



**City of Neenah
COMMON COUNCIL AGENDA
Organizational Meeting
Tuesday, April 19, 2022 - 7:00 p.m.
Neenah City Hall
Council Chambers
211 Walnut Street, Neenah**

I. Roll Call and Pledge of Allegiance.

SWEARING IN CEREMONY

- Mayor – Jane B. Lang
- Alderman District One – Kathie Boyette
- Alderman District Two – Dan Steiner
- Alderman District Three – Lee Hillstrom

ORGANIZATIONAL MEETING

- **Motion that Rules of Order of the **previous** Council be adopted as rules to govern this Council until modified by proper action of the Council. (RollCallPro)**
- Election of Officers:
 - **President of the Council.**
- Mayor's appointments to the Standing Committees, one-year terms expire April 2023.
 - Finance & Personnel – (4) Aldermen & the Council President. Previously held by Aldermen Erickson, Boyette, Borchardt, S kyrms, and Council President Stevenson.
 - Public Services & Safety – (4) Aldermen & the Council President. Previously held by Aldermen Bates, Hillstrom, Lendrum, Lang and Council President Stevenson.
 - N-M Joint Fire Finance and Personnel Committee – the Council President, a member of the Finance & Personnel Committee and an at large Alderman. Previously held by Council President Stevenson, Alderman Boyette and Alderman Borchardt.
 - **Motion to confirm the Mayor's appointments to the Standing Committees. (RollCallPro)**
- Mayor's appointments to the Special Council Committees, one-year terms expire April 2023.
 - Committee on Rules – (3) Aldermen. Previously held by Aldermen Lendrum, Borchardt and S kyrms.

- Legislative Review – Mayor Kaufert, the Council President and the Chair of the Finance & Personnel Committee. Previously held by Mayor Kaufert, Alderman Stevenson and Alderman Erickson.
- **Motion to confirm the Mayor’s appointments to the Standing Committees. (RollCallPro)**
- Short recess to permit organizational meetings of the Standing / Special Council Committees to elect chair, vice-chair and set meeting date.
 - Organizational report of the Standing / Special Council Committees
 - Finance and Personnel Committee
 - Report elected Chair, Vice-Chair and meeting dates.
 - Public Services and Safety Committee
 - Report elected Chair, Vice-Chair and meeting dates.
 - Committee on Rules
 - Report elected Chair, Vice-Chair. Committee meets on call.
 - Legislative Review Committee
 - Report elected Chair, Committee meets on call.
- Mayor’s appointment of:
 - President Stevenson to the Appleton Redevelopment Authority (ARA) Exhibition Center Advisory Committee of the Appleton Redevelopment Authority. Term to expire December 2023.
 - Ald. Lendrum and Ald. Hillstrom to the Board of Public Works for a one-year term to expire April 2023. (Previously held by Ald. Hillstrom and Bates)
 - Mayor, Fire Chief Kloehn, City Attorney Westbrook, Clerk Nagel, Director of Community Development & Assessment Haese, Director of Finance Easker, Director of Public Works Kaiser, Director of the Water Utility Mach, Police Chief Olson, Director of Information Systems Wenninger, Director of Parks & Recreation Kading, Director of Library Services Raab, Director of Human Resources & Safety Kehl, Ald. Lendrum, Winnebago County Health Representative Doug Gieryn, School Superintendent Pfeiffer and a Red Cross Representative to the Emergency Government Committee for a one-year term to expire April 2023.
 - Dir. of Community Development Haese to the Fox Cities Tourism and Convention Bureau for a one-year term to expire April 2023.
 - Ald. S kyrms as Council representative to the BID Board for a one-year term expires April 2023.
 - Ald. Lendrum as a member of the Community Development Authority for a one-year term to expire April 2023.
 - Ald. Hillstrom as a member of the Community Development Authority for a four-year term to expire April **2026**
 - John Ahles as a member of the Community Development Authority for a three-year term to expire April **2025**
 - Dir. of Finance Easker to Fox Cities Room Tax Commission for a one-year term to expire April 2023.

- Deputy Director of Community Development Schmidt to Fox Cities Room Tax Commission for a one-year term to expire April 2023.
 - Cari Lendrum as City representative to Fox Cities Transit Commission for a three year term that expires April 2025.
 - Ald. Erickson as Council representative to the Library Board for a one-year term expires April 2023.
 - Sara Wiley, Becky Heidke Kwitakowski, Emma Santiago, and John Timmer to the Neenah Arts Council for a three year term expiring April 2025.
 - Ald. Stevenson and Ald. Borchardt to the Liquor Licensing Review Subcommittee for a one-year term to expire in April 2023. (Previously held by Ald. Bates and Stevenson)
 - Ald. Steiner as representative on the Bergstrom Mahler Museum Board of Directors for a one-year term to expire April 2023. (Previously held by Ald. Erickson)
 - **Motion to confirm the Mayor's appointments. (Roll Call Pro)**
- Council appointment of:
 - Ald. Skyrms as Council representative to the Joint Review Board for a one-year term to expire April 2023. (Previously held by Ald. Skyrms)
 - Ald. Steiner as Council representative to the Landmarks Commission for a one-year term to expire April 2023. (Previously held by Ald. Lang)
 - Ald. Lendrum as Council representative to the Loan Assistance Board for a one-year term to expire April 2023. (Previously held by Ald. Lendrum)
 - Ald. Tami Erickson to chair the Neenah Arts Council for a one-year term to expire April 2023.
 - Ald. Borchardt as Council representative to Park & Recreation Commission for a one-year term to expire April 2023. (Previously held by Ald. Borchardt)
 - Ald. Steiner as Council representative to the Plan Commission for a one-year term to expire April 2023. (Previously held by Ald. Lang)
 - Ald. Boyette as Council representative to the Water Works Commission for a one-year term to expire April 2023. (Previously held by Ald. Boyette)
 - **Motion to confirm the Council appointments. (RollCallPro)**
- II. Introduction and Confirmation of Mayor's Appointment(s). **(None)**
- III. Approval of Council Proceedings.
- A. Approval of the Council Proceedings of April 6, 2022 regular session.
- IV. Public Hearing **(None)**.
- V. Report pertaining to the public hearing **(None)**.
- VI. Public Forum.

- A. Speakers should give their name and residential address (not mailing address) and are allowed five minutes to speak on any topic.
- VII. Mayor/Council consideration of public forum issues.
- VIII. Consent Agenda.
- A. Approve Street Use Permit for Barrel 41 Brewing Co., 1132 S. Commercial Street, for Hakas 2022, to be held on June 3, 2022 from 5:00 PM to 10:00 PM and June 4, 2022 from 3:00 PM to 10:00 PM
 - B. Approve Street Use Permit for Future Neenah, 135 W Wisconsin Avenue, for the Shattuck Park Evening Concert Series, on Wednesday's, from June 15, 2022 through August 10, 2022 from 6:00 PM to 8:00 PM and the Shattuck Park Out to Lunch Concert Series on Thursday's from June 16, 2022 to August 25, 2022 from 11:30 AM to 1:00 PM.
 - C. Approve Street Use Permit for Future Neenah., 135 W Wisconsin Avenue for the Future Neenah's Farmers Market, to be held on Saturday's from June 11, 2022 to October 15, 2022 from 8:00 AM to 12:00 PM
 - D. Approve Street Use Permit for Future Neenah., 135 W Wisconsin Avenue for the Future Neenah's A Very Neenah Christmas, to be held on December 2, 2022 from 6:00 PM to 8:00 PM
 - E. (UC)
- IX. Reports of standing committees.
- A. Regular Public Services and Safety Committee meeting of April 12, 2022: (Minutes can be found on the City web site)
 - 1. Committee recommends Council approve the purchase of a Ford F350 Truck with plow package from All World Ford, Hortonville, in the amount of \$72,763.560 with Capital Equipment Budget funds. **(RollCallPro)**
 - B. Regular Finance and Personnel Committee meeting of April 11, 2022: (Minutes can be found on the City web site)
 - 1. Cancelled.
- X. Reports of special committees and liaisons and various special projects committees.
- A. Regular Plan Commission meeting of April 12, 2022: (Minutes can be found on the City web site)
 - 1. Cancelled.
 - B. Board of Canvass meeting of April 6, 2022 (Council President) (Minutes can be found on the City web site)
 - 1. Report the results of the April 5, 2022 Spring Election.
 - C. Board of Public Works meeting of April 12, 2022: (Minutes can be found on the City web site)
 - 1. Information Only Items:
 - a) Board approved Pay Estimate No. 1, Contract 1-22, Sewer, Water Main and Street Construction on Apple Blossom Drive, Fredrick Drive, Green Acres Lane, Honeysuckle Lane, Meadow Lane,

Primrose Lane, and Wild Rose Lane, to Kruczek Construction, Green Bay, in the amount of \$796,068.81.

- b) Board approved Pay Estimate No.2, Contract 8-21, Jewelers Park Drive Trail, Vinton Construction, in the amount of \$364,019.63.

- D. Community Development Authority
 - 1. Report from the CDA - Dir. Haese
 - E. Library Board
 - 1. Report from the Library Board – Ald. Erickson
 - F. Neenah Arts Council
 - 1. Report from Neenah Arts Council – Ald. Erickson
- XI. Presentation of petitions.
- A. Any other petition received by the City Clerk’s Office after distribution of the agenda.
- XII. Council Directives.
- XIII. Unfinished Business.
- XIV. New Business.
- A. Discuss the process for filling vacant seat in Aldermanic District 3 on City Council due to Ald. Lang elected Mayor.
 - B. Discuss dates for Council picture – availability of Aldermen/staff. Group picture and (1) headshot for Mayor Lang and Ald. Steiner.
 - C. Any announcements/questions that may legally come before the Council.
- XV. Adjournment.

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

**Proceedings of the Common Council of the City of Neenah
Wednesday, April 6, 2022—7:00pm**

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 7:00 pm, April 6, 2022, in the Council Chambers of Neenah City Hall.

Mayor Kaufert is the chair.

Present: Alderpersons Boyette, Bates, Hillstrom, Lendrum, Borchardt, Lang, S kyrms, Erickson, and Stevenson. Staff present Director of Finance Easker, Director of Community Development & Assessment Haese, Director of Public Works Kaiser, City Attorney Westbrook, and City Clerk Nagel.

Also Present: Aldermanic District 2 Elect Dan Steiner, Kelly Behrmann, Scott Behrmann, Bernice Meyer, Police Chief Olson, Assistant Police Chief Bernice, Police Captain Van Sambeek, Neenah-Menasha Fire Rescue Chief Kloehn, Director of Information Systems Wenninger.

Mayor Kaufert called the meeting to order at 7:04 pm

- I. **Role Call and Pledge of Allegiance.**
- II. The Clerk called a voice roll call, followed by the Pledge of Allegiance led by Mayor Elect Lang.

- III. **Approval of Council Proceedings**
 - A. Approval of the Council Proceedings of March 16, 2022 regular session.
MS Lendrum/Bates to approve the Proceedings of March 16, 2022 as written. Motion carried by unanimous consent.

- IV. **Consent Agenda**
MS Stevenson/Borchadt to approve the Consent Agenda as presented. Motion carried by unanimous consent.
 - A. Approve the Temporary Extension of Licenses Premise Application to Greene’s Pour House, 134 W Wisconsin Avenue, for the 10-Year Anniversary Celebration, to be held on May 21, 2022. **(PSSC)**
 - B. Approve the Street Use Permit for Greene’s Pour House, 134 W Wisconsin Avenue, for the 10-Year Anniversary Celebration, to be held on May 21, 2022. **(PSSC)**
 - C. Approve the Street Use Permit for Udderly Euro Stationary Car Show, sponsored by T. Apparel Co., to be held on June 18, 2022 from 3:00 PM to 7:30 PM **(PSSC)**

- V. **Reports of standing committees**
 - A. Regular Public Services and Safety Committee meeting of March 29, 2022:

1. Committee recommends Council approve the Memorandum of Understanding between the City of Neenah and Bird Rides, Inc., which establishes an electric scooter pilot program to expire on December 31, 2022 and to approve Ordinance #2022-08 which will allow for modifications of Article IV and Section 11-2 in regards to the operation and regulation of electric scooters.
MSCRP Bates/Stevenson to approve committee recommendation as presented, all voting aye.
2. Committee recommends Council approve the entering into a Memorandum of Understanding with Galloway Co., on the Harrison Street Pond.
MSCRP Bates/Boyette to defer back to committee, all voting aye.
3. Committee recommends Council authorize the City Attorney to amend Chapter 16 of the City of Neenah Ordinances by adding Wisconsin Administrative Code Chapter Trans 305.
MSCRP Bates/Borchardt to approve the committee recommendation as presented, all voting aye.
4. Committee recommends Council approve the purchase of 2 (12 inch) speed display signs, 2 speed trailers with 15-inch display, and 2 speed tracker data recorders from TrafficLogix in an amount not exceed \$25,000.00 to be funded by Capital Equipment account 011-2132-743-8133.
MSCRP Bates/Hillstrom to approve the committee recommendation as presented, all voting aye.
5. Committee recommends Council approve an amendment to the capital equipment budget to purchase 112 of the 95 gallon recycling carts and 112 of the 95 garbage carts from Rehrig Pacific in the amount of \$16,560.00 using capital equipment reserve funds.
MSCRP Bates/Stevenson to approve the committee recommendation as presented, all voting aye.

B. Special Finance and Personnel Committee meeting of March 28, 2022:

1. Committee recommends Council approve Resolution 2022-07 for the 2022 Community Development Block Grant and authorization to enter into agreements for the activities, subject to approval by the U.S. Department of Housing and Urban Development.
MSCRP Erickson/Skyrm to approve the committee recommendation as presented, all voting aye
2. Committee recommends Council approve the Tax Incremental District #7 Development Agreement between the City and Spring Creek Center II, LLC for the redevelopment of the former Shopko property at 699 S. Green Bay Road.
MSCRP Erickson/Stevenson to approve the committee recommendation as presented, all voting aye.

3. Committee recommends Council approve the 2021 Operating Budget Carry Forwards to 2022 as submitted.
MSCRP Erickson/Skyrms to approve the committee recommendation as presented, all voting aye.
 4. Committee recommends the City enter into an agreement with Ontech Systems, Inc. to perform a security assessment of the City's computing environment for a cost not to exceed \$3,700 with funding that was approved in Information Systems 2022 Capital budget.
MSCRP Erickson/Borchardt to approve the committee recommendation as presented, all voting aye.
- C. NMFR Joint Finance & Personnel Committee meeting of March 22, 2022:
1. Committee recommends the City of Neenah and City of Menasha Common Councils approve the Agreement for Urban Search and Rescue Emergency Response Services from April 1, 2022 through June 30, 2024.
MSCRP Stevenson/Boyette to approve the committee recommendation as presented, all voting aye.
 2. Committee recommends the City of Neenah and City of Menasha Common Councils approve filling the vacant firefighter position created by Mitch Berendes and move forward with hiring another firefighter to help offset the known overtime that will be incurred due to the current long-term FMLA.
MSCRP Stevenson/Boyette to approve the committee recommendation as presented, all voting aye.
- VI. Reports of special committees and liaisons and various special projects committees
- A. Alderperson Lang reported on the regular meeting of March 22, 2022:
Cancelled.
 - B. Board of Public Works meeting of March 29, 2022:
 1. The Board recommends Council award Contract 3-22, Street Construction, on Apple Blossom Drive, Byrd Avenue, Fredrick Drive, Green Acres, Honeysuckle Lane, Meadow Lane, Primrose Lane, and Wild Rose Lane awarded to Northeast Asphalt in the amount of \$1,974,203.70.
MSCRP Hillstrom/ to approve the committee recommendation as presented, all voting aye
 2. The Board recommends Council award contract to Safe Slide Restoration, Farmington, MO in the lump sum amount of \$47,691 for Neenah Pool Water Slide Restoration Project.

