGET</u>	<u>RECEIPTS</u>	<u>BALANCE EXPECTED</u>	<u>TOTAL EXPECTED</u>	<u>EXCESS/ SHORTFALL</u>
Capital Borrowing Proceeds	<u>\$170,000</u>	<u>\$170,000</u>	<u>\$170,000</u>	<u>\$0</u>	<u>\$170,000</u>	<u>\$0</u>
TOTAL RESOURCES	<u><u>\$170,000</u></u>	<u><u>\$170,000</u></u>	<u><u>\$170,000</u></u>	<u><u>\$0</u></u>	<u><u>\$170,000</u></u>	<u><u>\$0</u></u>
 FINANCE				NET BALANCE IS:		<u><u>\$167,250</u></u>

CITY OF NEENAH
2019 CAPITAL IMPROVEMENTS PROGRAM BUDGET STATUS
September 30, 2019

--- T.I.D. #9 ---	<u>ADOPTED BUDGET</u>	<u>ADJUSTED BUDGET</u>	<u>EXPENDED</u>	--- OBLIGATED TO DATE --- <u>CONTRACT/ PURCHASE ORDER BALANCE</u>	<u>TOTAL</u>	<u>REMAINING BALANCE</u>
<u>US Hwy 41 Industrial Corridor</u>						
Land Assemblage (Salvage Yard)	\$250,000	\$200,000	\$0	\$0	\$0	\$200,000
Total Construction	\$250,000	\$200,000	\$0	\$0	\$0	\$200,000
Planning/Project Support	\$15,000	\$15,000	\$392	\$0	\$392	\$14,608
Total Planning/Project Support	\$15,000	\$15,000	\$392	\$0	\$392	\$14,608
Total US Hwy 41 Industrial Corridor	\$265,000	\$215,000	\$392	\$0	\$392	\$214,608
<u>RESOURCES</u>	<u>ADOPTED BUDGET</u>	<u>ADJUSTED BUDGET</u>	<u>RECEIPTS</u>	<u>BALANCE EXPECTED</u>	<u>TOTAL EXPECTED</u>	<u>EXCESS/ SHORTFALL</u>
Capital Borrowing Proceeds	\$215,000	\$215,000	\$215,000	\$0	\$215,000	\$0
TOTAL RESOURCES	\$215,000	\$215,000	\$215,000	\$0	\$215,000	\$0
FINANCE				NET BALANCE IS:		\$214,608

CITY OF NEENAH
2019 CAPITAL IMPROVEMENTS PROGRAM BUDGET STATUS
September 30, 2019

---- T.I.D. #10 ----	<u>ADOPTED BUDGET</u>	<u>ADJUSTED BUDGET</u>	<u>EXPENDED</u>	---- OBLIGATED TO DATE ---- <u>CONTRACT/ PURCHASE ORDER BALANCE</u>	<u>TOTAL</u>	<u>REMAINING BALANCE</u>
<u>Near Downtown District</u>						
Land Assemblage	\$400,000	\$400,000	\$5,531	\$0	\$5,531	\$394,469
Downtown Parking Study	45,000	45,000	0	31,143	31,143	13,857
Gateway Plaza	8,000	8,000	0	0	0	8,000
Preliminary Parking Ramp Design	100,000	100,000	0	0	0	100,000
Total Near Downtown District	<u>\$553,000</u>	<u>\$553,000</u>	<u>\$5,531</u>	<u>\$31,143</u>	<u>\$36,674</u>	<u>\$516,326</u>
 Planning/Project Support	 \$15,000	 \$15,000	 \$1,030	 \$0	 \$1,030	 \$13,970
Total Planning/Project Support	<u>\$15,000</u>	<u>\$15,000</u>	<u>\$1,030</u>	<u>\$0</u>	<u>\$1,030</u>	<u>\$13,970</u>
Total TIF #10	<u>\$568,000</u>	<u>\$568,000</u>	<u>\$6,561</u>	<u>\$31,143</u>	<u>\$37,704</u>	<u>\$530,296</u>
 <u>RESOURCES</u>						
Capital Borrowing Proceeds	\$568,000	\$568,000	\$568,000	\$0	\$568,000	\$0
TOTAL RESOURCES	<u>\$568,000</u>	<u>\$568,000</u>	<u>\$568,000</u>	<u>\$0</u>	<u>\$568,000</u>	<u>\$0</u>
NET BALANCE IS:						<u>\$530,296</u>

CITY OF NEENAH
2019 CAPITAL IMPROVEMENTS PROGRAM BUDGET STATUS
September 30, 2019

---- T.I.D. #11 ----	<u>ADOPTED BUDGET</u>	<u>ADJUSTED BUDGET</u>	<u>EXPENDED</u>	---- OBLIGATED TO DATE ---- <u>CONTRACT/ PURCHASE ORDER BALANCE</u>	<u>TOTAL</u>	<u>REMAINING BALANCE</u>
<u>Pendleton Development Area</u>						
Pendleton Trail/Sidewalk	\$115,000	\$115,000	\$93,650	\$16,000	\$109,650	\$5,350
Total Construction	<u>\$115,000</u>	<u>\$115,000</u>	<u>\$93,650</u>	<u>\$16,000</u>	<u>\$109,650</u>	<u>\$5,350</u>
Planning/Project Support	\$10,000	\$10,000	\$0	\$0	\$0	\$10,000
Total Planning/Project Support	<u>\$10,000</u>	<u>\$10,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$10,000</u>
Total TIF #11	<u>\$125,000</u>	<u>\$125,000</u>	<u>\$93,650</u>	<u>\$16,000</u>	<u>\$109,650</u>	<u>\$15,350</u>
 <u>RESOURCES</u>	 <u>ADOPTED BUDGET</u>	 <u>ADJUSTED BUDGET</u>	 <u>RECEIPTS</u>	 <u>BALANCE EXPECTED</u>	 <u>TOTAL EXPECTED</u>	 <u>EXCESS/ SHORTFALL</u>
Capital Borrowing Proceeds	\$125,000	\$125,000	\$125,000	\$0	\$125,000	\$0
TOTAL RESOURCES	<u>\$125,000</u>	<u>\$125,000</u>	<u>\$125,000</u>	<u>\$0</u>	<u>\$125,000</u>	<u>\$0</u>
 FINANCE				 NET BALANCE IS:		 <u>\$15,350</u>

CITY OF NEENAH
2019 CAPITAL IMPROVEMENTS PROGRAM BUDGET STATUS
September 30, 2019

<u>FACILITIES</u>	<u>ADOPTED BUDGET</u>	<u>ADJUSTED BUDGET</u>	<u>EXPENDED</u>	---- OBLIGATED TO DATE ----		<u>REMAINING BALANCE</u>
				<u>CONTRACT/ PURCHASE ORDER BALANCE</u>	<u>TOTAL</u>	
Municipal Building						
Finance Department Improvements	\$40,000	\$40,000	\$16,399	\$0	\$16,399	\$23,601
Total Municipal Building	<u>\$40,000</u>	<u>\$40,000</u>	<u>\$16,399</u>	<u>\$0</u>	<u>\$16,399</u>	<u>\$23,601</u>
Police						
Onsite Evidence Processing Area	\$35,000	\$35,000	\$25,317	\$10,550	\$35,867	-\$867
Upgrade Chief's Office	7,000	7,000	7,535	0	7,535	-535
Interior Wall Repairs	5,000	5,000	2,434	0	2,434	2,566
Access Cards	20,000	20,000	19,122	282	19,404	596
Total Police	<u>\$67,000</u>	<u>\$67,000</u>	<u>\$54,408</u>	<u>\$10,832</u>	<u>\$65,240</u>	<u>\$1,760</u>
Fire						
Station 32 Garage Roof Replacement	\$21,000	\$21,000	\$0	\$0	\$0	\$21,000
Station 32 Apparatus Bay Repairs	35,000	35,000	45,441	0	45,441	-10,441
	<u>\$56,000</u>	<u>\$56,000</u>	<u>\$45,441</u>	<u>\$0</u>	<u>\$45,441</u>	<u>\$10,559</u>
Bergstrom-Mahler Museum						
Annual Subsidy	\$20,000	\$20,000	\$20,000	\$0	\$20,000	\$0
Public Works Facilities						
Cecil Garage Repairs	\$15,000	\$15,000	\$15,850	\$0	\$15,850	-\$850
Tullar Garage Roof Repair	25,000	25,000	23,792	0	23,792	1,208
Total Public Works Facilities	<u>\$40,000</u>	<u>\$40,000</u>	<u>\$39,642</u>	<u>\$0</u>	<u>\$39,642</u>	<u>\$358</u>
Parks and Recreation						
Washington Park	\$1,165,000	\$1,165,000	\$1,095,866	\$180,494	\$1,276,360	-\$111,360
Pool Grates	9,600	9,600	0	0	0	9,600
Shattuck Park Fountain	30,000	30,000	7,653	15,440	23,093	6,907
Shattuck Park Concrete	25,000	25,000	0	0	0	25,000
Building Security	16,000	16,000	0	0	0	16,000
Total Parks and Recreation	<u>\$1,245,600</u>	<u>\$1,245,600</u>	<u>\$1,103,519</u>	<u>\$195,934</u>	<u>\$1,299,453</u>	<u>-\$53,853</u>
Library						
Various Library Updates	\$162,000	\$162,000	\$60,645	\$0	\$60,645	\$101,355
Staff Chairs	13,000	13,000	11,888	0	11,888	1,112
Total Library	<u>\$175,000</u>	<u>\$175,000</u>	<u>\$72,533</u>	<u>\$0</u>	<u>\$72,533</u>	<u>\$102,467</u>
TOTAL FACILITIES	<u>\$1,643,600</u>	<u>\$1,643,600</u>	<u>\$1,351,942</u>	<u>\$206,786</u>	<u>\$1,558,708</u>	<u>\$84,892</u>
<u>RESOURCES</u>	<u>ADOPTED BUDGET</u>	<u>ADJUSTED BUDGET</u>	<u>RECEIPTS</u>	<u>BALANCE EXPECTED</u>	<u>TOTAL EXPECTED</u>	<u>EXCESS/ SHORTFALL</u>
Capital Borrowing Proceeds	\$1,562,600	\$1,562,600	\$1,562,600	\$0	\$1,562,600	\$0
Transfer from Library Trust	\$81,000	\$81,000	\$0	\$81,000	\$81,000	\$0
Contributions-Washington Park	\$0	\$0	\$46,160	\$125,000	\$171,160	\$171,160
TOTAL RESOURCES	<u>\$1,643,600</u>	<u>\$1,643,600</u>	<u>\$1,608,760</u>	<u>\$206,000</u>	<u>\$1,814,760</u>	<u>\$171,160</u>
				NET BALANCE IS:		<u>\$256,052</u>

