

CITY OF NEENAH
FINANCE AND PERSONNEL COMMITTEE MEETING
Monday, July 7, 2025– 5:30 p.m.
Hauser Room, Neenah City Administration Building
211 Walnut Street, Neenah, Wisconsin

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

AGENDA

1. Public Appearances
2. Approval of Minutes from June 23, 2025 Regular Meeting (minutes can be found on the City's website)
3. Tax Incremental District #13 Development Agreement (Attachments) (Nieforth)
4. Development and Fee Agreement – Courtside Fields Subdivision (Attachments) (Schmidt)
5. Maintenance Assessment Services Contract (2026-2030)– Associated Appraisals Consultants (Attachments) (Schmidt)
6. Fiscal Matters: May 2025 Vouchers (Attachments) (Rasmussen)
7. City Attorney Report (Rashid) (no report)
8. 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) 886-6110 or e-mail clerk@neenahwi.gov** at least 48 hours prior to the scheduled meeting or event to request an accommodation.



M E M O R A N D U M

DATE: July 1, 2025
TO: Chairman Steiner and Finance and Personnel Committee Members
FROM: Kelly Nieforth, Director of Community Development and Assessment
RE: **Tax Incremental District #13 Development Agreement**

Attached for your review and consideration is a proposed Development Agreement for a new industrial facility to be constructed in the Southpark Industrial Center. Gunderson Inc., a Menasha linen and uniform management company with operations at 41 Main Street in Menasha, has been in discussions with staff for several months regarding their desire to construct a new headquarters facility in Neenah to accommodate their projected growth and improve the efficiency of their business. Gunderson would move their business and their employees from downtown Menasha to the Southpark Industrial Center. As a result of these discussions, Gunderson is proposing to invest \$10 million dollars to construct a new 75,000 square foot building at 1712 Dixie Road. In addition to the initial investment, there is ample land for future building expansions.

In summary, the proposed Development Agreement contains the following terms:

- Gunderson will purchase the 13-acre site from the City for a sale price of \$390,000 with a closing no later than September 1, 2025.
- Gunderson will construct a new industrial laundry facility on the site with an anticipated value of \$10 million and will guarantee a minimum value of \$5.5 million.
- The City will provide a maximum of \$1,700,000 of Tax Incremental Finance assistance to support the development. Assistance will be provided as an annual payment from the additional tax revenue collected on the property based on the new value created by the project improvements. Payments are projected to continue for 13 years.
- Lastly, although it is not within the Agreement, the project was brought to the City by a local real estate broker. The broker will receive an 8% commission from the City for their efforts. This is consistent with past practice when marketing Industrial Park property.

Appropriate action is to recommend Council approve the Tax Incremental District No. 13 Development Agreement with Gunderson, Inc. to assist with the construction of a new industrial laundry facility at 1712 Dixie Road.



Gunderson Development

RGL Phase II Development

RGL Phase I Development

**TAX INCREMENT DISTRICT NO. 13
DEVELOPMENT AGREEMENT**

THIS DEVELOPMENT AGREEMENT is dated as of the ____ day of June, 2025 by and between Gunderson, Inc. a Wisconsin corporation, or its assigns (the “Developer”) and the CITY OF NEENAH, a Wisconsin municipal corporation (the “City”).

RECITALS

City and Developer acknowledge the following:

A. The City of Neenah owns real property located within the City and described on Exhibit A, attached hereto (the “Property”). The Property is comprised of one parcel (Parcel ID 02-3040-00-00) totaling approximately 13 acres of unimproved property that requires significant grading, wetland mitigation, site assemblage and infrastructure improvements prior to development.

B. In 2024 (effective January 1, 2024) the City created Tax Increment District No. 13 (the “District” or “TID 13”) pursuant to Section 66.1105, Wis. Stat. (the “Tax Increment Law”) and approved a plan for the redevelopment of the District (the “District Plan”). The City included the Property within the boundaries and plans for redevelopment of Tax Increment District No. 13.

C. Subject to obtaining assistance set forth herein, the Developer intends to purchase from the City and then undertake development of the Property (the “Development Project”) that will increase its value and provide other tangible benefits to the surrounding neighborhoods and to the City as a whole. The Development Projects will be consistent with the District Plan for TID No. 13.

D. The City desires to encourage economic development including the elimination of slum and blight, expand its tax base, and create new jobs within the City, the District, and the Property. The City finds that the development of the Property and the fulfillment, generally, of the terms and

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

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

F. The Developer, Gunderson, Inc. by its President, has approved this Agreement and authorized Douglas Gunderson, its President, to execute this Agreement on the Developer's behalf as detailed in Exhibit C.

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

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

ARTICLE 1 PURPOSES - DEFINITIONS

1.1 Purpose of Agreement. The parties have agreed upon a plan for redevelopment of the Development Area (the "Development"). The purpose of this Agreement is to formalize and record the understandings and undertakings of the parties and to provide a framework within which the redevelopment of the land will take place.

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

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

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

1.2.3. **“Developer”** means Gunderson, Inc., a Wisconsin Corporation.

1.2.4. **“Development Projects” or “Projects”** means the overall construction of the improvements and uses anticipated by the Development Plan and this Agreement for the Development Area.

1.2.5. **“Development Area”** means the sum of all property described in Exhibit A and constitutes the total boundaries of the project for which this Agreement is provided.

1.2.6. **“Development Plan”** means the Development as shown on Exhibit B as improved by the site improvements outlined in Exhibit D and as further described by this Agreement.

1.2.7. **“Development Phase”** means the acquisition of the property, remediation, site preparation work including site grading and wetland/floodplain mitigation, construction of site improvements and development as hereinafter described in Section 3.5.

1.2.8. **“Minimum Total Tax Value”** means the minimum Tax Increment Value required for the Development to be eligible for a City Contribution. The Minimum Total Tax Value for this Project must have an assessed value of at least \$5.5 million through 2039 (Project is projected to be assessed at \$10 million)).

1.2.9. **“Minimum Contribution”** means the minimum amount of the Contribution made by the City to the Project.

1.2.10. **“Site Plan”** means the specific physical layout of the Development Area as shown on the Development Plan as shown on Exhibit B attached hereto.

1.2.11. **“Tax Increment Base Value”** means the equalized value of Real and Personal Property of the Development Area on January 1, 2024, as certified by the State with the filing of Tax Incremental District No. 13, projected at \$0.00.

1.2.12. **“Tax Increment Value”** means the equalized value above the Tax Increment Base Value established for the Development Area as determined by the City of Neenah assessor. The equalized value is calculated by taking the assessed value reported by the City of Neenah Assessor that is certified by the State Department of Revenue times the aggregate ratio.

1.2.13. **“Tax Increment Revenue”** means the personal and real property tax revenue (as defined in Section 66.1105(2)(i) of the Wisconsin Statutes) generated by the Tax Increment Value generated by the Project.

1.2.14. **“TID #13”** means Tax Incremental District # 13.

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

ARTICLE 2 DESCRIPTION OF DEVELOPMENT

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

ARTICLE 3
UNDERTAKINGS OF THE DEVELOPER

The Developer agrees that it shall:

3.1 Subject to the terms, contingencies, and conditions of the Offer to Purchase dated June 2, 2025 and any amendments thereto (the "Offer to Purchase"), purchase one parcel totaling 13 acres (approximately) of the Southpark Industrial Center Expansion Area from the City as depicted in Exhibit A, attached hereto. The purchase price is \$390,000. The purchase price and closing date are set forth in the Offer to Purchase. Should the Developer fail to initiate construction of the development prior to November 1, 2027, the Developer shall sell the property to the City for the original purchase price as well as any real estate commissions and ancillary costs incurred by the City (as set forth in the settlement statements executed at Closing) to facilitate the original sale to the Developer.

3.2 Initiate, or cause to initiate by third parties, the Development Project and complete it in accordance with all applicable City zoning and building codes, fire codes, ordinances, and regulations. The general components of the Development Project and the estimated timetable for completion of each component are set forth on Exhibit E, attached hereto; however, the estimated timetables are not binding on Gunderson, Inc. except as expressly provided herein. All project costs expended by Developer, including costs incurred before the date of this Agreement, and which are eligible for funding pursuant to §66.1105 of the Wisconsin Statutes, are referred to as "Developer Costs". Developer Costs shall include, without limitation, costs for the construction of improvements, including hard and soft construction costs, professional fees, architectural fees, construction period interest, civil engineering fees, general contractor fees, infrastructure improvements, environmental remediation costs, demolition, parking facilities, and the clearing, grading and construction of the Development Project, and other costs permitted pursuant to Section 66.1105, Wis. Stat.

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

3.4 Developer or others shall prepare site plans, specifications, development timetables, and budgets for redevelopment and construction work to be undertaken in Development Phase.

3.5 Developer or others has presented an Implementation Plan for the Development Project, which is attached as Exhibit E, the estimated timetables are not binding on Gunderson, Inc. except as expressly provided herein.

3.6 Developer or others will implement or cause to be implemented the Development Project in the appropriate location of the Development Area as provided in Exhibits E that will have an estimated Tax Increment Value as follows:

3.6.1 Development Phase

<u>Project Name</u>	<u>Building Type</u>	<u>Legal Description</u>	<u>Estimated Increased Tax Increment Value</u>
	Industrial Laundry		\$10 million
Total			\$10 million

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

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

3.7.2 Developer or others shall be responsible for obtaining all permits.

3.7.3 The Developer or others shall be solely responsible for the costs of the installation and maintenance of utilities and improvements within the Development Area, including, but not limited to sanitary sewer, storm sewer, municipal water, gas, electric, cable TV, phone, drives, curb, and gutter. The Developer or others shall be solely responsible for complying with the State of Wisconsin's prevailing wage rates where for all portions of the Development Plan that are to be dedicated to the public.

3.7.4 Developer or others shall provide to the City's Community Development Director documentation from the Developer's bank and/or other funding sources confirming that the Developer has, or others can permanently finance the Development Project before it commences.

**ARTICLE 4
UNDERTAKINGS OF THE CITY**

The City agrees that it shall:

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

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

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

4.3.1 *Developer Costs – Development Project.* The City will provide payments to the Developer solely from future tax increments from the Development Area only to assist with Developer Costs. Upon approval of financing as outlined in Paragraph 3.6, TIF eligible

expenditures incurred after the date of approval of the Project Plan for TID #13 may be counted as reimbursable expenses. City and Developer agree that there will be no reimbursement for any activities prior to the creation of TID #13.

4.3.2 *Development Cost Invoices.* The Developer shall submit to the City's Director of Community Development copies of original invoice documentation of eligible Developer Costs to confirm at least \$10,000,000 of Developer investment was incurred during construction for documentary support of the City's contribution from Tax Increment Revenue.

4.3.3 *Source of City Contribution.* As the sole source for payment of the City Contribution, the City agrees to pay Developer eighty percent (80%) of the Tax Increment Revenue attributable to the Property pursuant to this Agreement, based on taxes accrued through a date (the "Expiration Date") which shall be the earliest to occur of: (i) the date on which the City Contribution has been paid in full; or (ii) September 1, 2039.

4.3.4 *Maximum City Contribution.* The City's total contribution for Developer Costs shall be limited to a maximum of \$1700,000 or 80% of the Tax Increment Revenue attributable to the Development Project through January 1, 2038, whichever is less, payable in installments over 13 years as provided hereunder. The City's Contribution will be provided to the Developer as follows: Each year beginning September 1, 2028, and continuing each September 1 thereafter until September 1, 2039, the City will pay to the Developer 80% of the Tax Increment Revenue received by the City attributable to the Development through 2038, provided that the Tax Increment Value of the Development Project also exceeds the Minimum Total Tax Value noted in section 1.2.8 (\$5.5 million) or the Developer enters into a payment in lieu of taxes (PILOT) agreement.

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

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

4.5 City covenants to Developer that:

4.5.1 City shall not utilize more than twenty percent (20%) of the Tax Increment Revenue collected until such time the City Contribution has been paid in full, as previously indicated.

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

4.6 This Section intentionally left blank.

**ARTICLE 5
TAX STATUS**

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

**ARTICLE 6
NO PARTNERSHIP OR VENTURE**

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

**ARTICLE 7
CONFLICT OF INTEREST**

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

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

8.1 The City has already furnished water to the boundary of the Development. The Developer shall be solely responsible for the installation and maintenance of utility improvements to provide water service within the Development Project. Water service within the Development Project will be a public service. Public hydrants cannot be used for any purposes other than fire protection.

8.2 All plans and specifications for the design of the infrastructure and water improvements within the boundaries of the Development shall be subject to the approval of the City's Water Utility and, where necessary, Building Inspections, prior to the beginning of construction. Such approval shall not be unreasonably withheld.

8.3 Developer shall provide necessary easements for the maintenance and repair of the water distribution system.

**ARTICLE 9
SANITARY SEWER**

9.1 The City has already provided sanitary sewer to the boundary of the Development. The Developer shall be solely responsible for installing and maintaining sanitary sewer infrastructure on the Development including any necessary lift stations, force mains and other improvements from the Development to the City's existing infrastructure. Sanitary sewer service within the Development shall remain a private service.

