

CITY OF NEENAH
SPECIAL FINANCE AND PERSONNEL COMMITTEE MEETING
Wednesday, January 20, 2010 – 6:15 p.m.
Hauser Room, Neenah City Administration Building

AGENDA

1. Approval of Minutes from the January 6, 2010 Special Meeting (minutes can be found on the City's website).
2. Winneconne Avenue/Green Bay Road Project - Purchase of Parcel 8, 828-878 Fox Point Plaza (attachment). G. Kaiser
3. Winneconne Avenue/Green Bay Road Project - Purchase of Parcel 13, 877 South Green Bay Road (attachment). G. Kaiser
4. Consideration of Resolution No. 7353 - Street Use Permit Fee (attachment). G. Kaiser
5. CDA Executive Director Transition and Amended Consulting Services Agreement (attachment). C. Haese
6. Equipment Purchase Request for AT&T U-Verse Public Access Channel to Broadcast Neenah Common Council Meetings (attachment). J. Godlewski

CITY OF NEENAH
SPECIAL FINANCE AND PERSONNEL COMMITTEE MEETING
Wednesday, January 6, 2010 – 6:30 p.m.
Hauser Room, Neenah City Administration Building

Present: Chairman Hemes; Aldermen Ahles, Bates, Lange and Stevenson; Mayor Scherck, City Attorney Godlewski, Director of Finance Easker.

Also Present: Aldermen Hamblin, Hillstrom, Piergrossi and Zaretzke; Director of Public Works and Utilities Wattering, Robert W. Baird Financial Advisor Brad Viegut, Richard McCrory.

Minutes: **Motion/Second/Carried Ahles/Bates to approve the minutes from the December 16, 2009 Special Meeting.** All voting aye.

Consideration of Resolution No. 7352 Street and Right-of-Way Excavation Permit Fees: Committee reviewed memo from Director Wattering recommending adoption of Resolution No. 7352 Amending the Fee Schedule of the City of Neenah to Provide for an Increase in Public Works Street/Right-of-Way Excavation Permit Fees for 2010.

Discussion took place on various aspects of the resolution. Items discussed included the use of hot mix in specific terrace areas and the budget implications of the fee changes.

Motion/Second/Carried Ahles/Lange to recommend Council adopt Resolution No. 7352 Amending the Fee Schedule of the City of Neenah to Provide for an Increase in Public Works Street/Right-of-Way Excavation Permit Fees for 2010. All voting aye.

Consideration of Resolution No. 7350 Awarding the Sale of \$2,315,000 General Obligation Community Development Bonds: Financial Advisor Viegut distributed the final pricing summary for Resolution No. 7350 Awarding the Sale of \$2,315,000 General Obligation Community Development Bonds and Resolution No. 7351 Authorizing the Issuance and Sale of \$2,775,000 General Obligation Promissory Notes.

The City received nine bids for the sale of the \$2,775,000 General Obligation Promissory Notes. The winning bid was submitted by Hutchinson, Shockey, Erley & Co. with a true interest rate of 2.435600%. In addition, the City received four bids for the sale of the \$2,315,000 General Obligation Community Development Bonds. The winning bid was submitted by Bernardi Securities, Inc. at a true interest rate of 3.826034%. Mr. Viegut said that the rates were lower than what had been estimated in early December and reflected the high demand/low supply of municipal debt, which historically occurs in early January.

Discussion took place on various aspects of the debt sale. Items discussed included the cost and benefits of continuing the early January issuance of debt based upon November budget estimates instead of an April/May issuance, which is based upon the updated annual Capital Improvement Plan.

Motion/Second/Carried Stevenson/Lange to recommend Council adopt Resolution No. 7350 Awarding the Sale of \$2,315,000 General Obligation Community Development Bonds. All voting aye.

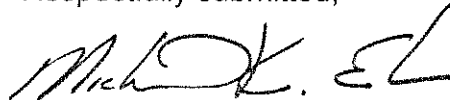
Consideration of Resolution No. 7351 Authorizing the Issuance and Sale of \$2,775,000 General Obligation Promissory Notes:

Motion/Second/Carried Ahles/Lange to recommend Council adopt Resolution No. 7351 Authorizing the Issuance and Sale of \$2,775,000 General Obligation Promissory Notes. All voting aye.

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

Meeting adjourned at 6:55 p.m.