**CITY OF NEENAH
2019 CAPITAL EQUIPMENT PROGRAM
September 30, 2019**

<u>EQUIPMENT</u>	<u>ADOPTED BUDGET</u>	<u>ADJUSTED BUDGET</u>	<u>EXPENDED</u>	---- OBLIGATED TO DATE ----		<u>REMAINING BALANCE</u>
				<u>CONTRACT/ PURCHASE ORDER BALANCE</u>	<u>TOTAL</u>	
Legal & Admin						
Electronic Poll Books	\$48,000	\$48,000	\$0	\$0	\$0	\$48,000
Total Information Systems	\$48,000	\$48,000	\$0	\$0	\$0	\$48,000
Information Systems						
ERP Suite	\$135,000	\$135,000	\$0	\$0	\$0	\$135,000
Door Swipe Access Control	35,000	35,000	0	0	0	35,000
Windows 10 Upgrades	35,000	35,000	4,863	0	4,863	30,137
Off Network Backup	15,000	15,000	14,973	0	14,973	27
Total Information Systems	\$220,000	\$220,000	\$19,836	\$0	\$19,836	\$200,164
Police Department:						
MDC Replacements	\$54,000	\$54,000	\$17,365	\$23,789	\$41,154	\$12,846
Auto License Plate Reader	25,000	25,000	0	0	0	25,000
Taser Body Cam	22,810	22,810	0	0	0	22,810
Tactical Headset Upgrades	12,000	12,000	1,505	9,690	11,195	805
Handguns	39,000	39,000	0	0	0	39,000
Vehicle Purchases	292,650	292,650	283,459	0	283,459	9,191
Total Police Department	\$445,460	\$445,460	\$302,329	\$33,479	\$335,808	\$109,652
Neenah-Menasha Fire Rescue						
Major Equipment Purchases	\$14,890	\$14,890	\$979	\$0	\$979	\$13,911
Total Neenah-Menasha Fire Rescue	\$14,890	\$14,890	\$979	\$0	\$979	\$13,911
Public Works						
Automatic Collection Trucks (5)	\$1,275,000	\$1,275,000	\$1,271,615	\$0	\$1,271,615	\$3,385
Refuse Carts	1,050,000	1,050,000	1,050,414	0	1,050,414	-414
Pickup Truck (Rpl 1A)	33,500	33,500	32,403	0	32,403	1,097
Plasma Cutter	4,500	4,500	0	0	0	4,500
Repair Garbage Truck (#56)	10,000	10,000	0	0	0	10,000
Total Public Works	\$2,373,000	\$2,373,000	\$2,354,432	\$0	\$2,354,432	\$18,568
Parks and Recreation						
Replace 2003 Utility Vehicle	\$20,000	\$20,000	\$9,875	\$0	9,875	\$10,125
Total Park and Recreation	\$20,000	\$20,000	\$9,875	\$0	\$9,875	\$10,125
Community Development						
Inspection/Assessor Vehicle	\$18,000	\$18,000	\$16,195	\$0	\$16,195	\$1,805
Total Community Development	\$18,000	\$18,000	\$16,195	\$0	\$16,195	\$1,805
Library						
DVD Resurfacer	\$5,000	\$5,000	\$4,944	\$0	\$4,944	\$56
Total Library	\$5,000	\$5,000	\$4,944	\$0	\$4,944	\$56
Cemetery						
Replace 2011 Ferris Mower	\$15,000	\$15,000	\$9,695	\$0	\$9,695	\$5,305
Total Cemetery	\$15,000	\$15,000	\$9,695	\$0	\$9,695	\$5,305
TOTAL EQUIPMENT	\$3,159,350	\$3,159,350	\$2,718,285	\$33,479	\$2,751,764	\$407,586

<u>RESOURCES</u>	<u>ADOPTED BUDGET</u>	<u>ADJUSTED BUDGET</u>	<u>RECEIPTS</u>	<u>BALANCE EXPECTED</u>	<u>TOTAL EXPECTED</u>	<u>EXCESS/ SHORTFALL</u>
Capital Borrowing Proceeds	\$ 3,159,350	\$ 3,159,350	\$ 3,159,350	\$ -	\$ 3,159,350	\$ -
TOTAL RESOURCES	\$ 3,159,350	\$ 3,159,350	\$ 3,159,350	\$ -	\$ 3,159,350	\$ -

NET BALANCE IS: \$407,586

CITY OF NEENAH
2019 CAPITAL IMPROVEMENTS PROGRAM BUDGET STATUS
September 30, 2019

Sanitary and Storm Sewer PROJECTS	ADOPTED BUDGET	ADJUSTED BUDGET	EXPENDED	---- OBLIGATED TO DATE ---- CONTRACT/ PURCHASE ORDER		REMAINING BALANCE
				BALANCE	TOTAL	
----- UTILITIES -----						
Existing Sewer System:						
<u>Sanitary Sewer</u>						
Various Repairs	100,000	100,000	0	0	0	100,000
Lift Station Upgrades	40,000	40,000	27,428	0	27,428	12,572
Comprehensive Evaluation	30,000	30,000	0	0	0	30,000
Pavement Repair	20,000	20,000	30,000	11,326	41,326	-21,326
Caroline St.	100,000	100,000	97,075	0	97,075	2,925
Stevens St.	100,000	100,000	130,237	0	130,237	-30,237
Courtney Ct.	170,000	170,000	0	0	0	170,000
Bell St.	260,000	260,000	0	0	0	260,000
Sub Total Sanitary Sewer	\$820,000	\$820,000	\$284,740	\$11,326	\$296,066	\$523,934
<u>Storm Sewer</u>						
Mini Storm Sewer-Variou	\$5,000	\$5,000	\$0	\$0	\$0	\$5,000
Miscellaneous Repairs Various Locations	300,000	300,000	275,171	26,207	301,378	-1,378
Developer Reimbursement	50,000	50,000	0	0	0	50,000
Pavement Repair	60,000	60,000	8,142	26,450	34,592	25,408
Detention Ponds	250,000	250,000	0	0	0	250,000
Sub Total Storm Sewer	\$665,000	\$665,000	\$283,313	\$52,657	\$335,970	\$329,030
TOTAL UTILITIES	\$1,485,000	\$1,485,000	\$568,053	\$63,983	\$632,036	\$852,964

RESOURCES	ADOPTED BUDGET	ADJUSTED BUDGET	RECEIPTS	BALANCE EXPECTED	TOTAL EXPECTED	EXCESS/ SHORTFALL
Capital Borrowing Proceeds	\$985,000	\$985,000	\$985,000	\$0	\$985,000	\$0
Storm Water Reserves	\$500,000	\$500,000	\$500,000	\$0	\$500,000	\$0
TOTAL RESOURCES	\$1,485,000	\$1,485,000	\$1,485,000	\$0	\$1,485,000	\$0