MSCRP Hillstrom/Bates to approve the committee

VII. Unfinished Business

- A. Consideration of Ordinance 2022-09 amending the salaries of the Mayor and the Common Council based on the approval of such action in the 2022 budget.

MSCRP Stevenson/Borchardt to approve Ordinance 2022-09 to approve the committee recommendation as presented, all voting aye.

VII Adjournment

MSCRP Bates/Stevenson to adjourn in closed session at 9:09 pm, all voting aye.

Respectfully submitted,



Charlotte K. Nagel
City Clerk

Common Council Minutes
Wednesday, April 6, 2022—7:00pm

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 7:00 pm, April 6, 2022, in the Council Chambers of Neenah City Hall.

Mayor Kaufert is the chair.

Present: Alderpersons Boyette, Bates, Hillstrom, Lendrum, Borchardt, Lang, Skyrms, Erickson, and Stevenson. Staff present Director of Finance Easker, Director of Community Development & Assessment Haese, Director of Public Works Kaiser, City Attorney Westbrook, and City Clerk Nagel.

Also Present: Aldermanic District 2 Elect Dan Steiner, Kelly Behrmann, Scott Behrmann, Bernice Meyer, Police Chief Olson, Assistant Police Chief Bernice, Police Captain Van Sambeek, Neenah-Menasha Fire Rescue Chief Kloehn, Director of Information Systems Wenninger.

Mayor Kaufert called the meeting to order at 7:04 pm

- I. The Clerk called a voice roll call, followed by the Pledge of Allegiance led by Mayor Elect Lang.
- II. Recognition of Retirees.
 - A. Deb Calabrese, Finance Department Office Manager, 8 years of service.
 - B. Officer Bill Mohr, Police Department, 31 years of service.
- III. Introduction and Confirmation of Mayor's Appointment(s)
 - A. None.
- IV. Approval of Council Proceedings
 - A. Approval of the Council Proceedings of March 16, 2022 regular session.
MS Lendrum/Bates to approve the Proceedings of March 16, 2022 as written. Motion carried by unanimous consent.
- V. Public Forum
 - A. Speakers should give their name and residential address (not mailing address) and are allowed five minutes to speak on any topic.
 1. Bernice Meyer, 116 Armstrong Street – Inquired on the cost of street assessments for Armstrong Street; the cost of the pavement, will property owners be responsible for street improvements, etc.

Mayor Kaufert suspended the rule of public forum and allowed Director of Public Works to answer the question.

There will be no assessments for the street improvements. Maintenance on the road is covered through the operating costs in the budget. When pressed on special assessments, Director Kaiser advised that until the final street is constructed will there be any special assessments.

Ms. Meyer inquired on the connection from Shooting Star/Remington Road to Armstrong Street and how the connection was handled. Ms. Meyer asked how the second nature trail from Eagle Crest Subdivision to Armstrong Street was handled with the DNR. Specifically, Ms. Meyer is upset that a wetland delineation was not completed and feels that the city gained additional acres because of this. In Ms. Meyer's opinion, the city would have been a better neighbor to property owners on Armstrong Street had the city followed the early conceptual plans depicting a second access to Breezewood Lane through either Remington Road or Kingswood Drive rather than moving the access from Shootingstar Drive to Armstrong Street to Breezewood Lane.

Director Haese advised there were several reasons for using Shootingstar:

- The wetlands were delineated in the preliminary platting process.
- If Kingswood or Remington were used to connect to Breezewood, there would be several hundred feet of unbuildable property long the roadway; this is an inefficient/ineffective use of a street.
- If Kingswood or Remington were used to connect to Breezewood, said intersection would be too close to the intersection of Armstrong Street and Breezewood Lane.

Therefore, Director Haese supports using Armstrong Street. The layout that was built is a much more efficient use of resources. There will also be a future connection from Lone Oak Drive to Armstrong Street. This connection is mapped as a road reservation. The difference between a road reservation and right-of-way is a reservation is a reservation for a future road extension. The reservation does not own the real estate. The right-of-way is owned real estate. The only way the city will own right-of-way is by that it is given or acquired by a willing seller.

Ms. Meyer was advised to connect staff with any additional questions.

2. Scott Behrmann, 985 Bridgewood Drive – Congratulated both Mayor Elect Jane Lang and Alderperson Brian Borchardt.

Mr. Behrmann spoke on bringing in Trans 305 into the ordinances for enforcement. There is a disconnect with city government with its citizens in understand vehicle modifications. Mr. Behrmann had three questions regarding Trans 305; 1-Would bringing in Trans 305 into city code cause undue stress on the Police Department as far as staffing, 2- will Trans 305 cause additional funding, and 3 - how Trans 305 impact the Udderly Euro Event?

After three calls for additional public comments there were no appearances. The Public Forum was closed at 7:10 pm.

VI. Mayor/Council consideration of public forum issues

- A. Assistant Police Chief Bernice responded to Mr. Behrmann's questions regarding Trans 305.
1. Undue stress – No it will not cause any undue stress
 2. Additional costs – No additional costs to enforce Trans 305. The scope falls within officers regular daily duties.
 3. Udderly Euro Event – The goal of the event is participation and making the city of Neenah stand out. The purpose of police is public safety, therefore if there is reckless driving or undo care for pedestrians/vehicles interacting together, then of course officers are going to react to make sure the event is safe and happy.
- B. Alderperson Lendrum commented on the disconnect Mr. Behrmann spoke of. Alderperson Lendrum highly recommends going on a police ride along as if they are suspicion or doubts of what the police department is doing. Ride along quarterly to gain insight. Alderperson Lendrum advised that Chief Olson is very open to speaking with residents on a one-on-one basis. Make an appointment, and he will make time for you. A combination of these two actions should help solve any disconnect.
- C. Alderperson Boyette, asked the Assistant Police Chief Bernice why does the city have to adopt Trans 305 in order to enforce it? Assistant Police Chief Bernice advised that Trans 305 is considered an Administrative Code and he does not know why it was not incorporated prior to today. Trans. 305 could not be enforced unless adopted into the ordinances.
- D. Alderperson Bates clarified that committee asked if a state trooper was in Neenah, if they would be able to enforce Trans 305 along with sheriff's deputies. The answer received was not unless Trans 2035 was adopted into the ordinances. So it is illegal for Trans 305 to be enforced in Neenah.

Udderly Euro is a special event, it is an event that showcases non-street approved vehicles. Is that why Trans 305 will not be enforced for that event

because it is similar to the Memorial Day Parade and such? Assistant Police Chief Bernice indicated that the vehicles are well maintained and the owners simply want to showcase the vehicles during that event. Unless there is a public safety issue, police will promote the City of Neenah.

- E. Alderperson Hillstrom advised the date of Udderly Euro is June 18, 2022.

VII. Consent Agenda

- A. Approve the Temporary Extension of Licenses Premise Application to Greene's Pour House, 134 W Wisconsin Avenue, for the 10-Year Anniversary Celebration, to be held on May 21, 2022. **(PSSC)**
- B. Approve the Street Use Permit for Greene's Pour House, 134 W Wisconsin Avenue, for the 10-Year Anniversary Celebration, to be held on May 21, 2022. **(PSSC)**
- C. Approve the Street Use Permit for Udderly Euro Stationary Car Show, sponsored by T. Apparel Co., to be held on June 18, 2022 from 3:00 PM to 7:30 PM **(PSSC)**
- D. **(UC)**
MS Stevenson/Borchadt to approve the Consent Agenda as presented. Motion carried by unanimous consent.

VIII. Reports of standing committees

- A. Regular Public Services and Safety Committee meeting of March 29, 2022: (Chairman Bates/Vice Chairman Lang) (Minutes can be found on the City web site)
 - 1. Committee recommends Council approve the Memorandum of Understanding between the City of Neenah and Bird Rides, Inc., which establishes an electric scooter pilot program to expire on December 31, 2022 and to approve Ordinance #2022-08 which will allow for modifications of Article IV and Section 11-2 in regards to the operation and regulation of electric scooters.
MSCRП Bates/Stevenson to approve committee recommendation as presented, all voting aye.

Discussion: Mayor Kaufert recommends that we negotiate as many corrals as possible otherwise the scooters seem to left anywhere and everywhere; have as many drop off spots as possible.

Director Haese concurs with Mayor Kaufert. There are some exception zones that do not allow for the leaving of the scooters in certain areas such as the Tressel Trail. Issues are expected with implementation of the scooters, however this is a pilot program and

staff will work hard to minimize issues as they arise throughout the summer.

Aldersperson Hillstrom thanked Community Development Office Manager Samantha Jefferson for getting the information to the members of Public Services and Safety Commission. Ms. Jefferson was asked to contact other cities who have the scooters.

Ms. Jefferson contacted four different communities, one was the City of Sheboygan, who had the most rides in the state. All four cities are continuing with Bird Program this year. All had similar stories in that there was an education piece that was missing upon implementation of the program in which Bird reacted quickly worked to mitigate. Bird also pushed more education on the app. With the quick reaction from Bird and with additional public education those municipalities are seeing success with the program. Start-up costs is a dollar with thirty-nine cents a minute after the initial start-up which is the same as the City of Appleton.

Aldersperson Erickson questioned if businesses are designated as a Bird drop-off location and are those businesses required to have a designated drop off area on their property, and if so, who is responsible for demarcating the area and the cost of the demarcation?

Ms. Jefferson replied the city would be responsible for the demarcation of the nesting areas, there would not be an expense for business who host these areas. There are specific rules that users are to follow with returning the scooter to the nesting areas but if we are seeing a certain area where there tends to be more scooters not in the nesting areas the city will work with business to establish a nesting area in that location in order to curb scooters being left in random places.

Ms. Jefferson explained that designated nesting areas are displayed on the app and that if a rider returns the scooter to one of those nesting places a credit is giving for the next ride. Bird does not reimburse the business for having a nesting area on their property.

Aldersperson Boyette is concerned with how the downtown area is going to be maneuvered on the scooters. If sidewalk riding is prohibited in the downtown area, with the angled parking, how is that going to be navigated? How is trail riding going to be navigated,

specifically on Lakeshore Trail. Where are the scooters to be used on Lakeshore Trail?

Ms. Jefferson advised scooter use would be similar to that of a bicycle. In the downtown area bicycles share the roadway at the backend of the angled parking. Trail use is allowed but the speed limit is restricted to 12 mph for pedestrian safety. There are bells and lights on the scooter to bring driver/pedestrian awareness of the scooter.

Ms. Jefferson explained the geo fencing, which is controlled by Bird, allows for the speed control, where scooters can be ridden, as well as nesting locations. Just Loop the Lake Trail has the speed limit restriction. However, the Memorandum of Understanding is left open so should there be issues that arise Bird can through geo fencing put limitations on the scooters to mitigate problems.

Aldersperson Lendrum asked if Neenah is found to not be a good fit for the scooters is the city able to back out of the contract early? Attorney Westbrook advised yes, the Memorandum of Understanding includes opt out language.

Aldersperson S kyrms is concerned that Bird has yet to identified who the fleet manager or staffing will be on behalf of Bird so that the program is run as expected without having undue stress on city staff. There needs to be an education piece as to what is expected and then a cleanup piece as to who to call when the rules are not followed.

Staff had discussions with the fleet manger from Appleton as well as Bird themselves and were reassured that should the contract pass tonight they would begin recruiting a fleet manager. Aldersperson S kyrms would like to see more than one person be responsible for the Neenah, Menasha, and Fox Crossing. There would be direct lines of communication from the city to the fleet manager and to Bird. Education and training at the public level will be the bigger challenge.

2. Committee recommends Council approve the entering into a Memorandum of Understanding with Galloway Co., on the Harrison Street Pond.

MSCR P Bates/Boyette to defer back to committee, all voting aye.

Discussion: Aldersperson Bates was advised by the Public Works Director that Galloway is requesting some changes to the document.

Therefore a motion to defer back to committee for review of said changes.

3. Committee recommends Council authorize the City Attorney to amend Chapter 16 of the City of Neenah Ordinances by adding Wisconsin Administrative Code Chapter Trans 305.
MSCRP Bates/Borchardt to approve the committee recommendation as presented, all voting aye.

Discussion: Mayor Kaufert asked, under this ordinance, the use of any parts or mufflers that are not stock, would that be illegal?

Assistant Police Chief Bernice responded it depends on volume. Most of modifications are covered under Chapter 347. There are no special amendments when it comes to mufflers. The bigger question is question is motorcycles. Most of Trans 305 is enforceable under Chapter 347, however, those items not covered by Chapter 347 are beyond the scope of a patrol officer. If there are complaints coming into the police department of a loud muffler the police must investigate. If we need to investigate Trans 305 is another tool to do the investigation properly. The police are not going to target certain vehicles.

Police Chief Olson advised that all officers received training from a State Trooper on motorcycle mufflers. The book used as part of this training is in each squad car as a resource tool. This training and resource was done as part of the noise free city initiative.

Aldersperson Boyette confirmed that adopting Trans. 305 is another tool in the toolbox. Assistant Police Chief Bernice confirmed between the decimal ordinance, Trans 305, and Chapter 347 there are now tools for officers to use. The job of the police is to maintain the peace.

4. Committee recommends Council approve the purchase of 2 (12 inch) speed display signs, 2 speed trailers with 15-inch display, and 2 speed tracker data recorders from TrafficLogix in an amount not exceed \$25,000.00 to be funded by Capital Equipment account 011-2132-743-8133.
MSCRP Bates/Hillstrom to approve the committee recommendation as presented, all voting aye.

Discussion: Mayor commented that every street in the city is the fastest traveled street in the city if you live on that street. These signs are very much appreciated because they do slow traffic down. Mayor just wants to make sure that the signs are used as it tells residents that we are trying to make a difference.

5. Committee recommends Council approve an amendment to the capital equipment budget to purchase 112 of the 95 gallon recycling carts and 112 of the 95 garbage carts from Rehrig Pacific in the amount of \$16,560.00 using capital equipment reserve funds.
MSCRP Bates/Stevenson to approve the committee recommendation as presented, all voting aye.

Discussion: Alderperson Boyette inquired the reason for the additional purchase, is it to replace damaged carts or to replenish back stock?

Director Kaiser advised there is an uptick in the request for the larger carts. There have been some minor damage on some carts but for the most part it is the swap outs to the larger cart size or the new constructions requesting the larger carts.

Alderperson Bates commented that some residents did not realize how the carts were going to fit in garages. Now that fit is understood, many are requesting a larger cart.

- B. Regular Finance and Personnel Committee meeting of March 28, 2022 (Chairman Erickson/Vice Chairman Boyette) (Minutes can be found on the City web site)
 1. Committee recommends Council approve Resolution 2022-07 for the 2022 Community Development Block Grant and authorization to enter into agreements for the activities, subject to approval by the U.S. Department of Housing and Urban Development.
MSCRP Erickson/Skyrm to approve the committee recommendation as presented, all voting aye.

No discussion.
 2. Committee recommends Council approve the Tax Incremental District #7 Development Agreement between the City and Spring Creek Center II, LLC for the redevelopment of the former Shopko property at 699 S. Green Bay Road.

MSCRP Erickson/Stevenson to approve the committee recommendation as presented, all voting aye.