Respectfully submitted,



Michael K. Easker, CPA
Director of Finance

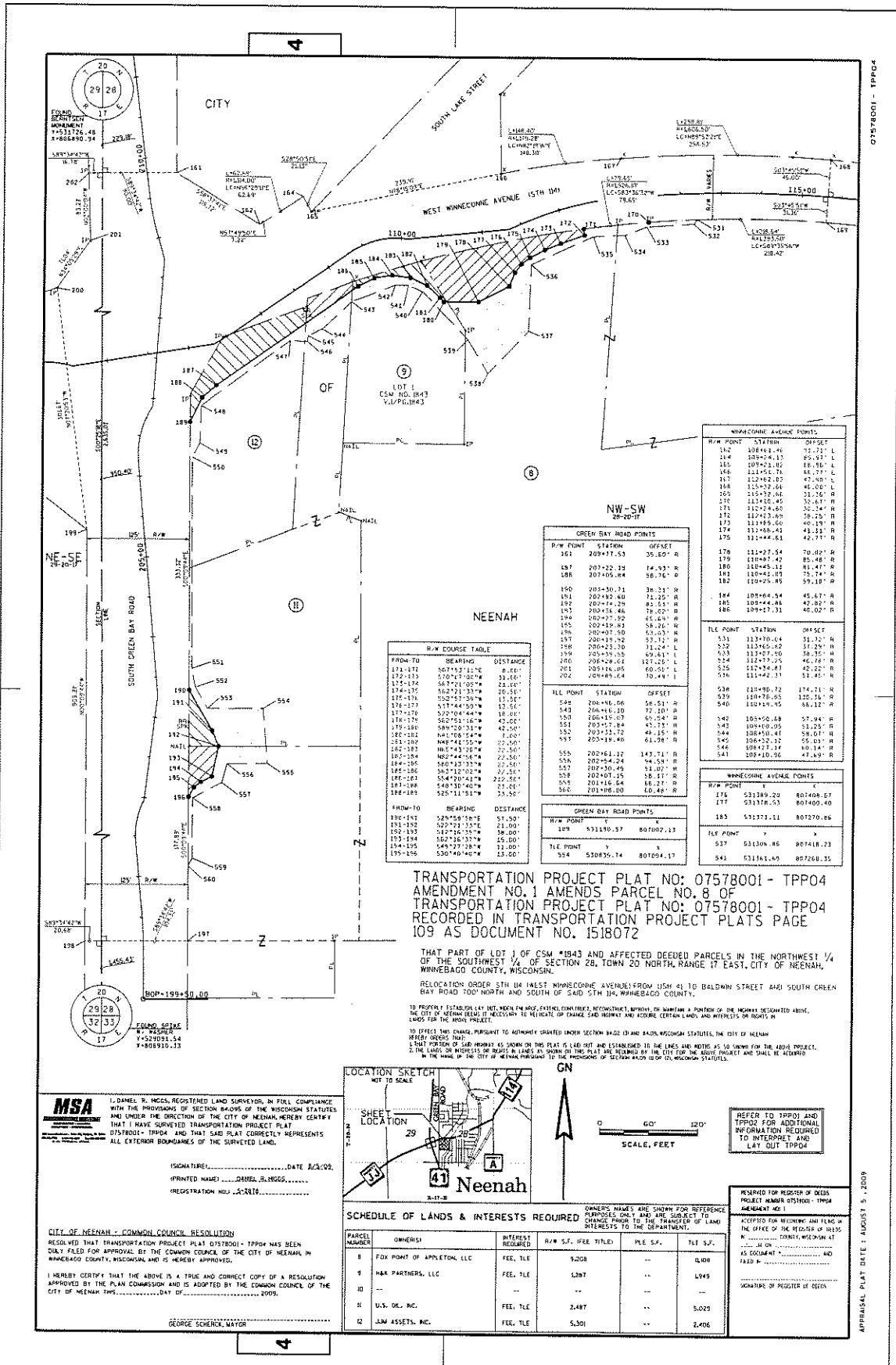


M E M O R A N D U M

TO: Mayor Scherck and Members of the Common Council
FROM: Gerry Kaiser, Deputy Director 
DATE: January 14, 2010
RE: Winneconne / Green Bay Project Right-of-Way – Parcel 8

I recommend that the Common Council authorize the purchase of Parcel 8 at 828-878 Fox Point Plaza from Fox Point of Appleton, LLC, for the negotiated price of \$161,000 for the Winneconne Avenue/ Green Bay Road project. The project appraisal value for this parcel was \$151,500 for both fee and temporary interests. The increase is to compensate the property owner for landscaping repairs, provide electric service to the two entry signs that will be relocated, and an increase in the area of the temporary limited easement. The plat drawing is attached.

Please contact me if you have any questions prior to the Special Finance and Personnel Committee meeting on January 20, 2010.



R/W COURSE TABLE

FROM TO	BEARING	DISTANCE
111-112	S07°12'31"W	8.00'
112-113	S70°47'00"W	33.00'
113-114	S68°17'00"W	28.00'
114-115	S62°21'35"W	20.00'
115-116	S52°53'39"W	13.50'
116-117	S17°04'44"W	18.00'
117-118	S62°52'16"W	45.00'
118-119	S89°20'31"W	42.50'
119-120	N41°08'54"W	1.00'
120-121	N44°41'55"W	22.00'
121-122	N47°43'28"W	22.50'
122-123	N44°33'33"W	22.50'
123-124	N42°46'06"W	27.50'
124-125	S80°33'33"W	22.50'
125-126	S63°12'02"W	27.50'
126-127	S54°20'42"W	22.50'
127-128	S48°30'40"W	25.00'
128-129	S25°11'51"W	25.50'

GREEN BAY ROAD POINTS

R/W POINT	STATION	OFFSET
187	207+22.31	14.53' R
188	207+05.84	58.76' R
190	203+30.71	38.31' R
191	202+49.40	71.25' R
192	202+64.29	81.53' R
193	202+58.46	78.02' R
194	202+57.92	61.04' R
195	202+59.83	58.26' R
196	202+07.00	61.03' R
197	200+19.92	55.31' R
198	200+23.20	31.24' L
199	203+46.55	60.43' L
200	206+28.62	127.25' L
201	209+14.05	60.50' L
202	204+49.64	70.44' L

Waukegan Avenue Points

R/W POINT	STATION	OFFSET
182	106+41.46	71.72' L
184	108+74.13	89.97' L
185	109+21.00	186.36' L
186	121+50.78	88.77' L
187	112+42.02	87.02' L
188	115+37.04	46.00' L
189	115+37.04	21.26' R
190	113+40.45	52.67' R
191	112+24.68	50.24' R
192	112+43.69	58.25' R
193	113+89.60	40.19' R
194	113+40.45	41.51' R
195	111+44.61	42.77' R
196	111+27.54	70.82' R
197	110+87.49	85.48' R
198	110+45.12	81.47' R
199	110+41.00	75.74' R
200	110+45.00	59.18' R
201	107+04.84	45.43' R
202	109+44.44	42.80' R
203	109+17.31	40.02' R

