

**CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING
November 29, 2022 @ 6:30 PM
City Hall, 211 Walnut Street
Council Chambers**

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 may constitute a meeting of the Neenah Common Council and must be noticed as such. The Council will not take any formal action at this meeting.

A G E N D A

1. Approval of Minutes of the Meetings of October 25, 2022 (Attachment)
2. Public Appearances
3. Law Enforcement Agency Grant (Attachment)
4. Steve Morton Memorial Lobby (Attachment)
5. Police Department 3rd Quarter Statistics (Attachment)
6. Announcements/Future Agenda Items
7. 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 **City Clerk Office at (920)886-6101** or the **City's ADA Coordinator at (920)886-6106 or e-mail attorney@ci.Neenah.wi.us** at least 48 hours prior to the scheduled meeting or event to request an accommodation.

CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES
Tuesday, October 25, 2022, 6:30 PM

Present: Alderpersons Borchardt, Hillstrom, Lendrum, and Stevenson

Excused: Alderperson Weber

Also Present: Mayor Lang, Public Works Director Kaiser, Community Development and Assessment Director Haese, Public Works Superintendent Radtke, Traffic Engineer Merten, Public Works Office Manager Mroczkowski, and Bobby Greene, Greene's Pour House

Approval of Minutes of the Meetings of October 11, 2022 and October 19, 2022

Motion/Second/Carried by Hillstrom/Borchardt to approve the minutes of the October 11, 2022 and October 19, 2022 meetings. All voting aye

Public Appearances:

Bobby Greene, owner of Greene's Pour House, 134 W Wisconsin Avenue, addressed the committee regarding the bus transfer shelter. He stated that because of the location of his business to the bus transfer shelter, his business gets a very large number of bus riders using his establishment for various reasons. He stated that the safety of his employees is a priority and there have been many times when his employees have had to deal with and witness unpleasant situations. He stated that he has been dealing with this for 10 years and encourages the committee to support the idea of relocating the bus transfer shelter.

Traffic Signal Conduit Repair/Improvement Request – Commercial/Bell

Traffic Engineer Merten reviewed his memo of October 20, 2022, regarding the request for traffic signal conduit repair and improvement at the intersection of Commercial Street and Bell Avenue. He stated that as part of the 2022 Capital Improvement Program (CIP), the City budgeted \$25,000 to replace the existing microwave detection with video detection for the signalized intersection at Commercial Street and Bell Street. The equipment cost \$19,923, leaving \$5,077 remaining in the budget for labor to install the equipment. He stated that staff has discovered that the existing steel conduit under the south leg of the intersection has been damaged and needs to be repaired before this work can be done.

Traffic Engineer Merten stated that the best option to replace the damaged conduit is to bore in the new one. He stated that he reached out to several contractors that do this type of work and received only one quote from Elexco for \$22,000.

Traffic Engineer Merten requested to fund this project by reallocating the \$23,355 remaining in CIP funds from the Columbian Avenue and Commercial Street intersection signal pole replacement project. These funds are available because the replacement of concrete bases are no longer necessary and the installation of the poles and mast arms will now be completed in-house.

Traffic Engineer Merten stated that staff recommends reallocating the available balance from the Commercial Street/Columbian Avenue Traffic Signal Capital Improvement Project (012-4769-742-0236) to the Commercial Street/Bell Street Traffic Signal Capital Improvement Project (012-4773-743-0236) and approving the Elexco Proposal #10733, to install electrical conduit under two legs of the Commercial Street/Bell Street intersection, in the amount of \$22,000.

Aldersperson Stevenson asked what the total budget funds were for the Columbian Avenue and Commercial Street traffic signal pole installation was. Traffic Engineer Merten stated the budget was \$35,000.

Aldersperson Hillstrom asked if there are other intersections in the city that may have the same problem in the future. Director Kaiser stated that the majority of the intersections have been upgraded to the PVC conduit.

Following Discussion: Motion/Second/Carried Stevenson/Hillstrom to recommend Council approve the reallocation of the available balance from the Commercial Street/Columbian Avenue Traffic Signal Capital Improvement Project (012-4769-742-0236) to the Commercial Street/Bell Street Traffic Signal Capital Improvement Project (012-4773-743-0236) and approve the Elexco Proposal #10733, to install electrical conduit under two legs of the Commercial Street/Bell Street intersection in the amount of \$22,000. All voting aye.

Traffic Signal Conduit Repair/Improvement Request – Bell/Industrial

Traffic Engineer Merten reviewed his memo of October 20, 2022, regarding traffic signal conduit repair/replacement at Bell Street and Industrial Drive. He stated that City crews are nearing completion of traffic signal upgrades at the Bell Street and Industrial Drive intersection. He stated that this work is part of the Southview Industrial Park Gateway Enhancement Capital Improvement Project. Traffic Engineer Merten stated that the current task is to re-cable the intersection and install the video detection. He stated that the electrician working on the project presented staff with concerns regarding the size and condition of the existing steel conduit and had suggested to consider boring new conduit.

Traffic Engineer Merten stated that in conjunction with the proposed boring work at the intersection of Commercial Street and Bell Street, staff requested the contractors to also provide a quote to bore two 3" PVC conduit connecting the southerly median island to the northeast and northwest corners. He stated that staff received only one quote from

Elexco in the amount of \$16,500. He stated the remaining funds available in the Southview Industrial Park Gateway Enhancement Capital Improvement Project is \$130,408.

Report

Following Discussion: Motion/Second/Carried Hillstrom/Borchardt to recommend Council approve the Elexco Proposal #10734, to install two electrical conduit runs at the Industrial Drive/Bell Street intersection, in an amount of \$16,500 using CIP funds in account 012-4519-742-0236. All voting aye.

Traffic Signal Detection Equipment Purchase Request

Traffic Engineer Merten reviewed his memo of October 20, 2022 regarding the traffic signal detection equipment purchase request. He stated that he is requesting to purchase a backup supply of detection equipment to have on hand in case of knockdowns. He stated that there was a knockdown at Cecil and Commercial recently and because we did not have a backup supply of detection equipment, an old camera had to be installed that no longer can connect to our control boxes.

Traffic Engineer Merten stated that one outstanding Capital Improvement Program (CIP) project is to re-cable two signalized intersections, with the intended intersections being Winneconne/Tullar and Wisconsin/Church. The Winneconne/Tullar intersection was re-cabled using operating budget shortly after budget adoption. The Wisconsin/Church intersection has not been re-cabled. He stated that given the limited working days before the end of the fiscal year and a substantial amount of other work needing to be completed, he is requesting to use this budget to instead replenish stock of costly traffic signal detection equipment for knockdown incidents. Traffic Engineer Merten stated that the equipment he is requesting to purchase is one camera for Commercial/Cecil intersection, one back-up camera, one back-up microwave sensor, one back-up interface card, and he back-up ethernet extender for a total of \$9,538. He stated that the re-cabling budget is \$10,000.

Traffic Engineer Merten stated that staff recommends purchasing the six detection equipment items listed in this memorandum using the available funds from the Traffic Signal Re-Cabling Capital Improvement Project (012-4768-742-0236).

Aldersperson Stevenson asked what budget these items typically get paid out of. Traffic Engineer Merten stated the operating budget. He stated that there is an operating line item budget for Traffic Signal Supplies for \$15,000.

Aldersperson Stevenson asked if there are funds available in the operating budget for this purchase. Traffic Engineer Merten stated no due to having to replace control boxes that failed and an upcoming purchase for transformer bases and traffic signal bases.

Traffic Engineer Merten stated that he is very cautious spending money early in the year from this budget.

Aldersperson Stevenson expressed support the purchase but stated a preface to fund this through the operating budget.

Alderperson Stevenson stated that his concern paying for an item that is typically part of the operating budget from borrowed money is that it is hard to do a year to year comparison of costs.

Report

Following Discussion: Motion/Second/Carried Borchardt/Hillstrom to recommend Council approve the purchase of one camera for Commercial/Cecil intersection (\$1,888), one back-up camera (\$1,888), one back-up microwave sensor (\$4,648), one back-up interface card (\$514), and ethernet back-up extender (\$600) using the available funds from the Traffic Signal Re-Cabling Capital Improvement Project (012-4768-742-0236) from TAPCO in amount not to exceed \$10,000. Vote 3/1 (Alderperson Stevenson voting nay because borrowed dollars are being used to purchase equipment normally purchased through the operating budget).

Downtown Bus Transfer Site Relocation

Traffic Engineer Merten reviewed his memo of October 21, 2022 regarding the bus transfer shelter site relocation. He stated that per direction from the Common Council, City staff collaborated with Valley Transit on identifying relocation options for the downtown bus shelter transfer site, currently located on the 100 block of S. Church Street. Valley Transit and City staff worked out an agreement to relocate the site to the 100 block of E. Doty Avenue, south side, adjacent to City Hall and Red Parking Lot #C, as a short term solution. He stated there are some costs to relocating which come to approximately \$8,300. Traffic Engineer Merten stated that once in operation, the City will incur \$134 per month for supplemental bathroom cleaning.

Traffic Engineer Merten stated that this segment of Doty Avenue is scheduled in the 5-Year Capital Improvement Program to be reconstructed in 2024. He stated that staff believes implementing the relocation now is beneficial, as it will allow for observation and evaluation of the site in action prior to committing any significant investment in the site and/or street design accommodations when Doty Avenue is reconstructed.

Traffic Engineer Merten stated that with the relocation, street parking regulations will need to be modified as well to accommodate transit operations.

Location	Existing Regulation	Proposed Regulation
E. Doty Avenue, south side, 250 feet west of Walnut Street to Walnut Street	3-hour parking 8 AM – 7 PM weekdays except weekends & holidays	Bus loading zone, anytime
E. Doty Avenue, north side, 175 feet west of Walnut Street to Walnut Street	3-hour parking 8 AM – 7 PM weekdays except weekends & holidays	Passenger loading zone, anytime
S. Church Street, east side, entire block	Bus loading zone, anytime	2-hour parking 8 AM – 7 PM weekdays except weekends & holidays

Traffic Engineer Merten stated that staff recommends relocating the downtown bus shelter transfer site from the east side of S. Church Street, 100 block, to the south side of E. Doty Avenue, adjacent to 211 Walnut Street, and modifying parking regulations on the south side of E. Doty Avenue between S. Commercial Street and Walnut Street to be codified by ordinance at a future date.

Aldersperson Stevenson asked where the funding will come from to pay for the site work. Traffic Engineer Merten stated that Valley Transit will be supplying the shelter. He stated the other costs will come from the Facilities budget, Miscellaneous Asphalt Street Repair budget, Information Services Budget, Traffic Budget, and in-house labor to build the shelter and site prep work.