FINANCE

NET BALANCE IS: \$852,964

**CAPITAL IMPROVEMENT PROGRAM
PRIOR YEAR PROJECTS CARRIED FORWARD INTO 2019
September 30, 2019**

Projects	CARRIED FORWARD AMOUNTS	ENCUMBRANCES CONTRACTS CARRIED FORWARD	TOTAL CARRIED FORWARD	--- OBLIGATED TO DATE ---			REMAINING BALANCE
				EXPENDED	ADJUSTED CONTRACT BALANCE	TOTAL	
<u>STREET/UTILITY/SIDEWALK</u>							
Shooting Star/Armstrong	50,000	0	50,000	0	0	0	50,000
Andrew (Geiger-Main)	16,486	0	16,486	5,453	0	5,453	11,033
Geiger (GB-Western)	44,238	0	44,238	20,794	0	20,794	23,444
Adams (RR-Church)	8,804	53,674	62,478	31,224	0	31,224	31,254
Whiting Ct.	8,195	0	8,195	3,817	0	3,817	4,378
Industrial (Enterprise-Bell)	171,169	0	171,169	32,998	0	32,998	138,171
New Subdivision-Undesignated	0	5,229	5,229	0	0	0	5,229
Nature Trail-Streets	21,838	93,621	115,459	0	0	0	115,459
Eaglecrest-Streets	42,809	26,662	69,471	0	0	0	69,471
Undesignated Street Repair	51,578	861	52,439	52,439	0	52,439	0
Various Sidewalk Repairs	0	57,359	57,359	57,359	0	57,359	0
Breezewood Lane	33,577	0	33,577	33,577	0	33,577	0
Bell Street	15,152	0	15,152	15,152	0	15,152	0
Liberty Heights Sidewalk	13,885	66,047	79,932	56,605	0	56,605	23,327
Nature Tail Sidewalk	22,000	10,000	32,000	0	0	0	32,000
Eaglecrest Sidewalk	0	1,350	1,350	0	0	0	1,350
Total Streets/Utility/Sidewalk	\$499,731	\$314,803	\$814,534	\$309,418	\$0	\$309,418	\$505,116
<u>FACILITIES</u>							
Municipal Building							
ADA Compliance	5,000	0	5,000	0	0	0	5,000
Police							
Replace Roof	0	97,025	97,025	99,677	0	99,677	-2,652
Onsite Evidence Area	13,708	0	13,708	13,708	0	13,708	0
Park & Rec							
Shattuck Park Repairs	25,000	0	25,000	0	0	0	25,000
Boat Wash Station	0	0	0	648	0	648	-648
Washington Park	289,133	22,967	312,100	312,100	0	312,100	0
Southview Park Playground Equipment	82,475	0	82,475	70,379	0	70,379	12,096
Liberty Park	93,034	0	93,034	80,460	0	80,460	12,574
Rec Park Dredging	125,000	0	125,000	6,200	21,100	27,300	97,700
Security Locks-Variou Parks	9,561	0	9,561	0	0	0	9,561
Arrowhead Park	178,654	69,959	248,613	41,648	27,580	69,228	179,385
Cemetery							
Inventory/Maintenance Software	19,315	0	19,315	5,018	0	5,018	14,297
Replace Water System	7,477	0	7,477	414	0	414	7,063
Public Works							
Overhead Door-Tullar Garage	6,643	0	6,643	8,360	0	8,360	-1,717
Haunch Repairs-Church St. Ramp	8,000	0	8,000	0	0	0	8,000
Library							
Signage	7,700	0	7,700	1,250	0	1,250	6,450
Circulation Desk Renovation	20,000	0	20,000	16,313	0	16,313	3,687
Total Facilities	\$890,700	\$189,951	\$1,080,651	\$656,175	\$48,680	\$704,855	\$375,796

**CAPITAL IMPROVEMENT PROGRAM
PRIOR YEAR PROJECTS CARRIED FORWARD INTO 2019
September 30, 2019**

Projects	CARRIED FORWARD AMOUNTS	ENCUMBRANCES	TOTAL CARRIED FORWARD	EXPENDED	--- OBLIGATED TO DATE ---		REMAINING BALANCE
		CONTRACTS CARRIED FORWARD			ADJUSTED CONTRACT BALANCE	TOTAL	
Equipment							
Wireless Network Upgrade	0	10,852	10,852	0	10,852	10,852	0
Data Center Storage Solution	0	0	0	2,181	0	2,181	-2,181
ERP Suite	125,000	0	125,000	27,915	0	27,915	97,085
ERP Suite-Utility Billing	150,000	0	150,000	69,891	0	69,891	80,109
Windows 10 Upgrades	3,000	0	3,000	3,000	0	3,000	0
Off Network Backup	5,000	0	5,000	5,000	0	5,000	0
MDC Replacements	26,000	0	26,000	26,000	0	26,000	0
Auto License Plate Reader	23,000	0	23,000	0	0	0	23,000
Drone & Equipment	1,400	0	1,400	0	0	0	1,400
Sniper Rifle A	560	0	560	580	0	580	-20
Squad Mobile Routers	20,000	0	20,000	0	0	0	20,000
Forensic Recovery Evidence Device	5,000	0	5,000	0	0	0	5,000
Salter/Plow (Rpl #15)	0	83,329	83,329	83,329	0	83,329	0
Plow/Wing Truck (Rpl #9)	0	171,198	171,198	171,198	0	171,198	0
Refuse Carts	0	85,547	85,547	0	0	0	85,547
Replace John Deere Mower (LM4)	0	53,500	53,500	53,500	0	53,500	0
Replace John Deere Tractor (TR5)	35,000	0	35,000	35,231	0	35,231	-231
Total Equipment	\$393,960	\$404,426	\$798,386	\$477,825	\$10,852	\$488,677	\$309,709
SANITARY SEWER							
Various Repairs & Replacements	458,177	0	458,177	148,951	40,190	189,141	269,036
Pavement Repair	0	5,000	5,000	5,000	0	5,000	0
Breezewood/Cummings Collector	408,870	0	408,870	75	408,870	408,945	-75
Cecil (Oak-Congress)	11,843	0	11,843	-3,332	0	-3,332	15,175
Andrew (Geiger-Main)	10,043	0	10,043	0	0	0	10,043
Richard (Geiger-Main)	4,030	0	4,030	0	0	0	4,030
Adams St.	0	11,793	11,793	3,692	0	3,692	8,101
Total Sanitary Sewer	\$892,963	\$16,793	\$909,756	\$154,386	\$449,060	\$603,446	\$306,310
Storm Water							
Various Main Repairs	22,379	0	22,379	22,379	0	22,379	0
Various Streets	89,728	0	89,728	89,728	0	89,728	0
Developer Reimbursement	50,000	0	50,000	0	0	0	50,000
Pavement Repair	0	2,000	2,000	2,000	0	2,000	0
Detention Ponds	579,621	0	579,621	183,967	0	183,967	395,654
Cecil (Oak-Congress)	0	5,408	5,408	-1,436	0	-1,436	6,844
Total Storm Water	\$741,728	\$7,408	\$749,136	\$296,638	\$0	\$296,638	\$452,498
TID DISTRICTS							
Additional Parking (TIF 8)	504,564	0	504,564	0	0	0	504,564
Arrowhead Park (TIF 8)	204,128	0	204,128	0	0	0	204,128
Salvage Yard Aquisition (TIF 9)	741,152	0	741,152	28,335	0	28,335	712,817
I-41 Sign (TIF 9)	27,850	0	27,850	0	0	0	27,850
Arrowhead Park (TIF 10)	20,981	0	20,981	0	0	0	20,981
Downtown Parking Study (TIF 10)	18,067	3,075	21,142	2,995	18,147	21,142	0
Warehouse Property Acquisition-DT Parking (TIF 10)	900,000	0	900,000	0	0	0	900,000
Total TID Districts	\$2,416,742	\$3,075	\$2,419,817	\$31,330	\$18,147	\$49,477	\$2,370,340
TOTAL CARRY FORWARDS	\$5,835,824	\$936,456	\$6,772,280	\$1,925,772	\$526,739	\$2,452,511	\$4,319,769
RESOURCES							
Applied Equity	\$5,835,824	\$936,456	\$6,772,280	\$6,772,280	\$-	\$6,772,280	\$-
TOTAL RESOURCES	\$ 5,835,824	\$ 936,456	\$6,772,280	\$6,772,280	\$ -	\$ 6,772,280	\$ -

