

**CITY OF NEENAH**  
**PUBLIC SERVICES AND SAFETY COMMITTEE MEETING**  
**April 8, 2025 @ 5:00 PM**  
**Hauser Room, 211 Walnut Street**

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 Meeting of March 11, 2025 (Attachment)
2. Public Appearances
3. Parks & Recreation Oakhill Cemetery Backhoe Proposals (Attachment)
4. Police Department Carpeting Upgrade (Attachment)
5. Police Department Administrative Room Upgrades (Attachment)
6. Police Department Front Desk Upgrades (Attachment)
7. Police Department Records Room Update (Attachment)
8. Police Department ISU Furniture Replacement (Attachment)
9. Approved Special Events (Informational Only) (Attachment)
10. Budget Adoption Notice (Attachment)
11. Public Works General Construction and Department Activity Report (Attachment)
12. Announcements/Future Agenda Items
13. 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@neenahwi.gov](mailto:attorney@neenahwi.gov)** 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, March 11, 2025**

**Present:** Chairperson Lendrum, Alderperson Borchardt, Hillstrom, Pollnow, and Weber

**Excused:**

**Also Present:** Mayor Lang, Public Works Director Kaiser, Community Development Interim Director Schmidt, City Clerk Nagel, Public Works Office Manager Mroczkowski, Frank Cuthbert, Flo Bruno, and Scott Becher

Chairperson Lendrum called the meeting to order at 5:09 PM

Approval of Minutes of the Meeting of February 25, 2025

**Motion by Hillstrom, Seconded by Pollnow to approve the minutes of the meeting of February 25, 2025.**

Call for vote by Chairman Lendrum

**Motion Carried.** All voting Aye. 5/0

Public Appearance

None

Municipal Code Amendment-Chapter 14 Article VII Street Furniture

Report

**Motion by Borchardt, Seconded by Hillstrom to recommend Council approve Ordinance No. 2025-01, amending Chapter 14 Article VII of the Code of Ordinances relating to Street Furniture.**

Interim Director Schmidt reviewed his memo of March 11. He stated that the Street Furniture Ordinance was adopted in 2010 (Ord. 1405) to create rules for the placement of furniture (e.g. tables and chairs) and similar items (e.g. flowerpots) on public sidewalk, primarily within Downtown Neenah. He stated that there has been an increase in the placement of street furniture items that have not received approval and some of are in prohibited locations.

Interim Director Schmidt stated that after reviewing Chapter 14, the review process and placement standards remain unchanged, except for requiring an annual permit and prohibiting items that make noise, include audio components, or have moving parts. He stated that in addition, staff is proposing removing the requirement that street furniture items be removed during Downtown events. He noted that section has not been historically enforced, and street furniture has not caused issues during Downtown events.

Interim Director Schmidt stated that language has been added to clarify the prohibition of placing street furniture in a location which restricts pedestrian accessibility from the street to the sidewalk or from a business to the sidewalk. He stated that the last proposed modification moves the regulation of sandwich boards from the sign code to the street furniture chapter. He stated that this change will help streamline the approval process for business wishing to place a sandwich board or other street furniture

Aldersperson Pollnow asked if the proposed changes have been reviewed by Future Neenah and the Business Improvement District (BID).

Interim Director Schmidt stated that those groups have reviewed this and had no issues with any of the changes.

Aldersperson Pollnow asked why there is a change to a mandatory annual permit and if there is a cost for the permit.

Interim Director Schmidt stated that currently there is \$25 application fee per request to place furniture in the right-of-way downtown. He stated that if a business wanted to add a new piece of furniture they would have to apply for a new \$25 permit. He stated that with the proposed modifications, there would only be the annual, no fee, permit unless you were a new business downtown, then you would have to pay the initial \$25 application fee.

Aldersperson Pollnow stated that an annual permit seems to be an extra burden for the business owner.