Aldersperson Stevenson asked for clarification of why the additional \$134 monthly bathroom cleaning fee. Director Kaiser stated that there will be two deep cleans done monthly, similar to what was being done during COVID. Aldersperson Stevenson stated that he wants to make sure that staff re-evaluates the need if use increases or is not what was anticipated.

Aldersperson Stevenson asked for clarification on who owns the warming shelter. Director Haese stated the City owns the building.

The Committee further discussed what will be done with the warming shelter and placement of security cameras inside and outside of City Hall.

Aldersperson Borchardt asked for a time line on a decision for the permanent site. Director Kaiser stated Valley Transit and East Central Regional Planning are working on a full scale route analysis currently. He stated that it will most likely be spring of 2023 before we will know the results of that study.

Report
Following Discussion: Motion/Second/Carried Borchardt/Stevenson to recommend Council approve temporarily relocating the downtown bus shelter transfer site from the east side of s. Church Street, 100 block, to the south side of E. Doty Avenue, adjacent to 211 Walnut Street, and modify parking regulations to be codified by ordinance at a future date.

Fleet #79A – By-Pass Pump

Report
Following Discussion: Motion/Second/Carried Stevenson/Hillstrom to recommend Council approve the purchase of a 2022 4” By-Pass Pump from Lincoln Contractors Supply, Inc., Oshkosh WI in the amount of \$44,167.23 with the budgeting source being \$40,000 from the 2022 Capital Equipment budget and the remaining \$1,167.23 from Capital Equipment Reserve.

Public Works Operation Changes

Director Kaiser reviewed his memo of October 20, 2022. He stated that in the course of preparing budgets for 2023 and in preparing the 2023 Recycling & Refuse Guide, staff have discussed a number of operational changes to address concerns with current service costs and crew time demands. He stated that two he was requesting Committee input on two issues, Drop-off Center card distribution and the Yard Waste collection schedule.

Director Kaiser stated that the drop-off center costs have continued to be a concern. He stated that the concern is not necessarily the drop-off center itself, rather the large item and garbage volume that is being brought to the site.

Director Kaiser stated that one way to curb costs is to limit who has access to the site. He stated that one way to do this is to separate the large item function from the drop-off center. He stated this would be done with the yearly punch card. He stated that currently the cards are distributed to occupants of residential properties with 4 or fewer living units. He stated that the cards provide access to the full scope of disposal options offered at the site, which includes 5 punches for large item drop-off. Director Kaiser stated that the change that is being considered is to remove the large item punches from the card that is distributed. He stated cards for using the large item drop-off could then be purchased at the Public Works office at City Hall and potentially at the Tullar Garage office. He stated that this gives us better control of who is using the site for that purpose and generates revenue that can be used to offset some of the drop-off costs.

Superintendent Radtke stated that City of Fond du Lac charges on a tier level starting at \$10 and going up to \$40 for use of their site. He stated they do now allow construction, remodeling, or demolition debris to be brought to the site. He stated that the City of Oshkosh is a yard waste only site which is \$25 per year. Superintendent Radtke stated that the City of Appleton is \$15 minimum per vehicle and \$25 for a vehicle and trailer. He stated that the City of Menasha drop-off is yard waste only but they do sell stickers for curbside large item collection.

Director Kaiser stated that with this option his concern is the customer volume at the front desk.

Aldersonperson Stevenson asked if there will still be curbside large item collection. Director Kaiser stated that we will still offer the every other month curbside collection.

Superintendent Radtke stated that there are a minimum of four employees in two trucks picking up large items. He stated that depending on the volume it can flow into a two day operation.

Director Kaiser stated that approximately 25% of stops are from addresses that are not calling into the voicemail or registering online. Superintendent Radtke stated that he now runs every street in the area instead of working off the list because there are so many additional put outs not on the list. Director Kaiser stated we shifted from point to point because over time, more and more residents were calling saying their items were not picked up. He stated that we were then having to go and pick up the items.

Aldersonperson Borchardt stated that maybe we need to consider charging for the curbside collection.

Superintendent Radtke stated that the City of Oshkosh charges \$13 per item and the City of Fond du Lac charges \$40 per cubic yard with a \$40 minimum for curbside bulky item collection.

Aldersonperson Stevenson stated that it makes more sense to charge for curbside large item pick up. He stated that way you know exactly where the picks are and you no longer have to run every street in the designated area.

Aldersonperson Borchardt stated that the expense of picking large items curbside can be reduced by the cost of charging for the service. He stated the only drawback will be the learning curve and the push back that will come from charging for large item collection.

Superintendent Radtke stated that he is not sure the curbside collection is the problem. He stated that he feels the real problem is the drop-off center. He stated that he does not know how the city can continue to fiscally keep the site going with the cost of running it averaging \$500 per day.

Aldersonperson Stevenson asked what costs are included in the \$500. Superintendent Radtke stated, tipping and trucking fee, recycling disposal fees along with labor at the drop off site.

Aldersonperson Lendrum stated that by charging for curbside collection may force residents to find alternative methods of disposing of their items like donating or selling the item.

The Committee discussed the second item in Director Kaiser's memo, yard waste collection.

Director Kaiser stated that our current yard waste collection schedule has weekly collection starting in the middle of April and ending in late May after which collection is done monthly by covering one quarter of the city each week. He stated that the level of effort for yard waste collection, especially in those months coincident with large item/metal collection result in having very few staff available for other public works maintenance activities. Director Kaiser stated that for a typical week, between refuse/recycling collection, large item/metal collection in Area 4, yard waste collection in Area 4 and leaf collection, we will have very few staff available for sanitary sewer system maintenance and pavement patching. He stated staff is considering moving yard waste collection to an alternating month collection opposite the large item/metal collection month.

The Committee continued discussion on the process of leaf collection, the labor involved in picking leaves, large items curbside and brush collection during the months of October and November and the lack of other work being completed because of time spent on these services.

Aldersonperson Borchardt stated that there is always pushback from residents when changes are made to city services. He stated that eventually residents will forget the way it used to be.

Mayor Lang stated that there needs to be some decisions made tonight the refuse and recycling guide needs to go out in the next month and these changes will need to be in the guide.

Alderson Stevenson stated that he suggests allowing only three punches on the punch card.

Alderson Borchardt stated that he agrees with Alderson Stevenson regarding the punch card change. He stated that the yard waste collection schedule should remain the same until can evaluate if there is any cost savings with charging for curbside large item collection.

Committee directed staff to set the price for charging for the large item collection curbside and reduce the number punches from five to three.

Director Kaiser stated that staff will meet and discuss options. He stated that he will add the new fees to the fee schedule so they will be part of the budget approval process.

The Committee discussed not allowing construction material and demolition material at the drop off site and what would be included in those categories.

Special Assessment Method – New Subdivision Streets

Director Kaiser reviewed his memo of October 21, 2022 regarding his proposed change to the special assessment method for new subdivision development. He stated that the current ordinance calls for dividing the total cost of new street construction among the lot owners based on the assessable front foot method. Director Kaiser stated that the drawbacks of this method are the impact on corner properties; the determination of the assessable front footage for irregular lots; the inconsistent cost between properties having the same benefit.

Director Kaiser stated the proposed ordinance provides Council with the ability to impose special assessments for new street construction based on the unit method where parcels are of a comparable size and use; it eliminates assessing both sides of a corner property; it changes the thickness of asphalt listed in our "Standard of Construction" to 4-inches.

Director Kaiser stated that both the current and the proposed methods will be in the ordinance.

Director Kaiser stated that there are also two minor changes that he is proposing to the ordinance. He stated the first is in Subsection B of the ordinance changing the language for the thickness of asphalt from 3.75-inches to 4-inches. The second is eliminating the assessing both sides of a corner property.

Alderson Stevenson stated that he wants to make sure that there is some language in the ordinance that addresses assessing the extra-large lots at a different rate.

Public Works General Construction and Department Activity

- 1) Contract 7-21 (Harrison Pond): Pond excavation is complete. The retaining wall is complete. The steps have been placed. Tree planting and flatwork are ongoing. Stones continue to be placed for the water feature on the east side of the pond.

- 2) Contract 8-21 (Jewelers Park Drive Trail): Work is complete. A final pay request is being prepared.
- 3) Contract 2-22 (Utility and Street Construction on Grove and Dieckhoff): Small punchlist items are being done. Final measurements are being made.
- 4) Contract 3-22 (Street Construction in Fredrick Drive area, Fresh Air Pk, Southview Pk): Work is complete. Final measurements are being made.
- 5) Contract 7-22 (Winneconne Ave Overpass Repairs): Repairs to the south column and north half of the bridge are complete. Traffic was switched to the north half of the bridge and patch repairs were started on the south half of the bridge. While there are fewer surface repairs needed in this area, we did encounter an area that requires full-depth bridge deck repair, which will entail additional work.
- 6) Contract 8-22 (Miscellaneous Asphalt Repairs): Work has started.
- 7) Contract 11-22A (Lead service line replacement – Zemlock/Reddin): The contract was awarded to Donald Hietpas & Sons Construction. Work is scheduled to start the week of 10/24.
- 8) Contract 11-22B (Lead service line replacement – Hunt/Madison/Nicolet): The contract was awarded to Carl Bowers & Sons Construction. Work started the week of 10/17.
- 9) City Hall Hearing Loops: Assistant Planner Kasimor has learned that the hearing loop installations are not eligible for CDBG funding. We will budget for those installations as part of our normal capital budgeting process.
- 10) Church Street Ramp: The cast iron downspouts in the middle of the ramp were replaced with PVC pipes. No unusual issues were encountered.

Director Kaiser stated that there was a small fire in the ramp due to a malfunctioning unit heater. He stated the heater needs to be replaced.

Announcements/Future Agenda Items

Committee noted that the next regular scheduled meeting is on election night. The Committee directed Director Kaiser to arrange a special meeting prior to Council if there is time-sensitive business to address.

Adjournment: **Motion/Second/Carried Hillstrom/Stevenson to adjourn at 8:37 PM.**
All voting aye.

Respectfully submitted,



Public Works Office Manager



CITY OF NEENAH
POLICE DEPARTMENT
2111 Marathon Avenue
Neenah, Wisconsin 54956



Memo

To: Cari Lendrum, Public Services and Safety Committee Chair
Mayor Jane Lang
From: Captain Thomas Van Sambeek
Date: November 17, 2022
Re: Law Enforcement Agency Grant

The State of Wisconsin has created a "Law Enforcement Agency Grant" where each tribal and local law enforcement agency in the State of Wisconsin has been allocated a sum of money based on the size of the population it serves. The Neenah Police Department is seeking approval to take part in the Law Enforcement Agency Grant. Based on the population of Neenah, we are eligible for **\$75,983.68** in funds. This is a reimbursement-type grant that is currently running until **June 30, 2023**. Expenditures incurred outside this time window are not eligible for reimbursement under this program.