**CITY OF NEENAH
SEWER UTILITY FUNDS
September 30, 2019**

	Sewer Operating Fund		Sewer Capital Fund		Total Sewer Operating and Capital Funds			
	3rd Qtr. Actual	2019 YTD Total	3rd Qtr. Actual	2019 YTD Total	3rd Qtr. Actual	2019 YTD Total	2019 Budget	2018 YTD Total
REVENUES								
User Fees	\$544,552	\$1,604,577	\$228,279	\$672,646	\$772,831	\$2,277,223	\$3,132,000	\$2,284,546
Indust. Load Charges	302,155	869,044	126,665	364,307	428,820	1,233,351	1,292,000	968,704
Courtney Place	6,370	18,890	0	0	6,370	18,890	26,000	13,032
Interest on Investments	11,050	33,042	0	0	11,050	33,042	45,000	26,312
Indust. Wastewater Sampling	9,518	26,514	0	0	9,518	26,514	30,000	25,275
Sewer Assessments	1,696	10,175	0	0	1,696	10,175	25,000	3,814
Proceeds from Borrowing	0	0	0	820,000	0	820,000	820,000	670,000
Insurance Settlement	0	111,563	0	0	0	111,563	0	26,248
Miscellaneous Revenue	8,572	21,980	0	0	8,572	21,980	45,000	21,372
Total Revenue	\$ 883,913	\$2,695,785	\$354,944	\$ 1,856,953	\$ 1,238,857	\$ 4,552,738	\$5,415,000	\$ 4,039,303
EXPENDITURES								
Wastewater Treatment	\$681,343	\$1,496,754	\$216,537	\$476,379	\$897,880	\$1,973,133	\$2,341,840	\$1,642,544
Transp. System/ Maintenance	108,118	324,353	0	0	108,118	324,353	432,470	243,060
Admin./Engineering Services	108,118	324,353	0	0	108,118	324,353	432,470	381,645
Water Utility Payment and Other Expenses	14,775	44,325	0	0	14,775	44,325	268,000	43,100
Indust. Wastewater Sampling	9,369	20,766	0	0	9,369	20,766	30,000	19,843
City of Menasha Payment	0	47,567	0	0	0	47,567	20,000	0
Legal/Misc. Services	4,961	9,463	0	4,829	4,961	14,292	15,000	15,786
Capital Expense	0	0	126,056	439,126	126,056	439,126	820,000	551,219
Debt Service Payment	62,713	129,795	0	1,169,766	62,713	1,299,561	1,288,460	1,308,217
Total Expenditures	\$989,397	\$2,397,376	\$342,593	\$2,090,100	\$1,331,990	\$4,487,476	\$5,648,240	\$4,205,414
Net Revenue Over (Under) Expenditures	\$ (105,484)	\$ 298,409	\$ 12,351	\$ (233,147)	\$ (93,133)	\$ 65,262	(\$233,240)	\$ (166,111)

CITY OF NEENAH
Storm Water Utility
September 30, 2019

	<u>3rd Qtr Actual</u>	<u>2019 YTD Total</u>	<u>2019 Budget</u>	<u>2018 YTD Total</u>
REVENUES				
Utility Charges to Property Owners	\$434,170	\$1,297,265	1,700,000	\$1,280,735
Permit Fees	3,700	9,975	\$10,000	8,413
Interest	12,633	39,236	50,000	38,584
Def. Sewer Hook-Up Charge	11,900	11,900	5,000	5,061
State Grants	0	80,000	0	0
Proceeds from Borrowing	0	165,000	165,000	665,000
Miscellaneous Revenues	3,015	7,778	15,650	12,477
Total Revenue	<u>\$465,418</u>	<u>\$1,611,154</u>	<u>\$1,945,650</u>	<u>\$2,010,270</u>
EXPENDITURES				
Storm Sewer Operations	\$31,753	\$116,286	\$180,350	\$95,607
TV Sewers Inspection/Sealing	0	0	17,000	1,060
Slough Control	0	0	4,990	5,638
Street Cleaning	54,077	111,709	154,310	93,712
Snow Hauling	1,617	171,588	194,090	78,384
Erosion Control Inspection	8,164	23,002	31,410	29,300
Detention Pond	26,787	41,749	81,820	56,671
Leaf Collection	14,637	18,400	149,800	44,762
Debt Issuance Costs	0	972	0	4,044
Cost of Monthly Billings	19,100	48,650	64,990	47,100
Debt Service Payment	37,186	611,144	612,830	723,475
City Support/Overhead	106,658	319,973	426,630	310,005
Capital Projects	45,011	579,951	665,000	668,812
	<u>\$344,990</u>	<u>\$2,043,424</u>	<u>\$2,583,220</u>	<u>\$2,158,570</u>
Net Revenue Over (Under) Expenditures	<u>\$120,428</u>	<u>(\$432,270)</u>	<u>(\$637,570)</u>	<u>(\$148,300)</u>

CITY OF NEENAH
Parking Utility
September 30, 2019

	<u>3rd Qtr Actual</u>	<u>2019 YTD Total</u>	<u>2019 Budget</u>	<u>2018 YTD Total</u>
<u>REVENUES</u>				
Permits	54,323	164,235	\$236,710	181,679
Fines	17,545	66,457	138,600	93,975
Misc. Revenue	15	42	60	45
Total Revenue	<u><u>\$71,883</u></u>	<u><u>\$230,734</u></u>	<u><u>\$375,370</u></u>	<u><u>\$275,699</u></u>
<u>EXPENDITURES</u>				
Enforcement	\$8,963	\$27,446	\$62,730	\$33,797
Parking Lots	17,738	66,348	106,230	76,118
Parking Ramp-Canal	12,508	92,989	100,110	65,508
Admin. & Misc.	32,218	96,653	129,410	87,923
Total Expenses	<u><u>71,427</u></u>	<u><u>283,436</u></u>	<u><u>398,480</u></u>	<u><u>263,346</u></u>
Net Revenue Over (Under) Expenditures	<u><u>\$456</u></u>	<u><u>(\$52,702)</u></u>	<u><u>(\$23,110)</u></u>	<u><u>\$12,353</u></u>
	Jan. 1 Fund Balance	<u><u>(\$5,884)</u></u>		<u><u>\$37,974</u></u>
	Sep. 30 Fund Balance	<u><u>(\$58,586)</u></u>		<u><u>\$50,327</u></u>

**CITY OF NEENAH
RECYCLING FUND
September 30, 2019**

	<u>3rd Qtr Actual</u>	<u>2019 YTD Total</u>	<u>2019 Budget</u>	<u>2018 YTD Total</u>
<u>REVENUES</u>				
State Grants	\$0	\$202,085	\$200,000	\$201,821
County Reimbursements	6,490	6,490	15,000	47,208
Program Revenue	6,267	15,303	25,000	26,594
Recycling Fee	0	360,800	358,000	322,164
Transfer from Public Infrastructure	0	0	0	26,000
Total Revenue	<u>\$12,757</u>	<u>\$584,678</u>	<u>\$598,000</u>	<u>\$623,787</u>
<u>EXPENDITURES</u>				
Curbside Collection	\$35,937	\$136,311	\$294,180	\$261,458
Drop Off Site Collection	45,334	73,473	123,520	74,567
Administration & Public Information	0	0	2,360	742
Yard Waste	53,429	102,883	181,260	117,602
Transfer to General Fund for Adm.	6,250	18,750	25,000	18,750
Total Expenditures	<u>\$140,950</u>	<u>\$331,417</u>	<u>\$626,320</u>	<u>\$473,119</u>
Net Revenue Over (Under) Expenditures	<u>(\$128,193)</u>	<u>\$253,261</u>	<u>(\$28,320)</u>	<u>\$150,668</u>
Opening Accumulated Available Funds		\$176,946	\$176,946	\$178,489
Net Current Available Funds		<u>\$430,207</u>	<u>\$148,626</u>	<u>\$329,157</u>

CITY OF NEENAH
Fleet Maintenance Fund
September 30, 2019

	<u>3rd Qtr Actual</u>	<u>2019 YTD Total</u>	<u>2019 Budget</u>	<u>2018 YTD Total</u>
<u>REVENUES</u>				
Vehicle Maintenance Charge	\$125,150	\$470,246	\$634,950	\$527,755
Fuel Revenue	2,460	8,200	10,500	7,839
Total Revenue	<u>\$127,610</u>	<u>\$478,446</u>	<u>\$645,450</u>	<u>\$535,594</u>
<u>EXPENDITURES</u>				
Personal Services	\$108,917	\$333,185	\$476,030	\$335,594
Contractual Services	8,891	30,157	46,760	29,150
Supplies & Materials	23,107	93,971	163,050	122,008
	<u>\$140,915</u>	<u>\$457,313</u>	<u>\$685,840</u>	<u>\$486,752</u>
Net Revenue Over (Under) Expenditures	<u>(\$13,305)</u>	<u>\$21,133</u>	<u>(\$40,390)</u>	<u>\$48,842</u>

**Joint Municipal Court Fund
September 30, 2019**

	<u>3rd Qtr Actual</u>	<u>2019 YTD Total</u>	<u>2019 Budget</u>	<u>2018 YTD Total</u>
Revenues				
Neenah Court Fines	\$50,231	\$172,434	\$239,700	\$183,518
Menasha Court Fines	35,947	135,127	168,300	127,337
Warrant Fees	4,443	16,668	25,960	22,857
Other Fees	398	1,655	2,400	1,607
Witness Fees	32	96	300	242
Miscellaeous Revenue	<u>4</u>	<u>20</u>	<u>30</u>	<u>26</u>
Total Revenues	\$91,055	\$326,000	\$436,690	\$335,587
Expenditures				
Personal Services	\$26,165	\$79,392	\$108,770	\$77,664
Contracted Services	4,628	17,237	22,790	19,153
Supplies and Materials	246	706	850	1,373
Witness Fees	0	48	300	178
Interest	1,159	3,341	3,500	2,653
Court Fine Reimbursement	<u>70,089</u>	<u>225,460</u>	<u>313,550</u>	<u>222,040</u>
	\$102,287	\$326,184	\$449,760	\$323,061
Net Operating Revenue Over (Under) Expenditures	<u><u>(\$11,232)</u></u>	<u><u>(\$184)</u></u>	<u><u>(\$13,070)</u></u>	<u><u>\$12,526</u></u>