Interim Director Schmidt stated that sandwich boards currently require an annual permit, but furniture does not. He stated that the proposed changes to the ordinance is to combine the furniture and sandwich board under one ordinance and then have a no fee annual permit. Interim Director Schmidt stated that businesses are placing items, some new, in locations that are not allowed without permission. He stated that by having the annual permit, staff will be able to review the locations and the items.

Aldersperson Pollnow asked how many items have been put out that the city does not know about. Interim Director Schmidt stated he will provide the number before the next Council meeting.

Aldersperson Hillstrom asked who will enforce the ordinance. Interim Director Schmidt stated that Community Development staff will enforce the ordinance.

Aldersperson Lendrum stated that she has spoken with Future Neenah, and they have no problem with any of the proposed changes to the ordinance.

The Committee further discussed the required certificate of insurance requirements, types of sandwich boards allowed, the intent of requiring a sandwich board to keep the board updated with new information, enforcement, and the appeals process.

Mayor Lang stated that she talked with Future Neenah and the BID and they had no concerns with the proposed changes.

Called for Vote by Chairman Lendrum

**Motion Carried.** All voting aye. 4/0/1 (Pollnow)

Licenses

Change of Agent, Pick N Save #412, 828 Fox Pointe Plz., Corey Santorello, Agent

C.A. **Motion by Pollnow, Seconded by Weber recommend Council approve the Change of Agent for Pick N Save #412, 828 Fox Pointe Plz., Neenah WI, Corey Santorello, Agent**

Called for Vote by Chairman Lendrum

**Motion Carried.** All voting aye. 5/0

Change of Agent, Pick N Save #124, 1530 S Commercial St., Neenah WI, Mary Brown, Agent

C.A. **Motion by Weber, Seconded by Pollnow recommend Council approve the Change of Agent for Pick N Save #124, 1530 S Commercial St., Neenah WI, Mary Brown, Agent**

Called for Vote by Chairman Lendrum

**Motion Carried.** All voting aye. 5/0

Public Works General Construction and Department Activity Report

- 1) Contract 7-21 (Harrison Pond): Pumps troubleshooting continues. Sidewalk/trail and staining work is complete. Final topsoiling is about 50% complete. Topsoil is being provided from the Douglas Pond site.
- 2) Contract 7-23 (High, River Utility and Street Construction): Work is complete. A punchlist was provided to the contractor. Several, but not all, items have been addressed. Final quantities have been prepared.
- 3) Contract 1-24 (Belmont Ct, Belmont Av, Cedar St, Stevens St-Utilities and Street): Work is complete. Final quantities have been prepared.
- 4) Contract 4-24 (S. Park Avenue Easement – Utilities): Work is about 95% complete. One service needs to be drilled in, manhole sealing done and restoration.
- 5) Contract 6-24 (Jewelers Park Drive): Work is on the original contract is complete. Work on the Arrowhead Park loop road will be done in spring.
- 6) Contract 7-24 (Misc Concrete Pavement/Sidewalk Repair): The majority of the work is complete. The sidewalk on the west side of the north end of Baldwin will be done when arrangements have been finalized with the abutting property owner.

- 7) Contract 11-24 (Douglas Park Pond): Work is ongoing. Pond excavation and storm pipe installation are complete. Final grading and landscaping will happen in spring.
- 8) Contract 13-24 (S. Commercial St Turn Lane at Winneconne Av): The contract was awarded to Vinton Construction. The work has not been scheduled. We are working through the property acquisition.
- 9) Contract 1-25 (Alexander, Lexington, Forest Manor Ct, Bruce, Southfield Plat Utilities and Street): The contract was awarded to Hietpas Construction. A schedule has not been set.
- 10) Contract 2-25 (Elm, Douglas Utilities and Street): A pre-construction meeting was held on 3/10. Work will start on Douglas the week of 3/17 to clear the area for S. Commercial Street storm sewer construction.
- 11) Contract 3-25 (Caroline, Hickory Utility and Street Construction): Bids were opened on 3/5. An award recommendation will be brought to the next Board meeting.
- 12) Contract 8-25 (Tullar Garage Roof Repair): Bids were opened on 3/5. An award recommendation will be brought to the next Board meeting.
- 13) S. Commercial Street:
  - A meeting with Galloway Company was held on 3/6 to review and coordinate the initial work taking place in front of the plant.
  - Construction started on 3/10 on the west half of the road with pavement removal, storm sewer installation, and traffic signal removal.
  - The project engineer informed us that concrete joint sealing was not included as a bid item in the project. We have requested a change order to add this to the work.
  - Sections of Henry Street south of Winneconne Avenue have been temporarily posted for No Parking to accommodate truck traffic turn movements.