The Command Staff has spent a significant amount of time examining the best way to utilize this grant. In doing so, we would like to use the grant for training and technology purposes by purchasing a Virtual Reality Training System from Apex Officer. Apex Officer is the leading provider of virtual reality police training and law enforcement training simulators. This system is a comprehensive solution designed to allow law enforcement trainers to give presentations and classes, conduct interactive testing and assessments, and provide immersive, hands-on scenario-based exercises with detailed debriefing and after-action reviews. Each system is designed to increase trainee de-escalation knowledge, skills, and confidence in a safe, challenging environment that is highly interactive and engaging. Some examples of training scenarios are:

- Implicit Bias
- De-Escalation
- Use of Force
- Crisis Intervention
- Active Shooter
- Mental Illness
- Suicidal Subjects
- Hostage Situations
- Cultural Diversity
- Skill Building
- Disturbances
- Traffic Enforcement

Each of these scenarios can be customized through the software. This would include day/night, weather conditions, number of people involved, and behavior of subjects and the location of the incident. Many of these can be changed "on the fly" during the scenario along with the subject's actions and responses to the officer in the scenario.

Here are some of the features included in the Apex Officer System:

- Pro Training Simulator
- Apex Content Library
- High Performance VR-Ready Wearable Workstation

- Virtual Reality Head Mounted Display
- Apex Wireless
- After Action Debriefing
- Advanced Officer Analytics
- Training and Setup for up to 6 trainers
- Apex Report and Monitoring
- Training Accessories (x2)
 - Rifle
 - O.C. Spray
 - Pistol
 - Taser

The Apex Officer System is able to provide a Sole Source Letter as there are no other like items or products available for purchase that would meet the urgent fulfillment timeline and serve the same purpose of function because of the proprietary and exclusive Apex Officer content library, training modules, dynamic scenario generator, haptic feedback system, backpack-mounted modular wearable workstations, virtual reality training technology accessories and more. It would be multiple years for another vendor to surface with a similar product.

Several other organizations in the area have moved or are moving toward the Virtual Reality Simulators, such as the Oshkosh Police Department, Fox Valley Technical College and Northeast Wisconsin Technical College. Our contact at Oshkosh Police Department has been very happy with the system and the responsiveness of Apex Officer to questions and improvement ideas.

The total cost of this product is over \$140,000, but Apex is offering the Neenah Police Department a discount of **\$72,368**. Apex is doing this to gain more attention in the Mid-West, which is greatly benefiting the City of Neenah and the Neenah Police Department.

Recommendation:

Authorize the Neenah Police Department to participate in the Law Enforcement Agency Grant for Safer Communities and make purchases up to the \$75,983.68 limit of the grant. This would include the Apex Officer X2 system for a cost of \$67,500 and other training related equipment that is yet to be determined. The initial source of funds would be the Capital Equipment Reserves Fund.



Apex Officer Training Simulator

Interactive Crisis Intervention, De-Escalation, and Use of Force Training Simulator

Proposal Prepared For:

Jon Kuffel

Neenah Police Department

2111 Marathon Ave, Neenah, WI 54956

Business Sensitive: This document is confidential information and contains proprietary information belonging to Govred Technology Inc., and further acknowledges its obligation to comply with the provisions of this notice.

© 2020 Govred Technology, Inc. All Rights Reserved.

March 17, 2022

Dear Jon Kuffel,

Thank you for your interest in the interactive Apex Officer virtual reality training simulator from Govred Technology, Inc. This proposal and attached sole source letter will provide you with the requested system information, specifications, pricing, and details for the system and equipment you've inquired about.

The Apex Officer training system is a comprehensive solution that is designed to allow trainers the ability to give presentations and classes, conduct interactive testing and assessment, and provide immersive hands-on scenario-based exercises with detailed debriefing and after-action reviews. Each Apex Officer system is designed to increase trainee knowledge, skills, and confidence in a safe, challenging environment that is highly interactive and engaging.

Through our history of providing innovative interactive simulation training solutions, Apex Officer has become widely regarded as a low-risk, highly reliable contracting, and business partner. We have the industry's most dedicated and customer-committed sales and support team on staff and all Apex Officer customers receive the best technical service in the business, including free software updates, newly developed and released training content with new exercises and environments to keep trainee interest high and skills sharp.

On behalf of the entire Apex Officer team, I sincerely appreciate the consideration of our proposal for this requirement and also to have the opportunity to be of service to the men and women of Neenah Police Department.

Respectfully sent on March 17, 2022.

Chase Dittmer
Founder and CEO

Govred Technology, Inc.

Direct: 702-901-5344

chase@apexofficer.com

www.apexofficer.com

Business Sensitive: This document is confidential information and contains proprietary information belonging to Govred Technology Inc., and further acknowledges its obligation to comply with the provisions of this notice.

© 2020 Govred Technology, Inc. All Rights Reserved.

APEX OFFICER – PRO TRAINING SIMULATOR SUITE

Description	Qty	Price
<p>Apex Officer® – Pro Training Simulator</p> <p>System Includes:</p> <ul style="list-style-type: none"> • Apex Officer Content Library • High-Performance VR-Ready Workstation • Virtual Reality Head Mounted Display • Virtual Training Accessories • Apex Wireless • Dynamic Scenario Generator • After Action Debriefing • Advanced Officer Analytics • Apex Reporting and Monitoring • Apex Officer Training with Setup 	1	\$98,368.00
<p>Apex Officer Content Library</p> <p>Every Apex Officer training system includes 24/7 access to Apex Officer's proprietary content library. Apex Officer's content library of virtual reality police and law enforcement training scenarios is the most extensive in the industry. With our unique blend of randomization, artificial intelligence, and voice recognition Apex Officer provides police departments and law enforcement agencies an infinite number of training opportunities and scenarios.</p>	Inc.	
<p>High-Performance VR-Ready Workstation</p> <p>Every Apex Officer simulator comes equipped with the world's most powerful wearable workstation – optimized for free-roam experiences. Each workstation computer is capable of delivering a truly immersive virtual reality experience at a smooth 90 frames per second to the headset.</p> <ul style="list-style-type: none"> • Intel Core i7 Processor • Nvidia GeForce GTX Graphics Card • 16GB DDR4 RAM • NVMe Solid State Storage • Windows 10 Pro 64-Bit Operating System • Hot-Swappable Batteries 	Inc.	

<p>Virtual Reality Head Mounted Display (HMD)</p> <p>Apex Officer utilizes a state-of-the-art virtual reality head-mounted display to create the world's most realistic and immersive judgmental training simulator. With our HMD, we're capable of producing active engagements from a 360-degree environment surrounding the trainees. Our systems utilize Dolby Atmos multi-directional audio technology and seamless software simulations that simulate different environments and situations that will challenge trainees.</p>	Inc.	
<p>Virtual Training Accessories</p> <p>Apex Officer proprietary Virtual Training Weapons and accessories are designed to look, weigh, and feel just like their real-life counterpart. We worked hand and hand with multiple engineers in designing the firearms and training equipment used in our simulations.</p> <p>VR-Training Accessories Included:</p> <ul style="list-style-type: none"> • Apex-VTW-U1 (Universal Device) • Apex-VTW-G1 (Pistol) • Apex-VTW-T26 (Taser) • Apex-VTW-R1 (Rifle) <p>Every Apex Officer Virtual Training Weapon is equipped with:</p> <ul style="list-style-type: none"> • Up to 32 low power, ASIC sensors, for 360-degree coverage • Built-in 1000Hz IMU for low latency, high-resolution tracking • Bluetooth and wireless connectivity • Rechargeable battery 	Inc.	
<p>Apex Wireless (AW)</p> <p>The Apex Wireless system is a proprietary combination of wireless networking systems working in harmony to deliver a fully immersive wireless virtual reality experience.</p> <ul style="list-style-type: none"> • 4x Wireless Base Stations • Bluetooth Transmitters and Receivers 	Inc.	
<p>After Action Debriefing (AAD)</p> <p>Our After-Action Debriefing system provides real-time monitoring, recording, and playback during debriefing sessions of trainees. Includes software and hardware that integrates into the Apex Officer line of simulators.</p>	Inc.	

Advanced Officer Analytics (AOA) Our Advanced Officer Analytics system provides law enforcement agencies with the opportunity to optimize their recent training activities and provides unprecedented learning opportunities for every officer using the simulator. With the AOA, police departments can track training results and behaviors for each individual officer that runs through the simulator. With this data, the departments have an unprecedented insight into the strengths and weaknesses of each individual officer; thus, allowing for follow-up training exercises.	Inc.	
Apex Reporting and Monitoring Audio and picture in picture color video capture of trainee's actions in a scenario that can be used for immediate or later debriefing and review. All footage can be scheduled for permanent deletion at a specified time interval (i.e. 24 hours, 72 hours, etc.).	Inc.	
Apex Officer Training with Setup Instructor/Operator Master course covering the Apex Officer system, hardware setup, software updates, troubleshooting, and more for up to 6 students.	Inc.	
Apex Officer – Pro Training Simulator:		\$98,368.00
First In Wisconsin Discount:		-\$50,868.00
Total:		\$47,500.00
OPTIONAL UPGRADES		
Apex Officer X2 – Hardware Upgrade:		\$35,000.00
First In Wisconsin Discount:		-\$15,000.00
Total:		\$20,000.00
Total With Optional Upgrades:		\$67,500.00

Additional Notes:

*Business Sensitive: This document is confidential information and contains proprietary information belonging to Govred Technology Inc., and further acknowledges its obligation to comply with the provisions of this notice.
© 2020 Govred Technology, Inc. All Rights Reserved.*

-See Important Terms and Conditions Below-

Standard Terms and Conditions

1. Please make the purchase order (PO) out to GOVRED Technology, Inc.
2. Payment Terms: Net 30 from date of invoice.
3. Budgetary Pricing: This document is intended for budgeting purposes only and does not constitute a firm-fixed-price offer nor binding agreement.
4. U.S. Delivery Lead Time:
 - a. Standard Production System: 30-45 Days ARO
 - b. Custom System Production: 120-180 ARO dependent on the level of customization and component requirements.
5. Warranty: 12 Months from date of shipment.
6. If this sale is subject to Use Tax, then you are liable for the tax and should make payment direct to your taxing authority. However, we may collect Sales Tax for the following states: CA, FL, HI, IA, KY, MA, MI, NV, NY, UT, WA, WV.
7. Quote Valid: 30 days.
8. All prices are quoted in US Dollars (\$USD).
9. Late Payment Penalties: Invoices not paid within 30 days of the invoice date will accrue interest at 2% per week.