Waukegan Avenue Points

R/W POINT	STATION	OFFSET
538	113+70.64	51.32' R
539	113+65.62	31.29' R
533	112+79.25	46.76' R
534	112+79.25	46.76' R
535	112+79.25	46.76' R
536	111+42.31	51.85' R
538	110+80.72	174.71' R
539	110+78.05	100.26' R
540	110+49.05	88.32' R
541	105+00.68	57.94' R
542	104+10.00	51.25' R
543	103+67.66	58.01' R
544	103+22.32	55.03' R
545	102+73.37	80.14' R
546	102+40.00	47.18' R

Waukegan Avenue Points

R/W POINT	STATION	OFFSET
176	531389.22	807408.67
177	531378.53	807400.40
183	531373.11	807402.66
185	531373.11	807402.66
186	531373.11	807402.66
187	531373.11	807402.66
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TRANSPORTATION PROJECT PLAT NO: 07578001 - TPPO4
 AMENDMENT NO. 1 AMENDS PARCEL NO. 8 OF
 TRANSPORTATION PROJECT PLAT NO: 07578001 - TPPO4
 RECORDED IN TRANSPORTATION PROJECT PLATS PAGE
 109 AS DOCUMENT NO. 1518072

THAT PART OF LOT 1 OF CS# 41843 AND AFFECTED DEEDED PARCELS IN THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 28, TOWN 20 NORTH, RANGE 17 EAST, CITY OF NEENAH, WAUKESHA COUNTY, WISCONSIN.

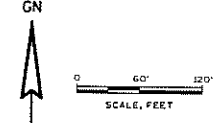
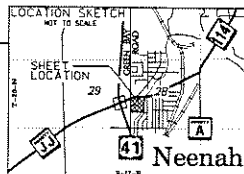
RELOCATION ORDER 5TH IN LINE WAUKEGAN AVENUE FROM USH 6110 TO BALDWIN STREET AND SOUTH GREEN BAY ROAD 700' NORTH AND SOUTH OF SAID STH 101, WAUKESHA COUNTY, WISCONSIN.

TO PROPERTY ESTABLISHED BY INSTRUMENTS, EXTENDED CERTIFICATES, RECONSTRUCTION, APPROVAL OR OTHERWISE A PORTION OF THE HIGHWAY SEPARATED FROM THE CITY OF NEENAH BEING IT NECESSARY TO RELOCATE OR CHANGE SAID HIGHWAY AND ACCORD CERTAIN LANDS AND INTERESTS OR RIGHTS IN LANDS FOR THE ABOVE PROJECT.

TO EFFECT THIS CHANGE, PURSUANT TO AUTHORITY GRANTED UNDER SECTION 84.02 AND 84.03, WISCONSIN STATUTES, THE CITY OF NEENAH HEREBY ORDERS THAT:

1. THE POSITION OF SAID HIGHWAY AS SHOWN ON THIS PLAT IS Laid OUT AND ESTABLISHED IN THE LINES AND NOTES AS SO SHOWN FOR THE ABOVE PROJECT.

2. THE LANDS AND INTERESTS OR RIGHTS IN LANDS AS SHOWN ON THIS PLAT ARE RELOCATED BY THE CITY FOR THE ABOVE PROJECT AND SHALL BE RELOCATED IN THE HANDS OF THE CITY OF NEENAH PURSUANT TO THE PROVISIONS OF SECTION 84.02 AND 84.03, WISCONSIN STATUTES.



REFER TO TPPO1 AND TPPO2 FOR ADDITIONAL INFORMATION REQUIRED TO INTERPRET AND LAY OUT TPPO4.

SCHEDULE OF LANDS & INTERESTS REQUIRED

PARCEL NUMBER	OWNER(S)	INTEREST REQUIRED	R/W S.F. (SEE TITLED)	PLE S.F.	TLE S.F.
8	FOX POINT OF APPLETON, LLC	FEE, TLE	9,208	--	9,208
10	HAK PARTNERS, LLC	FEE, TLE	1,287	--	1,287
11	U.S. DEL. INC.	FEE, TLE	2,487	--	2,487
12	J&M ASSETS, INC.	FEE, TLE	5,301	--	2,406

RESERVED FOR REGISTER OF DEEDS PUBLIC RECORD SYSTEM - TPPO4 AMENDMENT NO. 1

ACCEPTED FOR RECORDING AND PLACED IN THE OFFICE OF THE REGISTER OF DEEDS BY _____ COUNTY CLERK AT _____ IN _____ AND FILED IN _____

SIGNATURE OF REGISTER OF DEEDS

MSA
 M. DANIEL R. MOSS, REGISTERED LAND SURVEYOR, IN FULL COMPLIANCE WITH THE PROVISIONS OF SECTION 84.02 AND 84.03 OF THE WISCONSIN STATUTES AND UNDER THE DIRECTION OF THE CITY OF NEENAH, HEREBY CERTIFY THAT I HAVE SURVEYED TRANSPORTATION PROJECT PLAT NO. 07578001 - TPPO4 AND THAT SAID PLAT CORRECTLY REPRESENTS ALL EXTERIOR BOUNDARIES OF THE SURVEYED LAND.

ISSUED/DATE: _____ DATE 8/31/2009
 (PRINTED NAME) DANIEL R. MOSS
 (REGISTRATION NO.) 25212

CITY OF NEENAH - COMMON COUNCIL RESOLUTION


RESOLVED THAT TRANSPORTATION PROJECT PLAT 07578001 - TPPO4 HAS BEEN SUBMITTED FOR APPROVAL BY THE COMMON COUNCIL OF THE CITY OF NEENAH, IN WAUKESHA COUNTY, WISCONSIN, AND IS HEREBY APPROVED.