Announcements/Future Agenda Items

Adjournment

**Motion by Hillstrom, seconded by Weber to adjourn at 5:35 PM.**

Call for vote by Chairman Lendrum

**Motion Carried.** All voting aye. 5/0

**Respectfully submitted,**



Lisa Mroczkowski  
Public Works Office Manager



## *Department of Parks & Recreation*

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DATE: March 25, 2025

TO: Chairman Lendrum and members of the Public Services and Safety Committee

FROM: Trevor L Fink, Superintendent of Parks/City Forester

RE: Parks and Recreation Oakhill Cemetery Backhoe Proposals

The following proposals were submitted for replacing the 2004 Case backhoe at Oakhill Cemetery.

<u>Company</u>	<u>Model</u>	<u>Amount</u>
Service Motor Company	Case 580 SN	\$106,275.66
Fabick Cat	Cat 420	\$121,380.00
Miller Bradford & Risberg	Case 580 SN	\$120,700.00
Brooks Tractor	John Deere 320	\$129,320.00

The amount in the 2025 Capital Equipment Budget (2025 Budget Book page 315) for this purchase is \$150,000.

**Parks and Recreation Commission recommends purchase of the Case 580 backhoe from Service Motor Company for \$106,275.66.**

Please email prior to the meeting with any questions or additional information you may need.



# CITY OF NEENAH POLICE DEPARTMENT

2111 Marathon Avenue  
Neenah, Wisconsin 54956



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## Memo

**To:** Cari Lendrum, Public Services and Safety Committee Chair  
Mayor Jane Lang  
**From:** Captain Tom Van Sambeek  
**Date:** April 2, 2025  
**Re:** Police Department Carpeting

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The carpeting throughout the police department is going on approximately 14 years old and is showing its age through wear and stains. These areas include the administrative hallway and offices, records area, interview area off the back hallway, Investigative Services Unit, including all offices, CSA Supervisor office and lobby office. The carpet in the workroom off of the records room will be replaced with vinyl tile for easier clean up.

This cost also includes the moving or lifting of furniture in these areas.

**Recommendation:**

Authorize the Neenah Police Department to upgrade administrative offices at a cost not to exceed \$61,009.37. This is over our \$60,000.00 budget; however, we came in under budget on each of the other projects which can cover this overage. Funding would come from the Facilities Capital Improvement Budget 013-2150-743-0236, project code PDF08.



# CITY OF NEENAH POLICE DEPARTMENT

2111 Marathon Avenue  
Neenah, Wisconsin 54956



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## Memo

**To:** Cari Lendrum, Public Services and Safety Committee Chair  
Mayor Jane Lang  
**From:** Captain Tom Van Sambeek  
**Date:** April 2, 2025  
**Re:** Police Department Administrative Room Upgrades

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The administrative rooms are going on 31 years old with little change. These rooms are starting to show their age and are not setup in the most efficient manner.

The administrative conference room will have the table replaced, wall cracks repaired, sink area made ADA compliant and place a longer countertop in this area.

The Executive Assistant's office desk area will be replaced as it has had several changes with spare parts for many years. The desk and work area would be replaced to make a more efficient work area. The file cabinets and overhead storage units are still in good condition and will be reused.