Purchasing/Contracting Information

1. Company Name: Govred Technology, Inc.
2. Company Address: 5006 Bond St, Las Vegas, NV 89118
3. Order POC: Chase Dittmer
4. Order Email: orders@apexofficer.com
5. Phone: 702-901-5344
6. Cage Code: 7Z1H2
7. Tax ID: 82-1742313
8. DUNS: 080742556

Business Sensitive: This document is confidential information and contains proprietary information belonging to Govred Technology Inc., and further acknowledges its obligation to comply with the provisions of this notice.

© 2020 Govred Technology, Inc. All Rights Reserved.

Sole Source Letter

Govred Technology, Inc.
5006 Bond St, Las Vegas, NV 89118
Phone: 702-901-5344
<https://www.apexofficer.com>

RE: Sole Source Letter
March 17, 2022
To Whom It May Concern:

This letter is to confirm that the Apex Officer® Pro Training Simulator and Apex Officer X1, X2, X3, X4, X6, and X9 – Pro Training Simulator are all sole-source products, manufactured, sold, and distributed exclusively by Govred Technology, Inc. Currently, Govred Technology, Inc. is the sole manufacturer and provider of Apex Officer; nor any other company makes a similar or competing product. Additionally, no other vendors are legally permitted to provide the Apex Officer® product. This product must be purchased directly by institutions from Govred Technology, Inc. at the address provided below. There are no agents or dealers authorized to represent this product.

There are no other like item(s) or product(s) available for purchase that would serve the same purpose or function because of the proprietary and exclusive Apex Officer® content library, training modules, dynamic scenario generator, haptic feedback system, backpack-mounted modular workstations, virtual reality training technology accessories and more.

If you desire additional information, do not hesitate to contact me at 702-901-5344 at any time or visit our website at <https://www.apexofficer.com>. Thank you for your interest in our products.

Sincerely,
Chase Dittmer
Co-Founder

Govred Technology, Inc.
5006 Bond St, Las Vegas, NV 89118
Phone: 702-901-5344
Email: chase@apexofficer.com
<https://www.apexofficer.com/>

Business Sensitive: This document is confidential information and contains proprietary information belonging to Govred Technology Inc., and further acknowledges its obligation to comply with the provisions of this notice.

© 2020 Govred Technology, Inc. All Rights Reserved.



Aaron L. Olson
Chief of Police

CITY OF NEENAH POLICE DEPARTMENT



2111 Marathon Avenue
Neenah, Wisconsin 54956

Memo

To: Alderperson Cari Lendrum, Chair
Public Services and Safety Committee
Mayor Jane Lang

From: Chief Aaron L. Olson *ALO*

Date: November 21, 2022

Re: **Steve Morton - Memorial Lobby**

During the last 150 years, many men and women have walked the halls of the Neenah Police Department. Some were employees, several were citizens, and a few were Police Commissioners. Of those many people, one Police Commissioner made an impact that we would like to particularly honor. His name was Steve Morton. Mr. Morton served on the Police Commission for 12 years and finished his last three years as the Police Commission President.

Mr. Morton was a true ambassador of the Neenah Police Department. When you walk the halls of the Neenah Police Department, you will see the impact of Steve Morton in the presence of the historic photos he commissioned to hang on its walls. Additionally, before his untimely passing, he donated funds for the Neenah Police Department to create a 150th Anniversary badge. Steve Morton wanted to make sure that each Neenah Police employee was given their own personalized 150th Anniversary badge.

Not only was Mr. Morton a financial ambassador for the Neenah Police Department, he was more importantly a friend and mentor. He gave wise and friendly advice to the Police Chiefs, command staff members and many others. He truly cared for everyone at the police department, and wanted to see everyone succeed and reach his/her full potential. On the rare occasion when we would receive negative publicity from the media, Mr. Morton would give us guidance and reassurance, which was always greatly appreciated.

For these reasons, and so many more, we are asking that the Neenah Police Department Lobby be named the "Steve Morton Memorial Lobby." We have had many great men and women work for and with the Neenah Police Department who deserve much recognition, but Mr. Morton is on the top of that list. A plaque will be made in his honor, which will be hung in the Neenah Police Department Lobby.

Here is a timeline of Mr. Morton's service to the Neenah Police Department:

- Appointed to the Police Commission by Mayor Scherck on May 7, 2008
- First Police Commission Meeting on June 4, 2008
- Elected President of the Police Commission on May 3, 2017
- Last Police Commission Meeting on June 3, 2020

Recommendation:

Name the Neenah Police Department Lobby the "Steve Morton Memorial Lobby", effective December 14, 2022.



Aaron L. Olson
Chief of Police

CITY OF NEENAH POLICE DEPARTMENT



2111 Marathon Avenue
Neenah, Wisconsin 54956

Memo

To: Chair, Alderperson Cari Lendrum
Public Services and Safety Committee
Mayor Jane Lang

From: Chief Aaron L. Olson *ALO*

Date: November 9, 2022

Re: **Third Quarter Statistics for 2022**

Attached are the 2022, Third Quarter Statistics for the Neenah Police Department.

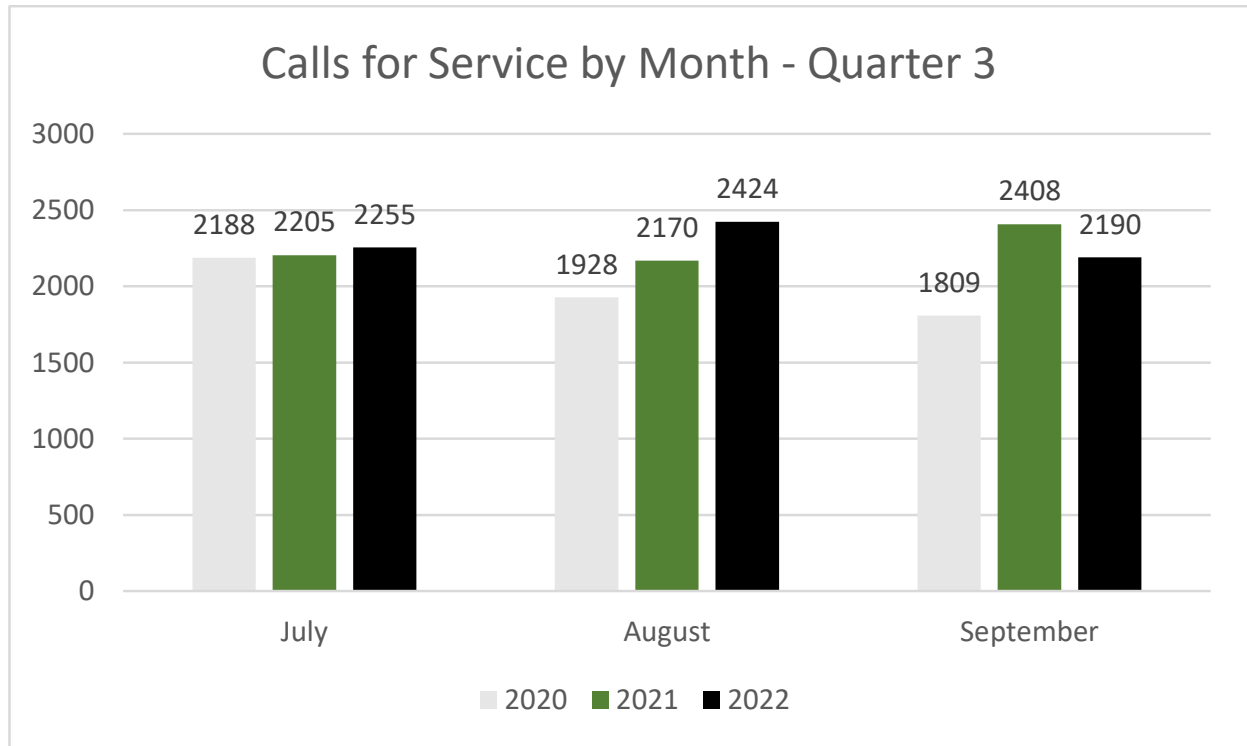
1. Third Quarter Calls for Service
2. Third Quarter Uniform Crime Report
3. Traffic Warnings Detail
4. Traffic Citations Detail
5. Traffic Safety Officer Report
6. OWI Arrests
7. Parking Citations
8. Accidents
9. Overdoses
10. Potentially Dangerous Animal Detail
11. Open Records Requests
12. Code Enforcement

Neenah Police Department Quarter 3 Report 2022

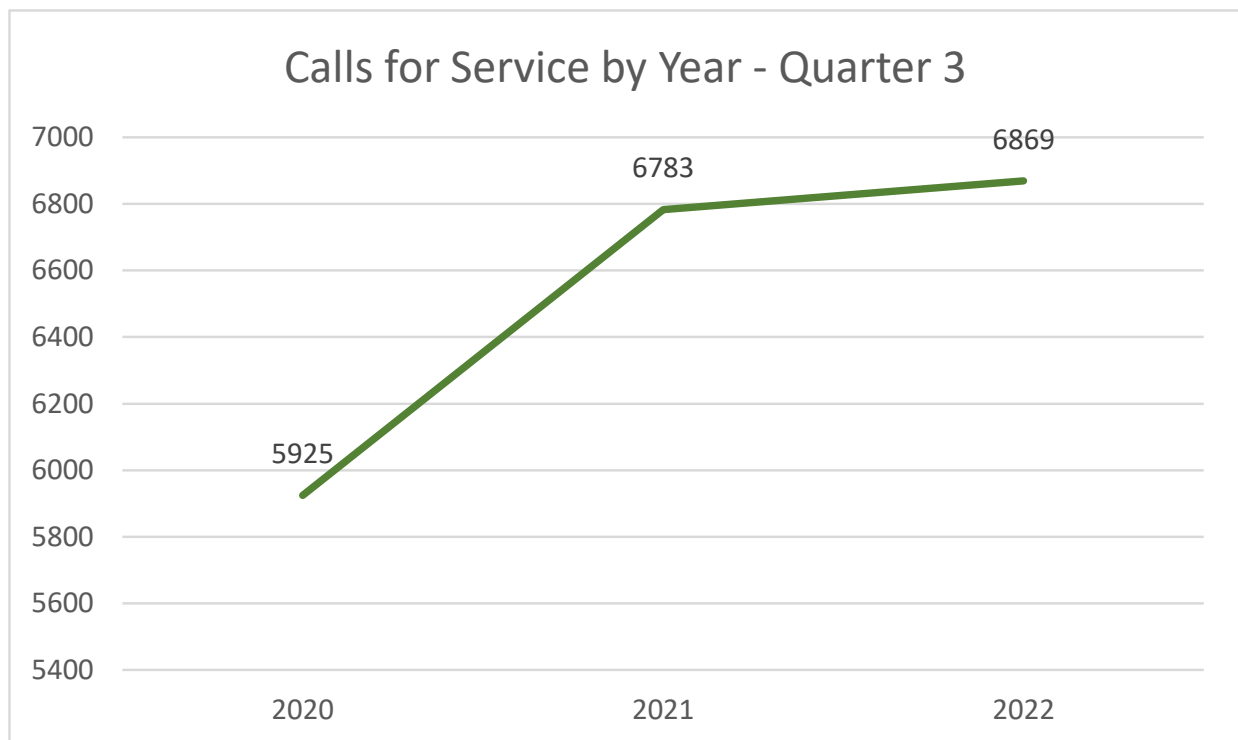


Report by Crime Analyst Paige Kowalski
pkowalski@ci.neenah.wi.us
920-886-6040

Calls for Service

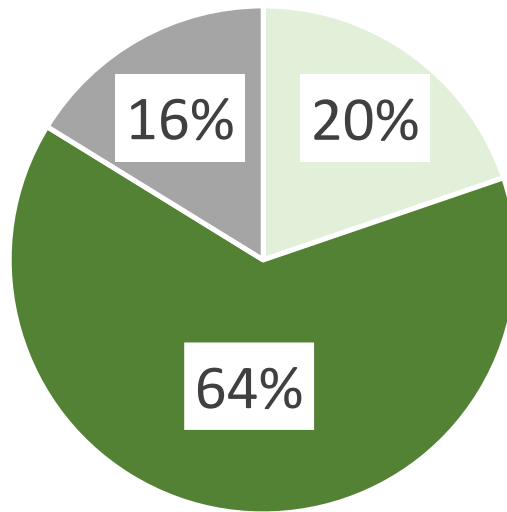


Included in the 6,869 Calls for Service for Quarter 3, 2022 are:
831 Traffic Stops