9.2 Under any of the circumstances set forth herein, the City shall permit the Owner/Developer to connect with the City's sanitary sewer system at such reasonably accessible and economically feasible locations as determined by the City.

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

**ARTICLE 10
STORMWATER MANAGEMENT**

10.1 The Developer shall follow all applicable State and City Stormwater Ordinances. The Developer shall be solely responsible for installing and maintaining all on-site stormwater management practices in accordance with City specifications. Stormwater management within the Development Area shall remain private.

10.2 All plans and specifications for the design of the infrastructure and stormwater sewer improvements within the boundaries of the Development shall be subject to the approval of the City's

Department of Public Works & Utilities and, where necessary, Building Inspections, prior to the beginning of construction. Such approval shall not be unreasonably withheld.

**ARTICLE 11
STREET IMPROVEMENTS**

Intentionally Left Blank

ARTICLE 12
WRITTEN NOTICES

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

FOR THE CITY:

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

With a copy to:

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

FOR THE DEVELOPER:

Gunderson, Inc.
Attn: Douglas Gunderson
Address: 41 Main Street
Menasha, WI 54952

With a copy to:

Thomas S. Wroblewski, S.C.
180 Main Street
Menasha, WI 54952

ARTICLE 13 MISCELLANEOUS

13.1 *Assignment.* No party to this Agreement may assign any of its interests or obligations hereunder without first obtaining the written consent of the other party, except as otherwise provided for in this Agreement. Notwithstanding the foregoing, Developer may: (i) assign its rights and obligations under this Agreement to an entity that holds title to the Project and that is controlled by Developer or by one or more of the principals of Developer; and (ii) assign its rights in and to the Contribution as collateral to secure conventional third-party financing for the Development Projects. The City shall not be bound to any such assignment until it has received written notice of same.

13.2 *Nondiscrimination.* The Developer agrees that neither the Development Area nor any portion thereof, shall be sold to, leased or used by any party in a manner which permits discrimination or restriction on the basis of race, creed ethnic origin or identity, color, gender, religion, marital status, age, handicap, or national origin and that construction, redevelopment, improvement, and operation of the Development shall be in compliance with all applicable laws, ordinances and regulations relating to discrimination or any of the foregoing grounds as may be in effect at the time of execution of the Agreement.

13.3 *Financial Reports.* The Developer agrees to maintain records such that actual project expenditures in the Development may be ascertained. Upon reasonable notice from the City, authorized representatives of the City shall be entitled to examine such records at the Developer's Development to verify the amount of construction expenditures that has been incurred by the Developer.

13.4 *Cost Overruns.* Except as provided herein, all work, undertakings, or other actions to be taken by a specific party hereto shall be completed at the sole cost and expense of such party. Without limiting the foregoing, all cost overruns of any work, undertaking, or other action to be taken by City

hereunder shall be borne by City. Likewise, and without limiting the foregoing, all cost overruns of any work, undertaking, or other action to be taken by the Developer hereunder shall be borne by Developer.

13.5 *No Third-Party Beneficiaries.* This Agreement is made solely for the benefit of the parties hereto and their permitted assignees, and no other party shall acquire or have any rights under this Agreement or by virtue of this Agreement.

13.6 *No Personal Liability.* Under no circumstances shall any shareholder, partner, member, manager, officer, director, employee, contractor, or agent of City or Developer have any personal liability arising out of this Agreement, and no party shall seek or claim any such personal liability against any other such party.

13.7 *Force Majeure.* No party shall be responsible to any other party for any resulting losses if the fulfillment of any of the terms of this Agreement is delayed or prevented by revolutions or other civil disorders, wars, acts of enemies, strikes, fires, floods, other acts of nature, acts of God, or by any other cause not within the control of the party whose performance was interfered with, and which, by the exercise of reasonable diligence, such party is unable to prevent, whether of the class of causes hereinabove enumerated or not (collectively, "events of force majeure") and the time for performance shall be extended by the period of delay occasioned by any such cause.

13.8 *Governing Law.* The laws of the State of Wisconsin shall govern this Agreement.

13.9 *Counterparts.* This Agreement may be signed in any number of counterparts with the same effect as if the signatures thereto and hereto were upon the same instrument. No amendment of this Agreement shall be effective unless in writing and signed by the party to be bound thereby.

13.10 *Severability.* If any provision of this Agreement shall be held or deemed to be inoperative or unenforceable as applied in any particular case in any jurisdiction because it conflicts with any other provision or provisions of this Agreement or any constitution or statute or rule of public policy, or for any other reason, then such circumstance shall not have the effect of rendering the

provision in question inoperative or unenforceable in any other case or circumstance, or of rendering any other provision or provisions herein invalid, inoperative, or unenforceable to any extent whatever. To the maximum extent possible, this Agreement shall be construed in a manner consistent with the powers of City, including, but not limited to, their powers under the Tax Increment Law, § 66.1105, Wis. Stats, and the Blight Elimination and Slum Clearance Act, § 66.1333, Wis. Stats., to achieve its intended purpose. Reference is made to Chapter 105, Laws of 1975 § 4, and to § 66.1333(17), Wis. Stats., which provide that the Tax Increment Law and the Blight Elimination and Slum Clearance Act should be construed liberally to effectuate their purposes.

13.11 *Further Assurances.* The parties shall enter into all such further agreements and instruments and shall take all such further actions as may be reasonably necessary or desirable to give further force or effect to this Agreement.

13.12 *Time is of the Essence.* Time is of the essence as to all dates and time periods set forth in this Agreement.

[SIGNATURES BEGIN ON THE FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year first above written.

CITY OF NEENAH:

By:

Jane Lang, Mayor

ATTEST:

By:

Charlotte Nagel, City Clerk

I hereby certify that the necessary funds have been provided to pay the liability incurred by the City of Neenah on the within Contract.

Vicky Rasmussen, Director of Finance

APPROVED AS TO FORM:

David C. Rashid, City Attorney

DEVELOPER:

BY:

By: _____


SCHEDULE OF EXHIBITS

- A. Legal Description of the Property
- B. Development Plan
- C. Owner's Affidavit
- D. Site Improvements
- E. Implementation Plan

Exhibit A
Development Area
Description
Lot 2 CSM Number 8143

DOC# 1922836
 NATALIE STROHMEYER
 REGISTER OF DEEDS
 WINNEBAGO COUNTY, WI
 RECORDED ON:
 05/17/2024 09:47 AM
 RECORDING FEE: 30.00
 PAGES: 5

Certified Survey Map No. 8143

Lot 2, Certified Survey Map No. 4016, Lot 1, Certified Survey Map No. 1292,
 and Part of the Northeast 1/4 of the Northeast 1/4, all being located in the
 Northeast 1/4 of Section 08, Township 19 North, Range 17 East,
 City of Neenah, Winnebago County, Wisconsin.

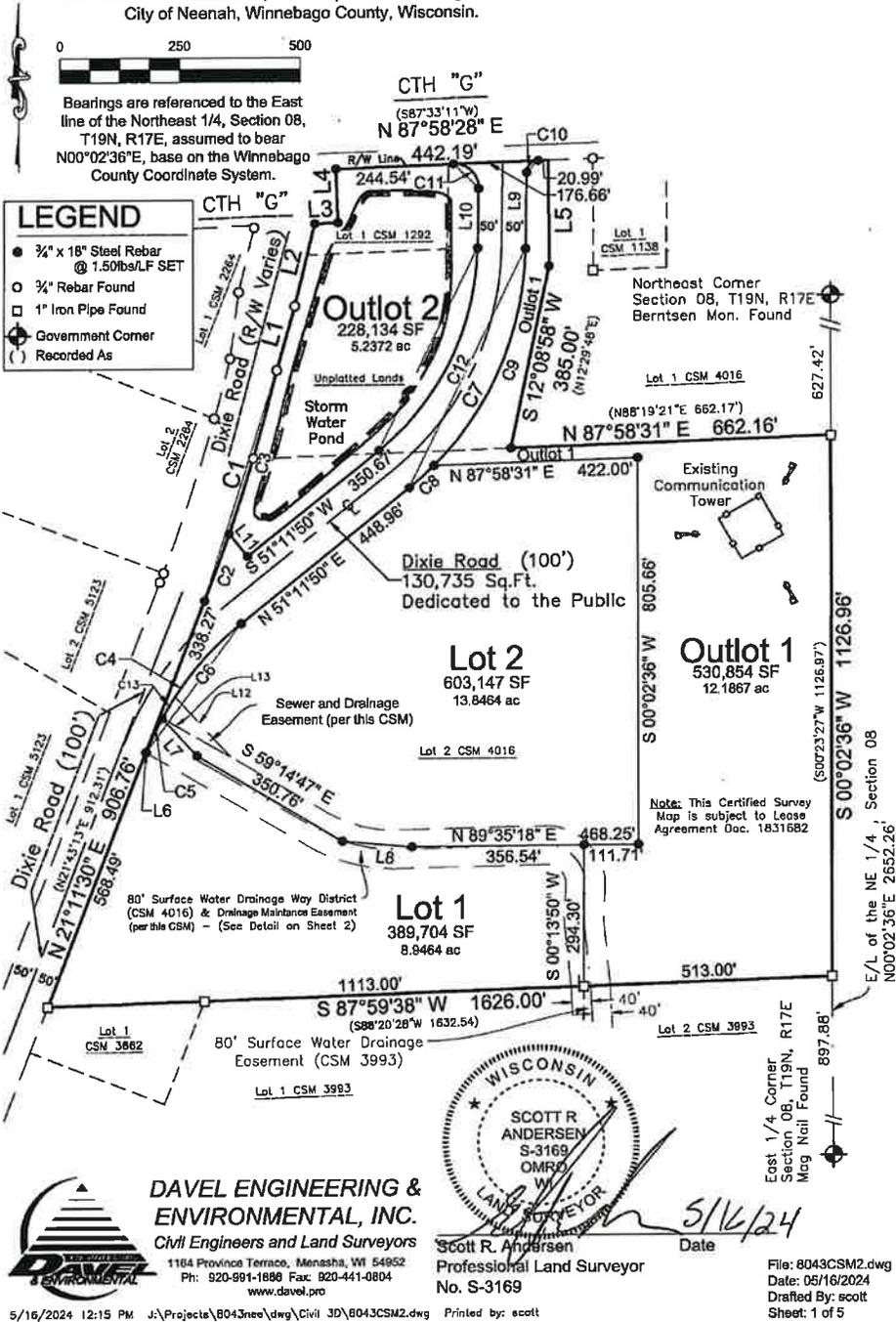
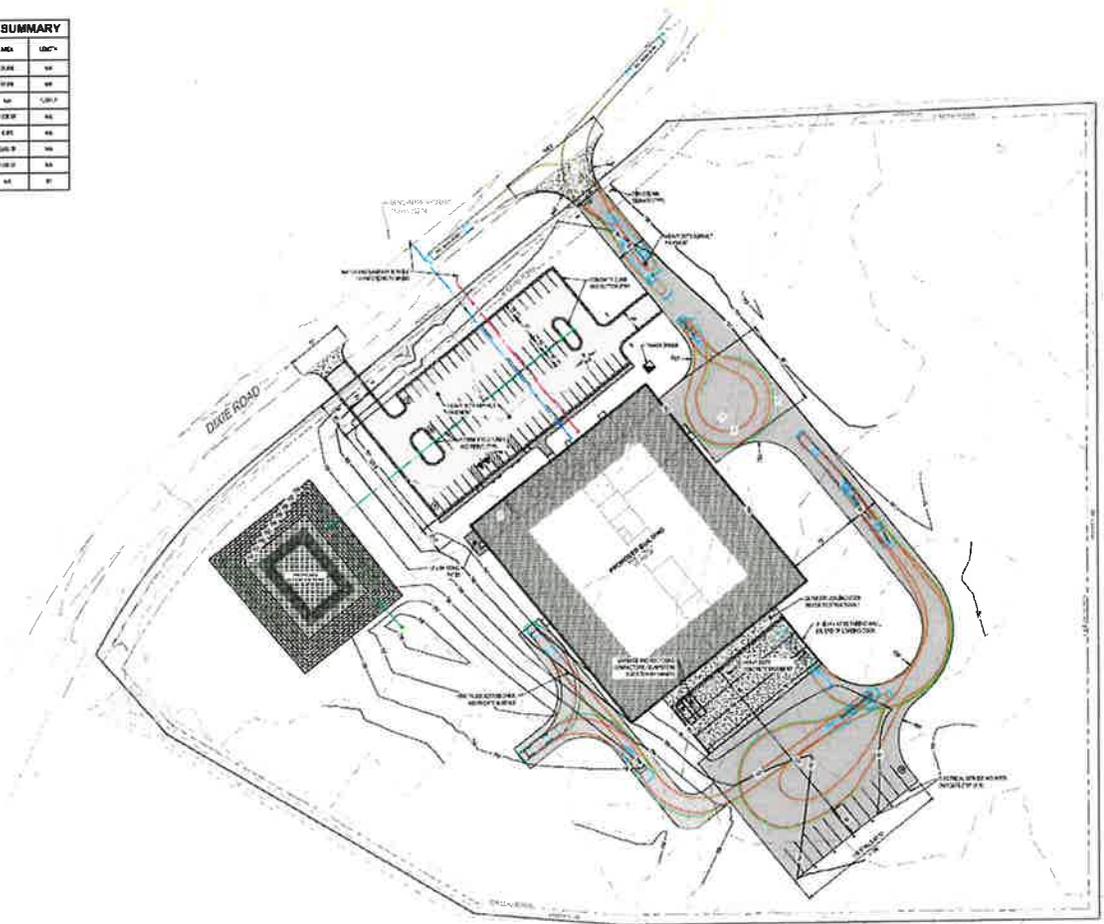


Exhibit B Development Plan

MATERIALS SUMMARY		
MATERIAL	AREA	QTY
GRAVEL	3,000	YD
ASPHALT	1,000	YD
CONCRETE	1,000	YD
REINFORCING BARS	1,000	LB
PIPE	1,000	FT
BRICK	1,000	SQ YD
PAVING STONE	1,000	SQ YD
LANDSCAPING	1,000	SQ YD
ROOFING	1,000	SQ YD
WATER	1,000	YD
SEWER	1,000	YD
STORM	1,000	YD
UTILITY	1,000	YD



**Exhibit C
Owner's Affidavit
Affidavit of Organization and Authority**

State of Wisconsin

ss.