The Professional Staff Captain's and Assistant Chief's offices will also have many cracks in the drywall replaced and have the original built-in cabinets removed. Many of the cabinets are suffering from misalignment from the building settling over the past 31 years. These cabinets will be replaced by modular storage, and they will also each receive a height adjustable desk along with replacement work surfaces, improving the overall atmosphere.

After careful and responsible analysis of the project, the command staff determined all upgrades were not required thus reducing the approved funding budget by approximately 50%.

**Recommendation:**

Authorize the Neenah Police Department to upgrade the administrative offices at a cost not to exceed \$36,000.00. Funding would come from the Facilities Capital Improvement Budget 013-2150-743-0236, project code PDF07.





# CITY OF NEENAH POLICE DEPARTMENT

2111 Marathon Avenue  
Neenah, Wisconsin 54956



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## Memo

**To:** Cari Lendrum, Public Services and Safety Committee Chair  
Mayor Jane Lang  
**From:** Captain Tom Van Sambeek  
**Date:** April 2, 2025  
**Re:** Police Department Front Desk Upgrades

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The front desk area of the police department was updated in the last decade and the office furniture is still in good condition. The flooring which is tile is looking worn and could use replacement. This area could also use some overhead storage upgrades.

**Recommendation:**

Authorize the Neenah Police Department to upgrade administrative offices at a cost not to exceed \$6,500.00. This is approximately half of what we had budgeted for this project. Funding would come from the Facilities Capital Improvement Budget 013-2150-743-0236, project code PDF10.



# CITY OF NEENAH POLICE DEPARTMENT

2111 Marathon Avenue  
Neenah, Wisconsin 54956



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## Memo

**To:** Cari Lendrum, Public Services and Safety Committee Chair  
Mayor Jane Lang  
**From:** Captain Tom Van Sambeek  
**Date:** April 2, 2025  
**Re:** Police Department Records Room Updates

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The records area of the police department is in need of updating to make the work area more efficient by providing new cubicles that would offer height adjustable desks offering improved ergonomics. The cubicles will also have doors to provide privacy and the ability to concentrate when working on more sensitive materials. The cubicles along with other equipment would be rearranged for better efficiency. A small meeting area will also be added.

This project would also include some electrical work and moving of a door from one end of the room to the other. This would be to improve efficiency of dealing with packages, mail and visitors by making the door closer to the lobby door. Staff from records or the front desk would be able to then perform these functions.

**Recommendation:**

Authorize the Neenah Police Department to upgrade the records room at a cost not to exceed \$48,000.00. Funding would come from the Facilities Capital Improvement Budget 013-2150-743-0236, project code PDF09.



# CITY OF NEENAH POLICE DEPARTMENT

2111 Marathon Avenue  
Neenah, Wisconsin 54956



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## Memo

**To:** Cari Lendrum, Public Services and Safety Committee Chair  
Mayor Jane Lang  
**From:** Captain Tom Van Sambeek  
**Date:** April 2, 2025  
**Re:** Police Department ISU Furniture Replacement

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The conference table and chairs in the Investigative Services Unit (ISU) are believed to be original. We would like to update the conference table, chairs and add a work surface for printers, equipment and paperwork.

**Recommendation:**

Authorize the Neenah Police Department to replace office furniture in the ISU area at a cost not to exceed \$8,500.00. Funding would come from the Facilities Capital Improvement Budget 013-2150-743-0236, project code PDF11.

## Public Services & Safety Committee

April 8, 2025

### Approved Special Event Permits

Applicant	Name of Event	Class of Event	Location	TDORA	Date(s)	Approved
Future Neenah Inc.	Last Light Neenah Kickoff	Class A exceeds 200 attendees, travel lane closures	Church St between Doty Ave & Wisconsin	Yes	4/26/25	4/4/2025
Future Neenah Inc.	Wine Walk	Class B no travel lane closures	100 & 200 Blocks of Main Street	Temp. Class B	5/10/25	4/4/2025
Future Neenah Inc.	Out to Lunch Series	Class B no travel lane closures	Shattuck Park	No	6/12/2025 to 08/14/2025	4/4/2025
Future Neenah Inc.	Evening Concert Series	Class B no travel lane closures	Shattuck Park	No	6/12/2025 to 08/14/2025	4/4/2025
Flatgrass Soccer Tournament	Soccer Tournament	Class A exceeds 200 attendees, travel lanes adjusted	Memorial Park	No	5/9/2025 to 5/11/2025	4/4/2025
ASFV Walk for You & Me	Walk	Class A exceeds 200 attendees, no travel lanes affected	Riverside Park	No	5/10/25	4/4/2025