Unified Crime Report

Group A Offenses - Quarter 3



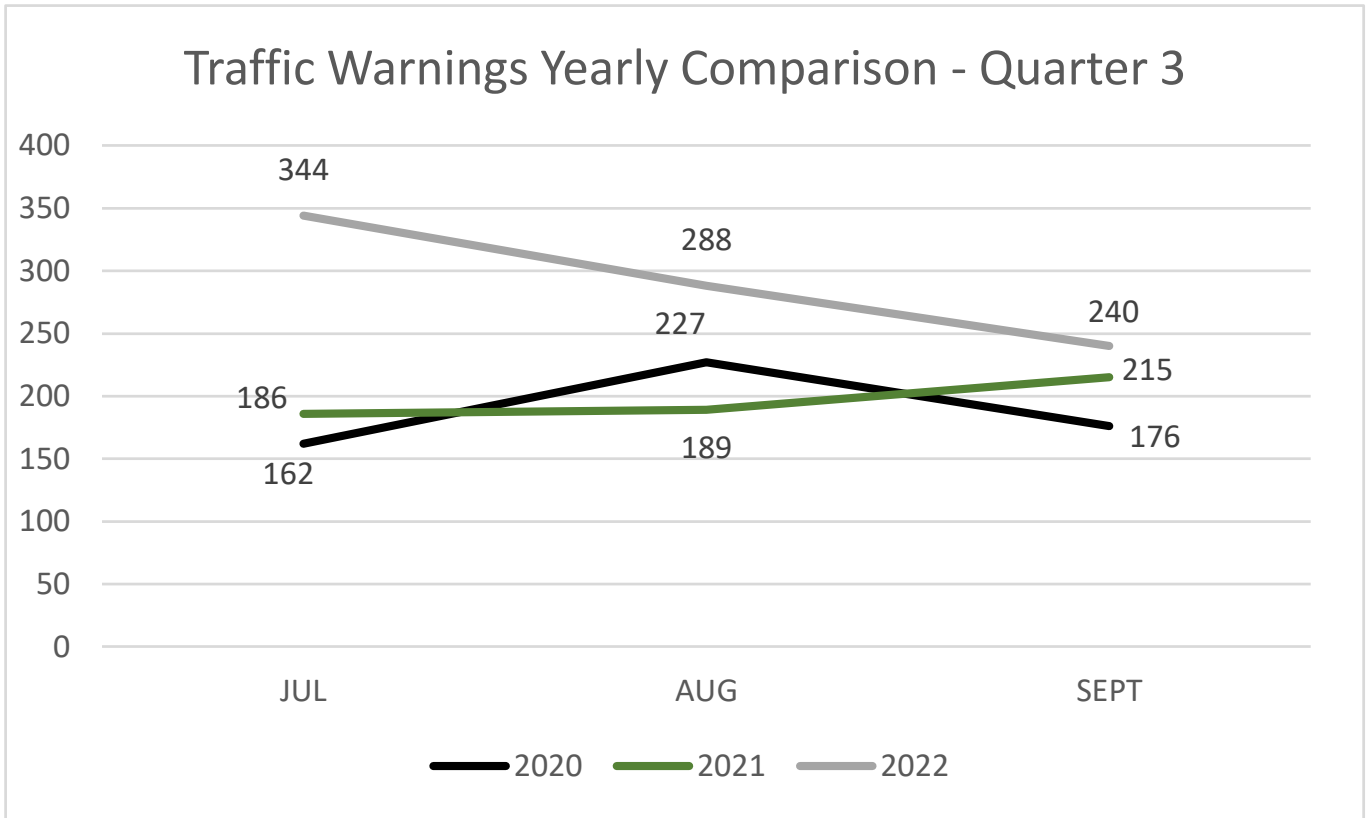
■ Crimes Against Person
 ■ Crimes Against Property
 ■ Crimes Against Society

	Offenses	Victims	Clearances	Adult Arrests	Juvenile Arrests	Total Arrests
<u>Total Group A</u>	<u>253</u>	<u>261</u>	<u>125</u>	<u>91</u>	<u>22</u>	<u>113</u>
Crimes Against Person	50	50	38	29	7	36
Crimes Against Property	162	170	52	38	10	48
Crimes Against Society	41	41	35	24	5	29

	Adult Arrests	Juvenile Arrests	Total Arrests
<u>Total Group B Arrests</u>	<u>89</u>	<u>19</u>	<u>108</u>
Bad Checks	1	0	1
Disorderly Conduct	8	6	14
Driving Under the Influence	3	0	3
Family Offenses - Nonviolent	1	0	1
Liquor Law Violations	5	1	6
Trespass of Real Property	5	1	6
All Other Offenses	66	11	77



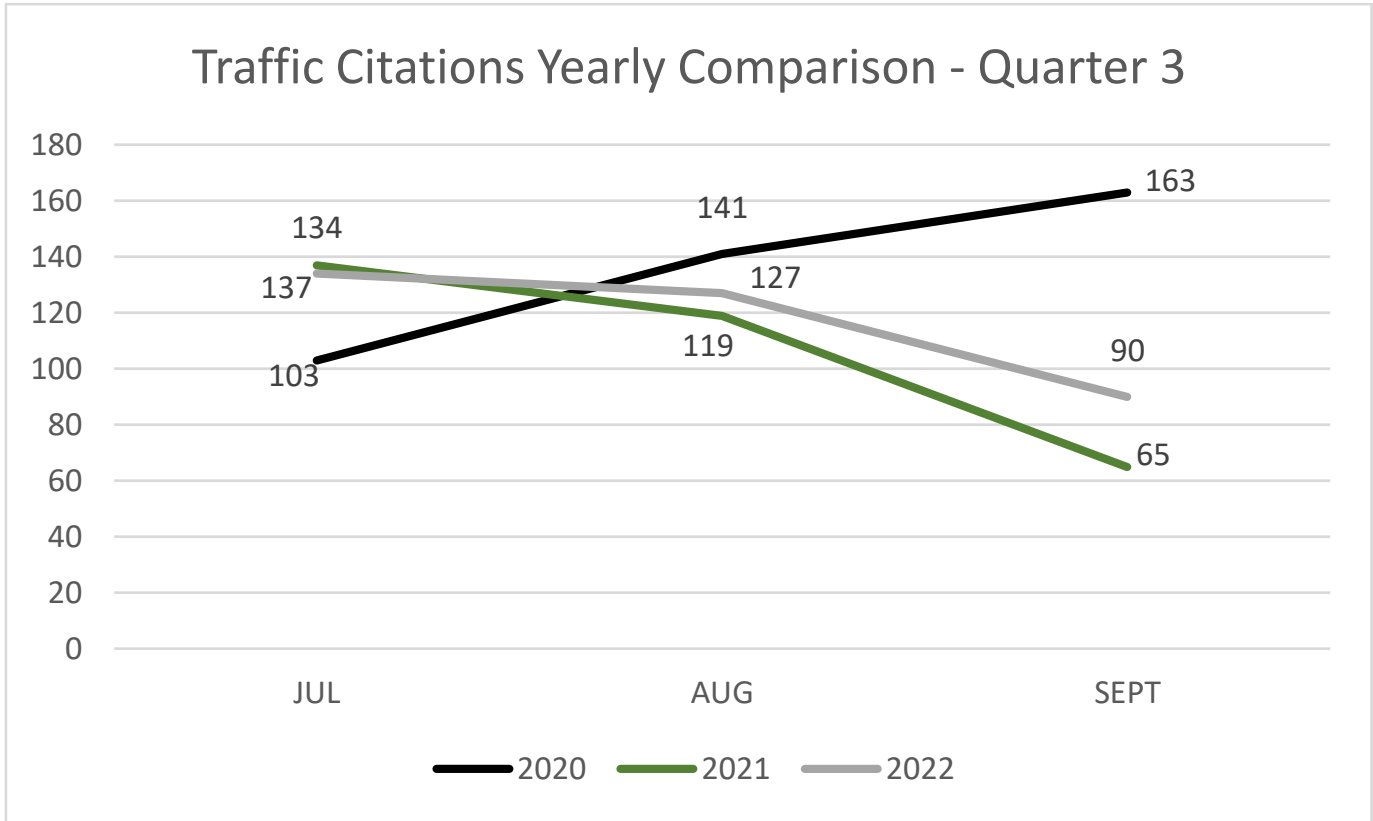
Traffic Warnings



2022 Warnings - Quarter 3			
Violation Type	JUL	AUG	SEPT
DL (OAS/OAR/etc)	2	2	2
Equipment	34	45	31
Open Intoxicant	0	0	0
Safety Belt	4	4	3
Speed	180	129	96
Vehicle Reg	44	36	29
All Other	80	72	79



Traffic Citations



2022 Citations - Quarter 3			
Violation Type	JUL	AUG	SEPT
DL (OAS/OAR/etc)	19	19	14
Equipment	4	6	10
Open Intoxicant	1	2	0
OWI	7	4	1
Safety Belt	2	5	1
Speed	31	20	14
Vehicle Reg	29	27	12
All Other	41	44	38