Discussion: Mayor commented that passing this Development Agreement opens up the door for development to start.

Aldersperson Stevenson commented on TIF being a tool that has been successfully used. During times when economic development does not support the proposal, TIFs have had to be used to take action to help districts that are not performing well. This community has done a very proud job of managing its TIF Districts. This particular TIF seems to have drawn a great deal of attention. This agreement is not a gift. This agreement is a performance based that says if the tax base is increased by \$5 million of incremental value the city's obligation to start paying off the \$950,000 begins. The developer is earning the \$950,000 by increasing the increment value by \$5 million in three years.

Aldersperson Bates thought the agreement may have to be approved by the Joint Review Board governing TIFs. However, as Council President Stevenson commented this is not a gift. We are not giving the developer any more than they are giving us. The developer payments are actually going to be more than what the city is filtering back to them.

3. Committee recommends Council approve the 2021 Operating Budget Carry Forwards to 2022 as submitted.
MSCRP Erickson/Skyrms to approve the committee recommendation as presented, all voting aye.

No discussion.

4. Committee recommends the City enter into an agreement with Ontech Systems, Inc. to perform a security assessment of the City's computing environment for a cost not to exceed \$3,700 with funding that was approved in Information Systems 2022 Capital budget.
MSCRP Erickson/Borchardt to approve the committee recommendation as presented, all voting aye.

Discussion: Aldersperson Stevenson requested the record show that Director Wenninger has asked that as opportunities present themselves for improving the city's cyber security that he have the authorization to implement said opportunities immediately and quickly

to which the committee agreed. The money for this project has been budgeted for and approvals have gone through the budget approval process. With the cyber environment today, there needs to be quick reaction when there is a threat or a breach which means going through a government meeting process could cause more damage than good. As such, Director Wenninger is aware that the Council needs to be updated regularly on the situation because Council are responsible to the constituents and need to be able to answer how the city is positioning itself.

Aldersperson Hillstrom will be supporting the expense as this seems to be a money well spent in today's cyber environment.

Mayor commented that employee awareness and employee training is a vital step in cyber security and Neenah has taken steps towards education of employees to that they know what is being opened and what should be deleted without opening.

C. NMFR Joint Finance & Personnel Committee meeting of March 22, 2022: (Aldersperson Stevenson) (Minutes can be found on the City web site)

1. Committee recommends the City of Neenah and City of Menasha Common Councils approve the Agreement for Urban Search and Rescue Emergency Response Services from April 1, 2022 through June 30, 2024.

MSCRP Stevenson/Boyette to approve the committee recommendation as presented, all voting aye.

Discussion: Fire Chief Kloehn advised that the Wisconsin Task Force 1 is an urban search and rescue program complied by many career departments throughout the State of Wisconsin. In large disasters each state will send teams to help in the search and rescue efforts. This agreement had expired intentionally so that some issues could be address. One of those issues were reimbursement. The state and municipalities carry the costs to send the team to the disaster area until reimbursement takes place. Reimburse could take up to a year or more. The new agreement addresses reimbursement taking place in an earlier timeframe rather than a year. The other issue is liability for injury or death of team members during search and rescue efforts. The state has since advised that they would take on the liability should there be injury or death of a member. The state also took on funding the program though Wisconsin Emergency Management.

Neenah Menasha Fire has about six members on Wisconsin Task Force 1. The advantage of that is that these six members can train the remainder of the staff in the training they received from being members of Wisconsin Task Force 1.

2. Committee recommends the City of Neenah and City of Menasha Common Councils approve filling the vacant firefighter position created by Mitch Berendes and move forward with hiring another firefighter to help offset the known overtime that will be incurred due to the current long-term FMLA.

MSCRP Stevenson/Boyette to approve the committee recommendation as presented, all voting aye.

Discussion: Alderperson Stevenson explained that the person who was initially hired to fill in the long-term FMLA position has been moved to a permanent position due to another new hire taking a position with an out of state fire department.

Fire Chief Kloehn added that hiring the next firefighter will be challenging because of the recruit academy. The person who was initially hired to take this position had already been through the recruit academy. The new hire will need to go through the recruit academy which will be an additional expense. Additionally, the fire fighters who are currently eligible for hire do not graduate until May from FVTC creating a bit of a bind.

There is also the possibility of the FMLA person returning to work earlier than anticipated. If this happens and the replacement fire fighter is hired, that newly hired fire fighter may have to be on leave until a position opens up in January.

Fire Chief Kloehn appreciates the support in the ability to look to hire for the FLMA position.

- IX. Reports of special committees and liaisons and various special projects committees
 - A. Regular Plan Commission meeting of March 22, 2022: (Council Rep Lang)
(Minutes can be found on the City web site)
 1. Cancelled.
 - B. Board of Public Works meeting of March 29, 2022: (Vice Chairman Hillstrom)
(Minutes can be found on the City web site)
 1. Information Only Items:

- a. The Board approved Pay Estimate No. 6, Contract 3-20, HMA Street Construction to Sommers Construction Company, Shiocton, in the amount of \$11,452.37.

2. Council Action Items:

- a. The Board recommends Council award Contract 3-22, Street Construction, on Apple Blossom Drive, Byrd Avenue, Fredrick Drive, Green Acres, Honeysuckle Lane, Meadow Lane, Primrose Lane, and Wild Rose Lane awarded to Northeast Asphalt in the amount of \$1,974,203.70.

MSCRP Hillstrom/ to approve the committee recommendation as presented, all voting aye.

Discussion: Clarification was given that the contract award was to Northeast Asphalt in the amount of \$1,974,203.70.

- b. The Board recommends Council award contract to Safe Slide Restoration, Farmington, MO in the lump sum amount of \$47,691 for Neenah Pool Water Slide Restoration Project.

MSCRP Hillstrom/Bates to approve the committee recommendation as presented, all voting aye.

Discussion: Director Kading advised of state requirements to have the slide inspected and any restoration work done for safety is every ten years. Last year was the slide's twenty-fifth year in service. Three bids were received. All contractors are delayed due to COVID-19 so the work will be done in the fall. The slide has been deemed safe for use this summer.

Aldersperson Bates confirmed that committee asked if the slide was safe to use this summer to which they were told it is.

C. Landmarks Commission

1. Report from the Landmarks Commission – Aldersperson Lang
 - a. Reporting on the March 30, 2022 meeting.
 - b. Discussed possible tour opportunities of landmark properties that could be held on September 11, 2022 in conjunction with the Pow Wow and/or in conjunction with Kids Day at the Farmer's Market August 20, 2022. Discussion will continue next meeting.

D. Sustainable Neenah Committee

1. Report from the Sustainable Neenah Committee – Aldersperson Borchardt

- a. Neenah Sustainable Committee will be rolling out the Peace to Bees Pollinator Awareness Campaign during the City's Arbor Day Celebration Friday, April 29, 2022, at 9:00 am at a park to be determined by the new mayor.
- E. Reports on neighborhood groups.
 - 1. Business Improvement District Board (BID Board) – Alderperson Lang
 - a. Annual BID Meeting was held March 15, 2022 at Future Neenah. It was a positive year for the BID.
- F. Bergstrom Mahler Museum
 - 1. Report from the Bergstrom Mahler Museum – Alderperson Erickson
 - a. Reporting of the Wednesday, March 30, 2022 meeting.
 - b. Paper Weight Association Members Artist Showcase at the museum through May 21, 2022.
 - c. In exhibit at the Paine Art Center Museum and Gardens in Oshkosh is the Bergstrom Mahler Museum collection at Paper Weights in Bloom. This is a collection of paper weights of a floral motif.
- X. Presentation of petitions
 - A. Any other petition received by the City Clerk's Office after distribution of the agenda.
- XI. Council Directives
- XII. Unfinished Business
 - A. Consideration of Ordinance 2022-09 amending the salaries of the Mayor and the Common Council based on the approval of such action in the 2022 budget.
MSCRP Stevenson/Borchardt to approve Ordinance 2022-09 to approve the committee recommendation as presented, all voting aye.

Discussion: Alderperson Stevenson concurs with Mayor Kaufert that this item has been debated through the budget process, deliberated during the budget workshops, and also through the deliberations and passage of the 2022 operating budget process. It is appropriate to deal with this issue at this point even though it did not come to council through committee.

Alderperson Stevenson further explained that state law does not allow elected officials to vote themselves a pay raise. Therefore, the salary adjustments that this council has approved in the Operating Budget have been levied and they are in place but law requires passage of an ordinance prior to the new mayor and new council members taking seat.

Attorney Westbrook advised council this salary adjustment was approved prior to the election, therefore there is no need for any newly elected officials to abstain from voting. The salary adjustments only impact those who are starting their new term, not those who are currently serving a term. Those currently serving a term will receive the salary adjustments when they are re-elected at the start of their new term.

XIII. New Business

- A. Any announcements/questions that may legally come before the Council.
- B. Alderperson Erickson is honored to have artwork from Youth-Go on display in lobby. The artwork display is sponsored by the Neenah Arts Council.
- C. Council President Stevenson congratulated all the newly elected candidates to office, not only in Neenah, but all around the state. He also acknowledged and thanked all the candidates who ran as he knows the tribulations that are endured just by running for public office. Congratulations to everyone.

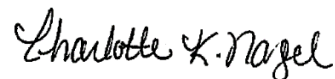
It is a bitter sweet meeting tonight because we say good bye to two colleagues; Alderperson Bates and Mayor Kaufert. Council President Stevenson recognized and presented both Alderperson Bates and Mayor Kaufert with plaques honoring their service to the city.

Mayor Kaufert delivered a departing speech and those around him thanked him for his years of service as an alderman, as a state representative, and as mayor.

XIV. Adjournment

Motion by Bates/Stevenson to adjourn, carried unanimously. Meeting adjourned at 9:09pm.

Respectfully submitted,



Charlotte Nagel, City Clerk



Neenah
WISCONSIN

Special Event Permit Application

Police Department

Contact: Lieutenant Jon Kuffel

Phone: +1 (920) 886-6018

Address: 2111 Marathon Ave. Neenah, WI 54956

Email: jkuffel@ci.neenah.wi.us

1. Will you be using the Emergency Response Protocol supplied by the city? (See supplement.) Yes No

The protocol is a set of procedures to be used for various crises including inclement weather, medical emergencies, and disorderly conduct scenarios. It establishes responsibilities and expectations between the event organizer and emergency services in the event of a crisis. If you choose not follow the protocol provided by the city, attach a crisis management plan to this application. All plans must be approved by Neenah Police and Neenah-Menasha Fire Rescue.

2. List at least two Event Coordinator contacts who will be on-site during the event to address issues that might arise.

Event Coordinators are responsible for executing the Emergency Response Protocol.

Name Matt Stubing Phone 9205859260

Name Nathan Sharpless Phone 9202579196

3. Will there be security/crowd control services on-site? If so, please list contractor: Yes No

Name Volunteers organized by Matt Stubing Phone 9205859260

4. Will there be first aid/emergency responders on site? If so, please list contractor: Yes No

Name _____ Phone _____

- 5 Describe the communication method/equipment that will be used to notify event staff/volunteers of emergencies:

Staff & Volunteers will be equipt with walkie talkies with the two event coordinators communicating.

- 6 Describe the communication method/equipment that will be used to notify event attendees of emergencies:

P/A System will notify of emergency.

- 7 Identify the locations of the following (be specific):

Locations may instead be located on a map submitted with this permit. If a service is not provided or is not applicable, write in "N/A".

Loudspeaker/PA System See Map (Location of Stage)

Lost Child Recovery Site Event Entrance

Severe Weather Shelter(s) Barrel 41 Brewery

First Aid Station(s) N/A

Enclosed/Fenced Area(s) Around Tent & Food Trucks

Enclosed areas are required for alcohol consumption. Entrances and exlts must be numbered and labeled for any enclosed/fenced areas.



Neenah
WISCONSIN

Special Event Permit Application

Neenah-Menasha Fire Rescue

Contact: Assistant Chief Vernon Green

Phone: +1 (920) 886-6201

Address: 125 E. Columbian Ave. Neenah, WI 54956

Email: vgreen@nmfire.org

8. Will there be any pyrotechnics or open burning?

Yes No

A [Fireworks/Open Burning Permit](#) is required. Applications should be filed separately with Neenah-Menasha Fire Rescue.

9. Will there be any generators used?

Yes No

10. Will there be any cooking operations?

Yes No

11. Will there be any tents or canopies?

Yes No

12. Will there be any use of drones?

Yes No

Winnebago County Health Department

Contact: Env. Health Specialist Jennifer Bonzelet

Phone: +1 (920) 232-3000

Address: 112 Otter St. Oshkosh, WI 54901

Email: jbonzet@co.winnebago.wi.us

13. Will there be any food or beverages prepared or served?

Yes No

If yes, contact the Winnebago County Health Department.

14. Will there be any portable toilets and/or wash stations?

Yes No

15. Will there be any water activities (ie. dunk tanks, water slides)?

Yes No

16. Will there be any animals?

Yes No

Clerk's Office

Contact: City Clerk Patty Sturn

Phone: +1 (920) 886-6100

Address: 211 Walnut St. Neenah, WI 54956

Email: psturn@ci.neenah.wi.us

17. Will there be amplified music or announcements used for the event?

Yes No

18. Will amplified sound be within 7 am - 10 pm on weekdays & 10 am - 11 pm on weekends/holidays?

Yes No

If not, a special exemption must be requested and approved as part of this application. List the Intended hours of amplified sound (per day, if applicable):

Start Time 3:30 End Time 10pm

19. Will there be any alcohol served?

Yes No

A [Temporary Class B Picnic License](#) is required. Applications should be filed separately with the Clerk's Office.

20. Will there be any vendors/concessions? If so, please list:

Yes No

Vendors will need to have a [Solicitor Permit](#) filed with the Clerk's Office.

Food Truck 1- Big Mouth Gyros
Food Truck 2- TBD
Food Truck 3- TBD



Special Event Permit Application

Traffic Department

Contact: Traffic Engineer James Merten
Address: 211 Walnut St. Neenah, WI 54956

Phone: +1 (920) 886-6243
Email: jmerten@ci.neenah.wi.us

21. Will the event close any street/sidewalk/trail (or portions thereof) to traffic? Yes No
Any adjacent properties must be notified by the applicant 5 weekdays in advance of the event. A copy of the notification must be submitted and approved by the City Traffic Engineer.

22. Will you be providing volunteers to direct traffic? Yes No
All volunteers must be properly equipped, trained, and supplied with the [Volunteer Flagger Instructions](#). (See attached.)

23. Is any city traffic control equipment or services being requested? If so, check all that apply: Yes No

- Barricade/Sign Equipment**
Check if you are requesting equipment to be delivered to the event grounds. Equipment will need to be moved to their placement locations during the event.
- Barricade/Sign Placement**
Check if you are requesting equipment to be placed by the City during the event times.
- Flaggers to Direct Traffic**
Availability of community service aides (CSAs) and/or police officers are not guaranteed.
- Traffic Signal Programming**
Check if modifications to the traffic signal timing plans may be needed for the event.
- Message Boards**
Message boards may be used to give advanced notification of street closures for the event.

24. Will a private contractor be used for barricading/signing equipment or services? If so, please list contractor: Yes No
Any traffic control plan not supplied by the City must be approved by the Traffic Department.

Name _____ Phone _____

25. List any shuttle services (including route locations) being provided for the event:

N/A

26. List any locations to be used for either attendee or event staff parking:

Side lot used for parking, see map

27. Please identify handicap accessible parking locations and accommodations:

On the side of main building.