Public Works Department  
211 Walnut Street - P.O. Box 426  
Neenah WI 54957-0426

December 12, 2024

«OWNERNMAME\_1»  
«PSTLADDRESS»  
«FULLCSZ»

RE: 2025 Street and Utility Construction on «SITE\_ADDRESS»

The City of Neenah Common Council recently approved the 2025 Capital Improvement Program Budget which includes your street for utility and street construction. This decision included a consideration of the following criteria:

- Street use
- Pavement condition
- Condition of city utilities (sanitary sewer/water main/storm sewer) that lie under the street
- Pedestrian usage
- Issues that may be unique to your street

You are receiving this letter because your property, fronts, is adjacent to, or abuts the construction area. Additional information will be forwarded to you in the upcoming months outlining the project including the actual work to be done on your street, parking restrictions, etc. To keep residents better informed of the project, a resident project page has been created on the City of Neenah's Public Works webpage. Scan the QR Code below to be directed to the page.

If you have any questions or concerns, please contact the Public Works Department at (920) 886-6240, or your alderman.

ALDERMANIC INFORMATION	
Hickory Lane	District 1
Caroline Street	District 3

Sincerely,

Gerry Kaiser, P.E.  
Director of Public Works

Resident Project Page



Enclosure: Aldermanic District Map

**CITY OF NEENAH  
ALDERMANIC CONTACT INFORMATION**

**Aldermanic District 1**

**Mark Ellis**  
mellis@neenahwi.gov  
920-257-7529

**Flo Bruno**  
fbruno@neenahwi.gov  
727-466-8880

**Cari Lendrum**  
[clendrum@neenahwi.gov](mailto:clendrum@neenahwi.gov)  
920-850-2433

**Aldermanic District 2**

**Dan Steiner**  
dsteiner@neenahwi.gov  
920-637-4685