Traffic Safety Officer

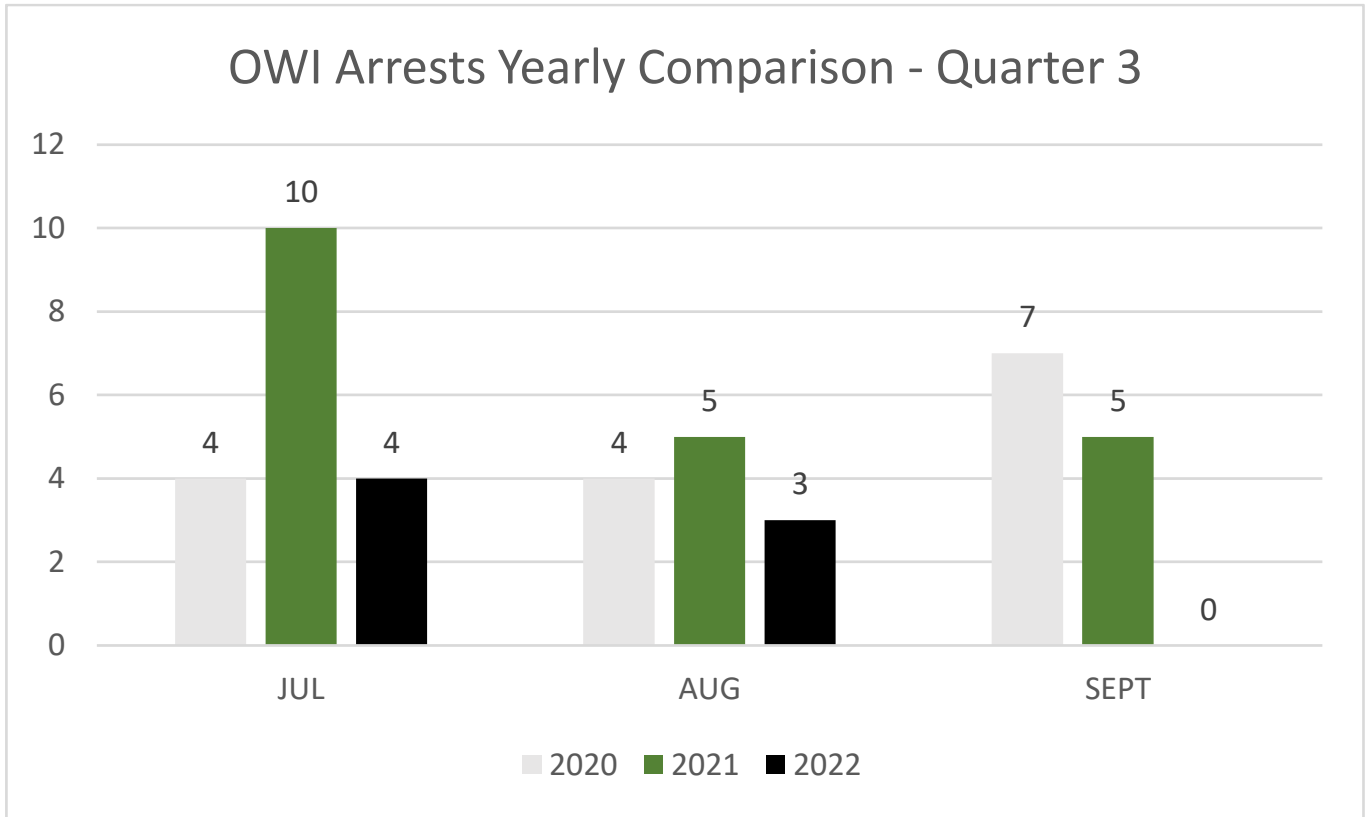
Officer Edwards began the position of Traffic Safety Officer (TSO) in May. He has many responsibilities including moving radar units, conducting Flock training, leading the Bike Patrol, and more. He will also assist patrol on major accidents or emergency calls requiring additional units to respond.

Jul-22	Traffic Stops	Citations	Warnings	Warrants	Felony	Misdemeanor	Ordinance	Other
Week 1	0	0	0	0	0	0	0	0
Week 2	46	7	55	0	0	0	0	1
Week 3	43	3	43	0	0	0	0	0
Week 4	28	8	28	0	0	0	0	0
Week 5	29	5	28	0	0	0	0	0
Total	146	23	154	0	0	0	0	1
Aug-22	Traffic Stops	Citations	Warnings	Warrants	Felony	Misdemeanor	Ordinance	Other
Week 1	19	7	21	0	0	0	0	1
Week 2	32	3	35	0	1	0	0	2
Week 3	27	4	32	0	0	0	0	1
Week 4	18	3	15	0	0	0	0	0
Week 5	0	0	0	0	0	0	0	0
Total	96	17	103	0	1	0	0	4
Sep-22	Traffic Stops	Citations	Warnings	Warrants	Felony	Misdemeanor	Ordinance	Other
Week 1	5	0	5	0	0	0	0	0
Week 2	15	4	18	0	0	0	0	2
Week 3	35	2	35	0	0	0	0	0
Week 4	31	6	39	1	0	0	0	1
Week 5	21	2	25	0	0	0	1	0
Total	107	14	122	1	0	0	1	3
Q3 Total	Traffic Stops	Citations	Warnings	Warrants	Felony	Misdemeanor	Ordinance	Other
	349	54	379	1	1	0	1	8

Officer Edwards also closed out 13 Traffic Complaints in Quarter 3.



OWI Arrests

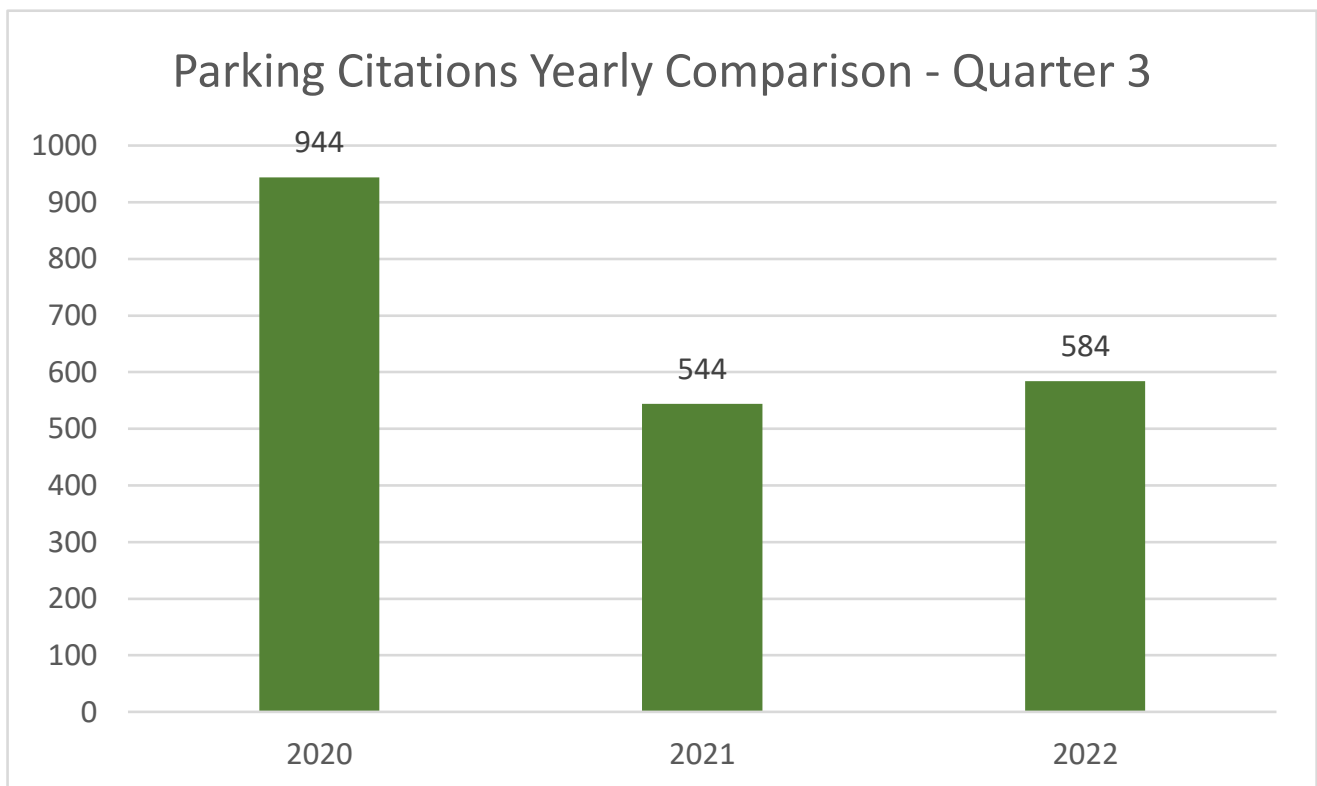


OWI Arrests - Quarter 3			
	JUL	AUG	SEPT
2020	4	4	7
2021	10	5	5
2022	4	3	0



Parking Citations

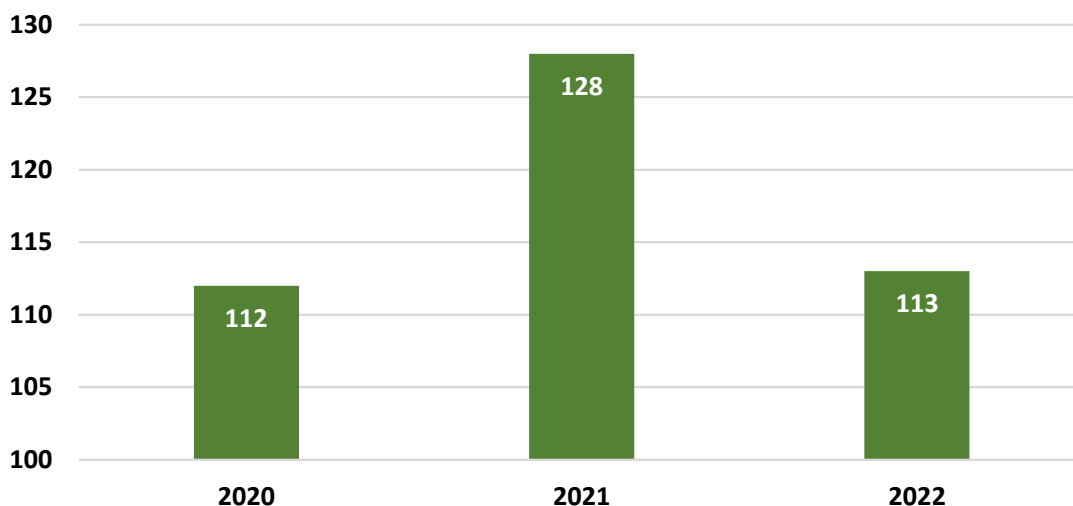
Locations with 20 or more citations issued	
Locations	# of Citations
Blue Lot	48
E Wisconsin Ave	32
Gold Lot	41
Green Ramp	26
Hunt Ave	23
Silver Lot	70
W Wisconsin Ave	52