Special Event Permit Application

Parks & Recreation Department

Contact: Parks & Recreation Office
Address: 211 Walnut St. Neenah, WI 54956
Phone: +1 (920) 886-6060
Email: parkrec@ci.neenah.wi.us

Public Works Department

Contact: Traffic Engineer James Merten
Address: 211 Walnut St. Neenah, WI 54956
Phone: +1 (920) 886-6243
Email: jmerten@ci.neenah.wi.us

28. Will there be any equipment requiring ground anchoring (ie. tents, fences)? If so, please list locations: Yes No

Public Park/Property: _____

Public Street/Trail: _____

Other: Barrel 41 (See map)

Any stakes or ground anchoring systems proposed on public property must be approved for their locations. Diggers Hotline (Website: www.diggershotline.com, Phone: 811) must be contacted a minimum of 4 working days before any ground anchors are placed.

29. If there are any portable toilets or wash stations (Question #14), identify proposed locations:

Public Park/Property: _____

Public Street/Trail: _____

Other: Barrel 41 (See Map)

30. Have the park shelters been pre-reserved with the Park & Recreation Department? Yes No
Park reservations must be completed before submittal of this application.

31. Are you requesting any street sweeping services to be provided by the city? Yes No

32. Will there be any dumpsters and/or portable trash receptacles provided? Yes No

32. Will the event utilize environmentally conscious practices and/or provide recycling receptacles? Yes No

33. What tasks will be conducted to ensure the event site remains clean throughout (and after) the event?

Volunteers will be cleaning after each night.

34. Please list any additional equipment or services requested to be provided by the city:

N/A



Neenah WISCONSIN

Special Event Permit Application

Legal Notice

I, as an authorized member of the organization sponsoring this event, verify that the information contained in this application is true, correct, and complete to the best of my knowledge. I agree to all provisions and terms of this agreement and acknowledge that no changes may be made to this agreement, unless authorized written permission is granted.

I understand the filing of this application does not ensure the issuance of this permit. I also understand that all event organizers, staff, volunteers, participants, and spectators must comply with all applicable city ordinances, traffic rules, park rules, state health laws, fire codes, and liquor licensing regulations. Fees for park facilities, food sales permits, tent, and fireworks permits are in addition to the fees submitted for the Special Event Permit Application. I further understand that an incomplete application may be cause for denial of the event.

Hold harmless indemnification and defense.

For good and valuable consideration the applicant and/or the organization agrees to indemnify, defend and hold harmless the City of Neenah and its officers, officials, employees and agents from and against any and all liability, loss, damage, expenses, costs, including attorney fees arising out of the activities performed as described herein, caused in whole or in part by any negligent act or omission of the applicant/organization, anyone directly or indirectly employed by any of them or anyone whose acts any of them may be liable, except where caused by the sole negligence or willful misconduct of the City.

Signature 

Date 3/23/22

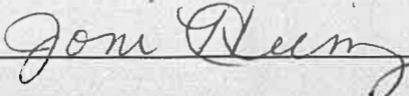
Completed applications should be filed with the Department of Legal & Administrative Services, Neenah City Hall, 211 Walnut Street Neenah, WI 54956. For any questions regarding this application or the permitting process, contact Joni Heinz: Phone: +1 (920) 886-6104 Email: jheinz@ci.neenah.wi.us

OFFICE USE ONLY

Cost Estimate	Total Cost	Sponsor Cost
Parks & Recreation _____	—	—
Public Works/Traffic _____	—	—
Police _____	—	—
NM Fire _____	—	—
Total	—	—

Approvals

Special Events Task Force

Signature 

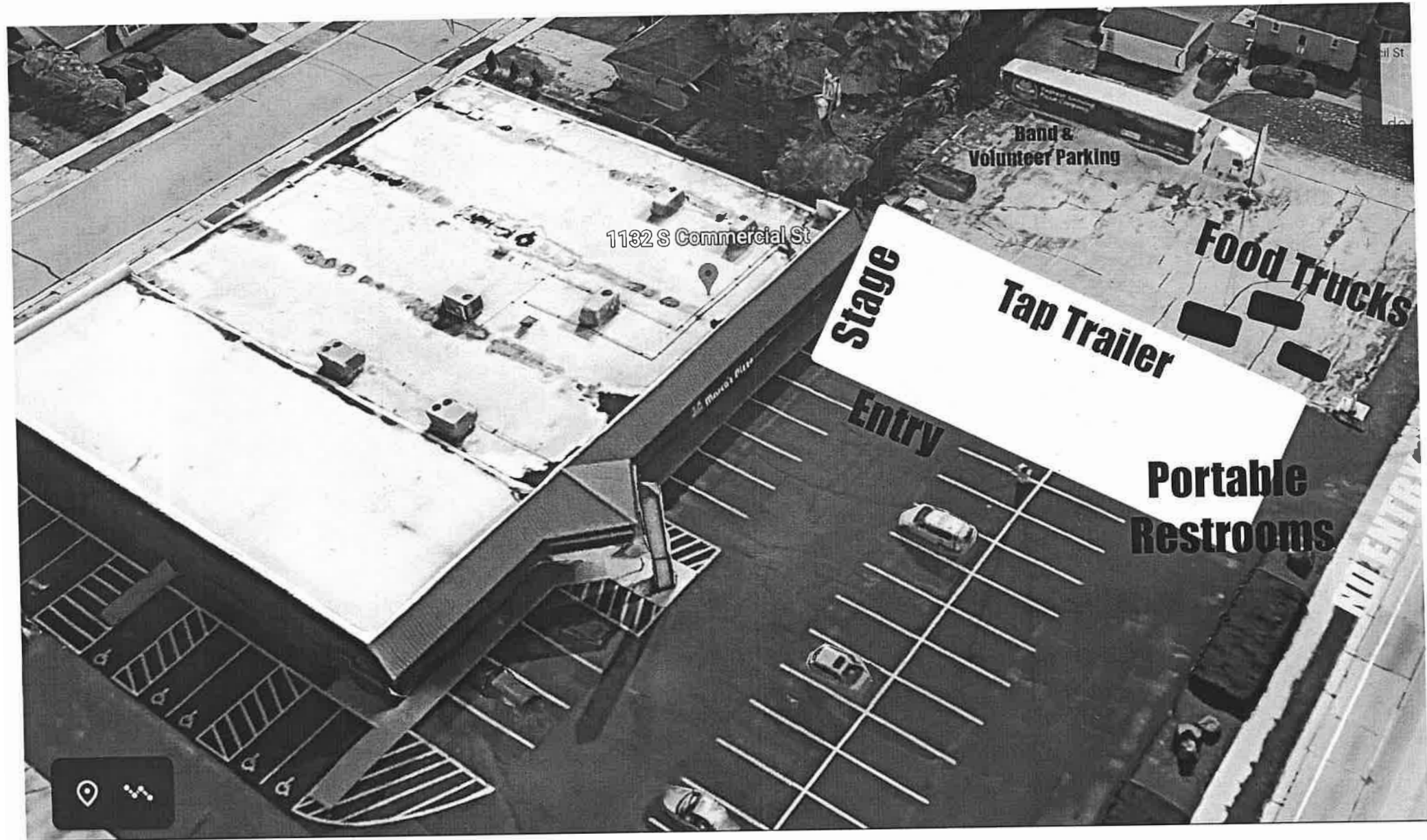
Date 3-28-22

Class B: Director of Public Works or Designee Class C: Public Services & Safety Committee / City Council

Signature _____

Date _____

Contingencies of Permit



1132 S Commercial St

Band & Volunteer Parking

Stage

Tap Trailer

Food Trucks

Entry

Portable Restrooms





Neenah Special Event Permit Application

shattuck park concert series:

Event

Name Evening concerts and out to lunch concerts

Webpage www.neenah.org

Description

- Festival Concert / Exhibition
- Parade/March
- Other:
- Tournament
- Competitive Race
- Assembly/Rally
- Non-Competitive Run/Walk

List the event activities to take place (or attach brochure):

SOLO ARTISTS or bands performing free concerts in Shattuck Park
Wednes: Evening concerts Thurs: out to lunch concerts

evening
7/2

Schedule

Date(s)	Setup Time	Start Time	End Time	Cleanup Time
<u>6/15 - 8/10</u>	<u>10:00am</u>	<u>6:00pm</u>	<u>8:00pm</u>	<u>8:00pm</u>
<u>6/16 - 8/25</u>	<u>9:30am</u>	<u>11:30am</u>	<u>1:00pm</u>	<u>1:00pm</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Attendance

List estimated quantities:

Participants NA
Spectators 500-1,000

List any entry fees:

Ø

Location

- Park/Public Property: Shattuck Park
- Public Street/Sidewalk/Trail: _____
- Private Property/Other: _____

Applicant

Name Meredith Rathe Daytime Phone (920) 722-1920
Email meredith@neenah.org Cell Phone (920) 302-6641

Organization

Name Future Neenah Tax Exempt No. 008-0000351043-05
Email info@neenah.org Phone (920) 722-1920
Address 135 W. Wisconsin Ave
City Neenah State WI Zip Code 54956

The organization shall incur all City service and equipment costs associated with the event. 501(c) organizations with a valid tax exempt certificate receive reduced rates for services/equipment provided by the City. See Municipal Code §14-129(g) for details.



Neenah Special Event Permit Application

Police Department

Contact: Lieutenant Jon Kuffel

Phone: +1 (920) 886-6018

Address: 2111 Marathon Ave. Neenah, WI 54956

Email: jkuffel@ci.neenah.wi.us

1. Will you be using the Emergency Response Protocol supplied by the city? (See supplement) Yes No

The protocol is a set of procedures to be used for various crises including inclement weather, medical emergencies, and disorderly conduct scenarios. It establishes responsibilities and expectations between the event organizer and emergency services in the event of a crisis. If you choose not follow the protocol provided by the city, attach a crisis management plan to this application. All plans must be approved by Neenah Police and Neenah-Menasha Fire Rescue.

2. List at least two Event Coordinator contacts who will be on-site during the event to address issues that might arise.

Event Coordinators are responsible for executing the Emergency Response Protocol.

Name Sarah Wylie - Executive Director Phone (920) 279-0751

Name Meredith Rathe - Events Coordinator Phone (920) 362-6641

3. Will there be security/crowd control services on-site? If so, please list contractor: Yes No

Name _____ Phone _____

4. Will there be first aid/emergency responders on site? If so, please list contractor: Yes No

Name _____ Phone _____

5. Describe the communication method/equipment that will be used to notify event staff/volunteers of emergencies:

Cellphones
Microphone on stage

6. Describe the communication method/equipment that will be used to notify event attendees of emergencies:

Microphone on stage

7. Identify the locations of the following (be specific):

Locations may instead be located on a map submitted with this permit. If a service is not provided or is not applicable, write in "N/A".

Loudspeaker/PA System on concert stage

Lost Child Recovery Site Info booth at park entry or under pavilion

Severe Weather Shelter(s) Park bathrooms or nearby businesses

First Aid Station(s) Info booth at park entry or under pavilion

Enclosed/Fenced Area(s) NA

Enclosed areas are required for alcohol consumption. Entrances and exits must be numbered and labeled for any enclosed/fenced areas.



Neenah Special Event Permit Application

Neenah-Menasha Fire Rescue

Contact: Assistant Chief Vernon Green Phone: +1 (920) 886-6201
Address: 125 E. Columbian Ave. Neenah, WI 54956 Email: vgreen@nmfire.org

- 8. Will there be any pyrotechnics or open burning? Yes No
A Fireworks/Open Burning Permit is required. Applications should be filed separately with Neenah-Menasha Fire Rescue.
- 9. Will there be any generators used? *unless food truck* Yes No
- 10. Will there be any cooking operations? Yes No
- 11. Will there be any tents or canopies? Yes No
- 12. Will there be any use of drones? Yes No

Winnebago County Health Department

Contact: Env. Health Specialist Jennifer Bonzelet Phone: +1 (920) 232-3000
Address: 112 Otter St. Oshkosh, WI 54901 Email: jbonzelet@co.winnebago.wi.us

- 13. Will there be any food or beverages prepared or served? *Food trucks on the street in parking stalls* Yes No
If yes, contact the Winnebago County Health Department.
- 14. Will there be any portable toilets and/or wash stations? Yes No
- 15. Will there be any water activities (ie. dunk tanks, water slides)? Yes No
- 16. Will there be any animals? Yes No

Clerk's Office

Contact: City Clerk Patty Sturn Phone: +1 (920) 886-6100
Address: 211 Walnut St. Neenah, WI 54956 Email: psturn@ci.neenah.wi.us

- 17. Will there be amplified music or announcements used for the event? Yes No
- 18. Will amplified sound be within 7 am - 10 pm on weekdays & 10 am - 11 pm on weekends/holidays? Yes No
If not, a special exemption must be requested and approved as part of this application. List the intended hours of amplified sound (per day, if applicable):
Start Time *OTL: 11:30am* End Time *1:00pm*
Evening: 6:00pm End Time *8:00pm*

- 19. Will there be any alcohol served? Yes No
A Temporary Class B Picnic License is required. Applications should be filed separately with the Clerk's Office.
- 20. Will there be any vendors/concessions? If so, please list: *Rotating food vendor* Yes No
Vendors will need to have a Solicitor Permit filed with the Clerk's Office.

- | | | | |
|---------------------------|---------------------------------|---------------------------------|-------------------------|
| <i>Eats on the Street</i> | <i>Caribbean Taste</i> | <i>on the Fritz Concessions</i> | <i>Smokehead BBQ</i> |
| <i>Icona Ice</i> | <i>Terra Verde & Scoops</i> | <i>Los Tres Manantiales</i> | <i>Honey Land Juice</i> |
- Big Mouth Eyros*
 - Carat Hurst*
 - Papa Murphy's*
 - Tasty Thai Food Truck*
 - Diablos Taco Truck*
 - Inferno Subs*
 - Bridgewood Premier Catering*



Neenah
WISCONSIN

Special Event Permit Application

Traffic Department

Contact: Traffic Engineer James Merten
Address: 211 Walnut St. Neenah, WI 54956

Phone: +1 (920) 886-6243
Email: jmerten@ci.neenah.wi.us

21. Will the event close any street/sidewalk/trail (or portions thereof) to traffic? Yes No
Any adjacent properties must be notified by the applicant 5 weekdays in advance of the event. A copy of the notification must be submitted and approved by the City Traffic Engineer.
22. Will you be providing volunteers to direct traffic? Yes No
All volunteers must be properly equipped, trained, and supplied with the [Volunteer Flagger Instructions](#). (See attached.)
23. Is any city traffic control equipment or services being requested? If so, check all that apply: Yes No
- Barricade/Sign Equipment
Check if you are requesting equipment to be delivered to the event grounds. Equipment will need to be moved to their placement locations during the event.
 - Barricade/Sign Placement
Check if you are requesting equipment to be placed by the City during the event times.
 - Flaggers to Direct Traffic
Availability of community service aides (CSAs) and/or police officers are not guaranteed.
 - Traffic Signal Programming
Check if modifications to the traffic signal timing plans may be needed for the event.
 - Message Boards
Message boards may be used to give advanced notification of street closures for the event.
24. Will a private contractor be used for barricading/signing equipment or services? If so, please list contractor: Yes No
Any traffic control plan not supplied by the City must be approved by the Traffic Department.
- Name _____ Phone _____

25. List any shuttle services (including route locations) being provided for the event:

NA

26. List any locations to be used for either attendee or event staff parking:

Streets near Shattuck Park
Towers Parking (Evening concerts only)

27. Please identify handicap accessible parking locations and accommodations:

we put signs in designated spots for handicap parking on Wisconsin Ave in front of park



Neenah
WISCONSIN

Special Event Permit Application

Parks & Recreation Department

Contact: Parks & Recreation Office
Address: 211 Walnut St. Neenah, WI 54956
Phone: +1 (920) 886-6060
Email: parkrec@ci.neenah.wi.us

Public Works Department

Contact: Traffic Engineer James Merten
Address: 211 Walnut St. Neenah, WI 54956
Phone: +1 (920) 886-6243
Email: jmerten@ci.neenah.wi.us

28. Will there be any equipment requiring ground anchoring (ie. tents, fences)? If so, please list locations: Yes No

Public Park/Property: _____

Public Street/Trail: _____

Other: _____

Any stakes or ground anchoring systems proposed on public property must be approved for their locations. Diggers Hotline (Website: www.diggershotline.com, Phone: 811) must be contacted a minimum of 4 working days before any ground anchors are placed.