**INFORMATION SYSTEMS
INTERNAL SERVICE FUND**

September 30, 2019

	<u>3rd Qtr Actual</u>	<u>2019 YTD Total</u>	<u>2019 Budget</u>	<u>2018 YTD Total</u>
Revenues				
Printer/Copy Charges	\$7,089	\$22,807	\$35,000	\$23,471
I S Service Charges	215,056	652,344	857,530	633,084
Miscellaneous Charges	0	0	19,040	(719)
Total Revenues	<u>\$222,145</u>	<u>\$675,151</u>	<u>\$911,570</u>	<u>\$655,836</u>
Expenditures				
Personal Services	\$141,671	\$431,644	\$618,400	\$425,580
Contracted Services	31,271	166,393	163,400	150,021
Supplies and Materials	1,942	5,811	5,450	3,718
Capital Outlay	0	16,989	25,000	7,428
Transfer to General Fund	30,000	90,000	120,000	90,000
	<u>\$204,884</u>	<u>\$710,837</u>	<u>\$932,250</u>	<u>\$676,747</u>
Net Revenue Over (Under) Expenditures	<u><u>\$17,261</u></u>	<u><u>(\$35,686)</u></u>	<u><u>(\$20,680)</u></u>	<u><u>(\$20,911)</u></u>

CITY OF NEENAH
TIF #5 (DOWNTOWN BUSINESS DISTRICT)
September 30, 2019

DESCRIPTION	CUMULATIVE ACTUAL @ DEC. 31 2018	Y-T-D THROUGH SEP. 30 2019	BUDGETED THROUGH DEC. 31 2019	CUMULATIVE TWENTY-SEVEN YEARS ACTUAL THRU 9/30/19	CUMULATIVE TWENTY-SEVEN YEARS TID PLAN THRU 2019
REVENUES:					
Property Tax Increment	\$10,378,291	\$526,271	\$531,861	10,904,562	\$11,598,496
Property Value Short Fall	253,238	0	0	253,238	0
Capital Borrowing	7,203,559	0	0	7,203,559	7,637,000
Land Sales	150,000	0	0	150,000	150,000
Transfer from Other TID Funds	25,000	0	0	25,000	0
Transfer from Trust Funds	161,871	0	0	161,871	0
Grants	4,590	0	0	4,590	0
Interest Income/Misc	207,203	384	1,000	207,587	269,939
TOTAL REVENUES	\$18,383,752	\$526,655	\$532,861	\$18,910,407	\$19,655,435
EXPENDITURES:					
Direct Development Costs	\$8,158,249	\$0	\$0	\$8,158,249	\$7,633,524
Land Sale Preparation	2,195	0	0	2,195	Inc.
Developer Increment Reimbursement	25,864	11,650	0	37,514	0
Debt Service - Principal	6,464,879	300,879	300,879	6,765,758	7,139,952
Debt Service - Interest	1,799,897	16,163	16,163	1,816,060	2,218,229
Administrative Costs	1,054,084	60,000	80,000	1,114,084	630,000
Promotion & Marketing	82,459	0	0	82,459	239,284
Sundry Costs	909,593	150	2,500	909,743	25,849
TOTAL EXPENDITURES	\$18,497,220	\$388,842	\$399,542	\$18,886,062	\$17,886,838
Net Revenue Over (Under) Expenditures	(\$113,468)	\$137,813	\$133,319	\$24,345	\$1,768,597

LONG TERM OUTSTANDING DEBT FOR THIS DISTRICT

ISSUE	ORIGINAL ISSUE	PD PRIOR 9/30/19	OUTSTANDING 9/30/19	BALANCE DUE 2019	OUTSTANDING 12/31/19
1993 Promissory Note	\$2,625,000	\$2,625,000	\$0	\$0	\$0
1994 Promissory Note	55,000	55,000	0	0	0
1995 Promissory Note (Refunded 2001)	40,000	40,000	0	0	0
1997 Promissory Note (Refunded 2003)	7,000	7,000	0	0	0
1998 Promissory Note (Refunded 2004B)	501,000	501,000	0	0	0
1998 Refunding Note	130,000	130,000	0	0	0
1999 Promissory Note (Refunded 2004A)	150,000	150,000	0	0	0
2001 Promissory Note (Refunded 2008B)	40,000	40,000	0	0	0
2001 Refunding Note	30,000	30,000	0	0	0
2002 Promissory Note	140,000	140,000	0	0	0
2003 Promissory Note	75,000	75,000	0	0	0
2003 Refunding Note	186,000	186,000	0	0	0
2004A Refunding Note	485,000	485,000	0	0	0
2004B Refunding Note	659,000	659,000	0	0	0
2005 Promissory Note (Refunded 2012/15)	19,890	19,890	0	0	0
2006 Promissory Note (Refunded 2012/2013)	131,544	131,544	0	0	0
2007 Promissory Note (Refunded 2015)	104,960	104,960	0	0	0
2008A Promissory Note(Refunded 2013)	82,413	82,413	0	0	0
2008B Refunding Note	105,000	105,000	0	0	0
2009 Promissory Note (Refunded 2017)	15,000	15,000	0	0	0
2009 Refunding Note	38,124	38,124	0	0	0
2010 Refunding Note	540,000	425,000	115,000	0	115,000
2011 Promissory Note	75,000	50,000	25,000	0	25,000
2012 Promissory Note	360,000	265,000	95,000	0	95,000
2012 Refunding	87,213	8,598	78,615	0	78,615
2013 Refunding	167,620	148,909	18,711	0	18,711
2013 Promissory Note	240,000	205,000	35,000	0	35,000
2014 Promissory Note	10,000	0	10,000	0	10,000
2015 Promissory Note/Refunding	92,440	43,080	49,360	0	49,360
2017 Refunding Note	11,355	240	11,115	0	11,115
	\$7,203,559	\$6,765,758	\$437,801	\$0	\$437,801
			Due to Other Funds		(\$24,345)
			TOTAL DISTRICT OBLIGATIONS		\$413,456

CITY OF NEENAH
TIF #6 (SOUTH PARK INDUSTRIAL CENTER)
September 30, 2019

DESCRIPTION	CUMULATIVE ACTUAL @ DEC. 31, 2018	Y-T-D THROUGH SEP. 30 2019	BUDGETED THROUGH DEC. 31, 2019	CUMULATIVE TWENTY-THREE YEARS ACTUAL THRU 9/30/19	CUMULATIVE TWENTY-THREE YEARS TID PLAN THRU 2019
REVENUES:					
Property Tax Increment	\$5,717,739	\$705,045	\$714,690	\$6,422,784	\$8,910,126
Capital Borrowing	4,503,701	0	0	4,503,701	4,738,836
County Ind. Development Loan	675,000	0	0	675,000	675,000
Indust. Dev. Fund Advance	100,000	0	0	100,000	0
Dept of Transportation	72,597	0	0	72,597	0
Land Sales	724,307	0	0	724,307	0
Interest Income/Misc.	57,767	0	1,000	57,767	0
TOTAL REVENUES	\$11,851,111	\$705,045	\$715,690	\$12,556,156	\$14,323,962
EXPENDITURES:					
Direct Development Costs	\$4,983,042	\$0	\$0	\$4,983,042	\$4,463,687
Land Sale Preparation	107,585	0	0	107,585	Inc.
Debt Service - Principal	3,982,214	207,366	207,366	4,189,580	4,557,116
Debt Service - Interest	1,525,751	32,783	32,782	1,558,534	2,059,055
Administrative Costs	851,503	48,003	60,000	899,506	280,000
Promotion & Marketing	99,565	0	0	99,565	Inc.
Developer Reimbursement	629,999	0	0	629,999	0
Sundry Costs	331,329	150	11,000	331,479	Inc.
TOTAL EXPENDITURES	\$12,510,988	\$288,302	\$311,148	\$12,799,290	\$11,359,858
Net Revenue Over (Under) Expenditures	(\$659,877)	\$416,743	\$404,542	(\$243,134)	\$2,964,104