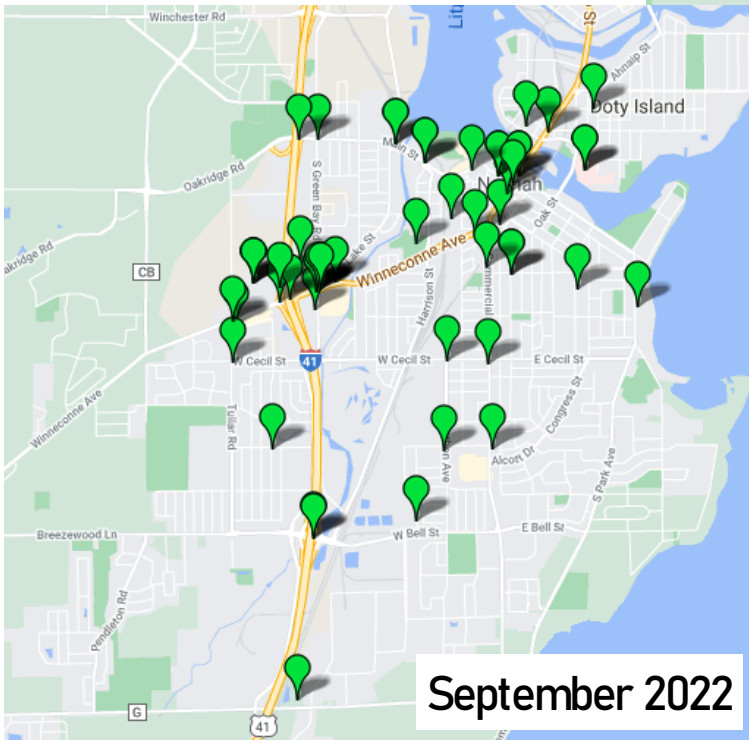
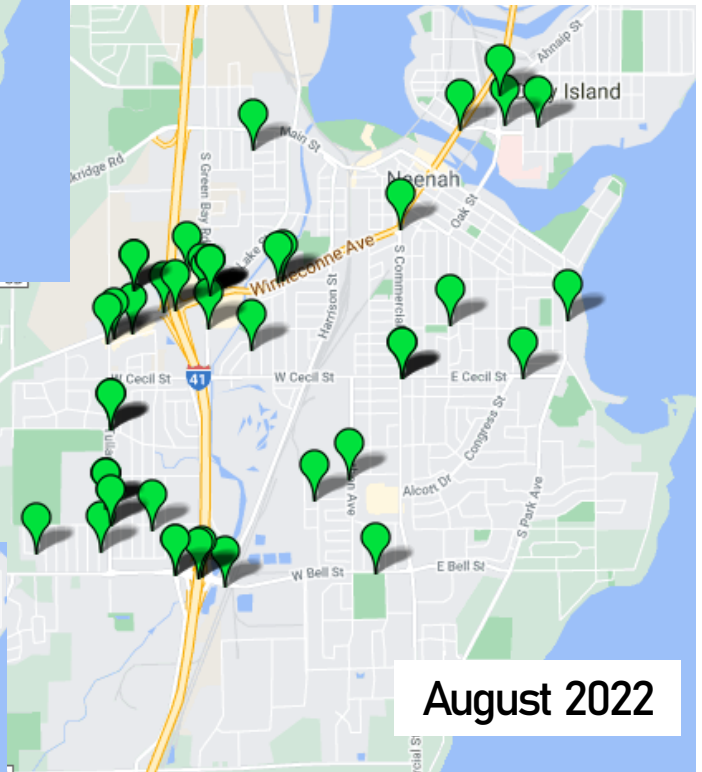
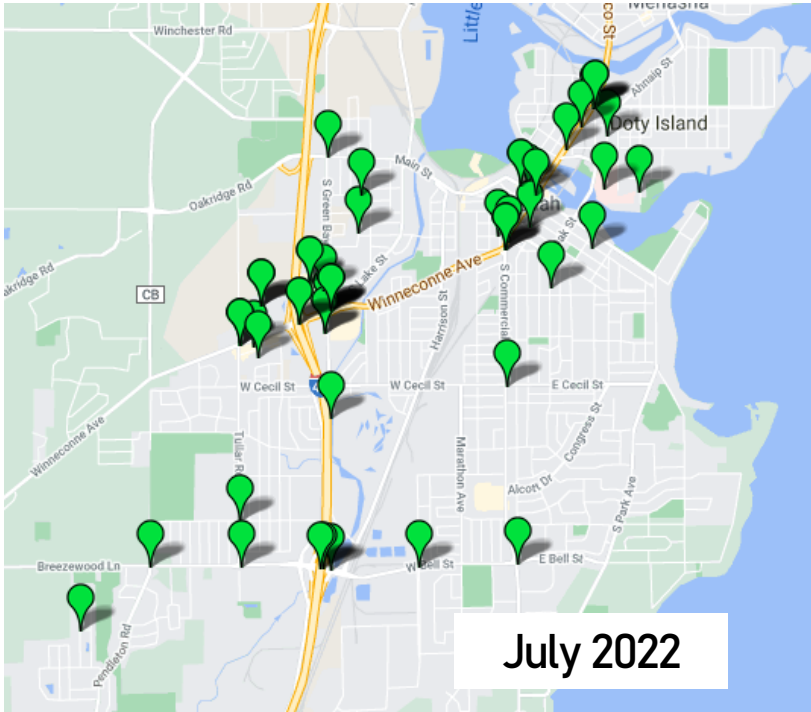
Accidents

Accident Type	JUL	AUG	SEPT
Accidents with Property Damage	32	29	30
Accidents with Injuries	9	10	5
Fatal Accidents	0	0	0
Light conditions	JUL	AUG	SEPT
Daylight	29	34	27
Dawn	2	0	1
Dusk	1	0	3
Dark-Lighted	7	3	2
Dark-Unlit	0	1	1
Unknown	0	1	1
Intersection Type	JUL	AUG	SEPT
Non Intersection	19	20	19
4 way Intersections	12	10	6
T Intersection	3	4	2
Roundabout	4	5	8
Other (5+, Y or L Intersections)	1	0	0