29. If there are any portable toilets or wash stations (Question #14), identify proposed locations: *NA*

Public Park/Property: _____

Public Street/Trail: _____

Other: _____

30. Have the park shelters been pre-reserved with the Park & Recreation Department? Yes No
Park reservations must be completed before submittal of this application.

31. Are you requesting any street sweeping services to be provided by the city? Yes No

32. Will there be any dumpsters and/or portable trash receptacles provided? Yes No

32. Will the event utilize environmentally conscious practices and/or provide recycling receptacles? Yes No

33. What tasks will be conducted to ensure the event site remains clean throughout (and after) the event?

staff will monitor during event and clean up will be after concert as well

34. Please list any additional equipment or services requested to be provided by the city:

NA



Neenah Special Event Permit Application

Checklist

Required to process application:

- Application filed with the Mayor's Office within 45 days prior to the event (or 10 days, if there is no full/partial street closure).
Special exceptions must be approved by the Special Events Task Force and the Mayor.
- \$75 application fee. (Not applicable if there is no full/partial street closure.) Receipt No: _____
Payment can be made at the Department of Legal & Administrative Services, 211 Walnut Street Neenah, WI 54956.
- Reservation of park facilities.
Reservations may be made at the Parks & Recreation Office, 211 Walnut Street Neenah, WI 54956. See Question #30.
- Supplemental permits filed.
See Questions #8 (Fireworks/Open Burning Permit), #13 (Food Vending Permit), #19 (Temporary Class B Picnic License), and #20 (Vendor/Solicitor License).
- A detailed map of the event site/route.
A map identifying the event footprint and layout must be submitted with this application.
- A crisis management plan.
Required when not following the Emergency Response Protocol that is provided by the City. See Question #1.

Required to approve application:

- Liability insurance certificate.
Policy must include \$1,000,000 of general liability per occurrence (no exclusions) naming the City of Neenah, its officers, council members, agents, employees, and authorized volunteers as additional insured(s).
- Street closure notification letter.
Required when properties adjacent to or are enclosed within a closed street or street network. Letters must be pre-approved by the City and must be delivered 5 days working days before the event start date.
- Participant waiver forms.
Any waivers of liability signed by participants of the event must also include the City of Neenah (using the same language as for the liability insurance certificate).
- Traffic control plan.
Required when a contractor is providing traffic control services. Traffic control plans must be approved by the Traffic Department.
- Follow through with any contingencies required for approval of this permit application.
Contingencies are determined upon approval of the permit application. The City reserves the right to revoke a permit if any contingency is not met.

Provisions & Terms

This permit is intended to clarify the working relationship between the Applicant of the special event and the City of Neenah. The Applicant agrees to abide by the terms of this permit and all existing policies governing use of City facilities unless specifically noted in the permit. Regulations in Municipal Code §14-125 through §14-132 shall apply to this permit.

Once filed with the Department of Legal & Administrative Services, this permit will be reviewed by the Special Events Task Force. Upon task force recommendation for approval, per Municipal Code §14-129(b)(1), Class B permit applications are approved by the Public Works Director or designee and Class C permit applications are approved by the Public Services & Safety Committee and the City Council. A copy of an approved application will be sent to the Applicant as confirmation of the approved permit. The Applicant is responsible for complying with any contingencies applied to this permit. Failure to do so shall void this permit.

No changes may be made by the Applicant, regarding items included in this agreement, unless written permission is attached to this document. When questions regarding this agreement arise, they should be directed to the appropriate Department. If questions arise during the event and the Department representative is unavailable, the decision of City Staff on duty shall prevail.

Staff and equipment needed to run the event are the responsibility of the Applicant. City services and equipment may be provided at the discretion of the appropriate Department. The Applicant shall be responsible for the City's reasonable service and/or equipment cost associated with the event. The charges are determined from actual cost as outlined in Municipal Code §14-129(g). An invoice detailing charges for City services and/or damages will be sent to the sponsoring organization following the event. Payment is due within 30 days of the date of the invoice.



Neenah Special Event Permit Application

Legal Notice

I, as an authorized member of the organization sponsoring this event, verify that the information contained in this application is true, correct, and complete to the best of my knowledge. I agree to all provisions and terms of this agreement and acknowledge that no changes may be made to this agreement, unless authorized written permission is granted.

I understand the filing of this application does not ensure the issuance of this permit. I also understand that all event organizers, staff, volunteers, participants, and spectators must comply with all applicable city ordinances, traffic rules, park rules, state health laws, fire codes, and liquor licensing regulations. Fees for park facilities, food sales permits, tent, and fireworks permits are in addition to the fees submitted for the Special Event Permit Application. I further understand that an incomplete application may be cause for denial of the event.

Hold harmless indemnification and defense.

For good and valuable consideration the applicant and/or the organization agrees to indemnify, defend and hold harmless the City of Neenah and its officers, officials, employees and agents from and against any and all liability, loss, damage, expenses, costs, including attorney fees arising out of the activities performed as described herein, caused in whole or in part by any negligent act or omission of the applicant/organization, anyone directly or indirectly employed by any of them or anyone whose acts any of them may be liable, except where caused by the sole negligence or willful misconduct of the City.

Signature Meredith Roth Date 3/28/22

Completed applications should be filed with the Department of Legal & Administrative Services, Neenah City Hall, 211 Walnut Street Neenah, WI 54956. For any questions regarding this application or the permitting process, contact Joni Heinz: Phone: +1 (920) 886-6104 Email: jheinz@ci.neenah.wi.us

OFFICE USE ONLY

Cost Estimate

	Total Cost	Sponsor Cost
Parks & Recreation	—	—
Public Works/Traffic	—	—
Police	—	—
NM Fire	—	—
Total	—	—

Approvals

Special Events Task Force

Signature Joni Heinz Date 4-5-22

Class B: Director of Public Works or Designee Class C: Public Services & Safety Committee / City Council

Signature _____ Date _____

Contingencies of Permit



Neenah Special Event Permit Application

Event

Name Future Neenah Farmers Market

Webpage www.neenah.org

Description

- Festival/Concert/Exhibition Parade/March Other:
 Tournament Competitive Race
 Assembly/Rally Non-Competitive Run/Walk

Farmers Market

List the event activities to take place (or attach brochure):

vendors selling homegrown and homemade products

Schedule

Date(s)	Setup Time	Start Time	End Time	Cleanup Time
<u>6/11 - 10/15</u>	<u>6:00 am</u>	<u>8:00 am</u>	<u>12:00 pm</u>	<u>12:00 pm</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Attendance

List estimated quantities:

Participants _____

Spectators _____

List any entry fees:
NA

Location

- Park/Public Property: Shattuck Park
- Public Street/Sidewalk/Trail: _____
- Private Property/Other: _____

Applicant

Name Meredith Rathe Daytime Phone (920) 722-1920

Email meredith@neenah.org Cell Phone (920) 362-6641

Organization

Name Future Neenah Tax Exempt No. 008-0000351043-05

Email info@neenah.org Phone (920) 722-1920

Address 135 W. Wisconsin Ave

City Neenah State WI Zip Code 54956

The organization shall incur all City service and equipment costs associated with the event. 501(c) organizations with a valid tax exempt certificate receive reduced rates for services/equipment provided by the City. See Municipal Code §14-129(g) for details.



Neenah
WISCONSIN

Special Event Permit Application

Police Department

Contact: Lieutenant Jon Kuffel

Phone: +1 (920) 886-6018

Address: 2111 Marathon Ave. Neenah, WI 54956

Email: jkuffel@ci.neenah.wi.us

1. Will you be using the Emergency Response Protocol supplied by the city? (See supplement.)

Yes No

The protocol is a set of procedures to be used for various crises including inclement weather, medical emergencies, and disorderly conduct scenarios. It establishes responsibilities and expectations between the event organizer and emergency services in the event of a crisis. If you choose not follow the protocol provided by the city, attach a crisis management plan to this application. All plans must be approved by Neenah Police and Neenah-Menasha Fire Rescue.

2. List at least two Event Coordinator contacts who will be on-site during the event to address issues that might arise.

Event Coordinators are responsible for executing the Emergency Response Protocol.

Name Rhonda Mesko - Market Manager Phone (920) 540-6809

Name Meredith Rathe - Events Coordinator Phone (920) 362-0041

3. Will there be security/crowd control services on-site? If so, please list contractor:

Yes No

Name _____ Phone _____

4. Will there be first aid/emergency responders on site? If so, please list contractor:

Yes No

Name _____ Phone _____

5. Describe the communication method/equipment that will be used to notify event staff/volunteers of emergencies:

Microphone from musician
cellphones

6. Describe the communication method/equipment that will be used to notify event attendees of emergencies:

Microphone from musician

7. Identify the locations of the following (be specific):

Locations may instead be located on a map submitted with this permit. If a service is not provided or is not applicable, write in "N/A".

Loudspeaker/PA System on pavilion

Lost Child Recovery Site info booth

Severe Weather Shelter(s) nearby businesses or bathrooms

First Aid Station(s) info booth

Enclosed/Fenced Area(s) NA

Enclosed areas are required for alcohol consumption. Entrances and exits must be numbered and labeled for any enclosed/fenced areas.



Neenah
WISCONSIN

Special Event Permit Application

Neenah-Menasha Fire Rescue

Contact: Assistant Chief Vernon Green Phone: +1 (920) 886-6201
Address: 125 E. Columbian Ave. Neenah, WI 54956 Email: vgreen@nmfire.org

8. Will there be any pyrotechnics or open burning? Yes No
A [Fireworks/Open Burning Permit](#) is required. Applications should be filed separately with Neenah-Menasha Fire Rescue.
9. Will there be any generators used? *Honeyland Juice company uses one* Yes No
10. Will there be any cooking operations? *Done by food vendors* Yes No
11. Will there be any tents or canopies? *10x10 Pop up tents - not staked in ground* Yes No
12. Will there be any use of drones? Yes No

Winnebago County Health Department

Contact: Env. Health Specialist Jennifer Bonzelet Phone: +1 (920) 232-3000
Address: 112 Otter St. Oshkosh, WI 54901 Email: jbonzet@co.winnebago.wi.us

13. Will there be any food or beverages prepared or served? Yes No
If yes, contact the Winnebago County Health Department.
14. Will there be any portable toilets and/or wash stations? Yes No
15. Will there be any water activities (ie. dunk tanks, water slides)? Yes No
16. Will there be any animals? Yes No

Clerk's Office

Contact: City Clerk Patty Sturn Phone: +1 (920) 886-6100
Address: 211 Walnut St. Neenah, WI 54956 Email: psturn@ci.neenah.wi.us

17. Will there be amplified music or announcements used for the event? Yes No
18. Will amplified sound be within 7 am - 10 pm on weekdays & 10 am - 11 pm on weekends/holidays? Yes No
If not, a special exemption must be requested and approved as part of this application. List the intended hours of amplified sound (per day, if applicable):
Start Time 10:00 am End Time 12:00 pm
19. Will there be any alcohol served? Yes No
A [Temporary Class B Picnic License](#) is required. Applications should be filed separately with the Clerk's Office.
20. Will there be any vendors/concessions? If so, please list: Yes No
Vendors will need to have a [Solicitor Permit](#) filed with the Clerk's Office.

TOD



Neenah
WISCONSIN

Special Event Permit Application

Traffic Department

Contact: Traffic Engineer James Merten
Address: 211 Walnut St. Neenah, WI 54956

Phone: +1 (920) 886-6243
Email: jmerten@ci.neenah.wi.us

21. Will the event close any street/sidewalk/trail (or portions thereof) to traffic? Yes No
Any adjacent properties must be notified by the applicant 5 weekdays in advance of the event. A copy of the notification must be submitted and approved by the City Traffic Engineer.
22. Will you be providing volunteers to direct traffic? Yes No
All volunteers must be properly equipped, trained, and supplied with the [Volunteer Flagger Instructions](#). (See attached.)
23. Is any city traffic control equipment or services being requested? If so, check all that apply: Yes No
- Barricade/Sign Equipment
Check if you are requesting equipment to be delivered to the event grounds. Equipment will need to be moved to their placement locations during the event.
 - Barricade/Sign Placement
Check if you are requesting equipment to be placed by the City during the event times.
 - Flaggers to Direct Traffic
Availability of community service aides (CSAs) and/or police officers are not guaranteed.
 - Traffic Signal Programming
Check if modifications to the traffic signal timing plans may be needed for the event.
 - Message Boards
Message boards may be used to give advanced notification of street closures for the event.

24. Will a private contractor be used for barricading/signing equipment or services? If so, please list contractor: Yes No
Any traffic control plan not supplied by the City must be approved by the Traffic Department.

Name _____ Phone _____

25. List any shuttle services (including route locations) being provided for the event:

NA

26. List any locations to be used for either attendee or event staff parking:

street parking or towers parking lots

27. Please identify handicap accessible parking locations and accommodations:

parking stalls in towers parking lot



Neenah
WISCONSIN

Special Event Permit Application

Parks & Recreation Department

Contact: Parks & Recreation Office
Address: 211 Walnut St. Neenah, WI 54956
Phone: +1 (920) 886-6060
Email: parkrec@ci.neenah.wi.us

Public Works Department

Contact: Traffic Engineer James Merten
Address: 211 Walnut St. Neenah, WI 54956
Phone: +1 (920) 886-6243
Email: jmerten@ci.neenah.wi.us

28. Will there be any equipment requiring ground anchoring (ie. tents, fences)? If so, please list locations: Yes No

Public Park/Property: _____

Public Street/Trail: _____

Other: _____

Any stakes or ground anchoring systems proposed on public property must be approved for their locations. Diggers Hotline (Website: www.diggershotline.com, Phone: 811) must be contacted a minimum of 4 working days before any ground anchors are placed.

29. If there are any portable toilets or wash stations (Question #14), identify proposed locations: *NA*

Public Park/Property: _____

Public Street/Trail: _____

Other: _____

30. Have the park shelters been pre-reserved with the Park & Recreation Department? Yes No
Park reservations must be completed before submittal of this application.