LONG TERM OUTSTANDING DEBT FOR THIS DISTRICT

ISSUE	ORIGINAL ISSUE	PD PRIOR 9/30/19	OUTSTANDING 9/30/19	BALANCE DUE 2019	OUTSTANDING 12/31/19
County Ind. Development Loan	\$675,000	\$675,000	\$0	\$0	\$0
1997 Promissory Note (Refunded 2003)	0	0	0	0	0
1998 Promissory Note	49,000	49,000	0	0	0
2001 Promissory Note	30,000	30,000	0	0	0
Indust. Dev. Fund Advance	100,000	100,000	0	0	0
2002 Promissory Note	200,000	200,000	0	0	0
2003 Promissory Note	30,000	30,000	0	0	0
2003 Refunding Note	171,000	171,000	0	0	0
2004 Trust Fund Loan	413,181	413,181	0	0	0
2005 Promissory Note (Refunded 2012/15)	666,315	666,315	0	0	0
2006 Promissory Note (Refunded 2012/2013)	136,416	136,416	0	0	0
2007 Promissory Note (Refunded 2015)	18,040	18,040	0	0	0
2008A Promissory Note (Refunded 2013)	276,687	276,687	0	0	0
2008B Refunding Note	80,000	80,000	0	0	0
2009 Promissory Note (Refunded 2017)	30,000	30,000	0	0	0
2009 Refunding Note	55,645	55,645	0	0	0
2010 Refunding Note	30,000	5,000	25,000	0	25,000
2011 Promissory Note	20,000	15,000	5,000	0	5,000
2012 Promissory Note	10,000	10,000	0	0	0
2012 Refunding	357,359	30,342	327,017	0	327,017
2013 Refunding	390,413	371,009	19,404	0	19,404
2013 Refunding (Trust Loan)	1,030,000	530,000	500,000	0	500,000
2013 Promissory Note	105,000	60,000	45,000	0	45,000
2014 Promissory Note	230,000	105,000	125,000	0	125,000
2015 Promissory Note/Refunding	148,150	131,385	16,765	0	16,765
2017 Refunding	26,495	560	25,935	0	25,935
	\$5,278,701	\$4,189,580	\$1,089,121	\$0	\$1,089,121
			Due to Other Funds		\$243,134
			TOTAL DISTRICT OBLIGATIONS:		\$1,332,255

CITY OF NEENAH
TIF #7 (Westside Business Corridor)
September 30, 2019

DESCRIPTION	CUMULATIVE ACTUAL @ DEC. 31, 2018	Y-T-D THROUGH ACTUAL @ SEP. 30	BUDGETED THROUGH DEC. 31, 2019	CUMULATIVE TWENTY YEARS ACTUAL THRU 9/30/19	CUMULATIVE TWENTY YEAR TID PLAN 2019
REVENUES:					
Property Tax Increment	\$23,401,879	\$2,169,315	\$2,203,266	\$25,571,194	\$28,359,217
Capital Borrowing	22,828,905	0	0	22,828,905	13,145,600
DOT Grant	147,236	0	0	147,236	0
Land Sales	79,767	0	0	79,767	0
Interest Income/Misc.	1,201,294	25,965	1,000	1,227,259	1,451,321
TOTAL REVENUES	\$47,659,081	\$2,195,280	\$2,204,266	\$49,854,361	\$42,956,138
EXPENDITURES:					
Direct Development Costs	\$18,123,540	\$25,000	\$25,000	\$18,148,540	\$13,225,000
Land Sale Preparation	0	0	0	0	Inc.
Debt Service - Principal	16,344,742	869,921	869,921	17,214,663	10,661,000
Debt Service - Interest	6,373,879	176,028	176,029	6,549,907	5,535,188
Administrative Costs	1,259,912	90,000	120,000	1,349,912	160,000
Promotion & Marketing	105,352	0	10,000	105,352	Inc.
Developer Reimbursement	475,000	95,000	95,000	570,000	0
Transfer to Tif # 8	3,659,215	0	942,316	3,659,215	0
Transfer to Tif #9	100,000	0	0	100,000	0
Sundry Costs	512,273	150	1,000	512,423	Inc.
TOTAL EXPENDITURES	\$46,953,913	\$1,256,099	\$2,239,266	\$48,210,012	\$29,581,188
Net Revenue Over (Under) Expenditures	\$705,168	\$939,181	(\$35,000)	\$1,644,349	\$13,374,950

LONG TERM OUTSTANDING DEBT FOR THIS DISTRICT

ISSUE	ORIGINAL ISSUE	PD PRIOR 9/30/19	OUTSTANDING 9/30/19	BALANCE DUE 2019	OUTSTANDING 12/31/19
2000 Promissory Note (Refunded 2004)	\$442,921	\$442,921	\$0	\$0	\$0
2001 Promissory Note	60,000	60,000	0	0	0
2002 Promissory Note	4,020,000	4,020,000	0	0	0
2003 Promissory Note	743,000	743,000	0	0	0
2004 Refunding Note	1,310,000	1,310,000	0	0	0
2004 Promissory Note	25,000	14,448	10,552	0	10,552
2005 Promissory Note (Refunded 2012/15)	1,814,962	1,814,962	0	0	0
2006 Promissory Note (Refunded 2012/2013)	1,374,600	1,374,600	0	0	0
2007 Promissory Note	1,517,000	1,517,000	0	0	0
2008 Promissory Note(Refunded 2013)	9,500	9,500	0	0	0
2008B Refunding Note	160,000	160,000	0	0	0
2009 Promissory Note (Refunded 2017)	850,000	850,000	0	0	0
2009 Refunding Note	3,010,920	3,010,920	0	0	0
2010 Refunding Note	1,735,000	130,000	1,605,000	0	1,605,000
2011 Promissory Note	10,000	5,000	5,000	0	5,000
2012 Promissory Note	1,100,000	70,000	1,030,000	0	1,030,000
2012 Refunding	1,575,567	143,178	1,432,389	0	1,432,389
2013 Refunding	786,935	591,410	195,525	0	195,525
2013 Promissory Note	15,000	0	15,000	0	15,000
2014 Promissory Note	35,000	10,000	25,000	0	25,000
2015 Promissory Note/Refunding)	1,487,200	908,324	578,876	0	578,876
2016 Promissory Note	65,000	15,000	50,000	0	50,000
2017 Refunding	681,300	14,400	666,900	0	666,900
	\$22,828,905	\$17,214,663	\$5,614,242	\$0	\$5,614,242
			Due to Other Funds		(\$1,644,349)
			TOTAL DISTRICT OBLIGATIONS:		\$3,969,893

CITY OF NEENAH
TIF #8 (DOWNTOWN/DOTY ISLAND REDEVELOPMENT)
September 30, 2019

DESCRIPTION	CUMULATIVE ACTUAL @ DEC. 31, 2018	Y-T-D THROUGH SEP. 30, 2019	BUDGETED THROUGH DEC. 31, 2019	CUMULATIVE NINETEEN YEARS ACTUAL THRU 9/30/19	CUMULATIVE NINETEEN YEARS TID PLAN THRU 2019
REVENUES:					
Property Tax Increment	\$14,714,086	\$1,540,002	\$1,560,251	\$16,254,088	\$21,719,575
Construction Shortfall Payments	330,749	0	80,000	330,749	0
Capital Borrowing	40,406,317	170,000	170,000	40,576,317	35,218,850
Ground Lease Payments	97,731	0	0	97,731	0
Community Development Block Grant	98,000	0	0	98,000	0
State DNR Funding	2,010,578	0	0	2,010,578	0
Brownsfield Grant	500,000	0	0	500,000	0
Private Contributions	936,928	0	0	936,928	0
Lease Rental	64,514	0	0	64,514	0
Transfer from TIF #7	3,659,215	0	942,316	3,659,215	0
Interest Income/Misc	1,525,682	23,373	4,000	1,549,055	1,090,639
TOTAL REVENUES	\$64,343,800	\$1,733,375	\$2,756,567	\$66,077,175	\$58,029,064
EXPENDITURES:					
Direct Development Costs	\$33,533,494	\$33,000	\$160,000	\$33,566,494	\$35,048,850
Land Sale Preparation	0	0	0	0	Inc.
Debt Service - Principal	14,350,650	891,834	1,976,834	15,242,484	12,149,851
Debt Service - Interest	17,645,586	534,761	849,498	18,180,347	19,382,087
Administrative Costs	1,439,151	141,818	120,000	1,580,969	2,544,483
Promotion & Marketing	121,960	0	10,000	121,960	170,000
Sundry Costs	1,143,900	1,763	53,000	1,145,663	Inc.
TOTAL EXPENDITURES	\$68,234,741	\$1,603,176	\$3,169,332	\$69,837,917	\$69,295,271
Net Revenue Over (Under) Expenditures	(\$3,890,941)	\$130,199	(\$412,765)	(\$3,760,742)	(\$11,266,207)