I HEREBY CERTIFY THAT THE ABOVE IS A TRUE AND CORRECT COPY OF A RESOLUTION APPROVED BY THE PLAIN COMMONS AND IS ADOPTED BY THE COMMON COUNCIL OF THE CITY OF NEENAH THIS _____ DAY OF _____ 2009.

GEORGE SCHEIDT, MAYOR



M E M O R A N D U M

TO: Mayor Scherck and Members of the Common Council
FROM: Gerry Kaiser, Deputy Director 
DATE: January 14, 2010
RE: Winneconne / Green Bay Project Right-of-Way – Parcel 13

I recommend that the Common Council authorize the purchase of Parcel 13 at 877 S. Green Bay Road (commonly known as the Big Lots site) from 877 Green Bay Road LLC for the negotiated price of \$103,600 for the Winneconne Avenue/ Green Bay Road project. This was the project appraisal value for both fee and temporary interests. The plat drawing is attached.

Please contact me if you have any questions prior to the Special Finance and Personnel Committee meeting on January 20, 2010.

TRANSPORTATION PROJECT PLAT NO: 07578001 - TPPO5

THAT PART OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 29, TOWN 20 NORTH, RANGE 12 EAST, CITY OF NEENAH, WINNEBAGO COUNTY, WISCONSIN.

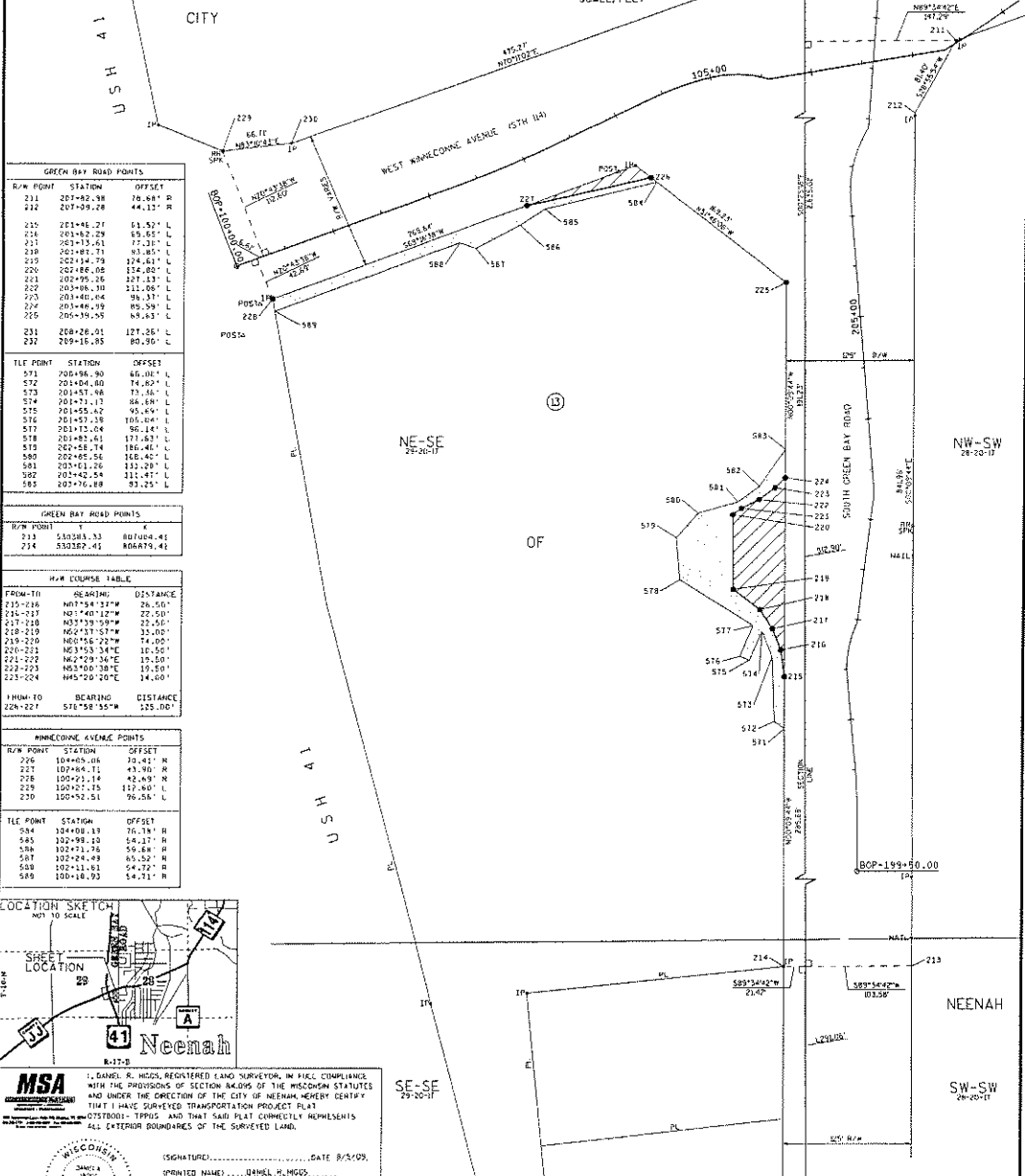
RELOCATION ORDER 5TH 1/4 WEST WISCONSIN AVENUE FROM 1/4 31 TO BALDWIN STREET AND SOUTH GREEN BAY ROAD TOY NORTH AND SOUTH OF 5TH 1/4 WEST WISCONSIN AVENUE.