31. Are you requesting any street sweeping services to be provided by the city? Yes No

32. Will there be any dumpsters and/or portable trash receptacles provided? Yes No

32. Will the event utilize environmentally conscious practices and/or provide recycling receptacles? Yes No

33. What tasks will be conducted to ensure the event site remains clean throughout (and after) the event?

*Market staff will monitor garbages and pick up any garbage in the park
Bags will be changed as need and at the end of the event*

34. Please list any additional equipment or services requested to be provided by the city:

NA



Neenah Special Event Permit Application

Checklist

Required to process application:

- Application filed with the Mayor's Office within 45 days prior to the event (or 10 days, if there is no full/partial street closure). Special exceptions must be approved by the Special Events Task Force and the Mayor.
- \$75 application fee. (Not applicable if there is no full/partial street closure.) Receipt No: _____
Payment can be made at the Department of Legal & Administrative Services, 211 Walnut Street Neenah, WI 54956.
- Reservation of park facilities.
Reservations may be made at the Parks & Recreation Office, 211 Walnut Street Neenah, WI 54956. See Question #30.
- Supplemental permits filed.
See Questions #8 (Fireworks/Open Burning Permit), #13 (Food Vending Permit), #19 (Temporary Class B Picnic License), and #20 (Vendor/Solicitor License).
- A detailed map of the event site/route.
A map identifying the event footprint and layout must be submitted with this application.
- A crisis management plan.
Required when not following the Emergency Response Protocol that is provided by the City. See Question #1.

Required to approve application:

- Liability insurance certificate.
Policy must include \$1,000,000 of general liability per occurrence (no exclusions) naming the City of Neenah, its officers, council members, agents, employees, and authorized volunteers as additional insured(s).
- Street closure notification letter.
Required when properties adjacent to or are enclosed within a closed street or street network. Letters must be pre-approved by the City and must be delivered 5 days working days before the event start date.
- Participant waiver forms.
Any waivers of liability signed by participants of the event must also include the City of Neenah (using the same language as for the liability insurance certificate).
- Traffic control plan.
Required when a contractor is providing traffic control services. Traffic control plans must be approved by the Traffic Department.
- Follow through with any contingencies required for approval of this permit application.
Contingencies are determined upon approval of the permit application. The City reserves the right to revoke a permit if any contingency is not met.

Provisions & Terms

This permit is intended to clarify the working relationship between the Applicant of the special event and the City of Neenah. The Applicant agrees to abide by the terms of this permit and all existing policies governing use of City facilities unless specifically noted in the permit. Regulations in Municipal Code §14-125 through §14-132 shall apply to this permit.

Once filed with the Department of Legal & Administrative Services, this permit will be reviewed by the Special Events Task Force. Upon task force recommendation for approval, per Municipal Code §14-129(b)(1), Class B permit applications are approved by the Public Works Director or designee and Class C permit applications are approved by the Public Services & Safety Committee and the City Council. A copy of an approved application will be sent to the Applicant as confirmation of the approved permit. The Applicant is responsible for complying with any contingencies applied to this permit. Failure to do so shall void this permit.

No changes may be made by the Applicant, regarding items included in this agreement, unless written permission is attached to this document. When questions regarding this agreement arise, they should be directed to the appropriate Department. If questions arise during the event and the Department representative is unavailable, the decision of City Staff on duty shall prevail.

Staff and equipment needed to run the event are the responsibility of the Applicant. City services and equipment may be provided at the discretion of the appropriate Department. The Applicant shall be responsible for the City's reasonable service and/or equipment cost associated with the event. The charges are determined from actual cost as outlined in Municipal Code §14-129(g). An invoice detailing charges for City services and/or damages will be sent to the sponsoring organization following the event. Payment is due within 30 days of the date of the invoice.



Neenah Special Event Permit Application

Legal Notice

I, as an authorized member of the organization sponsoring this event, verify that the information contained in this application is true, correct, and complete to the best of my knowledge. I agree to all provisions and terms of this agreement and acknowledge that no changes may be made to this agreement, unless authorized written permission is granted.

I understand the filing of this application does not ensure the issuance of this permit. I also understand that all event organizers, staff, volunteers, participants, and spectators must comply with all applicable city ordinances, traffic rules, park rules, state health laws, fire codes, and liquor licensing regulations. Fees for park facilities, food sales permits, tent, and fireworks permits are in addition to the fees submitted for the Special Event Permit Application. I further understand that an incomplete application may be cause for denial of the event.

Hold harmless indemnification and defense.

For good and valuable consideration the applicant and/or the organization agrees to indemnify, defend and hold harmless the City of Neenah and its officers, officials, employees and agents from and against any and all liability, loss, damage, expenses, costs, including attorney fees arising out of the activities performed as described herein, caused in whole or in part by any negligent act or omission of the applicant/organization, anyone directly or indirectly employed by any of them or anyone whose acts any of them may be liable, except where caused by the sole negligence or willful misconduct of the City.

Signature Meredith Rothe Date 3/28/22

Completed applications should be filed with the Department of Legal & Administrative Services, Neenah City Hall, 211 Walnut Street Neenah, WI 54956. For any questions regarding this application or the permitting process, contact Joni Heinz: Phone: +1 (920) 886-6104 Email: jheinz@ci.neenah.wi.us

OFFICE USE ONLY

Cost Estimate

	Total Cost	Sponsor Cost
Parks & Recreation	—	—
Public Works/Traffic	—	—
Police	—	—
NM Fire	—	—
Total	—	—

Approvals

Special Events Task Force

Signature Joni Heinz Date 4-5-22

Class B: Director of Public Works or Designee Class C: Public Services & Safety Committee / City Council

Signature _____ Date _____

Contingencies of Permit



Neenah Special Event Permit Application

Event

Name A Very Neenah Christmas

Webpage www.neenah.org

Description

- Festival/Concert/Exhibition
 Parade/March
 Other:
 Tournament
 Competitive Race
 Assembly/Rally
 Non-Competitive Run/Walk

List the event activities to take place (or attach brochure):

Live reindeer, tree lighting, live mannequin window displays, carolers, bell choir, Rudolph Run, Santa, craft activity and more

Schedule

Date(s)	Setup Time	Start Time	End Time	Cleanup Time
<u>12/2</u>	<u>12:00pm</u>	<u>6:00pm</u>	<u>8:00pm</u>	<u>8:00pm</u>

Attendance

List estimated quantities:

Participants NA

Spectators 5,000-10,000

List any entry fees:

NA

Location

Park/Public Property:

Public Street/Sidewalk/Trail: WISCONSIN AVE
From Commercial St. to Main St. just past Gateway Park

Private Property/Other:

Applicant

Name Mercedith Rathe

Daytime Phone (920) 722-1920

Email mercedith@neenah.org

Cell Phone (920) 362-6641

Organization

Name Future Neenah

Tax Exempt No. 008-0000351043-05

Email info@neenah.org

Phone (920) 722-1920

Address 135 W. Wisconsin Ave

City Neenah

State WI Zip Code 54956

The organization shall incur all City service and equipment costs associated with the event. 501(c) organizations with a valid tax exempt certificate receive reduced rates for services/equipment provided by the City. See Municipal Code §14-129(g) for details.



Neenah
WISCONSIN

Special Event Permit Application

Police Department

Contact: Lieutenant Jon Kuffel

Phone: +1 (920) 886-6018

Address: 2111 Marathon Ave. Neenah, WI 54956

Email: jkuffel@ci.neenah.wi.us

1. Will you be using the Emergency Response Protocol supplied by the city? (See supplement)

Yes No

The protocol is a set of procedures to be used for various crises including inclement weather, medical emergencies, and disorderly conduct scenarios. It establishes responsibilities and expectations between the event organizer and emergency services in the event of a crisis. If you choose not follow the protocol provided by the city, attach a crisis management plan to this application. All plans must be approved by Neenah Police and Neenah-Menasha Fire Rescue.

2. List at least two Event Coordinator contacts who will be on-site during the event to address issues that might arise.

Event Coordinators are responsible for executing the Emergency Response Protocol.

Name Sarah Wylie - Executive Director Phone (920) 279-0151

Name Meredith Rathe - Events Coordinator Phone (920) 362-6641

3. Will there be security/crowd control services on-site? If so, please list contractor: Volunteers will be Yes No

Name _____ Phone in place for run to ensure it goes safely

4. Will there be first aid/emergency responders on site? If so, please list contractor: Yes No

Name _____ Phone _____

5. Describe the communication method/equipment that will be used to notify event staff/volunteers of emergencies:

Cellphones
Radios

6. Describe the communication method/equipment that will be used to notify event attendees of emergencies:

Megaphone

7. Identify the locations of the following (be specific):

Locations may instead be located on a map submitted with this permit. If a service is not provided or is not applicable, write in "N/A".

Loudspeaker/PA System Info booth - center of the road near Future Neenah office

Lost Child Recovery Site Info booth - center of the road near Future Neenah office

Severe Weather Shelter(s) Local surrounding businesses

First Aid Station(s) Info booth - center of the road near Future Neenah office

Enclosed/Fenced Area(s) NA

Enclosed areas are required for alcohol consumption. Entrances and exits must be numbered and labeled for any enclosed/fenced areas.



Neenah
WISCONSIN

Special Event Permit Application

Neenah-Menasha Fire Rescue

Contact: Assistant Chief Vernon Green

Phone: +1 (920) 886-6201

Address: 125 E. Columbian Ave. Neenah, WI 54956

Email: vgreen@nmfire.org

8. Will there be any pyrotechnics or open burning?

Yes No

A Fireworks/Open Burning Permit is required. Applications should be filed separately with Neenah-Menasha Fire Rescue.

9. Will there be any generators used?

Yes No

10. Will there be any cooking operations?

Yes No

11. Will there be any tents or canopies?

Yes No

12. Will there be any use of drones?

Yes No

Winnebago County Health Department

Contact: Env. Health Specialist Jennifer Bonzelet

Phone: +1 (920) 232-3000

Address: 112 Otter St. Oshkosh, WI 54901

Email: jbonzetlet@co.winnebago.wi.us

13. Will there be any food or beverages prepared or served?

If yes, contact the Winnebago County Health Department.

we might have kettle corn vendor again

Yes No

14. Will there be any portable toilets and/or wash stations?

Yes No

15. Will there be any water activities (ie. dunk tanks, water slides)?

Yes No

16. Will there be any animals?

Live reindeer in a fenced in area

Yes No

Clerk's Office

Contact: City Clerk Patty Sturn

Phone: +1 (920) 886-6100

Address: 211 Walnut St. Neenah, WI 54956

Email: psturn@ci.neenah.wi.us

17. Will there be amplified music or announcements used for the event?

Yes No

18. Will amplified sound be within 7 am - 10 pm on weekdays & 10 am - 11 pm on weekends/holidays?

If not, a special exemption must be requested and approved as part of this application. List the intended hours of amplified sound (per day, if applicable):

Start Time

10:00pm

End Time

8:00pm

Yes No

19. Will there be any alcohol served?

A Temporary Class B Picnic License is required. Applications should be filed separately with the Clerk's Office.

Yes No

20. Will there be any vendors/concessions? If so, please list:

Vendors will need to have a Solicitor Permit filed with the Clerk's Office.

Yes No

Possibly kettle corn vendor for snack food



Neenah
WISCONSIN

Special Event Permit Application

Traffic Department

Contact: Traffic Engineer James Merten
Address: 211 Walnut St. Neenah, WI 54956

Phone: +1 (920) 886-6243
Email: jmerten@ci.neenah.wi.us

21. Will the event close any street/sidewalk/trail (or portions thereof) to traffic? Yes No
Any adjacent properties must be notified by the applicant 5 weekdays in advance of the event. A copy of the notification must be submitted and approved by the City Traffic Engineer.

22. Will you be providing volunteers to direct traffic? *For Rudolph Run* Yes No
All volunteers must be properly equipped, trained, and supplied with the [Volunteer Flagger Instructions](#). (See attached.)

23. Is any city traffic control equipment or services being requested? If so, check all that apply: Yes No

Barricade/Sign Equipment

Check if you are requesting equipment to be delivered to the event grounds. Equipment will need to be moved to their placement locations during the event.

Barricade/Sign Placement

Check if you are requesting equipment to be placed by the City during the event times.

Flaggers to Direct Traffic

Availability of community service aides (CSAs) and/or police officers are not guaranteed.

Traffic Signal Programming

Check if modifications to the traffic signal timing plans may be needed for the event.

Message Boards

Message boards may be used to give advanced notification of street closures for the event.

24. Will a private contractor be used for barricading/signing equipment or services? If so, please list contractor: Yes No
Any traffic control plan not supplied by the City must be approved by the Traffic Department.

Name _____

Phone _____

25. List any shuttle services (including route locations) being provided for the event:

NA

26. List any locations to be used for either attendee or event staff parking:

Parking ramp and surrounding streets

27. Please identify handicap accessible parking locations and accommodations:

Parking ramp and surrounding streets



Neenah
WISCONSIN

Special Event Permit Application

Parks & Recreation Department

Contact: Parks & Recreation Office
Address: 211 Walnut St. Neenah, WI 54956
Phone: +1 (920) 886-6060
Email: parkrec@ci.neenah.wi.us

Public Works Department

Contact: Traffic Engineer James Merten
Address: 211 Walnut St. Neenah, WI 54956
Phone: +1 (920) 886-6243
Email: jmerten@ci.neenah.wi.us

28. Will there be any equipment requiring ground anchoring (ie. tents, fences)? If so, please list locations: Yes No

Public Park/Property: _____

Public Street/Trail: _____

Other: _____

Any stakes or ground anchoring systems proposed on public property must be approved for their locations. Diggers Hotline (Website: www.diggershotline.com, Phone: 811) must be contacted a minimum of 4 working days before any ground anchors are placed.

29. If there are any portable toilets or wash stations (Question #14), identify proposed locations: *NA*

Public Park/Property: _____

Public Street/Trail: _____

Other: _____

30. Have the park shelters been pre-reserved with the Park & Recreation Department? *NA* Yes No
Park reservations must be completed before submittal of this application.

31. Are you requesting any street sweeping services to be provided by the city? Yes No

32. Will there be any dumpsters and/or portable trash receptacles provided? Yes No

32. Will the event utilize environmentally conscious practices and/or provide recycling receptacles? Yes No

33. What tasks will be conducted to ensure the event site remains clean throughout (and after) the event?

staff and volunteers will monitor garbage cans and pick up any garbage during/after event

34. Please list any additional equipment or services requested to be provided by the city:

None



Neenah Special Event Permit Application

Checklist

Required to process application:

- Application filed with the Mayor's Office within 45 days prior to the event (or 10 days, if there is no full/partial street closure). Special exceptions must be approved by the Special Events Task Force and the Mayor.
- \$75 application fee. (Not applicable if there is no full/partial street closure.) Receipt No: _____
Payment can be made at the Department of Legal & Administrative Services, 211 Walnut Street Neenah, WI 54956.
- Reservation of park facilities.
Reservations may be made at the Parks & Recreation Office, 211 Walnut Street Neenah, WI 54956. See Question #30.
- Supplemental permits filed.
See Questions #8 (Fireworks/Open Burning Permit), #13 (Food Vending Permit), #19 (Temporary Class B Picnic License), and #20 (Vendor/Solicitor License).
- A detailed map of the event site/route.
A map identifying the event footprint and layout must be submitted with this application.
- A crisis management plan.
Required when not following the Emergency Response Protocol that is provided by the City. See Question #1.

Required to approve application:

- Liability insurance certificate.
Policy must include \$1,000,000 of general liability per occurrence (no exclusions) naming the City of Neenah, its officers, council members, agents, employees, and authorized volunteers as additional insured(s).
- Street closure notification letter.
Required when properties adjacent to or are enclosed within a closed street or street network. Letters must be pre-approved by the City and must be delivered 5 days working days before the event start date.
- Participant waiver forms.
Any waivers of liability signed by participants of the event must also include the City of Neenah (using the same language as for the liability insurance certificate).
- Traffic control plan.
Required when a contractor is providing traffic control services. Traffic control plans must be approved by the Traffic Department.
- Follow through with any contingencies required for approval of this permit application.
Contingencies are determined upon approval of the permit application. The City reserves the right to revoke a permit if any contingency is not met.