**Brian Borchardt**  
[bborchardt@neenahwi.gov](mailto:bborchardt@neenahwi.gov)  
920-205-3926

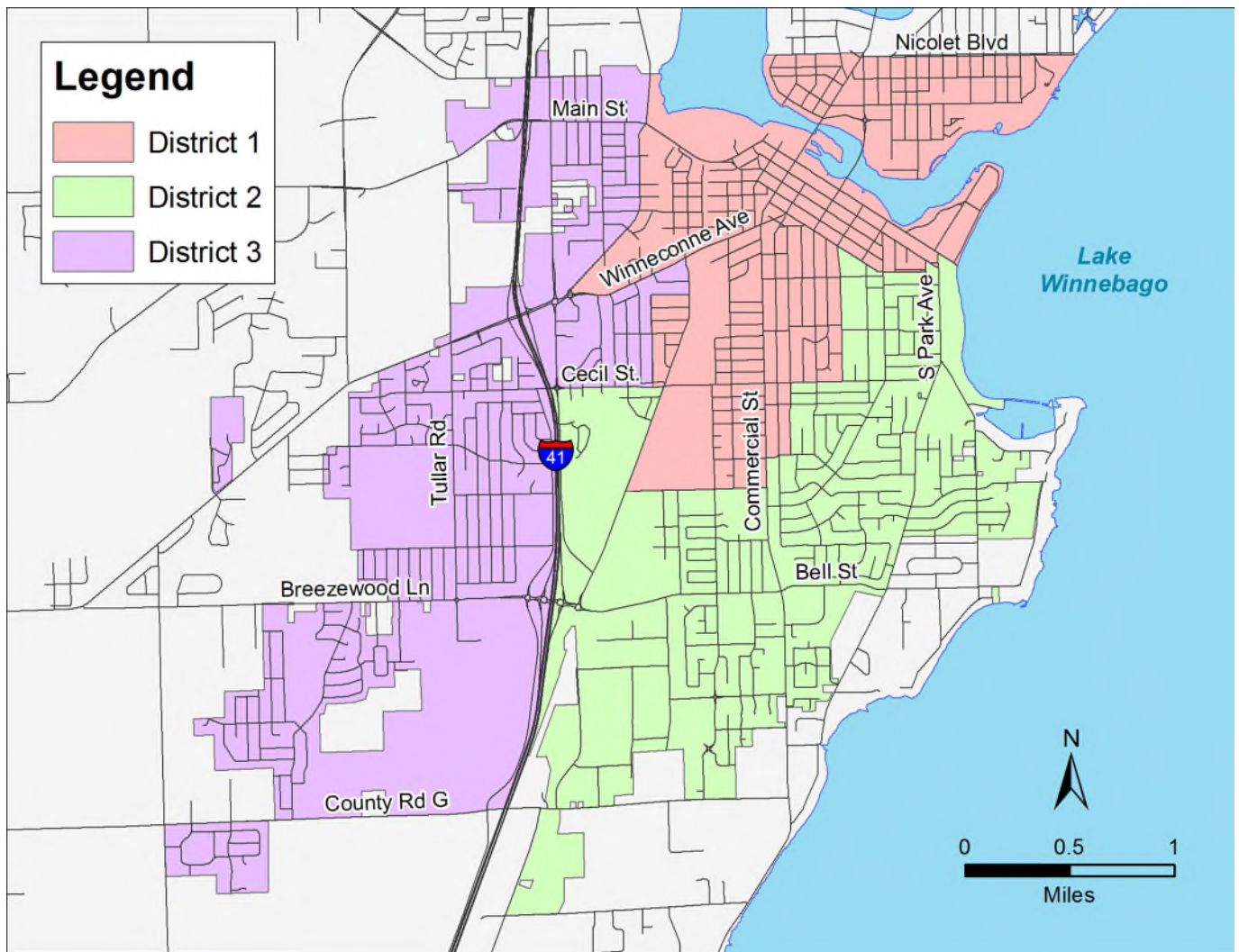
**Tami Erickson**  
[terickson@neenahwi.gov](mailto:terickson@neenahwi.gov)  
920-729-9157

**Aldermanic District 3**

**Scott Weber**  
sweber@neenahwi.gov  
920-216-0218

**Jeff Linksi**  
[jlinksi@neenahwi.gov](mailto:jlinksi@neenahwi.gov)  
920-920-636-0459

**Bill Pollnow**  
bpollnow@neenahwi.gov  
920-637-4980





December 12, 2024

«OWNERNMAME\_1»

«PSTLADDRESS»

«FULLCSZ»

RE: 2025 Street and Utility Construction on «SITE\_ADDRESS»

Your property, fronts, is adjacent, or abuts a street that has been included in the City of Neenah's 2025 Capital Improvement Program Budget which was recently approved by the Common Council. This decision included a consideration of the street use, pavement condition, the condition of city utilities (sanitary sewer/water main/storm sewer) that lie under the street, pedestrian usage and other issues that may be unique to your street.

Information will be forwarded to you in the upcoming months, outlining the project including the actual work to be done on your street, parking restrictions, etc. To keep residents better informed of the project, a Property Information Form has been created. This will allow staff to have alternative ways to communicate with residents with information about the project. To access the form, we ask that residents please go to the link provided below and sign up or go to the Resident Project Information page under the Public Works- Admin/Engineering webpage.

Link: <https://neenahwi.seamlessdocs.com/f/2025ProjectPropertyOwnerInformation>

If you have any questions or concerns, please contact the Public Works Department at (920)886-6240.