LONG TERM OUTSTANDING DEBT FOR THIS DISTRICT

ISSUE	ORIGINAL ISSUE	PD PRIOR 9/30/19	OUTSTANDING 9/30/19	BALANCE DUE 2019	OUTSTANDING 12/31/19
2000 Promissory Note (Refunded 2004)	\$208,033	\$208,033	\$0	\$0	\$0
2002 Promissory Note	10,000	10,000	0	0	0
2003 Promissory Note	400,000	400,000	0	0	0
2004 Refunding Note	331,967	331,967	0	0	0
2004C Promissory Note	2,200,000	1,275,552	924,448	0	924,448
2004E Promissory Note	975,000	975,000	0	0	0
2004 CDA Lease Rev. Bonds(Refunded 2013)	0	0	0	0	0
2005 Promissory Note (Refunded 2012)	814,880	814,880	0	0	0
2006 Promissory Note (Refunded 2012/2013)	1,837,440	1,837,440	0	0	0
2008 Promissory Note(Refunded 2013)	73,625	73,625	0	0	0
2008 CDA Lease Rev. Bonds(Refunded 2017)	3,255,000	3,255,000	0	0	0
2009 Promissory Note (Refunded 2017)	1,695,000	1,695,000	0	0	0
2009 Refunding Note	1,540	1,540	0	0	0
2010 Refunding Note	10,000	10,000	0	0	0
2011 Promissory Note	490,000	385,000	105,000	0	105,000
2012 Promissory Note	165,000	0	165,000	0	165,000
2012 Refunding	1,439,862	137,888	1,301,974	0	1,301,974
2013 Refunding CDA	17,620,000	2,120,000	15,500,000	1,055,000	14,445,000
2013 Refunding	1,120,910	859,550	261,360	0	261,360
2013 Promissory Note	715,000	405,000	310,000	0	310,000
2014 Promissory Note	260,000	120,000	140,000	0	140,000
2015 Promissory Note	162,210	152,209	10,001	0	10,001
2016 Promissory Note	10,000	0	10,000	0	10,000
2016 Refunding CDA	3,500,000	110,000	3,390,000	30,000	3,360,000
2017 Promissory Note	35,000	0	35,000	0	35,000
2017 Refunding	3,065,850	64,800	3,001,050	0	3,001,050
2018 G.O. Note	10,000	0	10,000	0	10,000
2019 G.O. Note	170,000	0	170,000	0	170,000
	<u>\$40,576,317</u>	<u>\$15,242,484</u>	<u>\$25,333,833</u>	<u>\$1,085,000</u>	<u>\$24,248,833</u>

Due to Other Funds \$3,760,742

TOTAL DISTRICT OBLIGATIONS: \$28,009,575

CITY OF NEENAH
TIF #9 (U.S. Hwy 41 Industrial Corridor)
September 30, 2019

<u>DESCRIPTION</u>	<u>CUMULATIVE ACTUAL @ DEC. 31, 2018</u>	<u>Y-T-D THROUGH ACTUAL @ SEP. 30</u>	<u>BUDGETED THROUGH DEC. 31, 2019</u>	<u>CUMULATIVE FIVE YEARS ACTUAL THRU 9/30/19</u>	<u>CUMULATIVE FIVE YEARS TID PLAN 2019</u>
REVENUES:					
Property Tax Increment	\$448,167	\$271,112	\$274,424	\$719,279	\$504,000
Capital Borrowing	600,000	215,000	215,000	815,000	525,000
Transfer from Tif #7	100,000	0	0	100,000	0
Interest Income/Misc.	22,508	12,140	1,000	34,648	0
TOTAL REVENUES	\$1,170,675	\$498,252	\$490,424	\$1,668,927	\$1,029,000
EXPENDITURES:					
Direct Development Costs	\$593,104	\$28,727	\$250,000	\$621,831	\$400,000
Debt Service - Principal	25,000	65,000	65,000	90,000	229,645
Debt Service - Interest	29,103	14,593	11,630	43,696	50,153
Administrative Costs	138,108	30,000	40,000	168,108	120,000
Promotion & Marketing	8,536	35	15,000	8,571	125,000
Developer Reimbursement	108,610	93,292	0	201,902	336,000
Sundry Costs	7,567	1,416	1,000	8,983	Inc.
TOTAL EXPENDITURES	\$910,028	\$233,063	\$382,630	\$1,143,091	\$1,260,798
Net Revenue Over (Under) Expenditures	\$260,647	\$265,189	\$107,794	\$525,836	(\$231,798)

LONG TERM OUTSTANDING DEBT FOR THIS DISTRICT

<u>ISSUE</u>	<u>ORIGINAL ISSUE</u>	<u>PD PRIOR 9/30/19</u>	<u>OUTSTANDING 9/30/19</u>	<u>BALANCE DUE 2019</u>	<u>OUTSTANDING 12/31/19</u>
2015 Promissory Note	125,000	30,000	95,000	0	95,000
2016 Promissory Note	345,000	40,000	305,000	0	305,000
2017 Promissory Note	115,000	20,000	95,000	0	95,000
2018 G.O. Note	15,000	0	15,000	0	15,000
2019 G.O. Note	215,000	0	215,000	0	215,000
	<u>\$815,000</u>	<u>\$90,000</u>	<u>\$725,000</u>	<u>\$0</u>	<u>\$725,000</u>
			Due to Other Funds		(\$525,836)
			TOTAL DISTRICT OBLIGATIONS:		\$199,164

CITY OF NEENAH
TIF #10 (Near Downtown District)
September 30, 2019

<u>DESCRIPTION</u>	<u>CUMULATIVE ACTUAL @ DEC. 31, 2018</u>	<u>Y-T-D THROUGH ACTUAL @ SEP. 30</u>	<u>BUDGETED THROUGH DEC. 31, 2019</u>	<u>CUMULATIVE FIVE YEARS ACTUAL THRU 9/30/19</u>	<u>CUMULATIVE FIVE YEARS TID PLAN 2019</u>
REVENUES:					
Property Tax Increment	\$93,348	\$313,624	\$319,944	\$406,972	\$290,400
Capital Borrowing	4,225,000	568,000	568,000	4,793,000	1,035,000
DNR Grant-Loop the Lake	416,000	460,453	0	876,453	0
Contributions	789,616	114,499	0	904,115	0
Interest Income/Misc.	113,810	13,448	1,000	127,258	0
TOTAL REVENUES	<u>\$5,637,774</u>	<u>\$1,470,024</u>	<u>\$888,944</u>	<u>\$7,107,798</u>	<u>\$1,325,400</u>
EXPENDITURES:					
Direct Development Costs	\$4,501,204	\$8,906	\$553,000	\$4,510,110	\$995,000
Debt Service - Principal	1,378,500	63,500	65,000	1,442,000	174,603
Debt Service - Interest	143,741	90,173	82,969	233,914	8,525
Administrative Costs	182,196	33,576	40,000	215,772	115,000
Promotion & Marketing	17,621	1,030	15,000	18,651	40,000
Developer Reimbursement	317,012	112,751	170,000	429,763	0
Sundry Costs	21,635	3,495	13,000	25,130	3,000
TOTAL EXPENDITURES	<u>\$6,561,909</u>	<u>\$313,431</u>	<u>\$938,969</u>	<u>\$6,875,340</u>	<u>\$1,336,128</u>
Net Revenue Over (Under) Expenditures	<u>(\$924,135)</u>	<u>\$1,156,593</u>	<u>(\$50,025)</u>	<u>\$232,458</u>	<u>(\$10,728)</u>

LONG TERM OUTSTANDING DEBT FOR THIS DISTRICT

<u>ISSUE</u>	<u>ORIGINAL ISSUE</u>	<u>PD PRIOR 9/30/19</u>	<u>OUTSTANDING 9/30/19</u>	<u>BALANCE DUE 2019</u>	<u>OUTSTANDING 12/31/19</u>
2015 Promissory Note (Refunded 2017)	1,350,000	1,350,000	0	0	0
2016 Promissory Note	315,000	35,000	280,000	0	280,000
2017 Promissory Note	290,000	57,000	233,000	0	233,000
2017 Refunding	1,350,000	0	1,350,000	0	1,350,000
2018 G.O. Note	920,000	0	920,000	0	920,000
2019 G.O. Note	568,000	0	568,000	0	568,000
	<u>\$4,793,000</u>	<u>\$1,442,000</u>	<u>\$3,351,000</u>	<u>\$0</u>	<u>\$3,351,000</u>
			Due to Other Funds		<u>(\$232,458)</u>
			TOTAL DISTRICT OBLIGATIONS:		<u>\$3,118,542</u>

CITY OF NEENAH
TIF #11 (Near Downtown District)
September 30, 2019

<u>DESCRIPTION</u>	<u>CUMULATIVE ACTUAL @ DEC. 31, 2018</u>	<u>Y-T-D THROUGH ACTUAL @ SEP. 30</u>	<u>BUDGETED THROUGH DEC. 31, 2019</u>	<u>CUMULATIVE THREE YEAR ACTUAL THRU 9/30/19</u>	<u>CUMULATIVE THREE YEAR TID PLAN 2019</u>
REVENUES:					
Property Tax Increment	\$0	\$56,840	\$58,110	\$56,840	\$58,320
Capital Borrowing	30,000	125,000	125,000	155,000	385,000
Interest Income/Misc.	840	2,959	0	3,799	0
TOTAL REVENUES	<u>\$30,840</u>	<u>\$184,799</u>	<u>\$183,110</u>	<u>\$215,639</u>	<u>\$443,320</u>
EXPENDITURES:					
Direct Development Costs	\$0	\$93,650	\$115,000	\$93,650	\$385,000
Debt Service - Principal	1,500	1,500	0	3,000	0
Debt Service - Interest	849	2,498	405	3,347	0
Administrative Costs	74,409	30,558	40,000	104,967	35,000
Promotion & Marketing	500	0	10,000	500	65,000
Developer Reimbursement	0	37,311	0	37,311	0
Sundry Costs	0	886	1,500	886	1,000
TOTAL EXPENDITURES	<u>\$77,258</u>	<u>\$166,403</u>	<u>\$166,905</u>	<u>\$243,661</u>	<u>\$486,000</u>
Net Revenue Over (Under) Expenditures	<u>(\$46,418)</u>	<u>\$18,396</u>	<u>\$16,205</u>	<u>(\$28,022)</u>	<u>(\$42,680)</u>