Provisions & Terms

This permit is intended to clarify the working relationship between the Applicant of the special event and the City of Neenah. The Applicant agrees to abide by the terms of this permit and all existing policies governing use of City facilities unless specifically noted in the permit. Regulations in Municipal Code §14-125 through §14-132 shall apply to this permit.

Once filed with the Department of Legal & Administrative Services, this permit will be reviewed by the Special Events Task Force. Upon task force recommendation for approval, per Municipal Code §14-129(b)(1), Class B permit applications are approved by the Public Works Director or designee and Class C permit applications are approved by the Public Services & Safety Committee and the City Council. A copy of an approved application will be sent to the Applicant as confirmation of the approved permit. The Applicant is responsible for complying with any contingencies applied to this permit. Failure to do so shall void this permit.

No changes may be made by the Applicant, regarding items included in this agreement, unless written permission is attached to this document. When questions regarding this agreement arise, they should be directed to the appropriate Department. If questions arise during the event and the Department representative is unavailable, the decision of City Staff on duty shall prevail.

Staff and equipment needed to run the event are the responsibility of the Applicant. City services and equipment may be provided at the discretion of the appropriate Department. The Applicant shall be responsible for the City's reasonable service and/or equipment cost associated with the event. The charges are determined from actual cost as outlined in Municipal Code §14-129(g). An invoice detailing charges for City services and/or damages will be sent to the sponsoring organization following the event. Payment is due within 30 days of the date of the invoice.



Neenah Special Event Permit Application

Legal Notice

I, as an authorized member of the organization sponsoring this event, verify that the information contained in this application is true, correct, and complete to the best of my knowledge. I agree to all provisions and terms of this agreement and acknowledge that no changes may be made to this agreement, unless authorized written permission is granted.

I understand the filing of this application does not ensure the issuance of this permit. I also understand that all event organizers, staff, volunteers, participants, and spectators must comply with all applicable city ordinances, traffic rules, park rules, state health laws, fire codes, and liquor licensing regulations. Fees for park facilities, food sales permits, tent, and fireworks permits are in addition to the fees submitted for the Special Event Permit Application. I further understand that an incomplete application may be cause for denial of the event.

Hold harmless indemnification and defense.

For good and valuable consideration the applicant and/or the organization agrees to indemnify, defend and hold harmless the City of Neenah and its officers, officials, employees and agents from and against any and all liability, loss, damage, expenses, costs, including attorney fees arising out of the activities performed as described herein, caused in whole or in part by any negligent act or omission of the applicant/organization, anyone directly or indirectly employed by any of them or anyone whose acts any of them may be liable, except where caused by the sole negligence or willful misconduct of the City.

Signature Meredith Roth Date 3/28/22

Completed applications should be filed with the Department of Legal & Administrative Services, Neenah City Hall, 211 Walnut Street Neenah, WI 54956. For any questions regarding this application or the permitting process, contact Joni Heinz. Phone: +1 (920) 886-6104 Email: jheinz@ci.neenah.wi.us

OFFICE USE ONLY

Cost Estimate

Parks & Recreation

Total Cost

Sponsor Cost

0

0

Public Works/Traffic

\$ 2,000.00

0

Police

\$ 820.00

0

NM Fire

0

0

Total

\$ 2,820.00

0

Approvals

Special Events Task Force

Signature

Joni Heinz

Date

4-1-22

Class B: Director of Public Works or Designee

Class C: Public Services & Safety Committee / City Council

Signature

Date

Contingencies of Permit

M E M O R A N D U M

DATE: April 7th, 2022
TO: Mayor Kaufert and Members of the Public Services and Safety Committee
FROM: Greg Radtke, Public Works Superintendent
RE: Vehicle and Equipment Purchasing

By way of explaining the factors leading to the attached equipment purchase request, I would like to update the Committee on issues and difficulties of obtaining bids and pricing on vehicles and equipment.

Due to the current inventory and ability to secure vehicles from manufacturers, many equipment vendors we work with are either refusing to write a bid proposal, or are writing a bid that will not guarantee production, a delivery date or pricing. Some vendors will write a quote but when and if the vehicle arrives, the price difference is the responsibility of the purchaser or they may have the right to decline delivery and potentially lose the vehicle. Vendors have informed us that it may take up to a year and a half for some deliveries. Ford will not even take a commercial vehicle order at the present time.

Staff has done due diligence to find equipment that meets our needs to replace aging equipment, we have looked at returned lease vehicles, acceptable used vehicles, and in stock units that come close to meeting our specifications. If we do not secure a found vehicle with, at a minimum, putting a deposit down, chances are very good it will be sold or spoken for, before we can even inquire about the equipment. That is the case with the attached request. I located this truck at a nearby dealership and, after checking it to see if it met our needs, placed a refundable "hold" deposit on the truck to allow us time to present this to the Committee.



Public Works Department
City Services Building
 1495 Tullar Road, Neenah, WI 54956
 Phone: 920-886-6260 Fax: 920-886-6269

Proposal

Fleet #18A (2022 F350 series Dump Truck with plow package, no salter)

Bergstrom Ford Neenah, WI	F350	No Inventory or Ability to Bid
Bergstrom GM Neenah, WI	3500 Silverado	No Inventory or Ability to Bid
L & S Truck Center Appleton, WI	F350	No Inventory or Ability to Bid
Ewald Hartford (State Bid) Hartford, WI	F350 or 3500 Silverado	No Inventory or Ability to Bid
All World Ford Hortonville, WI	F350	\$72,763.50

Staff recommends the purchase of a Ford F350 Truck with Plow Package from All World Ford of Hortonville for \$72,763.50.

To outfit the truck, a strobe lighting package and vehicle wrap are needed at a cost not to exceed \$3000.

Budgeted 2022 amount \$75,000.
 (Page 333 Item 6 in 2022 Budget Book)

2022 Fleet #18A Comparables

Dealer	Year	Brand Model	Engine	Dump Box	Front Plow	MSRP	"Our Price"	Add Plow	Add Box	Total
		Ford								
All World Ford	2022	F350	Gas	Steel	None	\$ 67,618	\$ 61,532	\$ 12,000	\$ -	\$ 73,532
	2022	F350	Gas	Stainless	Stainless 9'2" Boss DTX	\$ 80,011	\$ 72,810	\$ -	\$ -	\$ 72,810
	2022	F350	Diesel	Steel	None	\$ 82,695	\$ 75,252	\$ 12,000	\$ -	\$ 87,252
Ewald Ford - Hartford	2022	F350	Gas	Steel	None	\$ 65,781	\$ 59,861	\$ 12,000	\$ -	\$ 71,861
	2022	F350	Gas	Steel	None	\$ 79,954	\$ 72,758	\$ 12,000	\$ -	\$ 84,758
		Ext. Cab								
		Chevrolet								
Plach GM	2021	Silverado	Diesel	None	None	\$ 64,582	\$ 58,770	\$ 12,000	\$ 18,000	\$ 88,770
	2022	Silverado	Gas	None	None	\$ 47,163	\$ 42,918	\$ 12,000	\$ 18,000	\$ 72,918
Would need to find and schedule install of Dump Box										
Would need to find and schedule install of Front Plow										
Would need to find and schedule install of Front Plow and Dump Box										
<p>These numbers are similar comparables to the truck I am proposing to purchase, many of these trucks are not available anymore or are spoken for.</p>										





**City of Neenah
Department of Public Works
Contractor Request for Payment**

Contractor Name: Kruczek Construction, Inc.		Contract No. 1-22	
Address 3636 Kewaunee Rd		Contract Amount \$1,969,969.69	
City Green Bay WI 54311			
Name of Project		Sanitary, Water Main and Street Construction	
Location of Project		Apple Blossom, Fredrick, Green Acres, Honey Suckle, Meadow, Primrose with Ros	
Pay Request No. 1	For Period	March 1, 2022 through April 1, 2022	

CONTRACT SUMMARY

Original Contract Amount	\$1,969,969.69
Net Amount of Change Order	\$0.00
Adjusted Contract Amount	<u>\$1,969,969.69</u>

WORK PERFORMED TO DATE

Work Performed to Date	\$837,967.17
Less Retainage of 5%. If different indicate here	\$41,898.36
Net Amount Earned to Date	\$796,068.81
Less Previous Payments	\$0.00

BALANCE DUE THIS PAYMENT

\$796,068.81

CONTRACT BREAKOUT

	Account Numbers	Budget Total	Contract Breakdown	Due This Estimate	Paid to Date
Sanitary Sewer Various Repairs	046-5001-743-0236	\$150,000.00	\$4,694.38	\$68.40	\$0.00
Storm Sewer Fredrick Dr	049-5274-743-0236	\$252,000.00	\$79,630.83	\$3,052.35	\$0.00
Water Main Apple Blossom Dr	4000-0000-207-0498	\$230,224.00	\$234,947.19	\$230,443.09	\$0.00
Water Main Fredrick Dr	4000-0000-207-0486	\$288,000.00	\$140,538.27	\$153,224.08	\$0.00
Water Main Green Acres Ln	4000-0000-207-0489	\$424,000.00	\$307,641.58	\$2,847.15	\$0.00
Water Main Honeysuckle Ln	4000-0000-207-0490	\$424,000.00	\$305,269.90	\$0.00	\$0.00
Water Main Meadow Ln	4000-0000-207-0487	\$424,000.00	\$299,213.14	\$0.00	\$0.00
Water Main Primrose Ln	4000-0000-207-0491	\$424,000.00	\$287,102.68	\$218,241.13	\$0.00
Water Main Wild Rose Ln	4000-0000-207-0488	\$424,000.00	\$310,931.72	\$188,192.63	\$0.00
		<u>\$3,040,224.00</u>	<u>\$1,969,969.69</u>	<u>\$796,068.81</u>	<u>\$0.00</u>

CERTIFICATION OF CONTRACTOR:

I certify that the foregoing is just and correct and the amount claimed is legally due after showing all just credits

Certified by Engineer	_____	Date: _____
Certified by Public Works	_____ <i>JAK</i>	Date: 4-6-22
Certified by Water Utility	_____ <i>A</i>	Date: 4/5/2022
Certified by Contrator	_____	Date: _____
	Approved BPW _____	Date: _____
	Approved Common Council (Final Payments Only)	Date: _____

Contract 1-22
Sewer, Water Main and Street Construction
Apple Blossom, Fredrick, Green Acres, Honeysuckle, Meadow, Primrise and Wild Rose
Kruczek Construction

Item Code	Item Description	UofM	Bid			Quantity Completed This Pay Estimate	\$ Completed This Pay Estimate	Pay Estimate No. 1			Due to Contractor to Date
			Quantity	Unit Price	Extension			0.05 Retainage Due	Due This Estimate	Previously Paid	
Sanitary											
100	Repair 8-Inch Sanitary Sewer (Station 61+94 to Station 62+18)	Lump Sum	1	\$4,600.00	\$4,600.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
					\$4,600.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water											
200	Furnish & Install 12-Inch PVC-C-900 Main	Lin. Ft.	1,670	\$112.00	\$187,040.00	1,643.00	\$184,016.00	\$9,200.80	\$174,815.20	\$0.00	\$184,016.00
201	Furnish & Install 8-Inch PVC-C-900 Main	Lin. Ft.	12,800	\$77.50	\$992,000.00	5,843.00	\$452,832.50	\$22,641.63	\$430,190.88	\$0.00	\$452,832.50
202	Furnish & Install 12-Inch Valve w/Box	Each	5	\$4,300.00	\$21,500.00	5.00	\$21,500.00	\$1,075.00	\$20,425.00	\$0.00	\$21,500.00
203	Furnish & Install 8-Inch Valve w/Box	Each	48	\$2,450.00	\$117,600.00	27.00	\$66,150.00	\$3,307.50	\$62,842.50	\$0.00	\$66,150.00
204	Furnish & Install Hydrnat, Hydrant Lead and Valve	Each	32	\$7,600.00	\$243,200.00	12.00	\$91,200.00	\$4,560.00	\$86,640.00	\$0.00	\$91,200.00
205	Furnish & Install Live Tap and 8-Inch Valve	Each	1	\$5,300.00	\$5,300.00	1.00	\$5,300.00	\$265.00	\$5,035.00	\$0.00	\$5,300.00
206	Reconnect 1-Inch Copper Water Services w/Cathodic Protection	Each	255	\$975.00	\$248,625.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
207	Reconnect 2-Inch Copper Water Services w/Cathodic Protection	Each	12	\$1,388.00	\$16,656.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
208	Abandon Hydrant	Each	26	\$308.00	\$8,008.00	2.00	\$616.00	\$30.80	\$585.20	\$0.00	\$616.00
209	Abandon Valve Box/Manhole	Each	32	\$244.00	\$7,808.00	8.00	\$1,952.00	\$97.60	\$1,854.40	\$0.00	\$1,952.00
					\$1,847,737.00		\$823,566.50	\$41,178.33	\$782,388.18	\$0.00	\$823,566.50
Storm											
300	Furnish & Relay 10-Inch Storm Sewer	Lin. Ft.	300	\$54.00	\$16,200.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Contract 1-22
Sewer, Water Main and Street Construction
Apple Blossom, Fredrick, Green Acres, Honeysuckle, Meadow, Primrise and Wild Rose
Kruczek Construction

Item Code	Item Description	UofM	Bid			Quantity Completed This Pay Estimate	Pay Estimate No. 1					
			Quantity	Unit Price	Extension		\$ Completed This Pay Estimate	0.05 Retainage Due	Due This Estimate	Previously Paid	Due to Contractor to Date	
301	Furnish & Install 4-Inch Storm Sewer Lateral (20)	Lin. Ft.	1,000	\$34.00	\$34,000.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
302	Furnish & Install Catch Basin	Each	10	\$1,875.00	\$18,750.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
303	Remove Storm Catch Basin	Each	10	\$300.00	\$3,000.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
304	Install and Maintain Type "D" Inlet Protection	Each	76	\$80.00	\$6,080.00	25.00	\$2,000.00	\$100.00	\$1,900.00	\$0.00	\$2,000.00	
					\$78,030.00		\$2,000.00	\$100.00	\$1,900.00	\$0.00	\$2,000.00	
Street												
400	Remove Existing Pavement and Maintain Utility Trench	Lin. Ft.	15,000	\$2.00	\$30,000.00	5,000.00	\$10,000.00	\$500.00	\$9,500.00	\$0.00	\$10,000.00	
401	Install and Maintain Traffic Control	Lump Sum	1	\$9,602.69	\$9,602.69	0.25	\$2,400.67	\$120.03	\$2,280.64	\$0.00	\$2,400.67	
					\$39,602.69		\$12,400.67	\$620.03	\$11,780.64	\$0.00	\$12,400.67	
	Total Bid				\$1,969,969.69		\$837,967.17	\$41,898.36	\$796,068.81	\$0.00	\$837,967.17	

**City of Neenah
Department of Public Works
Contractor Request for Payment**

Contractor Name: Vinton Construction		Contract No. 8-21	
Address 1322 33rd Street		Contract Amount \$1,481,050.61	
City Two Rivers, WI 54241			
Name of Project	Jeweler's Park Drive Trail		
Location of Project	Jeweler's Park Drive		
Pay Request No.	2	For Period	January 31, 2022 through April 8, 2022

CONTRACT SUMMARY

Original Contract Amount	\$1,481,050.61
Net Amount of Change Order	\$0.00
Adjusted Contract Amount	<u>\$1,481,050.61</u>