City of _____)

_____ being first duly sworn on

Oath deposes and says that the owner/agent on the attached Development Agreement is organized as indicate below and that all statements herein made on behalf of such owner/agent and that his deponent is authorized to make them.

1. CORPORATON

The Bidder is a corporation organized and existing under the laws of the State of _____, its President is _____ and its Secretary is _____. The President and Secretary are authorized to sign construction contracts on behalf of the Corporation.

2. ADDRESS

The business address of the Bidder is as Follows: _____
Its phone number is _____.

3. STATUTORY SWORN STATEMENT

_____ also deposes and says that he has examined and carefully prepared his bid proposal from the plan and specifications and has checked the same in detail before submitting this proposal or bid, that the statements contained herein are true and correct.

Name Title

Subscribed and sworn to before me this

_____ day of _____

Notary Public _____ County _____

My Commission expires: _____

Exhibit D

Implementation Plan

Development Plan Timetable & Property Valuation

Major Milestone	Estimated Date	Estimated Assessed Value as of Estimated Date (cumulative)
Property Acquisition	September 1, 2025	\$500,000
Initiation of Construction	October 1, 2025	
Construction Completion	October 31, 2027	\$10,500,000



M E M O R A N D U M

DATE: July 7, 2025
TO: Chairman Steiner and Members of the Finance and Personnel Committee
FROM: Brad Schmidt, AICP, Deputy Director of Community Development
RE: Development and Fee Agreement –Courtside Fields Subdivision

The Community Development Department, Department of Public Works and the Neenah Water Utility have negotiated a Development Agreement with Shattuck Neenah, LLC for the Courtside Fields Subdivision. As with all residential subdivisions in the City, the Development Agreement identifies the terms and responsibilities of the Developer and City and identifies the required fees and costs for developing in the City.

The proposed plat includes 31 single-family residential lots located along Elm Street and Reed Street on the former Shattuck Middle School property. The land is zoned R-1, Single-Family Residence District. In addition, the plat includes 3 outlots. Outlot 1, located north of Laudan Boulevard, will remain undeveloped and no use of the property is planned at this time. Outlot 2, south of Laudan Boulevard, is proposed to be transferred to the City to construct a regional storm water facility. Finally, Outlot 3, located on the southern portion of the plat along Reed Street, includes an existing sidewalk which provides access to the tennis courts south of the plat.

The Developer and/or future property owners are responsible for connecting the proposed lots to public utilities (water, sanitary sewer, and storm water). Currently, there is no water, sanitary or storm laterals serving any of the lots within the plat.

The Developer is responsible for paying for the following subdivision fees and costs (See Exhibit 8 of the Development Agreement for a summary):

- Subdivision Fee (\$1000/acre) - **\$8,231.30**
- Street Trees (\$200/lot) – **\$6,200**
- Escrow amount for sidewalk along Elm Street - **\$55,800**

An appropriate action at this time is to recommend Common Council approve the Courtside Fields Subdivision Development and Fee Agreement.

DOCUMENT NUMBER

DEVELOPMENT AND FEE AGREEMENT

THIS SPACE RESERVED FOR RECORDING DATA

THIS AGREEMENT, made pursuant to Chapter 25 of the City of Neenah Municipal Code by and between the CITY OF NEENAH, Winnebago County, Wisconsin, a body politic and municipal corporation by its Common Council ("City") and owner of subject land and Shattuck Neenah, LLC, the developer ("Developer") of the following property lying within the City of Neenah:

Part of Lot 1 and all of Lot 2 of Certified Survey Map 8904, Located in part of the Southeast ¼ of the Southwest ¼ of Section 27, Township 20 North, Range 17 East, City of Neenah, Winnebago County, Wisconsin.

Recording Area

Return to:
David Rashid, City Attorney
City of Neenah, 211 Walnut Street
Neenah, WI 54956

Parcel No.: Part of 808-0330-00-00 and 809-0075-00-00

WHEREAS, Chapter 25 of the Neenah Municipal Code provides for the installation of required improvements (hereinafter referred to as the "Improvements") in new subdivisions, and

WHEREAS, the Developer has proposed to develop a residential subdivision on the above-referenced property located in the City (hereinafter referred to as "Courtside Fields" or the "Development"); and

WHEREAS, [Exhibit 1](#) shows the Development which has been approved by the City and has or will be recorded in the Winnebago County Register of Deeds Office; and

WHEREAS, a series of meetings and negotiations have taken place between the City and the Developer to determine various development and financial responsibilities for on-site and off-site public improvements and fees in connection with the proposed subdivision; and,

WHEREAS, the City and the Developer, for their mutual benefit, have mutually agreed as to development and financial responsibilities for public improvements and fees in connection with the proposed subdivision;

NOW THEREFORE, in consideration of the mutual promises contained herein, the sufficiency of which is hereby acknowledged, and the above recitals, which are contractual, the City and Developer agree as follows:

1. **Sanitary Sewer Interceptor Fee and Subdivision Fee.** The Developer shall pay the City a subdivision fee of \$1,000.00 per acre (the "Subdivision Fee") for the Improvements to the Development as more particularly detailed in [Exhibit 2](#).
2. **Storm Water Infrastructure Fee.** [Intentionally left blank]
3. **Storm Water Ponds.** The Developer agrees to transfer Outlot 2 to the City for the purpose of constructing a regional storm water pond. The pond will be designed and constructed by the City in a manner like other subdivision storm water ponds. The City will maintain the pond and remaining grounds within Outlot 2. The City agrees to coordinate with the Developer on the construction schedule. In addition, the City agrees to construct and maintain a paved walking path around the proposed storm water pond located on Outlot 2. The Developer can use the proposed storm water pond to meet their post-construction storm water management requirements within the development.
4. **Storm Water Management.** [Intentionally left blank]
5. **Storm Water Services within the Subdivision Plat.** Developer or property owner shall pay the full cost of installing all storm sewer laterals to lots within the plat.
6. **Water services within the Subdivision Plat.** The Developer shall pay the full cost to furnish and install water services within the plat. The water service to each residence shall be installed by the Developer or property owner and owned by the property owner. The Neenah Water Utility shall maintain the service from the water main to and including the curb box. Maintenance from the curb box to the house shall be the responsibility of the resident
7. **Oversize Water Main Installation and Reimbursement.** [Intentionally left blank]
8. **Oversize Water Main Fee.** [Intentionally left blank]
9. **Sanitary Sewer Within the Subdivision Plat.** Developer or property owner shall pay the full cost of installing all sanitary sewer laterals within the plat.
10. **Streets, Curb and Gutter and Sidewalks Within the Subdivision Plat.**

Final Street. The City will design manage, and fund the reconstruction of Elm Street, Reed Street, and Laudan Boulevard abutting the subdivision. Special assessments will not be levied on abutting property owners for this street construction. This work will be budgeted and completed at the time determined by the Neenah Common Council. The City's intent is to reconstruct Elm Street and Reed Street to approximately their current width and to reconstruct Laudan Boulevard to a width that allows it to lie completely within the street right-of-way.

New Sidewalks: The Developer shall pre-pay or escrow the estimated cost for installing sidewalk at the locations identified in [Exhibit 5](#).

Existing Sidewalks: Existing sidewalk that is damaged in the course of work on lots within the subdivision must be repaired at no cost to the City in a manner conforming to the City's specifications or direction.

11. **Contract Procedures.** [Intentionally left blank]
12. **Park Dedication.** [Intentionally left blank]
13. **Outlots.** The Developer agrees to transfer or deed Outlot 2 to the City for the purpose of constructing a storm water pond, associated piping, and a pedestrian trail. In addition, Outlot 3 will also be transferred to the City by the Developer for the purpose of maintaining a sidewalk connection to the tennis courts on the south side of the plat. The Developer agrees to transfer

Outlot 2 and Outlot 3 to the City at no cost to the City. The transfer of said outlots to the City shall occur within 30 days after the recording of this agreement.

14. **Sewer Cleaning and Televising Inspection.** [Intentionally left blank]
15. **Public Improvements Dedication.** [Intentionally left blank]
16. **Utilities.** The Developer shall pay the entire cost associated with installation of underground gas, electric, telephone and cable TV utilities throughout the entire development.
17. **Off-Site and Other Existing Improvements.** [Intentionally left blank]
18. **Terrace Trees Contribution.** The Developer shall pay a terrace tree contribution in the amount of \$200.00 per lot. This terrace tree contribution shall be paid by the Developer, on a per lot basis at the time of final closing of each lot sale. The subdivision plat shall note on its face "\$200.00 per lot 'Terrace Tree' contribution". This contribution will be deposited in the "City of Neenah Carpenter Tree Fund Trust" tax-exempt account and will be used to plant trees on the street terraces within the subdivision at the time curb and gutter is installed ([Exhibit 6](#)).
19. **Building Permits.** Provided Developer has paid the escrow amount and guarantees of installation have been provided for electric, gas, phone and cable services, Developer and/or Developer's assigns and successors in interest shall be permitted to obtain building and erosion control permits for such lot.
20. **Plan Review and Construction Inspection.** [Intentionally left blank]
21. **Damages.** The Developer shall repair or replace, as directed by the City and to the City's satisfaction, at Developer's own cost, any damage caused to any public or private property by the installation of the improvements.
22. **City Costs.** [Intentionally left blank]
23. **Estimated Cost Summary Escrow Payment.** The estimate of costs paid by the Developer is attached hereto as Exhibits 2-7 (Summarized in [Exhibit 8](#)) and shows the items and estimated amounts to be paid by the Developer. The total of the estimate of costs provides the basis for determining the amount of the escrow. The Developer shall submit a payment to be held in a City escrow account in the amount of **\$55,800.** The escrow amount is based on the sums shown in [Exhibit 5](#).
24. **Financing Alternative.** [Intentionally left blank]
25. **Consistency With Adopted Ordinances and Resolutions.** The City represents that this Agreement and the terms and conditions contained herein are consistent with adopted ordinances and resolutions on the subject matter.
26. **Merger; Successors and Assigns.** This Agreement, together with all referenced and attached Exhibits, sets forth the entire understanding of the parties relative to its subject matter and supersedes and merges any and all prior communications, negotiations and agreements, oral or written. The terms of this Agreement shall survive any closing involving the transfer of lots to any grantee and shall not merge with the deed. The terms and conditions of this Agreement shall be binding on successors and assignees of the Developer.
27. **Governing Law and Venue.** This Agreement shall be construed in accordance with the laws of the State of Wisconsin and the venue for resolution of any legal action commenced to enforce same shall be in the Wisconsin Circuit Court for Winnebago County.
28. **Severability.** It is understood and agreed that the provisions of this agreement shall be deemed

severable and the invalidity or unenforceability of any one or more of the provisions contained herein shall not affect the validity and enforceability of the other, remaining provisions contained herein.

- 29. **Modification.** This agreement may not be modified or amended, except in writing, with the written approval of both the City and the Developer.
- 30. **Notices.** Any notices required under this agreement shall be deemed made as of the date deposited in the US mail, postage prepaid and addressed to the following.

If to the City:

Director of Public Works
City of Neenah
211 Walnut Street
Neenah, WI 54956

If to Developer:

Shattuck Neenah, LLC
Attn: Umer Sheikh
P.O. Box 91
Neenah, WI 54956

Dated this ____ day of _____, 2025.

CITY OF NEENAH

SHATTUCK NEENAH, LLC

_____(SEAL)
Jane Lang, Mayor

Umer Sheikh, Member

Attest: _____(SEAL)
Charlotte Nagel, City Clerk

AUTHENTICATION

Signature(s) of Jane Lang, Mayor and Charlotte Nagel, City Clerk authenticated this ____ day of _____, 2025.