LONG TERM OUTSTANDING DEBT FOR THIS DISTRICT

<u>ISSUE</u>	<u>ORIGINAL ISSUE</u>	<u>PD PRIOR 9/30/19</u>	<u>OUTSTANDING 9/30/19</u>	<u>BALANCE DUE 2019</u>	<u>OUTSTANDING 12/31/19</u>
2017 G.O. Note	15,000	3,000	12,000	0	12,000
2018 G.O. Note	15,000	0	15,000	0	15,000
2019 G.O. Note	125,000	0	125,000	0	125,000
	<u>\$155,000</u>	<u>\$3,000</u>	<u>\$152,000</u>	<u>\$0</u>	<u>\$152,000</u>
			Due to Other Funds		<u>\$28,022</u>
			TOTAL DISTRICT OBLIGATIONS:		<u>\$180,022</u>

**CITY OF NEENAH
EXPENDABLE TRUST FUNDS
As of September 30, 2019**

CEMETERY

Perpetual Care	\$1,406,537	
Flower Fund	163,200	
Gus Toepel Burial Fund	5,051	
Total Cemetery		\$1,574,788

PARKS & RECREATION

Park Development - Arrowhead	\$120	
Park Development - Minergy	125,762	
Alice Jean-Arrowhead	8,172	
Trees for the Living	40,235	
Park Benches	6,294	
Babcock Memorial/Kimberly Point	46,586	
Riverside (Nielsen)	5,843	
Riverside Players	4,587	
Neenah Community Band	15,375	
German Band	4,163	
Brent Peppert Scholarship	1,991	
Dance Band	2,551	
Park Land Acquisition	4,778	
Park & Playground Equipment	7,275	
Soccer	5,430	
Doty Cabin	5,515	
Fun Run	19,395	
All Other Contributions	6,663	
Shattuck Park Live Music	1,748	
Carpenter Preserve	27,609	
Nickolas Band Scholarship	3,613	
Park Kart	7,146	
Archery Range	86	
Total Park and Recreation		\$350,937

NEENAH PUBLIC LIBRARY

\$1,581,120

CIVIC & SOCIAL

Marigen Carpenter Tree Fund	54,785	
CommunityFest	28,302	
Sale of Compost	84,888	
Miscellaneous/Other	2,604	
Health/Emergency Government-Other	5	
City Wear	804	
Power Up Project	2,107	
Neenah Arts Council	1,209	
Neenah Time Capsule	(1,121)	
Total Civic and Social		\$173,583

POLICE DEPARTMENT

Drug Education	268	
Crime Prevention	2,279	
Court Ordered	3,432	
Program for Kids	582	
Good Samaritan	1,793	
Police Equipment	(46)	
Choices	979	
Grant Reimbursement	10,635	
Great	824	
Other Training	41,946	
Training Grant-SWAT	55,560	
All Other Contributions	1,601	
Forensic	1,842	
Bike Patrol	11,925	
Neighborhood District	1,239	
K-9 Project	76,249	
Total Police		\$211,108

DIAL-A-RIDE

\$103,355

TOTAL TRUST FUNDS

\$3,994,891

CITY OF NEENAH
Summary of Industrial Development Fund
2010 through September 30, 2019

	<u>REVENUES</u>	<u>EXPENDITURES</u>	<u>ACCOUNT BALANCE</u>
BALANCE @ 1/1/10			<u>(\$7,052.98)</u>
<u>2010</u>			
2010 County Contribution	11,116.00		
Repayment from T.I.D. #6	62,500.00		
Transfer to General Fund (Recruitment/Retention & Storm Water/Misc. Studies)		21,000.00	<u>52,616.00</u>
BALANCE @ 12/31/10			<u>45,563.02</u>
<u>2011</u>			
2011 County Contribution	11,945.00		
Transfer to General Fund (Recruitment/Retention & Storm Water/Misc. Studies)		21,700.00	<u>(9,755.00)</u>
BALANCE @ 12/31/11			<u>35,808.02</u>
<u>2012</u>			
2012 County Contribution	11,013.00		
Expenditures		3,758.57	
Transfer to General Fund (Recruitment/Retention & Storm Water/Misc. Studies)		21,700.00	<u>(14,445.57)</u>
BALANCE @ 12/31/12			<u>21,362.45</u>
<u>2013</u>			
2013 County Contribution	11,000.00		
Expenditures		2,798.00	
Transfer to General Fund (Recruitment/Retention & Storm Water/Misc. Studies)		10,000.00	<u>(1,798.00)</u>
BALANCE @ 12/31/13			<u>19,564.45</u>
<u>2014</u>			
2014 County Contribution	25,750.00		
Expenditures		2,810.00	
Transfer to General Fund (Recruitment/Retention & Storm Water/Misc. Studies)		5,000.00	<u>17,940.00</u>
BALANCE @ 12/31/14			<u>37,504.45</u>
<u>2015</u>			
2015 County Contribution	25,833.00		
Expenditures		3,935.00	
Transfer to General Fund (Recruitment/Retention & Storm Water/Misc. Studies)		5,000.00	<u>16,898.00</u>
BALANCE @ 12/31/15			<u>54,402.45</u>
<u>2016</u>			
2016 County Contribution	25,871.00		
Expenditures		15,110.00	
Transfer to General Fund (Recruitment/Retention & Storm Water/Misc. Studies)		5,000.00	<u>5,761.00</u>
BALANCE @ 12/31/16			<u>60,163.45</u>
<u>2017</u>			
2017 County Contribution	29,176.00		
Expenditures		11,435.11	
Transfer to General Fund (Recruitment/Retention & Storm Water/Misc. Studies)		5,000.00	<u>12,740.89</u>
BALANCE @ 12/31/17			<u>72,904.34</u>
<u>2018</u>			
2018 County Contribution	29,093.00		
Expenditures		9,787.07	
Transfer to General Fund (Recruitment/Retention & Storm Water/Misc. Studies)		5,000.00	<u>14,305.93</u>
BALANCE @ 12/31/18			<u>87,210.27</u>
<u>2019</u>			
2019 County Contribution	29,273.00		
Expenditures		1,309.00	
Transfer to General Fund (Recruitment/Retention & Storm Water/Misc. Studies)		3,750.00	<u>24,214.00</u>
BALANCE @ 9/30/19			<u>111,424.27</u>

**CITY OF NEENAH
PET LICENSE REPORT
SEPTEMBER 30, 2019**

	2019				2018			
	DOG	CAT	TOTAL PETS	TOTAL FEES	DOG	CAT	TOTAL PETS	TOTAL FEES
JAN-MARCH	1,061	190	1,251	\$7,810.00	1,140	204	1,344	\$8,495.00
APRIL-JUNE	230	57	287	\$2,676.00	204	53	257	\$2,527.00
JULY-SEPT	114	26	140	\$1,325.00	118	15	133	\$1,310.00
OCT-DEC					17	17	34	\$317.50
TOTAL YTD	1,405	273	1,678	\$11,811.00	1,479	289	1,768	\$12,649.50

TEN YEAR SUMMARY OF PET LICENSES AND FEES

YEAR	DOG	CAT	TOTAL PETS	TOTAL FEES
2010	1,278	161	1,439	\$10,329.00
2011	1,210	152	1,362	\$9,933.50
2012	1,262	180	1,442	\$10,454.00
2013	1,350	203	1,553	\$11,280.00
2014	1,454	228	1,682	\$12,253.00
2015	1,425	249	1,674	\$12,041.00
2016	1,492	275	1,767	\$12,737.00
2017	1,506	287	1,793	\$12,894.50
2018	1,479	289	1,768	\$12,649.50
JAN-SEPT YTD	1,405	273	1,678	\$11,811.00

**CITY OF NEENAH
BOAT LAUNCHING PERMIT REPORT
SEPTEMBER 30, 2019**

Year	Daily	Seasonal		Total Receipts
		Regular	Senior	
2010	1,972	693	487	\$25,058.43
2011	2,153	685	536	\$26,344.83
2012	2,242	682	625	\$27,610.55
2013	1,428	613	652	\$29,324.67
2014	1,639	568	634	\$29,880.71
2015	1,350	528	702	\$27,923.11
2016	1,330	475	703	\$27,016.94
2017	1,748	436	689	\$30,013.43
2018	1,640	446	720	\$29,858.68
JAN-SEPT YTD	1,291	433	666	\$26,615.38

- Note:**
- (1) 1997 - Cost increased to \$10 for regular, \$5 for over 65 and \$5 for daily boat launch permit.
 - (2) 2004 - Cost increased to \$15 for regular, \$10 for over 65 and \$5 for daily boat launch permit.
 - (3) 2007 - Cost remained the same as 2006, age changed; regular permits are for under 55 years of age, senior permits are for 55 and over.
 - (4) 2013 – Cost increased to \$18 for regular, \$13 for senior and \$7 for daily boat launch permit.
 - (5) 2017 – Cost increased to \$19 for regular, \$14 for senior. Daily fee is \$7.