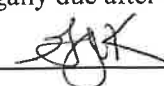
WORK PERFORMED TO DATE

Work Performed to Date	\$664,976.52
Less Retainage of 5%. If different indicate here _____	\$33,248.83
Net Amount Earned to Date	\$631,727.70
Less Previous Payments	\$267,708.06
BALANCE DUE THIS PAYMENT	<u>\$364,019.63</u>

CONTRACT BREAKOUT

		Due This Estimate	Budget Total	Contract Breakdown	Paid to Date
T.I.F.	027-2498-742-0236	\$364,019.63	\$1,481,050.61	\$1,481,050.61	\$267,708.06

CERTIFICATION OF CONTRACTOR:
I certify that the foregoing is just and correct and the amount claimed is legally due after showing all just credits

Certified by Engineer		Date: 4-11-2022
Certified by Public Works		Date:
Certified by Water Utility		Date:
Certified by Contractor		Date:
	Approved BPW	Date:
	Approved Common Council (Final Payments Only)	Date:

Contract 8-21
Jewelers Park Drive Trail

DESCRIPTION	Original Contract			Pay Estimate No. 1					Pay Estimate No. 2					
	Quantity	Unit of Measure	Unit Price	Total	Quantity Completed This Pay Estimate	S Completed This Pay Estimate	0.05 Retainage	Due This Estimate	Due to Contractor	Quantity Completed This Pay Estimate	S Completed This Pay Estimate	0.05 Retainage	Due This Estimate	Due to Contractor
Main Bid														
201.0105 Clearing	STA	24	\$656.00	\$15,744.00	29.00	\$19,024.00	\$951.20	\$18,072.80	\$19,024.00	0.00	\$0.00	\$0.00	\$0.00	\$19,024.00
201.0205 Grubbing	STA	24	\$164.00	\$3,936.00	29.00	\$4,756.00	\$237.80	\$4,518.20	\$4,756.00	0.00	\$0.00	\$0.00	\$0.00	\$4,756.00
203.01 Removing Small Pipe Culverts	EACH	3	\$362.00	\$1,086.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	1.00	\$362.00	\$18.10	\$343.90	\$362.00
203.06 Remove Old Structure over Waterway With Minimal Debris Station 1000+64	LS	1	\$10,100.00	\$10,100.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.50	\$5,050.00	\$252.50	\$4,797.50	\$5,050.00
204.015 Removing Curb & Gutter	LF	220	\$3.45	\$759.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	220.00	\$759.00	\$37.95	\$721.05	\$759.00
204.0155 Removing Concrete Sidewalk	SY	10	\$13.00	\$130.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	10.00	\$130.00	\$6.50	\$123.50	\$130.00
204.017 Removing Fence	LF	50	\$15.00	\$750.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	50.00	\$750.00	\$37.50	\$712.50	\$750.00
204.019 Removing Surface Drains	EACH	1	\$250.00	\$250.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
205.01 Excavation Common	CY	5038	\$19.67	\$99,097.46	0.00	\$0.00	\$0.00	\$0.00	\$0.00	1,500.00	\$29,505.00	\$1,475.25	\$28,029.75	\$29,505.00
206.3 Excavation for Structures Retaining Walls (East)	LS	1	\$2,300.00	\$2,300.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
206.3 Excavation for Structures Retaining Walls (West)	LS	1	\$2,300.00	\$2,300.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
305.011 Base Aggregate Dense 3/4-Inch	TON	20	\$55.10	\$1,102.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
305.012 Base Aggregate Dense 1 1/4-Inch	TON	3770	\$16.75	\$63,147.50	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
416.018 Concrete Driveway 8-inch	SY	290	\$62.10	\$18,009.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
455.0605 Tack Coat	GAL	190	\$2.27	\$431.30	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
465.0105 Asphaltic Surface	TON	607	\$75.14	\$45,609.98	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
465.012 Asphaltic Surface Driveways and Field Entrances	TON	96	\$86.86	\$8,338.56	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
504.05 Concrete Masonry Retaining Walls	CY	23	\$1,200.00	\$27,600.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
505.06 Bar Steel Reinforcement HS Coated Structures	LB	3040	\$1.50	\$4,560.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
513.8011 Railing Steel Pedestrian Type C2	LF	50	\$270.00	\$13,500.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
516.05 Rubberized Membrane Waterproofing	SY	18	\$46.00	\$828.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
521.1024 Apron Endwalls for Culvert Pipe Steel 24-inch	EACH	10	\$532.00	\$5,320.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
521.3124 Culvert Pipe Corrugated Steel 24-Inch	LF	232	\$115.00	\$26,680.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	76.00	\$8,740.00	\$437.00	\$8,303.00	\$8,740.00
522.1012 Apron Endwalls for Culvert Pipe Reinforced Concrete 12-inch	EACH	1	\$995.00	\$995.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	1.00	\$995.00	\$49.75	\$945.25	\$995.00
522.1018 Apron Endwalls for Culvert Pipe Reinforced Concrete 18-Inch	EACH	1	\$1,070.00	\$1,070.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	1.00	\$1,070.00	\$53.50	\$1,016.50	\$1,070.00
601.0411 Concrete Curb & Gutter 30-inch Type D	LF	1372	\$18.50	\$25,382.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
602.041 Concrete Sidewalk 5-Inch	SF	34440	\$5.75	\$198,030.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
602.0515 Curb Ramp Detectable Warning Field Natural Patina	SF	30	\$35.00	\$1,050.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
604.04 Slope Paving Concrete	SY	32	\$130.00	\$4,160.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
606.02 Riprap Medium	CY	80	\$76.00	\$6,080.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
608.0312 Storm Sewer Pipe Reinforced Concrete Class III 12-Inch	LF	72	\$94.00	\$6,768.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	72.00	\$6,768.00	\$338.40	\$6,429.60	\$6,768.00
608.0315 Storm Sewer Pipe Reinforced Concrete Class III 15-Inch	LF	26	\$100.50	\$2,613.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	26.00	\$2,613.00	\$130.65	\$2,482.35	\$2,613.00
608.0318 Storm Sewer Pipe Reinforced Concrete Class III 18-Inch	LF	39	\$100.80	\$3,931.20	0.00	\$0.00	\$0.00	\$0.00	\$0.00	39.00	\$3,931.20	\$196.56	\$3,734.64	\$3,931.20
611.0624 Inlet Covers Type H	EACH	1	\$100.00	\$100.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
611.0639 Inlet Covers Type H-S	EACH	3	\$100.00	\$300.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
611.1004 Catch Basins 4-FT Diameter	EACH	2	\$2,352.00	\$4,704.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	2.00	\$4,704.00	\$235.20	\$4,468.80	\$4,704.00

Contract 8-21
Jewelers Park Drive Trail

DESCRIPTION	Original Contract				Pay Estimate No. 1				Pay Estimate No. 2					
	Quantity	Unit of Measure	Unit Price	Total	Quantity Completed This Pay Estimate	Completed This Pay Estimate	0.05 Retainage	Due This Estimate	Due to Contractor	Quantity Completed This Pay Estimate	Completed This Pay Estimate	0.05 Retainage	Due This Estimate	Due to Contractor
611.323 Inlets 2x3-FT	EACH	2	\$1,865.00	\$3,730.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	2.00	\$3,730.00	\$186.50	\$3,543.50	\$3,730.00
611.811 Adjusting Manhole Covers	EACH	1	\$500.00	\$500.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
614.231 MGS Guardrail 3 HS	LF	87.5	\$45.00	\$3,937.50	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
614.261 MGS Guardrail Terminal EAT	EACH	2	\$4,500.00	\$9,000.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
614.801 Anchor Post Assembly Top Mount	EACH	16	\$585.00	\$9,360.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
624.01 Water	MGAL	23	\$35.00	\$805.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
625.05 Salvaged Topsoil	SY	17800	\$3.64	\$64,792.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
627.02 Mulching	SY	16090	\$0.40	\$6,436.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
628.1504 Silt Fence	LF	4080	\$2.00	\$8,160.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	2,456.00	\$4,912.00	\$245.60	\$4,666.40	\$4,912.00
628.152 Silt Fence Maintenance	LF	4080	\$0.25	\$1,020.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
628.1905 Mobilizations Erosion Control	EACH	2	\$250.00	\$500.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	1.00	\$250.00	\$12.50	\$237.50	\$250.00
Mobilizations Emergency Erosion Control	EACH	2	\$150.00	\$300.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
628.2004 Erosion Mat Class I Type B	SY	1610	\$1.25	\$2,012.50	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
628.2027 Erosion Mat Class II Type C	SY	110	\$5.50	\$605.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
628.7015 Inlet Protection Type C	EACH	5	\$75.00	\$375.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
628.7504 Temporary Ditch Checks	LF	40	\$10.00	\$400.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	40.00	\$400.00	\$20.00	\$380.00	\$400.00
628.7555 Culvert Pipe Checks	EACH	20	\$25.00	\$500.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
628.757 Rock Bags	EACH	10	\$20.00	\$200.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
629.021 Fertilizer Type B	CWT	9.6	\$80.00	\$768.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
630.014 Seeding Mixture No. 40	LB	322	\$7.00	\$2,254.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
643.5 Traffic Control	EACH	1	\$62,500.00	\$62,500.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.50	\$31,250.00	\$1,562.50	\$29,687.50	\$31,250.00
645.012 Geotextile Type HR	SY	150	\$4.25	\$637.50	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
690.015 Sawing Asphalt	LF	744	\$3.00	\$2,232.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	744.00	\$2,232.00	\$111.60	\$2,120.40	\$2,232.00
690.025 Sawing Concrete	LF	10	\$10.00	\$100.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	10.00	\$100.00	\$5.00	\$95.00	\$100.00
SPV.0090 01. Treated Timber Piling	LF	813	\$62.00	\$50,406.00	813.00	\$50,406.00	\$2,520.30	\$47,885.70	\$50,406.00	0.00	\$0.00	\$0.00	\$0.00	\$50,406.00
SPV.0090 02. Salvaged & Reinstall Steel Plate Beam Guard Class A	LF	330	\$25.00	\$8,250.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
SPV.0105 01. Treated Timber Boardwalk	LS	1	\$393,673.59	\$393,673.59	0.25	\$98,418.40	\$4,920.92	\$93,497.48	\$98,418.40	0.50	\$196,836.80	\$9,841.84	\$186,994.96	\$295,235.19
						\$172,604.40	\$8,630.22	\$163,974.18	\$172,604.40		\$305,088.00	\$15,254.40	\$289,833.60	\$477,692.39
Alternate Bid														
201.0105 Clearing	STA	1	\$656.00	\$656.00	1.00	\$656.00	\$32.80	\$623.20	\$656.00	0.00	\$0.00	\$0.00	\$0.00	\$656.00
201.0205 Grubbing	STA	1	\$164.00	\$164.00	1.00	\$164.00	\$8.20	\$155.80	\$164.00	0.00	\$0.00	\$0.00	\$0.00	\$164.00
204.0315 Removing Curb & Gutter	LF	20	\$5.00	\$100.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
205.01 Excavation Common	CY	254	\$28.50	\$7,239.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
Excavation for Structures Bridges														
206.1 (Prefab. Steel Truss Ped. Bridge)	LS	1	\$30,487.13	\$30,487.13	0.50	\$15,243.57	\$762.18	\$14,481.39	\$15,243.57	0.50	\$15,243.57	\$762.18	\$14,481.39	\$30,487.13
210.11 Backfill Structure Type A	CY	108	\$29.00	\$3,132.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00	\$2,900.00	\$145.00	\$2,755.00	\$2,900.00
305.012 Base Aggregate Dense 1 1/4-Inch	TON	310	\$23.85	\$7,393.50	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
465.0105 Asphaltic Surface	TON	1	\$75.14	\$75.14	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
502.01 Concrete Masonry Bridges	CY	40	\$720.00	\$28,800.00	20.00	\$14,400.00	\$720.00	\$13,680.00	\$14,400.00	20.00	\$14,400.00	\$720.00	\$13,680.00	\$28,800.00
Bar Steel Reinforcement HS Coated Structures	LB	3880	\$1.50	\$5,820.00	1,940.00	\$2,910.00	\$145.50	\$2,764.50	\$2,910.00	1,940.00	\$2,910.00	\$145.50	\$2,764.50	\$5,820.00
Prefabricated Steel Truss Pedestrian Bridge LRFD	EACH	1	\$111,500.00	\$111,500.00	0.68	\$75,820.00	\$3,791.00	\$72,029.00	\$75,820.00	0.32	\$35,680.00	\$1,784.00	\$33,896.00	\$111,500.00
513.2001 Railing Pipe	LF	52	\$250.00	\$13,000.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
516.05 Rubberized Membrane Waterproofing	SY	10	\$39.00	\$390.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	10.00	\$390.00	\$19.50	\$370.50	\$390.00
601.0411 Concrete Curb & Gutter 30-Inch Type D	LF	20	\$65.00	\$1,300.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
602.041 Concrete Sidewalk 5-Inch	SF	870	\$5.75	\$5,002.50	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00

Contract 8-21
Jewelers Park Drive Trail

DESCRIPTION	Original Contract			Pay Estimate No. 1				Pay Estimate No. 2					
	Quantity	Unit of Measure	Unit Price	Quantity Completed This Pay Estimate	S Completed This Pay Estimate	0.05 Retainage	Due This Estimate	Due to Contractor	Quantity Completed This Pay Estimate	S Completed This Pay Estimate	0.05 Retainage	Due This Estimate	Due to Contractor
602.0515 Curb Ramp Detectable Warning Field	SF	10	\$35.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
606.03 Natural Patina Natural Patina	CY	15	\$76.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	15.00	\$1,140.00	\$7.00	\$1,083.00	\$1,140.00
612.0406 Riprap Heavy	LF	80	\$5.50	0.00	\$0.00	\$0.00	\$0.00	\$0.00	80.00	\$440.00	\$22.00	\$418.00	\$440.00
624.01 Pipe Underdrain Wrapped 6-inch	MGAL	2	\$35.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
625.05 Water	SY	2050	\$4.34	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
627.02 Salvaged Topsoil	SY	2050	\$0.40	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
628.1504 Mulching	LF	1530	\$2.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
628.1504 Silt Fence	LF	1530	\$0.25	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
628.1905 Silt Fence Maintenance	EACH	1	\$250.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
628.1905 Mobilizations Erosion Control	EACH	1	\$250.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
628.191 Mobilizations Emergency Erosion Control	EACH	1	\$150.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
629.021 Control	CWT	1.1	\$80.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
630.014 Fertilizer Type B	LB	40	\$7.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
643.5 Seeding Mixture No. 40	EACH	1	\$7,500.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.25	\$1,875.00	\$93.75	\$1,781.25	\$1,875.00
645.012 Traffic Control	SY	23	\$4.25	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
690.015 Geotextile Type HR	LF	24	\$5.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	24.00	\$120.00	\$6.00	\$114.00	\$120.00
690.025 Sawing Asphalt	LF	5	\$10.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
SPV.0165 Sawing Concrete	SF	160	\$10.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	160.00	\$2,080.00	\$104.00	\$1,976.00	\$2,080.00
01. Salvaged Stacked Concrete Slabs					\$109,193.57	\$5,459.68	\$103,733.89	\$109,193.57		\$78,090.57	\$3,904.53	\$74,186.04	\$187,284.13
Alternate Bid Total					\$281,797.96	\$14,089.90	\$267,708.06	\$281,797.96		\$383,178.56	\$19,158.93	\$364,019.63	\$664,976.52