ACKNOWLEDGMENT

STATE OF WISCONSIN)
) ss.
COUNTY OF _____)

David Rashid
Title: Member State Bar of Wisconsin

Personally came before me this _____ day of _____, 2025 the above- named Umer Sheikh who acknowledged that he is sole member of Shattuck Neenah, LLC, a Wisconsin limited liability company, and that he is authorized to execute the foregoing instrument on Shattuck Neenah, LLC's behalf.

THIS INSTRUMENT DRAFTED BY:

David Rashid, City Attorney
211 Walnut St., Neenah, WI 54956

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

(SIGNATURES MAY BE AUTHENTICATED OR ACKNOWLEDGED. BOTH ARE NOT NECESSARY.)

**Exhibit 2
Courtside Fields**

Fee Schedule

Total Developable Acres = 8.2313
Total Lots = 31

1. Subdivision Fee: \$1,000/acre x 8.2313 \$8,213.30

Total Fees Due Upon Billing \$8,213.30

**Exhibit 3
Courtside Fields
Storm Sewer Cost
Public Infrastructure
(Estimated)**

[Intentionally left blank]

**Exhibit 4
Courtside Fields**

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

[Intentionally left blank]

**Exhibit 5
Courtside Fields**

Escrow/Prepayment

Sidewalk

1. Sidewalk Installation (at \$45/lineal foot) Elm Street: 1,240 LF	\$55,800.00
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Total Prepayment/Escrow required	\$ 55,800.00
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**Exhibit 6
Courtside Fields**

Terrace Tree Contribution

1.	Terrace Tree Contribution: \$200/lot x 31 lots	\$6,200.00
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	Total amount due	\$6,200.00

**Exhibit 7
Courtside Fields**

Oversize Sanitary Sewer

[Intentionally left blank]

**Exhibit 8
Courtside Fields**

Summary of Developer's Costs and Financing Per Lot

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

Exhibit 2:	Subdivision Fee	\$ 8,231.30
Exhibit 6:	Terrace Tree Contribution (\$200.00 x 31 lots)	\$ 6,200.00
	Total to be financed by City (estimated)	\$ 14,431.30
	Special Assessment Applied To Each Lot (estimated) and Due at Building Permit (\$14,431.30/31 lots = \$465.53/lot)	\$ 465.53

Developer's Escrow Fees Required

Exhibit 5:	Sidewalk Installation	\$55,800.00
	Total Escrow Required	\$55,800.00

Courtside Fields

Lot 2, Certified Survey Map No. _____ and Lot 2, Certified Survey Map 8094, Located in part of the Northeast 1/4 of the Southwest 1/4 and part of the Southeast 1/4 of the Southwest 1/4, all in Section 27, Township 20 North, Range 17 East, City of Neenah, Winnebago County, Wisconsin

Surveyor's Certificate

I, Scott R. Andersen, Professional Land Surveyor, hereby certify: That in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes and the subdivision regulations of the City of Neenah and Winnebago County, and under the direction of Shattuck Neenah, LLC, owners of said land, I have surveyed, divided and mapped Courtside Fields; that such plat correctly represents all exterior boundaries and the subdivision of the land surveyed; and that this land is Lot 2, Certified Survey Map No. _____ (Doc. _____) and Lot 2, Certified Survey Map 8094 (Doc. 1915452), Located in part of the Northeast 1/4 of the Southwest 1/4 and part of the Southeast 1/4 of the Southwest 1/4, all in Section 27, Township 20 North, Range 17 East, City of Neenah, Winnebago County, Wisconsin containing 714,880 Sq Ft (16.4114 Ac) of land. Described land is subject to existing restriction and easement of record.

Given under my hand this ____ day of _____, 20____.

Scott R. Andersen, Wisconsin Professional Land Surveyor No. S-3169

Owner's Certificate

Shattuck Neenah, LLC, a limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as the property owner, does hereby certify that said limited liability company caused the land described on this plat to be surveyed, divided, and mapped as represented on this plat.

Shattuck Neenah, LLC, does further certify this plat is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection:

City of Neenah
Winnebago County Planning and Zoning Department
Department of Administration

Dated this ____ day of _____, 20____.

In the presence of: Shattuck Neenah, LLC

By _____

print name _____

Title _____

State of Wisconsin)

County) ss

Personally came before me this ____ day of _____, 20____, the above the property owner(s) to me known to be the persons who executed the foregoing instrument and acknowledge the same.

Notary Public, Wisconsin My Commission Expires _____

Utility Easement Provisions

An easement for electric, natural gas, and communications service is hereby granted by

Shattuck Neenah, LLC, Grantor, to:

Wisconsin Electric Power Company and Wisconsin Gas, LLC, Wisconsin corporations doing business as We Energies, Grantee,
City of Neenah Utilities, Grantee
AT&T Distribution, Grantee
TDS Metrocom, Grantee
and
Time Warner Cable, Grantee

their respective successors and assigns, to construct, install, operate, repair, maintain and replace from time to time, facilities used in connection with overhead and underground transmission and distribution of electricity and electric energy, natural gas, telephone and cable TV facilities for such purposes as the same is now or may hereafter be used, all in, over, under, across, along and upon the property shown within those areas on the plat designated as "Utility Easement Areas" and the property designated on the plat for streets and alleys, whether public or private, together with the right to install service connections upon, across within and beneath the surface of each lot to serve improvements, thereon, or on adjacent lots; also the right to trim or cut down trees, brush and roots as may be reasonably required incident to the rights herein given, and the right to enter upon the subdivided property for all such purposes. The Grantees agree to restore or cause to have restored, the property, as nearly as is reasonably possible, to the condition existing prior to such entry by the Grantees or their agents. This restoration, however, does not apply to the initial installation of said underground and/or above ground electric facilities, natural gas facilities, or telephone and cable TV facilities or to any trees, brush or roots which may be removed at any time pursuant to the rights herein granted. Structures shall not be placed over Grantees' facilities or in, upon or over the property within the lines marked "Utility Easement Areas" without the prior written consent of Grantees. After installation of any such facilities, the grade of the subdivided property shall not be altered by more than four inches without written consent of grantees.

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

Shattuck Neenah, LLC

Managing Member Print Name Date

Common Council Resolution

Resolved, that the plat of Courtside Fields in the City of Neenah, Winnebago County, is hereby approved by the Common Council on.

this ____ day of _____, 20____.

Mayor Print Name Date

Clerk Print Name Date

City of Neenah Planning Commission Approval Certificate

Courtside Fields in the City of Neenah, Winnebago County, is hereby approved by the City of Neenah Planning Commission.

Planning Commission Representative Print Name Date

Treasurer's Certificate

We, being the duly elected, qualified and acting Treasurer's of the City of Neenah and Winnebago County, do hereby certify that in accordance with the records in our office, there are no unredeemed tax sales and unpaid taxes, or special assessments on and of the land included in this plat.

City Treasurer Print Name Date

County Treasurer Print Name Date

This Final Plat is contained wholly within the property described in the following recorded instruments:

the property owner of record: Shattuck Neenah, LLC	Recording Information: Doc No. 1915890	Parcel Number(s): 80803300000 80900750000
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There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20____

Department of Administration 

File: 8059Final.dwg
Date: 06/24/2025
Drafted By: scott
Sheet: 2 of 2



DAVEL ENGINEERING & ENVIRONMENTAL, INC.
Civil Engineers and Land Surveyors
1164 Province Terrace, Menasha, WI 54952
Ph: 920-991-1866
www.davel.pro



M E M O R A N D U M

DATE: July 7, 2025
TO: Chairman Steiner and the Finance and Personnel Committee
FROM: Brad Schmidt, Deputy Director
RE: Maintenance Assessment Services Contract (2026-2030) – Associated Appraisal Consultants

The Community Development and Assessment Department is recommending that the City extend the Maintenance Assessment Services Contract with Associated Appraisal Consultants, Inc. for a period of 5 years (2026-2030). Associated Appraisal has provided assessor services to the City since 2013. The contract assures that the City will follow statutory assessor's responsibilities as required by the Wisconsin Department of Revenue. The existing contract with Associated Appraisal is set to expire at the end of 2025. The proposed multi-year contract includes the same services as are currently provided in the existing contract.

Contract Assessment Service Highlights:

1. Oversight, review and validation of assessment functions performed by the City.
2. 52 days of on-site assessor services (one day per week).
3. List, value, and process appeals of all waterfront residential and commercial real estate.
4. Complete and file all required reports to the Wisconsin Department of Revenue.
5. Prepare and implement standard procedures for the City staff's annual and/or office review of real estate assessment practice.
6. Review real estate valuation proposals prepared by the City utilizing its CAMA system and standard cost approach techniques.
7. Conduct and process all Open Book reviews and any other reviews assigned in cooperation with City staff, for all property listed as commercial and waterfront property classified as residential.
8. Defend and/or assist on all assessment roll valuation hearings before the Board of Review.

The term of the proposed contract with Associated Appraisal is 5 years (2026-2030). The annual contact cost is as follows: 2026 - \$40,000, 2027 - \$41,000, 2028 - \$42,000, 2029 - \$43,000, and 2030 - \$44,000.

The proposed contract also includes an option for Associated Appraisal Consultants to conduct an interim market update revaluation. The City's last revaluation occurred in 2023. As the housing market remains strong, it's likely a revaluation will be needed during the term of the contract. The interim market update includes a cost of \$50,000 (similar to the cost of the 2023 revaluation) or \$52,000 if the City prefers to spread the cost over multiple years of the contract. Further evaluation is required to determine the appropriate time to conduct the revaluation. The contract does not require the City to conduct a revaluation.

Recommendation

An appropriate motion would be to recommend Council approval of the Maintenance Assessment Services Contract (2026-2030) with Associated Appraisal Consultants, Inc., for an average annual fee of \$42,000.

**CONTRACT FOR
ASSESSMENT SERVICES**

Prepared for the
City of Neenah
Winnebago County

By



**Corporate Office
W6237 Neubert Rd. | P.O. Box 291
Greenville, WI 54942-0291
Phone (920) 749-1995/Fax (920) 731-4158**

CONTRACT FOR ASSESSMENT SERVICES

This Contract is by and between the **City of Neenah, Winnebago County, State of Wisconsin**, a municipal corporation (hereafter referred to as "City") and **Associated Appraisal Consultants, Inc.**, with its principal office at W6237 Neubert Road, Appleton, WI 54913 (hereafter referred to as "Company").

IN CONSIDERATION of the mutual promises contained herein, the parties hereto do agree as follows:

- I. SCOPE OF SERVICES.** All services rendered shall be completed in full accordance and compliance with Wisconsin Statutes, the *Wisconsin Property Assessment Manual* and all rules and regulations officially adopted and promulgated by the Wisconsin Department of Revenue as of the date of this Contract.
- A. Assessment Duties of the Company:**
- 1) Company shall be the statutory assessor for the City and responsible for the duties and responsibilities delegated to the city assessor by Wisconsin Statutes, including but not limited to, the oversight, review and validation of assessment functions performed by city assessment staff; the completion of all necessary documents in accordance with the requirements of Chapter 70 of the Wisconsin Statutes; preparation and attendance at the annual Board of Review; and cooperation with other city departments and divisions in relation to the preparation of the tax roll, review of claims, challenges to assessments and other matters pertaining to the responsibilities of the city assessor.
 - 2) Company shall generally act in an advisory capacity to City assessment staff, including providing guidance and training to personnel with respect to assessment information, practices, and procedures. Company shall not be responsible for supervisory tasks not directly associated with assessment duties, but shall convey any observations pertaining to noteworthy accomplishments, exceptional performance of duties, or concerns pertaining to the performance of duties of city staff to the city representative as designated for this Contract.
 - 3) The Company shall provide office hours one day per week annually. Said days shall be mutually agreed upon and shall take place at a location approved by the City.
 - 4) The Company shall be responsible for all listing, valuation, and processing of appeals for all property classified as commercial under Wisconsin Statutes §70.32(2) and all waterfront property classified as residential under Wisconsin Statutes §70.32(2).
 - 5) In cooperation with the City, the Company shall provide oversight of progress and help answer any questions relating to city staff field work and office review of real estate assessments to implement best practices for creating, maintaining, and updating records and information pertaining to the following:
 - Property Sales
 - Annexations
 - New construction or remodeling (as provided by permits)
 - New recorded plats and certified survey maps
 - Property formerly exempt, now assessed
 - Buildings destroyed, significantly damaged, or removed (as provided by permits)
 - Change to higher land use
 - Change in classification of property

- 6) The Company shall prepare for the City approval, practices, procedures, and an implementation strategy to utilize an income approach for the valuation of commercial class property.
- 7) The Company shall conduct and process all Open Book reviews and any other reviews as assigned in cooperation with City staff, for all property classified as commercial and all waterfront property classified as residential under Wisconsin Statutes §70.32(2).
- 8) The Company shall defend and/or assist on all assessment roll valuation hearings before the Board of Review. In the event of a subsequent appeal of a Board of Review decision to the Wisconsin Department of Revenue or the Courts, the Company shall appear as necessary to continue their defense of any appealed value. Company shall be available upon request of the City to furnish testimony in defense of the values determined for up to eight employee hours per parcel. Testimony in excess of eight employee hours will require an addendum to this Contract. Any outside counsel services requested by the Company shall be provided and paid for by the City if agreed upon by both parties.
- 9) The Company shall be responsible for the completing and filing of all required reports to the Wisconsin Department of Revenue by the required deadline.
- 10) The Company shall provide at its own cost all transportation requisite to perform the responsibilities related to Company staff.
- 11) The Company shall be available to attend, upon request of the City, City Committee and/or Council meetings or other miscellaneous prescribed meetings upon reasonable prior notice. These meetings shall not average more than six (6) hours annually.
- 12) The Company shall provide a toll-free telephone number and email address to be used by City personnel to contact the Company during normal business hours for any matter.
- 13) The assessor(s) or staff appraiser(s) assigned by the Company shall present a positive, professional image in both conduct and dress while working with City staff and the public.