TO PROPERTY OWNERS AND THE PUBLIC AND TO THE CITY OF NEENAH, WISCONSIN, TO BE ADEQUATE AND PROPER OF THE PROPERTY DESCRIBED ABOVE. THE CITY OF NEENAH DEEMS IT NECESSARY TO RELOCATE OR CHANGE THE HIGHWAY AND ACQUIRE CERTAIN LANDS AND INTERESTS IN SAID LANDS FOR THE ABOVE PROJECT.

TO EFFECT THE ABOVE PURPOSE TO ADMINISTER GRANTED UNDER SECTION 84.02 AND 84.03 WISCONSIN STATUTES, THE CITY OF NEENAH HEREBY DECLARES THAT:

1. THE PORTION OF SAID HIGHWAY AS SHOWN ON THIS PLAT IS Laid OUT AND SET OUT TO THE LINES AND WIDTH AS SHOWN FOR THE ABOVE PROJECT.

2. THE LANDS OR INTERESTS IN LANDS AS SHOWN ON THIS PLAT ARE REQUIRED BY THE CITY FOR THE ABOVE PROJECT AND SHALL BE ACQUIRED IN THE NAME OF THE CITY OF NEENAH PERSONAL TO THE PROVISIONS OF SECTION 84.02 AND 84.03 WISCONSIN STATUTES.