**Reportable Accidents Yearly Comparison -
Quarter 3**

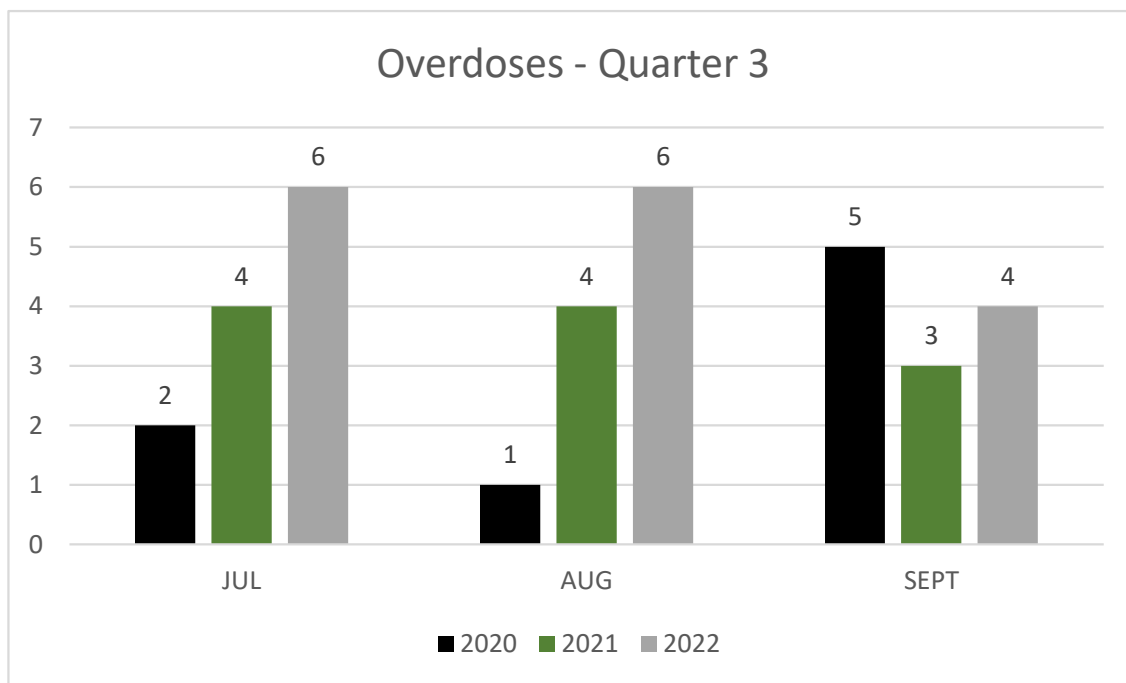


Accidents

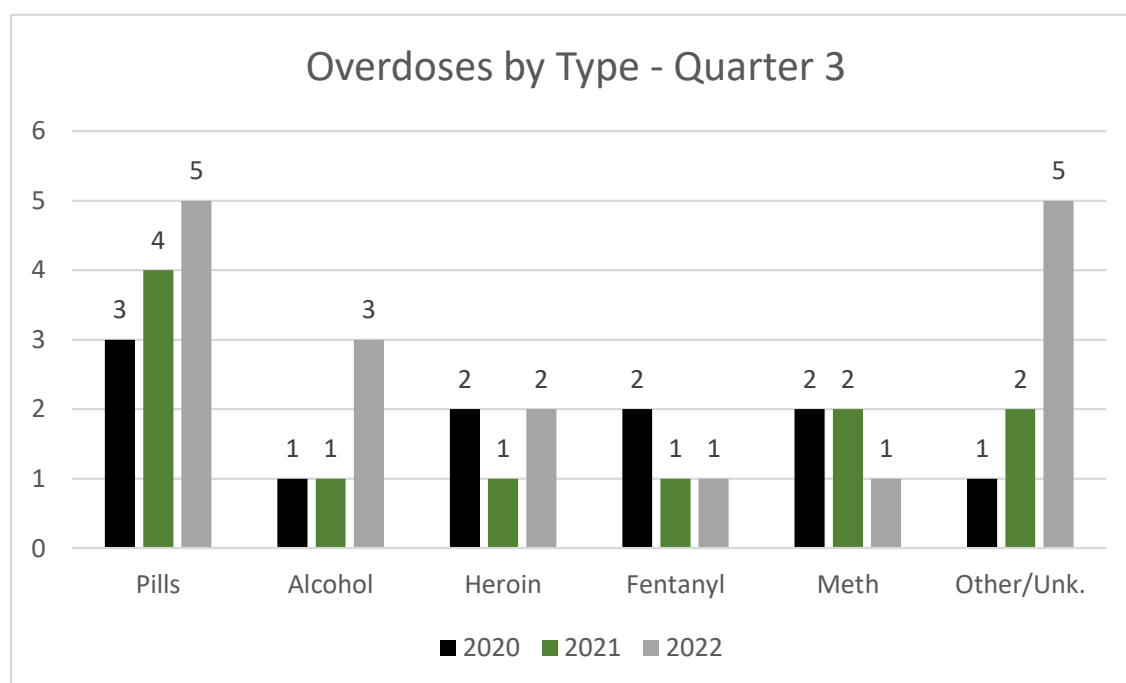


*Pin maps include both reportable and non-reportable accidents

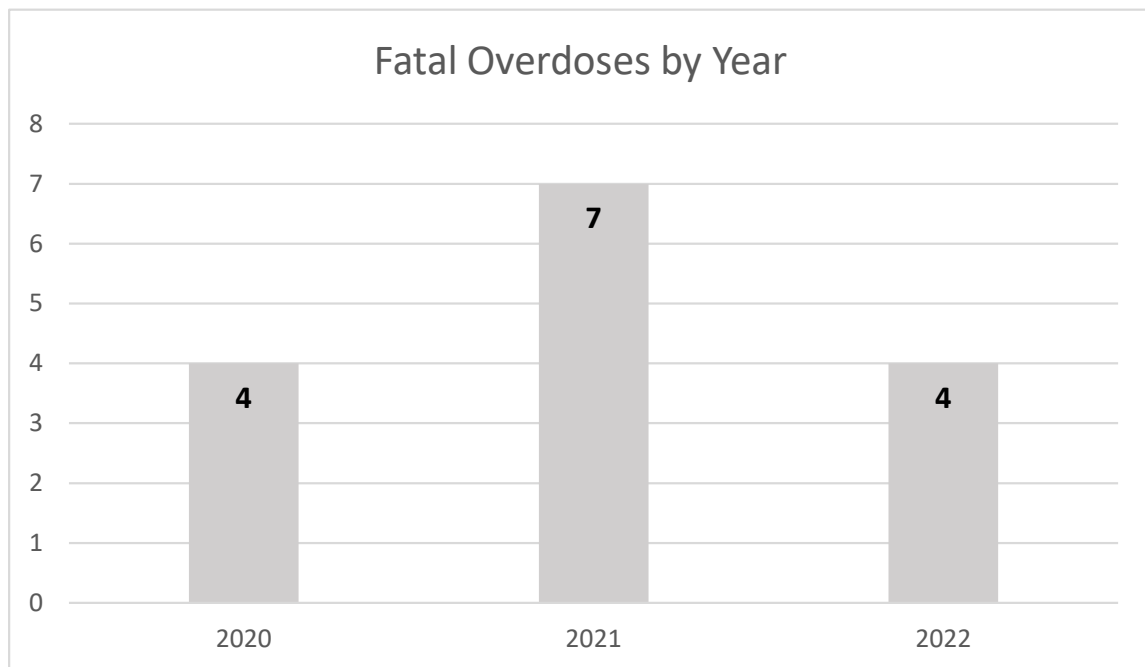
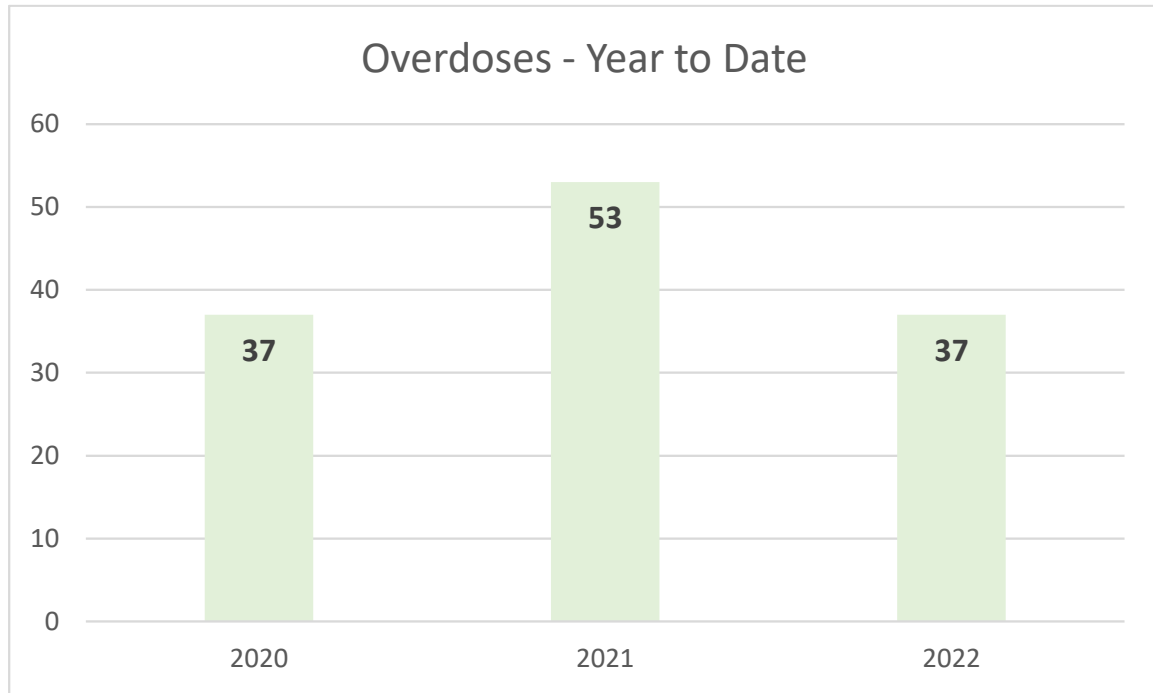
Overdoses



Monthly	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
2020	4	3	2	5	3	3	2	1	5	5	1	3
2021	9	3	4	4	8	3	4	4	3	3	4	4
2022	2	4	6	3	4	2	6	6	4			



Overdoses



Dangerous Animals

No Action Taken				
Incident Number	Date	Animal	Animal Owner	Owner Address
22-012378	7/5/2022	Dog	Sarah E Stansbury	1260 Green Acres Ln
22-012531	7/7/2022	Dog	Jessica R. Kellison	934 Reddin Ave
22-012730	7/9/2022	Dog	Deane April Pocock	1520 Lucerne Dr
22-012768	7/9/2022	Dog	Cheryl A Sous	1625 Remington Dr
22-013512	7/12/2022	Dog	Paul J Gierke	922 Adams St.
22-012932	7/12/2022	Dog	Michelle M Norville	935 Bridgewood Dr
22-013026	7/13/2022	Dog	Jill T Bowden	2691 Marathon Ave
22-013415	7/19/2022	Cat	Courtney B Bender	1155 Maple St
22-014106	7/28/2022	Cat	Calab Gauss	218 Lorraine Ave
22-014158	7/29/2022	Dog	Amy L Drahein	1324 Alpine Ln.
22-014157	7/29/2022	Dog	Rhiannon L. Gauerke	230 Byrd Ave
22-014354	8/1/2022	Dog	Terrance L. Schmuhl	227 Alcott Dr

Potentially Dangerous Animal				
Incident Number	Date	Animal	Animal Owner	Owner's address
22-014314	7/31/2022	Dog	Joseph A Gill	1095 Holly ct

Dangerous Animal				
Incident Number	Date	Animal	Animal Owner	Owner's address
22-011880	7/3/2022	Dog	Jason Vanden Acker	627 Higgins Ave

Prohibited Dangerous Animal				
Incident Number	Date	Animal	Animal Owner	Owner's address
22-012174	7/2/2022	Dog	Lauren B Lo Bianco	352 Stanley Ct #D



Open Records Requests

	Total Requests	Total Responses	Minutes on Media
July	131	177	300
August	105	165	550
September	174	175	1185
Q3 Total	410	517	2035

Total Requests: Requests come in the forms of City Hall License Checks, Permit Checks, Background Checks, etc.

- Total Backgrounds Requested: 184
- Total License/Permit Checks: 20

Accidents Processed are the total accidents our agency responded to that need to be transmitted to the Department of Transportation.

Total Responses: One request received can result in multiple reports that need to be completed for the response from our agency.



Code Enforcement

- 598 Total Inspections were done
- 168 Cases Started
- 136 Cases Closed
- 69 services fees were issued
 - Either \$50 or \$100 based on how far along the process is
 - 6 of these cases were removed due to compliance
- 31 Tracs Citations issued
- 10 Long Form Violations

Type of Cases - Quarter 3	
Maintenance of Dwelling	8
Property Maintenance	62
Parking	51
Fences	3
Seasonal	60
Public Works	23
Signs	19
Other	14

Citation Type - Quarter 3	
Maintenance of Dwelling	5
Property Maintenance	23
Parking	13





Department of Public Works
211 Walnut St. • P.O. Box 426 • Neenah WI 54957-0426
Phone 920-886-6241 • e-mail: gkaiser@ci.neenah.wi.us
GERRY KAISER, P.E.
DIRECTOR OF PUBLIC WORKS

M E M O R A N D U M

DATE: November 23, 2022
TO: Mayor Lang and Members of the Public Services and Safety Committee
FROM: Gerry Kaiser, Director of Public Works
RE: Public Works General Activity

- 1) Contract 7-21 (Harrison Pond): Stones continue to be placed for the water feature on the east side of the pond. The contractor will be installing the last pieces of storm and sanitary sewer at the Monroe/Union intersection in the next week or two. Staff is meeting with DNR the week of Nov. 28 to review the project.
- 2) Contract 2-22 (Utility and Street Construction on Grove and Dieckhoff): Work is complete. A final pay request is being prepared.
- 3) Contract 3-22 (Street Construction in Fredrick Drive area, Fresh Air Pk, Southview Pk): Work is complete. A final pay request is being prepared.
- 4) Contract 7-22 (Winneconne Ave Overpass Repairs): Repairs are complete. A final pay request is being prepared.
- 5) Contract 8-22 (Miscellaneous Asphalt Repairs): Work is complete. A final pay request is being prepared.
- 6) Contract 11-22A (Lead service line replacement – Zemlock/Reddin): 55 of 84 services have been replaced.
- 7) Contract 11-22B (Lead service line replacement – Hunt/Madison/Nicolet): 63 of 100 service replacements have been completed.
- 8) Refuse & Recycling Guide: The 2023 guide has been sent to the printer. Office Manager Mroczkowski has done a major revamp of the guide's format to organize the information and give it a fresher look.
- 9) Cecil Street Garage: Youth-Go has announced that they are discontinuing the Haunted House event that had been held in the Cecil Street Garage up to 2019. They still have a need to store some costumes and items that are used at their event at Memorial Park, "The Hallows". I am working with them to revise the lease to reflect their less intensive use. They are also in the process of cleaning their structure and props out of the garage.
- 10) Leaf Collection: With the completion of Area 4 this week, leaf collection is done for the year.