B. Assessment Duties of the City:

- 1) The City remains responsible for the administration of the assessment process and the real estate assessment roll.
- 2) The City shall assist the Company as needed with the preparation of materials associated with mandatory reporting requirements.
- 3) The City shall respond to normal and customary internal and external requests for assessment information and correspondence.
- 4) The City shall provide personnel assistance to the Company in accomplishing assessment-related activities.
- 5) The City shall conduct door to door interior inspections annually from June-September.
- 6) The City shall maintain the database of photographs of real property.
- 7) The City shall conduct residential Open Book sessions in cooperation with the Company.

- 8) The City shall assist the Company with preparing necessary documentation needed to defend assessment roll valuations before the Board of Review.
- 9) The City shall complete property discovery activities for real estate parcels.
- 10) The City shall complete property listing activities for real property, and preliminary review of requests for property tax exemption.
- 11) The City shall conduct preliminary valuation activities (i.e., sales, building permits, new construction) and report to the Company for review, validation, and recommendation.
- 12) The City shall, in cooperation with the Company, prepare an annual assessment roll and associated notices of assessment changes in accordance with Chapter 70 Wisconsin Statutes.
- 13) The City shall facilitate the automation of property records by utilizing a computerized system of valuation.
- 14) The City shall provide the Company with suitable office space and all necessary accessories to perform the functions related to property assessment.
- 15) City shall be responsible for the cost of all mailing services and postage.

II. GENERAL PROVISIONS. The following provisions shall be applicable to this Contract.

- 1) **INDEPENDENT CONTRACTOR.** The relationship of the Company to the City shall be that of an independent contractor and no principal-agent or employer-employee relationship is created by this Contract.
- 2) **OWNERSHIP OF DATA.** Data collected is the property of the City. Data used by the Company in the services contemplated herein shall remain the property of the City and no use or copying shall be made thereof beyond that listed in this Contract without the written permission of the City. The Company shall cooperate with the City in replying to any open records request made pursuant to Wis. Stat. Ch. 19, Subchapter II relating to this Contract or for services provided hereunder.
- 3) **INDEMNIFICATION AND INSURANCE.**
 - A. Except as provided below, the Company agrees to defend and save harmless the City, its officers, agents and employees against all claims, demands, payments, suits, actions, recovery, and judgments of every kind and description arising out of the performance of this Contract, for personal injury or property damage brought or recovered against it by reason of any negligent action or omission of the Company, its agents, or employees and with respect to the degree to which the City is free from negligence on the part of itself, its employees and agents.
 - B. The City agrees to defend and indemnify and save harmless the Company, its officers, agents and employees against all claims, demands, payments, suits, actions, recovery and judgments of every kind and description arising out of any valuation disputes, or challenges to the methodology employed under this Contract brought or recovered against it, whether based in contract, negligence or otherwise. Neither party shall be liable to the other for consequential, indirect, or incidental damages,

including, but not limited to, loss of tax revenue or claims related to valuation of property, whether based in contract, negligence, and strict liability or otherwise.

- C. The Company shall carry Public Liability Insurance in the amount of \$1,000,000, including protection for bodily injury and property damage with a combined single limit of \$1,000,000 and \$500,000 for each occurrence. The Company shall also maintain Automobile Liability Insurance providing limits of \$1,000,000 per occurrence, and the Company shall provide Workers' Compensation Insurance. The Workers' Compensation Insurance shall provide coverage under the Compensation Act of Wisconsin and shall provide employer's liability insurance in the amount of \$100,000. Upon request by the City, the Company shall supply the City Certificates of Insurance detailing the above coverage and naming the City as an Additional Insured. A carrier authorized to do business within the State of Wisconsin will issue these certificates.
- 4) FORCE MAJEURE. Neither party shall be liable to the other for any loss, damage, failure, delay or breach in rendering any services or performing any obligations hereunder to the extent that such failure, delay or breach results from any cause or event beyond the control of the party being released hereby ("Force Majeure"), including, but not limited to, acts of God, acts or omissions of civil or military authorities. If either party is prevented or delayed in the performance of its obligations hereunder by Force Majeure, that party shall immediately notify the other party in writing of the reason for the delay or failure to perform, describing in as much detail as possible the event of Force Majeure causing the delay or failure and discussing the likely duration of the Force Majeure and any known prospects for overcoming or ameliorating it. Both parties agree to take any commercially reasonable measures to overcome or ameliorate the Force Majeure and its adverse effects on this Contract, and to resume performance as completely as is reasonably possible once the Force Majeure is overcome or ameliorated.
- 5) EMPLOYMENT LAWS. The Company shall comply with all the applicable provisions of Federal and Wisconsin laws, rules and regulations regarding employment and shall further specifically comply with those sections related to Equal Employment Opportunity.
- 6) CONFLICT OF INTEREST. The Company covenants that it has no public or private interest and will not acquire directly or indirectly any interest that would conflict in any manner with the performance of its services. The Company warrants that no part of the total contract amount provided herein shall be paid directly or indirectly to any officer or employee of the City as wages, compensation, or gifts in exchange for acting as officer, agent, employee, subcontractor, or consultant to the Company in connection with any work contemplated or performed relative to this Contract.
- 7) PROJECT PERSONNEL. All work will be performed by personnel certified by the State of Wisconsin, Department of Revenue. The Company will provide and update the City with a list of personnel assigned to the Project. All project personnel assigned shall be approved by the City.
- 8) NON-SOLICITATION. During the Period of Contract and for a period of six months following the project completion date, the City will not solicit for employment or hire any Company employee to work in the Assessment division without the express written consent of the Company.

- 9) **SUBCONTRACTS.** The Company agrees not to subcontract any of the work required by this Contract without the written permission of the City. The Company agrees to be responsible for the accuracy and timeliness of the work submitted in the fulfillment of its responsibilities under this Contract.
- 10) **ASSIGNMENT OF CONTRACT.** The Company agrees not to assign, transfer, convey, sublet, or otherwise dispose of the Contract or its rights, titles, or interest in this Contract without the previous consent and written approval of the City.
- 11) **GOVERNING LAW.** This Contract shall be interpreted under the substantive law of Wisconsin, as it existed and was interpreted on the date of this Contract. In the event that the laws of the State of Wisconsin changes, so as to create additional work for the Company not provided for in this Contract, the City shall allow the Company a reasonable extension of the completion date and additional compensation to be negotiated. The methods and procedures used in performance of this Contract shall comply with Chapter 70 of the Wisconsin State Statutes.
- 12) **ENTIRE CONTRACT.** This Contract contains the complete and entire Contract between the parties and may not be altered or amended except in writing, executed, making specific references to this Contract, by a duly authorized officer of the Company and by a duly authorized official of the City.
- 13) **SEVERABILITY.** If any provision of this Contract shall be declared invalid or unenforceable, such invalidity or unenforceability shall not affect the whole Contract, but the whole Contract shall be construed and enforced accordingly.
- 14) **NOTICES.** All notices required to be sent to the Company shall be sent to the following address:

Gregory Jonas
Chief Executive Officer
PO Box 291
Greenville, WI 54942-0291

All notices required to be sent to the City shall be sent to the following address:

Kelly Nieforth
Director of Community Development and Assessment
211 Walnut Street
Neenah, Wisconsin 54956

III. **TERM & TERMINATION**

- A. **TERM.** The term of this Contract is from January 1, 2026, through December 31, 2030. The Company shall have completed all work under this Contract on or before the fourth Monday in April or 45 days thereafter, excluding appearances beyond the Board of Review. The date of completion may be extended, if necessary, under the terms of this Contract and by mutual consent.
- B. **TERMINATION.** Either party may terminate this Contract only with cause, cause being defined as default of the other party of terms of this Contract upon sixty (60) days written notice to the other party. Upon termination by either party, Company shall deliver to the

City all records and materials in Company's possession used or created during this Contract. During the 60-day wind down period, both Company and the City shall act in good faith with each other and cooperate in the orderly transfer of records. If termination occurs during the course of ongoing assessment work, any compensation not yet paid to the Company shall be paid based on a weighted scale relative to work completed to date.

IV. COMPENSATION

A. **ANNUAL AMOUNTS.** The City shall pay Company the following annual Contract amounts for assessment services:

Assessment Year	Annual Amount(s)
2026	\$40,000
2027	\$41,000
2028	\$42,000
2029	\$43,000
2030	\$44,000

B. **METHOD AND TERMS OF PAYMENT.** The compensation due to the Company shall be paid in monthly or quarterly installments, or a one-time annual payment for each of the assessment year(s) as outlined under the term of this Contract. City can request their preferred frequency of invoicing upon Contract acceptance; otherwise, a monthly installment schedule will be used. Invoices will be provided by Company on or before the first day of each month and shall be paid by the City no later than thirty (30) days from the date of invoice. In the event payment is not made within thirty (30) days from the date of invoice, City shall pay a late fee of seventy-five dollars (\$75.00) and a processing fee of seventy-five dollars (\$75.00) for each month the invoice is not paid.

C. Additional compensation that may be due to the Company because of services that are beyond the scope of this Contract will be invoiced in the month after the month in which the services were provided if agreed upon by both parties.

V. SIGNATURES:



 Mark Brown
 President
 Associated Appraisal Consultants, Inc.

06/17/2025

 Date

 Kelly Nieforth
 Director of Community Development & Assessments
 City of Neenah – Winnebago County

 Date

**APPENDIX A
ADDITIONAL SCOPE OF SERVICES**

This Appendix A is attached to and incorporated into the Contract for Assessment Services made by and between the **City of Neenah, Winnebago County, State of Wisconsin**, a municipal corporation (hereafter referred to as "City") and **Associated Appraisal Consultants, Inc.**, with its principal office at W6237 Neubert Road, Appleton, WI 54913 (hereafter referred to as "Company").

IN CONSIDERATION of the promises and agreements hereinafter set forth, and in consideration of the execution of those promises, both parties agree to the following:

INTERIM MARKET UPDATE REVALUATION

- I. **SCOPE OF SERVICES.** Company shall perform one interim market update revaluation as requested by the City for either the **2026, 2027, or 2028** assessment year of all taxable real estate during this additional scope of services agreement. A description of the work to be performed is attached as Exhibit A. The timeline of services is attached as Exhibit B.

- II. **DURATION.** Company shall work with City staff to complete all work on or before October 30th of the year in which the interim market revaluation service is conducted. If unforeseen circumstances delay the completion of work, an extension will be granted upon mutual agreement.

- III. **COMPENSATION**
This additional scope of services agreement runs simultaneously with the 2026-2030 Contract for Assessment Services. The City shall pay the Company an **additional Fifty Thousand Dollars (\$50,000.00)** during the interim market update revaluation assessment year.

The City has the option to pay the Company **Fifty-Two Thousand Dollars (\$52,000.00)** for each of the 2026, 2027, 2028, 2029, and 2030 assessment year(s) for the combined annual assessment and revaluation services through December 31, 2030.

- A. The compensation due the Assessor shall be paid in monthly installments throughout 2026, 2027, 2028, 2029, and 20230 assessment year(s).

IV. SIGNATURES



Mark Brown
President
Associated Appraisal Consultants, Inc.