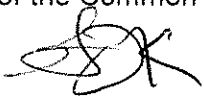


GREEN BAY ROAD POINTS

R/W POINT	STATION	OFFSET
211	207+82.38	76.88' R
212	207+09.28	44.12' R
213	207+00.00	00.00' R
214	206+82.28	69.62' L
215	206+73.61	77.31' L
216	206+64.71	85.29' L
217	206+55.79	93.41' L
218	206+46.80	101.60' L
219	206+37.80	110.00' L
220	206+28.80	118.60' L
221	206+19.80	127.40' L
222	206+10.80	136.40' L
223	206+01.80	145.60' L
224	205+52.80	155.00' L
225	205+43.80	164.60' L
226	205+34.80	174.40' L
227	205+25.80	184.40' L
228	205+16.80	194.60' L
229	205+07.80	205.00' L
230	204+98.80	215.60' L
231	204+89.80	226.40' L
232	204+80.80	237.40' L
233	204+71.80	248.60' L
234	204+62.80	260.00' L
235	204+53.80	271.60' L
236	204+44.80	283.40' L
237	204+35.80	295.40' L
238	204+26.80	307.60' L
239	204+17.80	320.00' L
240	204+08.80	332.60' L
241	204+00.00	345.40' L
242	203+51.00	358.40' L
243	203+42.00	371.60' L
244	203+33.00	385.00' L
245	203+24.00	398.60' L
246	203+15.00	412.40' L
247	203+06.00	426.40' L
248	202+57.00	440.60' L
249	202+48.00	455.00' L
250	202+39.00	469.60' L
251	202+30.00	484.40' L
252	202+21.00	499.40' L
253	202+12.00	514.60' L
254	202+03.00	530.00' L
255	201+54.00	545.60' L
256	201+45.00	561.40' L
257	201+36.00	577.40' L
258	201+27.00	593.60' L
259	201+18.00	610.00' L
260	201+09.00	626.60' L
261	201+00.00	643.40' L
262	200+51.00	660.40' L
263	200+42.00	677.60' L
264	200+33.00	695.00' L
265	200+24.00	712.60' L
266	200+15.00	730.40' L
267	200+06.00	748.40' L
268	199+57.00	766.60' L
269	199+48.00	785.00' L
270	199+39.00	803.60' L
271	199+30.00	822.40' L
272	199+21.00	841.40' L
273	199+12.00	860.60' L
274	199+03.00	880.00' L
275	198+54.00	899.60' L
276	198+45.00	919.40' L
277	198+36.00	939.40' L
278	198+27.00	959.60' L
279	198+18.00	980.00' L
280	198+09.00	1000.60' L
281	198+00.00	1021.40' L
282	197+51.00	1042.40' L
283	197+42.00	1063.60' L
284	197+33.00	1085.00' L
285	197+24.00	1106.60' L
286	197+15.00	1128.40' L
287	197+06.00	1150.40' L
288	196+57.00	1172.60' L
289	196+48.00	1195.00' L
290	196+39.00	1217.60' L
291	196+30.00	1240.40' L
292	196+21.00	1263.40' L
293	196+12.00	1286.60' L
294	196+03.00	1310.00' L
295	195+54.00	1333.60' L
296	195+45.00	1357.40' L
297	195+36.00	1381.40' L
298	195+27.00	1405.60' L
299	195+18.00	1430.00' L
300	195+09.00	1454.60' L
301	195+00.00	1479.40' L
302	194+51.00	1504.40' L
303	194+42.00	1529.60' L
304	194+33.00	1555.00' L
305	194+24.00	1580.60' L
306	194+15.00	1606.40' L
307	194+06.00	1632.40' L
308	193+57.00	1658.60' L
309	193+48.00	1685.00' L
310	193+39.00	1711.60' L
311	193+30.00	1738.40' L
312	193+21.00	1765.40' L
313	193+12.00	1792.60' L
314	193+03.00	1820.00' L
315	192+54.00	1847.60' L
316	192+45.00	1875.40' L
317	192+36.00	1903.40' L
318	192+27.00	1931.60' L
319	192+18.00	1960.00' L
320	192+09.00	1988.60' L
321	192+00.00	2017.40' L
322	191+51.00	2046.40' L
323	191+42.00	2075.60' L
324	191+33.00	2105.00' L
325	191+24.00	2134.60' L
326	191+15.00	2164.40' L
327	191+06.00	2194.40' L
328	190+57.00	2224.60' L
329	190+48.00	2255.00' L
330	190+39.00	2285.60' L
331	190+30.00	2316.40' L
332	190+21.00	2347.40' L
333	190+12.00	2378.60' L
334	190+03.00	2410.00' L
335	189+54.00	2441.60' L
336	189+45.00	2473.40' L
337	189+36.00	2505.40' L
338	189+27.00	2537.60' L
339	189+18.00	2570.00' L
340	189+09.00	2602.60' L
341	189+00.00	2635.40' L
342	188+51.00	2668.40' L
343	188+42.00	2701.60' L
344	188+33.00	2735.00' L
345	188+24.00	2768.60' L
346	188+15.00	2802.40' L
347	188+06.00	2836.40' L
348	187+57.00	2870.60' L
349	187+48.00	2905.00' L
350	187+39.00	2939.60' L
351	187+30.00	2974.40' L
352	187+21.00	3009.40' L
353	187+12.00	3044.60' L
354	187+03.00	3080.00' L
355	186+54.00	3115.60' L
356	186+45.00	3151.40' L
357	186+36.00	3187.40' L
358	186+27.00	3223.60' L
359	186+18.00	3260.00' L
360	186+09.00	3296.60' L
361	186+00.00	3333.40' L
362	185+51.00	3370.40' L
363	185+42.00	3407.60' L
364	185+33.00	3445.00' L
365	185+24.00	3482.60' L
366	185+15.00	3520.40' L
367	185+06.00	3558.40' L
368	184+57.00	3596.60' L
369	184+48.00	3635.00' L
370	184+39.00	3673.60' L
371	184+30.00	3712.40' L
372	184+21.00	3751.40' L
373	184+12.00	3790.60' L
374	184+03.00	3830.00' L
375	183+54.00	3869.60' L
376	183+45.00	3909.40' L
377	183+36.00	3949.40' L
378	183+27.00	3989.60' L
379	183+18.00	4030.00' L
380	183+09.00	4070.60' L
381	183+00.00	4111.40' L
382	182+51.00	4152.40' L
383	182+42.00	4193.60' L
384	182+33.00	4235.00' L
385	182+24.00	4276.60' L
386	182+15.00	4318.40' L
387	182+06.00	4360.40' L
388	181+57.00	4402.60' L
389	181+48.00	4445.00' L
390	181+39.00	4487.60' L
391	181+30.00	4530.40' L
392	181+21.00	4573.40' L
393	181+12.00	4616.60' L
394	181+03.00	4660.00' L
395	180+54.00	4703.60' L
396	180+45.00	4747.40' L
397	180+36.00	4791.40' L
398	180+27.00	4835.60' L
399	180+18.00	4880.00' L
400	180+09.00	4924.60' L
401	180+00.00	4969.40' L
402	179+51.00	5014.40' L
403	179+42.00	5059.60' L
404	179+33.00	5105.00' L
405	179+24.00	5150.60' L
406	179+15.00	5196.40' L
407	179+06.00	5242.40' L
408	178+57.00	5288.60' L
409	178+48.00	5335.00' L
410	178+39.00	5381.60' L
411	178+30.00	5428.40' L
412	178+21.00	5475.40' L
413	178+12.00	5522.60' L
414	178+03.00	5570.00' L
415	177+54.00	5617.60' L
416	177+45.00	5665.40' L
417	177+36.00	5713.40' L
418	177+27.00	5761.60' L
419	177+18.00	5810.00' L
420	177+09.00	5858.60' L
421	177+00.00	5907.40' L
422	176+51.00	5956.40' L
423	176+42.00	6005.60' L
424	176+33.00	6055.00' L
425	176+24.00	6104.60' L
426	176+15.00	6154.40' L
427	176+06.00	6204.40' L
428	175+57.00	6254.60' L
429	175+48.00	6305.00' L
430	175+39.00	6355.60' L
431	175+30.00	6406.40' L
432	175+21.00	6457.40' L
433	175+12.00	6508.60' L
434	175+03.00	6560.00' L
435	174+54.00	6611.60' L
436	174+45.00	6663.40' L
437	174+36.00	6715.40' L
438	174+27.00	6767.60' L
439	174+18.00	6820.00' L
440	174+09.00	6872.60' L
441	174+00.00	6925.40' L
442	173+51.00	6978.40' L
443	173+42.00	7031.60' L
444	173+33.00	7085.00' L
445	173+24.00	7138.60' L
446	173+15.00	7192.40' L
447	173+06.00	7246.40' L
448	172+57.00	7300.60' L
449	172+48.00	7355.00' L
450	172+39.00	7409.60' L
451	172+30.00	7464.40' L
452	172+21.00	7519.40' L
453	172+12.00	7574.60' L
454	172+03.00	7630.00' L
455	171+54.00	7685.60' L
456	171+45.00	7741.40' L
457	171+36.00	7797.40' L
458	171+27.00	7853.60' L
459	171+18.00	7910.00' L
460	171+09.00	7966.60' L
461	171+00.00	8023.40' L
462	170+51.00	8080.40' L
463	170+42.00	8137.60' L
464	170+33.00	8195.00' L
465	170+24.00	8252.60' L
466	170+15.00	8310.40' L
467	170+06.00	8368.40' L
468	169+57.00	8426.60' L
469	169+48.00	8485.00' L
470	169+39.00	8543.60' L
471	169+30.00	8602.40' L
472	169+21.00	8661.40' L
473	169+12.00	8720.60' L
474	169+03.00	8780.00' L
475	168+54.00	8839.60' L
476	168+45.00	8899.40' L
477	168+36.00	8959.40' L
478	168+27.00	9019.60' L
479	168+18.00	9080.00' L
480	168+09.00	9140.60' L
481	168+00.00	9201.40' L
482	167+51.00	9262.40' L
483	167+42.00	9323.60' L
484	167+33.00	9385.00' L
485	167+24.00	9446.60' L
486	167+15.00	9508.40' L
487	167+06.00	9570.40' L
488	166+57.00	9632.60' L
489	166+48.00	9695.00' L
490	166+39.00	9757.60' L
491	166+30.00	9820.40' L
492	166+21.00	9883.40' L
493	166+12.00	9946.60' L
494	166+03.00	10010.00' L
495	165+54.00</	