06/17/2025
Date

Kelly Nieforth
Director of Community Development & Assessments
City of Neenah – Winnebago County

Date

EXHIBIT A
DESCRIPTION OF WORK TO BE PERFORMED

I. Assessment Duties of the Company:

- 1) The Company with support of City staff shall create an agreed upon timeline for completion of significant events of the revaluation project such as the completion of any field inspections, sales analysis, questionnaire mailings, Computer Assisted Mass Appraisal (CAMA) table updates and model calibration and Open Book and Board of Review dates.
- 2) The Company with support of City staff will recalibrate all CAMA required tables for both vacant land and improved taxable real estate parcels of all tax classifications. Descriptive and inferential statistics will be used to calibrate the CAMA model. New market calibrated depreciation tables will be specified for residential properties as obtained through a sales analysis using arm's-length valid vacant and improved sales.
- 3) The Company will review as needed any real estate valuation proposals prepared by the City utilizing its CAMA system and standard market modified cost approach techniques and make recommendations as necessary for modification of values.
- 4) The Company shall prepare for the City approval, practices, procedures, and an implementation strategy to utilize an income approach for the valuation of commercial tax classified parcels.
- 5) The Company shall conduct and process all Open Book reviews and any other reviews as assigned in cooperation with City staff, for all property classified as Commercial under Wisconsin Statutes §70.32(2) and all waterfront property classified as Residential. The Company shall assist City staff for all property classified as Residential. In addition to City staff, the Company shall provide adequate staff as deemed necessary by the City and Company to accommodate projected attendance. Company shall work with the City to determine the dates when the Open Book meetings will take place. Unless otherwise specified, the informal meetings will be held for as many days needed. Open Book meeting assistance from the Company exceeding (5) days shall require additional compensation.
- 6) The Company shall defend and/or assist City staff on all assessment valuation hearings before the Board of Review. In the event of a subsequent appeal of a Board of Review decision to the Wisconsin Department of Revenue under Wisconsin Statutes §70.85 or the Courts, the Company shall appear as necessary to continue their defense of any appealed value. Company shall be available upon request of the City to furnish testimony in defense of the values determined for up to eight (8) employee hours per parcel. Testimony more than eight (8) employee hours will require an addendum to this Contract.
- 7) The Company shall provide at its own cost all transportation requisite to perform the responsibilities related to Company staff.

II. Assessment Duties of the City:

- 1) The City remains responsible for the administration of the assessment process and the assessment roll.
- 2) The City shall assist the Company as needed with the preparation of materials associated with mandatory reporting requirements.

- 3) The City shall respond to normal and customary internal and external requests for assessment information and correspondence.
- 4) The City shall provide personnel assistance to the Company in accomplishing assessment-related activities.
- 5) The City shall maintain the CAMA database of all real property.
- 6) City shall allow access and make available to Company municipal records such as, but not limited to, previous assessment records and rolls, sewer, and water layouts, building permits, tax records, zoning ordinances and documentation pertaining to future land use planning.
- 7) City shall provide at no cost to Company any plat maps, zoning maps, cadastral maps, or other maps currently in the possession of the City. If such maps necessary for our work are not in the possession of the City, Company shall obtain them from the County surveyor, Register of Deeds, or other sources at the City's expense.
- 8) The City shall conduct residential Open Book sessions in cooperation with the Company.
- 9) The City will provide an appropriate area to conduct the Open Book meetings.
- 10) The City shall take all phone calls or emails to schedule appointments for the open book conference(s).
- 11) The City shall assist the Company with preparing necessary documentation needed to defend assessment valuations before Open Book meetings and Board of Review appeals.
- 12) The City shall complete property discovery and valuation activities for real property as required or not previously specified.
- 13) The City shall conduct preliminary valuation activities (i.e., sales validation, building permits, new construction) and report to the Company for review, validation and recommendation as needed.
- 14) The City shall, in cooperation with the Company, prepare the annual assessment roll and associated notices of assessment change in accordance with Chapter 70 Wisconsin Statutes.
- 15) City shall be responsible for the cost of all mailing services and postage associated with the revaluation program. This cost includes, but is not limited to, a general informational mailing, requests for income and expenses, written requests to view property, notices of assessment, and mailing of documents such as maps and assessment rolls. If City requires Company to send letters by certified mail, City shall be responsible for the mailing services and postage costs of certified mail.
- 16) The City shall assist the Company as needed with final parcel valuation reviews during and after the recalibration of CAMA valuation tables to ensure all parcels are assessed at full market value in a fair and equitable manner from the best information available using professionally accepted appraisal practice.

**EXHIBIT B
INTERIM MARKET REVALUATION YEAR
GENERAL TIMELINE**

Neighborhood and Neighborhood Group Delineation **January/February**

- Review current neighborhood and neighborhood group delineations and revise as needed.

Land Valuation **January thru October**

- Establish new front foot, square foot, lot, buildable and acreage unit prices/tables throughout the City for each delineated neighborhood.
- Review and apply influence factors on existing properties.
- Apply updated land tables in the CAMA system to provide uniform and equitable valuations for all locally taxable classifications.

Cost/Depreciation Analysis & Model Calibration **January thru April**

- Analyze sales and construction costs of new homes to determine a local modifier for existing cost tables or applied to the most current and available Wisconsin Department of Revenue Vol. II cost tables or similar.
- Using sales residual techniques, analyze existing depreciation tables and update as needed.
- Document and adjust tables as needed to local sales information and market conditions.
- Establish new valuation models for both residential and commercial properties.

Estimated Reports submitted to WIDOR **April/May**

- All estimated versions of required WIDOR forms such as the Municipal Assessor Report (MAR) will be submitted.

Residential Final Value Review **April thru June**

- Once the valuation model is completed, a final “drive-by review” should be conducted using the CAMA system for each parcel as needed and changed to “Reviewed” status.
- Each residential property should have a comparable sales grid created showing three or more recent sales that could be used in the defense of the updated assessment values.

Commercial Final Value Review **January thru June**

- Once the valuation model is completed, a final “drive-by review” will be conducted for all parcels as needed to ensure uniformity and equity and changed to “Reviewed” status.

- As determined by the valuation method used, each commercial class property will have a comparable sale (showing three or more recent sales if available), cost approach or income grid created that would be used in the defense of the updated assessment valuation.

Assessment Notices Mailed

June/July

- Each taxable parcel will receive a notice of assessment change with the new value along with an informational insert letter outlining the open book review period and board of review process.

Open Book Meetings

July/August

- An open book period will be provided for all property owners to review, compare, and ask questions about the new valuations.

Board of Review

September/October

- A Board of Review session(s) will be held for property owners who want to appeal their assessments after the Open Book process.

Final Reports submitted to WIDOR

October

- All final versions of required WIDOR forms such as MAR, Agricultural Use Conversions and Statement of Assessments (SOA) will be submitted.



MEMORANDUM

To: Members of the Finance and Personnel Committee

From: Chairman Steiner

Date: July 1, 2025

Re: May Voucher Review

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

1. May General Expenditure Voucher Nos. 2767 through 2853 (\$238,694.74) and 2713 through 2825 and 60188 through 60332 (\$3,045,020.95) and May payroll (\$1,540.25) for a combined total of \$3,285,255.94.
2. May Automated Transfers Nos. 1 through 63 totaling \$2,706,711.24.

I recommend their approval.

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

Attachments

EXPENDITURE ABSTRACT FOR PERIOD MAY 1 THROUGH MAY 31, 2025
EXPLANATION OF AUTOMATED TRANSFERS

Transfer No.	Transfer Date	Amount	Vendor	Purpose	Budget/Cost Center
1	5/1/25	\$46,389.93	UMR	4/23 - 4/29 Health Insurance Disbursements	FRINGE BENEFIT DIST.
2	5/1/25	\$1,437.34	DELTA DENTAL	Vision Premiums	FRINGE BENEFIT DIST.
3	5/2/25	\$132,963.00	MPIC	Insurance Premiums	N/A
4	5/2/25	\$598.91	DIVERSIFIED BENEFIT SERVICES	2025 Employee HRA Plan	N/A
5	5/6/25	\$2,317.36	BANCORP	FSA/HRA Debit Card Prefund	N/A
6	5/7/25	\$7,194.75	DELTA DENTAL	Dental Claims	FRINGE BENEFIT DIST.
7	5/7/25	\$199.74	DIVERSIFIED BENEFIT SERVICES	2025 Employee FSA Plan	N/A
8	5/7/25	\$519.40	DIVERSIFIED BENEFIT SERVICES	2025 Employee HRA Plan	N/A
9	5/8/25	\$52,028.03	UMR	4/30 - 5/6 Health Insurance Disbursements	FRINGE BENEFIT DIST.
10	5/8/25	\$16,942.37	MISSIONSQUARE	457 Deferred Comp. Contributions	N/A
11	5/8/25	\$3,371.25	MISSIONSQUARE	Employee IRA Contributions	N/A
12	5/8/25	\$2,063.55	MIDAMERICA	FICA Alternative Plan #3121	N/A
13	5/8/25	\$36,390.40	PELION/PRECISION PRIME	RHS Employee Benefit	N/A
14	5/8/25	\$47.00	COMMUNITY FIRST CU	FD Local 275 Conduit	N/A
15	5/8/25	\$6,502.84	COMMUNITY FIRST CU	FD Union Dues	N/A
16	5/8/25	\$1,506.17	ASSOCIATED BANK	Child Support	N/A
17	5/8/25	\$507,088.46	EMPLOYEE PAYROLL	ACH Direct Deposit	N/A
18	5/8/25	\$1,620.00	NATIONWIDE	457 Deferred Comp. Contributions	N/A
19	5/8/25	\$1,200.00	NATIONWIDE	Employee IRA Contributions	N/A
20	5/9/25	\$138,072.56	DEPARTMENT OF THE TREASURY	Employer/Employee Social Security Federal Withholding	FRINGE BENEFIT DIST.
21	5/9/25	\$291.22	DIVERSIFIED BENEFIT SERVICES	2025 Employee HRA Plan	N/A
22	5/12/25	\$2,063.38	QUADIENT	Postage	N/A
23	5/13/25	\$3,076.17	BANCORP	FSA/HRA Debit Card Prefund	N/A
24	5/14/25	\$51,862.72	UMR	Admin Fee and Stop Loss	FRINGE BENEFIT DIST.
25	5/14/25	\$4,422.17	DELTA DENTAL	Dental Claims	FRINGE BENEFIT DIST.
26	5/14/25	\$2,340.00	DIVERSIFIED BENEFIT SERVICES	2025 Employee FSA Plan	N/A
27	5/14/25	\$4,681.29	DIVERSIFIED BENEFIT SERVICES	2025 Employee HRA Plan	N/A
28	5/14/25	\$2,367.74	ASSOCIATED BANK	Apr Bank Service Fee	N/A
29	5/15/25	\$30,500.27	WISCONSIN DEPT OF REVENUE	State Withholding	FRINGE BENEFIT DIST.
30	5/15/25	\$28,384.61	UMR	5/7 - 5/13 Health Insurance Disbursements	FRINGE BENEFIT DIST.
31	5/16/25	\$1,232.80	DIVERSIFIED BENEFIT SERVICES	2025 Employee HRA Plan	N/A
32	5/20/25	\$1,485.73	WISCONSIN DEPT OF REVENUE	Apr Sales Tax	N/A
33	5/20/25	\$3,315.47	BANCORP	FSA/HRA Debit Card Prefund	N/A
34	5/21/25	\$2,940.20	DELTA DENTAL	Dental Claims	FRINGE BENEFIT DIST.
35	5/21/25	\$1,284.26	DIVERSIFIED BENEFIT SERVICES	2025 Employee FSA Plan	N/A
36	5/21/25	\$2,146.47	DIVERSIFIED BENEFIT SERVICES	2025 Employee HRA Plan	N/A
37	5/22/25	\$73,474.96	UMR	5/14 - 5/20 Health Insurance Disbursements	FRINGE BENEFIT DIST.
38	5/22/25	\$35,267.37	MISSIONSQUARE	457 Deferred Comp. Contributions	N/A
39	5/22/25	\$3,671.25	MISSIONSQUARE	Employee IRA Contributions	N/A
40	5/22/25	\$143,228.04	PELION/PRECISION PRIME	RHS Employee Benefit	N/A
41	5/22/25	\$3,292.08	MIDAMERICA	FICA Alternative Plan #3121	N/A
42	5/22/25	\$47.00	COMMUNITY FIRST CU	FD Local 275 Conduit	N/A
43	5/22/25	\$1,506.17	ASSOCIATED BANK	Child Support	N/A
44	5/22/25	\$527,688.21	EMPLOYEE PAYROLL	ACH Direct Deposit	N/A
45	5/22/25	\$1,620.00	NATIONWIDE	457 Deferred Comp. Contributions	N/A
46	5/22/25	\$1,200.00	NATIONWIDE	Employee IRA Contributions	N/A
47	5/23/25	\$103.94	DIVERSIFIED BENEFIT SERVICES	2025 Employee FSA Plan	N/A
48	5/23/25	\$276.56	DIVERSIFIED BENEFIT SERVICES	2025 Employee HRA Plan	N/A
49	5/23/25	\$141,669.92	DEPARTMENT OF THE TREASURY	Employer/Employee Social Security Federal Withholding	FRINGE BENEFIT DIST.
50	5/28/25	\$5,962.37	DELTA DENTAL	Dental Claims	FRINGE BENEFIT DIST.
51	5/28/25	\$2,896.26	BANCORP	FSA/HRA Debit Card Prefund	N/A
52	5/28/25	\$1,747.24	DIVERSIFIED BENEFIT SERVICES	2025 Employee FSA Plan	N/A
53	5/28/25	\$204.01	DIVERSIFIED BENEFIT SERVICES	2025 Employee HRA Plan	N/A
54	5/28/25	\$2,593.71	USPS	Neenah Notes	N/A
55	5/29/25	\$12,851.54	UMR	5/21 - 5/27 Health Insurance Disbursements	FRINGE BENEFIT DIST.
56	5/29/25	\$238,694.74	US BANK	4/25-5/25 P-Card Statement	N/A
57	5/29/25	\$42,533.60	ASSOCIATED BANK	CDA Lease Revenue Refunding Bonds/Interest Payment-Series 2016	N/A
58	5/30/25	\$236,513.73	WI EMPLOYEE TRUST FUNDS	Retirement Contribution	FRINGE BENEFIT DIST.
59	5/30/25	\$226.00	DIVERSIFIED BENEFIT SERVICES	2025 Employee FSA Plan	N/A
60	5/30/25	\$33.91	DIVERSIFIED BENEFIT SERVICES	2025 Employee HRA Plan	N/A
61	5/30/25	\$243.46	USPS	2024 WQR Mailing	N/A
62	5/30/25	\$4,564.08	MERCHANT SERVICES	Debit Card/Credit Card Service Fee	N/A
63	5/30/25	\$123,753.53	WE Energies	Invoices	N/A
MAY TOTAL		\$2,706,711.24			

May 2025 Check Register-Over \$2,000

Pymt Date	Pymt #	Vendor Name	Invoice #	Trans Amount	AP Description 01	AP Description 02	Fund Description	Department Description
05/01/2025	2713	ASSOCIATED APPRAISAL CONSULTANTS	180135	3,041.67	MAY ASSOCIATED APPRAISAL		General Fund	Community Development
05/01/2025	2714	BERGSTROM FORD LINCOLN OF NEENAH	55842	52,153.50	NEW CSA VAN - SQ #34 - 20	25 FORD	Capital Equipment Fund	Police
05/01/2025	2719	FERGUSON WATERWORKS	439406	5,472.00	WATER MAIN PARTS		Water	Other
		FERGUSON WATERWORKS	439406	14,310.00	SERVICE PARTS		Water	Other
		FERGUSON WATERWORKS	441167	6,341.43	12 INCH WATER MAIN PARTS		Water	Other
05/01/2025	2722	GRAEF	138051	31,661.70	ARROWHEAD ENGINEERING THR	U 3/1	Facility Improvement Fund	Other
05/01/2025	2727	PRIMADATA LLC	70315	2,296.73	APR UTILITY BILLS-POSTAGE		General Fund	Finance
05/01/2025	2730	SEH INC	486022	19,507.80	ST 31 ARCHITECT FEES THRU	3/29	Facility Improvement Fund	Fire Department
05/08/2025	2732	BAKER TILLY US LLP	BT3161432	9,809.00	AUDIT SVCS THRU 4/30		General Fund	Finance
		BAKER TILLY US LLP	BT3169019	6,500.00	AUDIT SERVICES THRU 4/30		Water	Other
05/08/2025	2733	BENTEK LLC	PSINV103270	2,500.00	MAY BENTEK		Capital Equipment Fund	Information Systems
05/08/2025	2735	BUCKLIN TREE SERVICE LLC	111026	15,300.00	BRUSH GRINDING		Recycling Fund	Recycling Program
05/08/2025	2737	ENERGY CONTROL & DESIGN INC	103771IN	38,457.00	HVAC UPGRADE CITY HALL 2N	D FL	Facility Improvement Fund	Municipal Building
05/08/2025	2738	FERGUSON WATERWORKS	4398061	2,312.00	WATER MAIN PARTS		Water	Other
05/08/2025	2740	GRAYMONT WESTERN LIME INC	35239272RI	5,250.51	HYDRATED LIME		Water	Other
05/08/2025	2741	GRIES ARCHITECTURAL GROUP INC	25041442	8,225.00	INNOVATION CENTER PROGRAM	MING & SCHEMATIC DESIGN	Facility Improvement Fund	Other
05/08/2025	2742	HORST DISTRIBUTING INC	111789000	4,050.00	HERBICIDE		General Fund	City Wide Forestry Progm
		HORST DISTRIBUTING INC	111789000	4,853.25	FERTILIZER		General Fund	Parks
		HORST DISTRIBUTING INC	112397000	2,667.00	FIELD DRY, CHALK		General Fund	Parks
05/08/2025	2743	J D OGDEN PLUMBING & HEATING INC	103024	2,019.03	JETTED OUT SUMP PITS CITY	HALL	General Fund	Municipal Building
05/08/2025	2747	LAFORCE INC	1278644	7,525.99	RVS-ADA DOORS BALANCE		Facility Improvement Fund	Parks
05/08/2025	2749	MENASHA, CITY OF	APR 2025 COURT	8,000.55	APR COURT FINES		Joint Municipal Court Fd	Administration Exp
05/08/2025	2750	MIDWEST METER INC	177137IN	20,700.00	WATER METER REGISTERS		Water	Other
05/08/2025	2751	MIDWEST TAPE	507084476	6,000.00	HOOPLA		Library Fd/ Misc. Trusts	Public Library
05/08/2025	2753	NEENAH MENASHA SEWERAGE COMMISSION	2025074	9,267.00	MAY PRINCIPAL PYMT-RE LOA	N	Sewer Operating Utility	Sewer Operations
		NEENAH MENASHA SEWERAGE COMMISSION	2025074	3,861.00	MAY INTEREST PYMT-RE LOAN		Sewer Operating Utility	Sewer Operations
		NEENAH MENASHA SEWERAGE COMMISSION	2025074	45,610.00	MAY PRINCIPAL PYMT-CW LOA	N	Sewer Capital Fund	Sewer Capital Costs
		NEENAH MENASHA SEWERAGE COMMISSION	2025074	9,623.00	MAY INTEREST PYMT-CW LOAN		Sewer Capital Fund	Sewer Capital Costs
		NEENAH MENASHA SEWERAGE COMMISSION	2025068	232,413.01	MAY PLANT EXPENSE		Sewer Operating Utility	Sewer Operations
05/08/2025	2755	NORTHEAST ASPHALT INC	3000019514	3,788.80	COLD MIX		General Fund	Street Maintenance
05/08/2025	2764	WINNEBAGO COUNTY TREASURER	APR 2025 COURT	5,003.82	APR COURT FINES		Joint Municipal Court Fd	Administration Exp
05/30/2025	2767	U S BANK	05-12-25	3,024.50	JONES LAKE MANAGEMENT	POND TREATMENT-NATURE TRA	Storm Water Management	Storm Sewer Management
		U S BANK	05-12-25	2,232.00	MORTON SAFETY, LLC	CPR/FIRST AID/AED/BBP TRA	General Fund	Municipal Facilities
		U S BANK	05-12-25	5,578.20	STREICHER'S MO	PRACTICE AMMO/I1745057	General Fund	Police
		U S BANK	05-12-25	2,780.00	VORPAHL FIRE & SAFETY	GAS MONITOR, CALIBRATION	General Fund	Public Works
		U S BANK	05-12-25	2,424.50	JONES LAKE MANAGEMENT	POND TREATMENT-LIBERTY HE	Storm Water Management	Storm Sewer Management
05/15/2025	2768	CHEMTRADE CHEMICALS US LLC	90232341	7,809.59	FERRIC SULFATE		Water	Other
05/15/2025	2772	ENERGY CONTROL & DESIGN INC	103851IN	3,384.00	ADD'L USERS FOR HVAC SOFT	WARE	General Fund	Municipal Building
05/15/2025	2773	FERGUSON WATERWORKS	444061	7,125.00	HYDRANT PAINTING		Water	Other
05/15/2025	2776	GRAYMONT WESTERN LIME INC	35239668RI	5,232.52	HYDRATED LIME		Water	Other
05/15/2025	2778	HYDRITE CHEMICAL COMPANY	2025000027502	8,199.31	SODIUM HYPOCHLORITE		Water	Other
05/15/2025	2780	KIDSTAGE	1244	4,500.00	INSTRUCTOR PAYMENT		General Fund	Contracted Programs
05/15/2025	2782	MENASHA, CITY OF	APR 2025 WRS	51,356.27	APR RETIREMENT-MENASHA		Benefit Accrual Fund	Retirement & Taxes
05/15/2025	2786	SECURIAN FINANCIAL GROUP INC	JUN 2025 2832L	5,283.57	JUN INSURANCE		Benefit Accrual Fund	Insurance
05/30/2025	2790	U S BANK	05-12-25	2,118.72	SAMSClub.COM	POOL CONCESSIONS	General Fund	Independent Programs
		U S BANK	05-12-25	4,787.47	BAKER & TAYLOR LLC	BOOKS	General Fund	Public Library
		U S BANK	05-12-25	2,384.86	ACCURATE ALIGNMENT AND FR	2505054/E32 REPAIR	Neenah Menasha Fire	Fire Department
		U S BANK	05-12-25	5,150.41	ACCURATE ALIGNMENT AND FR	250352/E35 REPAIR	Neenah Menasha Fire	Fire Department
		U S BANK	05-12-25	3,774.70	BADGER METER INC	80191735/MAR 2025 READS &	Water	Other
		U S BANK	05-12-25	4,850.00	WOLTER, INC	PALLET JACK	Water	Other
		U S BANK	05-12-25	3,506.60	AIRGAS - NORTH	9160168006/CARBON DIOXIDE	Water	Other
		U S BANK	05-12-25	5,010.03	HAWKINS INC	SODIUM PERMANGANATE	Water	Other
05/22/2025	2791	BERGSTROM FORD LINCOLN OF NEENAH	56028	46,379.50	2025 FORD SQUAD - NEW VEH	ICLE	Capital Equipment Fund	Police
05/22/2025	2792	CAMERA CORNER	INV302665	3,817.00	SWITCH FOR TRAFFIC CABINE	T	Capital Equipment Fund	Information Systems
05/22/2025	2793	DONALD HIETPAS & SONS INC	CN1-25 PAY #1	221,386.48	PAY REQUEST NO.1_CONTRACT	1-25	Water	Other
05/22/2025	2796	GRAEF	138355	4,116.50	GRAPHIC UPDATE		Park & Rec Trust Funds	Park & Rec Trust Exps
05/22/2025	2797	GRAYMONT WESTERN LIME INC	35239831RI	5,296.77	HYDRATED LIME		Water	Other
05/22/2025	2808	WINNEBAGO COUNTY TREASURER	134586	37,348.56	APR 2025 LANDFILL CHARGES		General Fund	Sanitation
		WINNEBAGO COUNTY TREASURER	134586	5,658.12	APR 2025 LANDFILL CHARGES		Storm Water Management	Storm Sewer Management
		WINNEBAGO COUNTY TREASURER	134586	2,998.84	APR 2025 LANDFILL CHARGES		Recycling Fund	Recycling Program
05/29/2025	2810	ASSOCIATED APPRAISAL CONSULTANTS	180638	3,041.67	JUN ASSOCIATED APPRAISAL		General Fund	Community Development
05/29/2025	2814	GRAYMONT WESTERN LIME INC	35240063RI	5,602.60	HYDRATED LIME		Water	Other
05/29/2025	2815	HIGHWAY LANDSCAPERS INC	PAY REQUEST #1	33,389.59	ARROWHEAD PARK DEVELOPMEN	T	Facility Improvement Fund	Other
05/29/2025	2820	M3 INSURANCE	119449	2,839.00	JUN CONSULTING FEES		Benefit Accrual Fund	Insurance
05/29/2025	2821	NIELSON COMMUNICATIONS INC	AR37287	6,310.60	RADIO INSTALL		Neenah Menasha Fire	Other