M E M O R A N D U M

TO: Mayor Scherck and Members of the Common Council
FROM: Gerry Kaiser, Deputy Director 
DATE: January 14, 2010
RE: Resolution 7353 - Street Use Permit Fee

At its January 12 meeting, the Public Services and Safety Committee recommended Common Council approval of Ordinance 1396, which creates the Street Use Permit to replace the previously used Parade Permit and Special Event Agreement. Resolution 7353, attached, amends the City of Neenah Fee Schedule by replacing the Parade Permit with the Street Use Permit and establishing a fee of \$25 plus actual costs. The Public Services and Safety Committee recommended Finance and Personnel Committee approval of this change to the fee schedule.

Staff recommends approval of Resolution 7353.



RESOLUTION NO. 7353

A RESOLUTION AMENDING THE FEE SCHEDULE OF THE CITY OF NEENAH TO PROVIDE FOR A STREET USE PERMIT FEE

WHEREAS, Municipal Code Ch. 14, Art. V provides for the Common Council to adopt a fee for street use permits; and,

WHEREAS, by Resolution #7185, the Common Council adopted a uniform fee schedule; and,

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF NEENAH, WISCONSIN this 20th day of January 2010, that the uniform fee schedule established by Resolution #7185, as amended, is further amended by increasing the following permit fee to the following amounts. Fees not listed remain unchanged.

FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE
CITY CLERK PERMITS				
Parade Street Use Permit	\$1025	Per event – plus Actual Costs not applicable for non-profit agencies (Schools are exempt)		Sec. 14-129(e) & (f) Ord. No. 858

Recommended by: **Finance and Personnel Committee**

CITY OF NEENAH, WISCONSIN

Moved: _____

George D. Scherck, Mayor

Passed: _____

Patricia A. Sturn, City Clerk



M E M O R A N D U M

DATE: January 7, 2010
TO: Chairman Hemes and Finance Committee Members
Chairman Martin and Community Development Authority Members
FROM: Chris A. Haese, Community Development Director
RE: **CDA Executive Director Transition and Amended Consulting Services Agreement**

During the past few months, Executive Director Buckingham and myself have been diligently working towards the transition of the Executive Director position to the Director of Community Development. We are now at a logical point in this effort to complete this transition. Given the legacy value that Executive Director Buckingham brings to the project, however, I am recommending amendment of the existing Consulting Services Agreement with Robert Buckingham, to provide critical consulting support to the redevelopment effort on an as-needed basis.

The primary components of the contract are as follows:

- The CDA Executive Director responsibilities will transfer to the Director of Community Development.
- Robert Buckingham will assist in the coordination and maintenance of relationships with various agencies including the WDNR, WCOMM and Wisconsin Historical Society as requested by the CDA.
- Robert Buckingham will assist with coordination and support of the Plexus Office Development, the overall marketing efforts for the redevelopment and miscellaneous tasks as requested by the CDA.
- Other terms of the contract such as rate, expense reimbursement, and billing will remain as detailed in the original contract.

A copy of the amended contract is attached for your review.

I fully anticipate that the need for these consulting services will be reduced substantially in comparison to the past few months. I do believe however, that it is imperative a contract remains in place that will allow the CDA to draw on the unique skill set that only Mr. Buckingham brings to this redevelopment effort.

Recommendation

Appropriate action at this time is to recommend execution of the Amended Consulting Services Agreement with Robert L. Buckingham as presented.

AMENDED CONSULTING SERVICES AGREEMENT

This Amended Consulting Services Agreement entered into this ____ day of January, 2010 by and between the Community Development Authority of the City of Neenah (the "CDA"), the City of Neenah, a Wisconsin municipal corporation (the "City") both with offices at 211 Walnut Street, Neenah, WI 54956 and Robert L. Buckingham, 805 Heather Court, Neenah, WI 54956 ("Buckingham").

WITNESSETH

WHEREAS, Buckingham has served as director of community development of the City for 25 years and as Executive Director/Secretary of the CDA since its inception in 2004; and,

WHEREAS, Buckingham retired from employment with the City on April 3, 2009; and,

WHEREAS, because the CDA and City were at a critical stage in the redevelopment of the Glatfelter Mill Redevelopment Project ("Glatfelter Project") and Plexus Headquarters Project ("Plexus Project") (collectively, Glatfelter and Plexus may be referred to herein as the "Projects") in which Buckingham plays a critical role, the parties entered into a Consulting Services Agreement on March 30, 2009 ("2009 Agreement"); and,

WHEREAS, the City has appointed Chris Haese as a replacement for Buckingham as Director of Community Development and Assessment who is able to assume the administrative duties of Executive Director and Secretary to the CDA; and,

WHEREAS, the parties are nonetheless desirous of Buckingham continuing to provide services to promote the successful continuation of the Projects;

NOW THEREFORE, in consideration of the mutual promises contained herein, the parties agree to the following terms and conditions.