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Pymt Date	Pymt #	Vendor Name	Invoice #	Trans Amount	AP Description 01	AP Description 02	Fund Description	Department Description
05/29/2025	2826	WILLIAM P SCOTT ATTORNEY AT LAW INC	2025007	3,400.00	ARROWHEAD LEGAL		Facility Improvement Fund	Other
05/30/2025	2828	U S BANK	05-26-25	3,785.77	LEVENHAGEN OIL CORPORATI	DIESEL/1506 GALLONS	Fleet Management	
		U S BANK	05-26-25	2,294.25	GFL - ENV	APR RECYCLING	Recycling Fund	Recycling Program
		U S BANK	05-26-25	6,045.46	GFL - ENV	APR COMMERCIAL DUMPSTER	General Fund	Sanitation
		U S BANK	05-26-25	6,045.46	GFL - ENV	MAR COMMERCIAL DUMPSTER	General Fund	Sanitation
		U S BANK	05-26-25	19,698.10	LEVENHAGEN OIL CORPORATI	LEAD FREE/7010 GALLONS	Fleet Management	
		U S BANK	05-26-25	5,850.00	GFL - ENV	APR DUMPSTER PICKUP	General Fund	Sanitation
		U S BANK	05-26-25	14,144.00	TCAW OCC HEALTH	APR PRACTITIONER SERVICES	Benefit Accrual Fund	Insurance
05/30/2025	2852	U S BANK	05-26-25	2,895.00	CORE & MAIN - WI005	TRAFFIC REPAIR KITS	Water	Other
		U S BANK	05-26-25	5,010.03	HAWKINS INC	SODIUM PERMANGANATE	Water	Other
		U S BANK	05-26-25	2,572.20	USABBLUEBOOK	LAB EQUIPMENT/REAGENTS	Water	Other
		U S BANK	05-26-25	2,285.78	LANDIS+GYR TECHNOLOGY,	APR 2025 METER READS	Water	Other
		U S BANK	05-26-25	2,008.01	NPC*NEW PIG CORP	SPILL KIT & PPE	Water	Other
		U S BANK	05-26-25	2,070.00	CORE & MAIN - WI005	REPAIR CLAMPS	Water	Other
		U S BANK	05-26-25	2,839.51	BAKER & TAYLOR LLC	BOOKS	General Fund	Public Library
		U S BANK	05-26-25	6,320.16	HAWKINS INC	LPC-31	Water	Other
		U S BANK	05-26-25	2,210.00	GREENHECK	VENT FAN FL ROOM	Water	Other
05/01/2025	60192	BLUE DOOR CONSULTING LLC	INV34743	3,493.86	MAR CONSULTING/MARKETING		Library Fd/ Misc. Trusts	Public Library
05/01/2025	60194	EAGLE GRAPHICS LLC	299420	7,560.00	T-SHIRTS		Park & Rec Trust Funds	Park & Rec Trust Exps
05/01/2025	60195	EBSCO INFORMATION SERVICES	5350	12,763.00	PERIODICALS		General Fund	Public Library
05/01/2025	60201	M & E CONSTRUCTION LLC	202522	2,500.00	206 LANGLEY BLVD LEAD REM	OVAL	Water	Other
		M & E CONSTRUCTION LLC	202519	2,500.00	237 WEBSTER - CITY SIDE L	EAD REMOVAL	Water	Other
05/01/2025	60207	OTIS ELEVATOR COMPANY	100401906068	2,285.64	ANNUAL ELEVATOR SERVICE C	ONTRACT	Water	Other
05/01/2025	60211	RIESTERER & SCHNELL INC	9049814	40,357.88	ADMIN BUILDING TRACTOR W/	ATTACHMENTS	Capital Equipment Fund	Public Works
05/01/2025	60215	VAN SISTINE HOMES LLC	4 ADD FM/PW	302,597.71	NET PUBLIC SS/DEVELOPER_4	TH ADDN FM	Storm Water Management	Sewer Repair/Replacement
		VAN SISTINE HOMES LLC	4 ADD FM/PW	30,395.80	SANITARY SEWER REIMB-OVER	SIZE/DEPTH_4TH FM	Sewer Capital Fund	Sewer Repair/Replacement
		VAN SISTINE HOMES LLC	4 ADD FM/PW	50,251.91	SW POND DEFERRED COST_2ND	ADDN FA	Storm Water Management	Sewer Repair/Replacement
05/01/2025	60217	VINTON CONSTRUCTION COMPANY	25003X14	5,833.77	WATER MAIN OFFSET BUILD		Water	Other
05/08/2025	60228	FLASH ROOFING & REPAIRS	2500171	5,000.00	HIH GRANT 247 4TH STREET		TIF Affordable Housing	
05/08/2025	60229	GALLATINWEB LLC	NEENAH4	2,738.40	NET DUTY RENEWAL		Neenah Menasha Fire	Fire Department
05/08/2025	60231	GROOME INDUSTRIAL SERVICE GROUP	700325C01	4,765.58	LIME DAY TANK CLEANING		Water	Other
05/08/2025	60232	JIM'S PLUMBING	39965	4,525.00	PLUMBING REPAIRS-CDBG 572	GROVE	Housing Fund	
05/08/2025	60234	KUHL EXTERIORS LLC	MW147038	2,170.00	HIH GRANT 613 ELM STREET		TIF Affordable Housing	
05/08/2025	60235	L & S ELECTRIC INC	19387	3,269.00	PUMP REPAIR		General Fund	Independent Programs
05/08/2025	60236	LANGE ENTERPRISES INC	90497	2,850.33	SIGN SUPPLIES		General Fund	Street Signal & Light
05/08/2025	60237	LEAVES INSPIRED TREE NURSERY	27047	7,575.00	TREES		General Fund	City Wide Forestry Progrm
05/08/2025	60243	SHI INTERNATIONAL CORP	B19568845	5,796.00	2025 SQL CORE SA		Capital Equipment Fund	Information Systems
		SHI INTERNATIONAL CORP	B19568845	5,796.00	2026 SQL CORE SA		Capital Equipment Fund	
		SHI INTERNATIONAL CORP	B19568845	5,796.00	2027 SQL CORE SA		Capital Equipment Fund	
05/08/2025	60245	STATE OF WISCONSIN	APR 2025 COURT	12,474.22	APR COURT FINES		Joint Municipal Court Fd	Administration Exp,
05/08/2025	60246	TILLMANN WHOLESALE GROWERS	294294	7,925.00	TREES		General Fund	City Wide Forestry Progrm
05/08/2025	60247	VINTON CONSTRUCTION COMPANY	25003X21	2,734.25	REMOVE DEBRIS IN INLETS 2	90.2 AND 290 3	Sewer Capital Fund	Sewer Repair/Replacement
		VINTON CONSTRUCTION COMPANY	25003X19	4,174.34	LOWER SANITARY LATERAL_63	2 S COMMERCIAL ST	Sewer Capital Fund	Sewer Repair/Replacement
		VINTON CONSTRUCTION COMPANY	25003X22	4,127.08	LOWER SANITARY LATERAL_70	2 S COMMERCIAL ST	Sewer Capital Fund	Sewer Repair/Replacement
		VINTON CONSTRUCTION COMPANY	25003X17	2,626.33	LOWER SANITARY LATERAL_80	6 S COMMERCIAL ST	Sewer Capital Fund	Sewer Repair/Replacement
		VINTON CONSTRUCTION COMPANY	25003X18	3,688.99	WATER MAIN OFFSET BUILD		Water	Other
		VINTON CONSTRUCTION COMPANY	25003X16	2,289.01	LOWER SANITARY LATERAL_61	0 S COMMERCIAL ST	Sewer Capital Fund	Sewer Repair/Replacement
05/08/2025	60249	WILL ENTERPRISES	404340	2,622.30	STAFF T-SHIRTS		General Fund	Youth Programs
05/15/2025	60253	ARC CONTRACTING OF WI INC	PR45091	3,980.00	HIH GRANT 1211 S PARK AVE	NUE	TIF Affordable Housing	
05/15/2025	60257	EMMONS BUSINESS INTERIORS	226631	2,473.72	NEW CHAIRS CITY HALL		General Fund	Municipal Building
05/15/2025	60262	M & E CONSTRUCTION LLC	202524	2,500.00	SEWER LATERAL REIMB_641 K	NIGHT AVE	Sewer Capital Fund	Sewer Repair/Replacement
		M & E CONSTRUCTION LLC	202521	2,500.00	SEWER LATERAL REIMB_206 L	ANGLEY BLVD	Sewer Capital Fund	Sewer Repair/Replacement
		M & E CONSTRUCTION LLC	202518	2,500.00	SEWER LATERAL REIMB_237 W	EBSTER ST	Sewer Capital Fund	Sewer Repair/Replacement
05/15/2025	60263	MIDWEST DIVE TRAINING LLC	2025009	3,990.00	DIVE CERTIFICATION		Neenah Menasha Fire	Fire Department
05/15/2025	60264	MUNICIPAL WELL & PUMP	23486	22,610.00	HIGH SERVICE #2 REBUILD		Water	Other
05/15/2025	60270	TITAN COMPANIES INC	1110008	5,000.00	HIH GRANT 757 OAK STREET		TIF Affordable Housing	
05/15/2025	60272	TROJAN TECHNOLOGIES CORP.	20050002382	20,667.48	UV LAMPS, SLEEVES, BEARIN	GS, ACTICLEAN GEL	Water	Other
05/15/2025	60273	T2 SYSTEMS INC	F017777	29,254.00	PARKING SOFTWARE		General Fund	Police
05/15/2025	60280	ZEHNER, MARY	906 CAROLINE	2,500.00	906 CAROLINE-SEWER	LATERAL REPLACEMENT REIMB	Sewer Capital Fund	Sewer Repair/Replacement
05/22/2025	60282	BERG-JOHNSON ASSOCIATES INC	670050	9,389.20	UVT MONITOR		Water	Other
05/22/2025	60288	ECS MIDWEST LLC	2053996	58,815.06	ARROWHEAD SUBSURFACE EXPL	ORATION	Facility Improvement Fund	Other
05/22/2025	60289	FEAKER & SONS COMPANY INC	CN2-25 PAY #2	109,109.49	PAY REQUEST NO.2_CONTRACT	2-25	Sewer Capital Fund	Sewer Repair/Replacement
		FEAKER & SONS COMPANY INC	CN2-25 PAY #2	118,347.20	PAY REQUEST NO.2_CONTRACT	2-25	Storm Water Management	Sewer Repair/Replacement
		FEAKER & SONS COMPANY INC	CN2-25 PAY #2	230,370.30	PAY REQUEST NO.2_CONTRACT	2-25	Water	Other
05/22/2025	60292	KARTECHNER BROTHERS LLC	4272	33,991.90	PAY REQUEST_FINAL_CONTRAC	T 3-24W	Water	Other

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05/22/2025	60297	PARK PLACE TECHNOLOGIES LLC	PUSA10090165448	3,360.00	2025 PARKPLACE HPE MONITO	RING	Information Systems	Information Systems
		PARK PLACE TECHNOLOGIES LLC	PUSA10090165448	4,432.68	2025 PARKPLACE HPE HW MAI	NT	Information Systems	Information Systems
05/22/2025	60300	PRO ONE JANITORIAL INC	222459	4,316.85	MAY CLEANING		General Fund	Parks
05/22/2025	60302	WISCONSIN DEPT OF TRANSPORTATION	3950000393492	3,322.05	PAY REQUEST NO 2_APR_NON-	PARTICIPATING COSTS	Streets,Utility,Sidewalks	Upgrades-City Initiated
		WISCONSIN DEPT OF TRANSPORTATION	3950000393492	348,613.87	PAY REQUEST NO.2_APR_ROAD	WAY ITEM	Streets,Utility,Sidewalks	Upgrades-City Initiated
05/22/2025	60305	WISCONSIN PUMP WORKS	SO010035	4,345.80	GRINDER PUMP REPLACEMENT,	REPAIR MEMORIAL PARK	General Fund	Parks
05/29/2025	60306	APPLETON, CITY OF	17236	41,896.00	MAY MASS TRANSIT		General Fund	Community Development
05/29/2025	60307	ARC CONTRACTING OF WI INC	PR45282	5,000.00	HIH GRANT 312 STANLEY		TIF Affordable Housing	
05/29/2025	60308	BAYLAND BUILDINGS INC	2560571	33,137.00	10% DOWN STORAGE BUILDING	- SHED	Facility Improvement Fund	Police
05/29/2025	60309	BELCO VEHICLE SOLUTIONS LLC	10395	8,601.94	LIGHTS/GRAPHICS/RADIO WIR	ING	Neenah Menasha Fire	Other
05/29/2025	60310	BLUE DOOR CONSULTING LLC	INV35134	4,003.65	MARKETING/CONSULTING		Library Fd/ Misc. Trusts	Public Library
05/29/2025	60311	EDGEWATER RESOURCES LLC	5702	11,896.92	APR 2025 SHORELINE IMPROV	EMENTS	Facility Improvement Fund	Parks
05/29/2025	60313	M & M EXTERIOR CONSTRUCTION	421 E DOTY	2,700.00	VAN LINN CRAWL SPACE PROJ		Housing Fund	
05/29/2025	60316	MONROE TRUCK EQUIPMENT INC	46952	134,222.00	TRUCK 9A		Capital Equipment Fund	Public Works
05/29/2025	60317	OMNI GLASS & PAINT INC	155527IN	10,975.00	LIBRARY ADDITION ROOM 206		Library Fd/ Misc. Trusts	Public Library
05/29/2025	60321	PRO ONE JANITORIAL INC	222728	6,235.00	JUNE CLEANING		General Fund	Parks
05/29/2025	60323	RELIANT ROOFING LLC	6807	4,330.00	HIH GRANT - 814 EDWARD		TIF Affordable Housing	
05/29/2025	60324	SHI INTERNATIONAL CORP	B19568842	3,131.73	2025 WINDOWS SERVER DC		Capital Equipment Fund	Information Systems
		SHI INTERNATIONAL CORP	B19568842	3,131.73	2026 WINDOWS SERVER DC		Capital Equipment Fund	
		SHI INTERNATIONAL CORP	B19568842	3,131.73	2027 WINDOWS SERVER DC		Capital Equipment Fund	
05/29/2025	60329	VINTON CONSTRUCTION COMPANY	25003X24	2,458.67	S COMMERCIAL ST_CUT/MUD S	TORM INLETS	Streets,Utility,Sidewalks	Upgrades-City Initiated
05/29/2025	60331	WOLFF CONCRETE LLC	05-22-25	4,000.00	CONCRETE ST 32		Facility Improvement Fund	Fire Department
				3,055,415.37				