1. AGREEMENT SUPERCEDES PRIOR AGREEMENTS. This agreement is intended to supercede and replace any prior agreement, including the 2009 Agreement, between the parties.
2. SERVICES. Under the terms of this Agreement, Buckingham shall provide the following services as an independent contractor under the direction of the Director of Community Development and Assessment:
 - a. Provide management services related to the Projects, including but not limited to:
 - i. Assist to coordinate and maintain relationships with regulatory and grant-making agencies, such as the WDNR, WCOMM, WDOT, and the State of WI Historical Society.
 - ii. Assist in continued management and coordination of CDA efforts in partnership with and support of the Plexus Office Development.
 - b. Assist the CDA in developing a program for the marketing of development sites in accordance with the Master Plan for the Glatfelter Project.
 - c. Provide administrative and management services for any other projects or activities, as may be assigned by the CDA.
3. TERM. The term of this Agreement shall commence January 21, 2010 and shall continue until either the City, CDA or Buckingham gives ten (10) days prior written notice of the termination of

this agreement ("Termination Date"). In no event shall this agreement continue any longer than the completion of the improvements on Outlot 1 of C.S.M 6349, otherwise known as the Kimberly Clark Property. Once notice of termination is given, no payment for services or expenses shall be allowed for services provided and expenses incurred after the Termination Date. However, services provided and expense incurred prior to the Termination Date shall be paid in accordance with this Agreement.

4. HOURS & RATE. Buckingham shall provide the services listed in paragraph 1 at the rate of Eighty-Five and No/100's Dollars (\$85.00) per hour for not to exceed eighteen (18) hours per week.

5. MILEAGE & EXPENSES. The CDA shall reimburse Buckingham for mileage incurred while providing the services under this agreement at the then established IRS mileage reimbursement rate. In addition, the CDA shall reimburse Buckingham for reasonable out of pocket expenses related to the provision of services under this Agreement.

6. BILLING. Buckingham shall bill for his services on a monthly basis by the 10th of the month following the month of service. The CDA shall pay said bills within thirty (30) days of receipt. Buckingham shall submit bills for his services directly to the CDA.

7. INSURANCE AND DEFENSE OF CLAIMS. City and CDA agree to cover services provided by Buckingham pursuant to this Agreement under the City's liability errors and omissions policy for City employees and extend protections of Wis. Stat. §895.46 to Buckingham relating to defense of claims and payment of judgments arising from the services provided under this Agreement..

8. OTHER SERVICES. In addition to the services outlined in Paragraph 1, Buckingham agrees to provide up to an addition five (5) hours per week of consulting with employees of the City's Department of Community Development and Assessment on general departmental operations and assisting the new Director in assuming and becoming familiar with those duties. Said services under this paragraph shall be without additional compensation, but the City shall reimburse mileage and expenses directly related to services under this paragraph.

9. NOTICES. Notices under this agreement shall be provided to the following addresses:

If to the City or CDA:

City of Neenah, c/o City Clerk
Community Development Authority, c/o Chris
Haese, Executive Director
211 Walnut Street
Neenah, WI 54956

If to Buckingham:

Robert L. Buckingham
805 Heather Cr.
Neenah, WI 54956

Notices shall be deemed delivered on the date mailed or hand delivered to the appropriate recipient.

10. NO EMPLOYMENT RELATIONSHIP. Buckingham provides services under this Agreement as an independent contractor and not as an employee of either the City or CDA. Buckingham is expected to exercise independent judgment in the provision of services under this Agreement and shall provide said services under work schedules he sets independently of the City or CDA.

11. GOVERNING LAW. The laws of the State of Wisconsin shall govern this Agreement.

IN WITNESS WHEREOF, the parties hereto accept the terms of this Agreement as of the date written above.

CITY OF NEENAH

ROBERT L. BUCKINGHAM

By: _____
Mayor

By: _____

COMMUNITY DEVELOPMENT AUTHORITY
OF THE CITY OF NEENAH

By: _____
Chairman



M E M O R A N D U M

DATE: January 15, 2010
TO: Chairman Hemes, Finance & Personnel Committee
FROM: City Attorney Jim Godlewski
RE: Public Access Broadcast on AT&T U-verse

With the roll out of new video service by AT&T called U-verse, we have had discussion with AT&T about their obligation to carry the public access channel similar to how Time Warner already carries the signal. The public access channel is where the Common Council meetings are broadcast to subscribers. Under the new cable act, new video service providers are required to carry a community's public access channel. However, the act does not require the video service provider to pay for the cost of uploading the signal to their system. The most cost effective way to accomplish the broadcast of the access channel is to take the signal from the Time Warner feed and upload it directly to the AT&T U-verse system. That can be accomplished at our video producer, UW Fox Valley. However, because the Time Warner channel is broadcast in analog it is necessary for UW Fox Valley to acquire a piece of equipment to translate the signal from analog to digital. In addition, a router is also required, but UW Fox Valley has a surplus router that they are willing to use without cost to the participating municipalities (a \$1,500 value). In addition, it is necessary to complete additional wiring to connect the system to the closest AT&T connection point. This equipment and wiring is necessary solely to get the public access channel onto the AT&T U-verse system and has no other value to UW Fox Valley. Without investing in this equipment, the broadcast of common council meetings will not be seen on the U-verse system.

The cost for accomplishing the connection is \$3,346.96 for the digital encoder plus an additional \$295 for the necessary wiring for a total cost to the participating municipalities of \$3,641.96. As you are aware, Neenah has been cooperating in cable matters with Appleton and Menasha. Recently, the City of Green Bay has also agreed to participate in the costs because their access signal is broadcast on the same channel used by Appleton, Neenah & Menasha. With the costs split four ways, each community's share is \$910.49. We are also exploring whether other communities that benefit from uploading the signal are willing to participate in the costs.

Staff recommends authorizing the City of Neenah participate in the payment of costs not to exceed \$910.49 to UW Fox Valley to acquire the necessary equipment and wiring to allow for the rebroadcast of the cable public access channel on the AT&T U-verse system with the funds to come from the Common Council other services/televising meeting budget.