Sincerely,

Gerry Kaiser, P.E.  
Director of Public Works

Public Works Department  
211 Walnut Street  
P.O. Box 426  
Neenah WI 54957-0426  
Phone: 920-886-6240 Email: [publicworks@neenahwi.gov](mailto:publicworks@neenahwi.gov)

If you are receiving this letter, you are one of the property owners on the streets that have been approved/included in the City of Neenah's 2025 Capital Improvement Program. The decision to include your street/sidewalk was based upon the following criteria:

- Street Usage
- Pavement Condition
- Condition of utilities under the street including - sanitary sewer, water main & storm sewer
- Other issues that may be unique to your street

Street	Aldermanic District
1. South Commercial (Stanley to Winneconne)	District 1 & 2
2. Forest Manor Court(Marathon - South terminus)	District 2
3. Alexander Drive(Bruce - Commercial)	District 2
4. Lexington Court(Bruce - E terminus)	District 2
5. Bruce Street(Parkwood - Lexington)	District 2
6. Hickory Lane(Cecil - Baldwin)	District 1
7. Caroline Street(Lake - terminus)	District 3
8. Douglas Street(Henry - Commercial)	District 1
9. Elm Street(Division - Wisconsin)	District 1

More information will be sent to you in the upcoming months, outlining the project including the actual work to be done on your street, parking restrictions during construction(if any), etc.

To keep you better informed on the status of each street project, a resident project page has been created on the City of Neenah's website:

<https://www.ci.neenah.wi.us/departments/public-works/engineering-construction-2/project-information-for-residents/>

Public works staff will provide periodic project updates on the project page when available. If you would like more information now and/or have questions, please call the City of Neenah - Public Works Department - 920 886 6240

#### District 1 Alderman

Kathie Boyette  
920 573 3393  
kboyette@neenahwi.gov

Mark Ellis  
920 257 7529  
mellis@neenahwi.gov

Cari Lendrum  
920 850 2433  
clendrum@neenahwi.gov



**District 2 Alderman**

**Brian Borchardt**  
920 205 3926  
bborchardt@neenahwi.gov

**Tamara Erickson**  
920 740 4080  
terickson@neenahwi.gov

**Dan Steiner**  
920 637 4685  
dsteiner@neenahwi.gov

**District 3 Alderman**

**Lee Hilstrom**  
920 722 0774  
lhilstrom@neenahwi.gov

**William Pollnow Jr**  
920 637 4980  
wpollnow@neenahwi.gov

**Scott Weber**  
920 216 0218  
sweber@neenahwi.gov



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

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## M E M O R A N D U M

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**DATE:** April 4, 2025  
**TO:** Mayor Lang and Members of the Public Services and Safety Committee  
**FROM:** Gerry Kaiser, Director of Public Works  
**RE:** Public Works General Activity

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- 1) S. Commercial Street:
  - Road grading crews are scheduled to start on 4/7. They will start on the south end of the project with pavement removal, roadbed excavation, and graveling.
  - Storm sewer main installation will continue. This work in the first phase of the project is scheduled to be complete during the week of 4/14.
  - The contractor is closely coordinating storm sewer installation in front of Galloway to address a water service elevation conflict.
  - Several sanitary sewer lateral conflicts are being addressed during the course of storm sewer installation. The city is paying for the adjustments as they are encountered.
- 2) Contract 7-21 (Harrison Pond): A punchlist has been provided to the contractor. Final topsoiling is about 50% complete.
- 3) Contract 7-23 (High, River Utility and Street Construction): Work is complete. A punchlist was provided to the contractor. Concrete repairs have been made. Restoration at those sites is needed along with a parking lot asphalt repair. Final quantities have been prepared.
- 4) Contract 4-24 (S. Park Avenue Easement – Utilities): Piping work is complete. Manhole sealing and restoration remain to be done.
- 5) Contract 6-24 (Jewelers Park Drive): Work on the original contract is complete. Work on the Arrowhead Park loop road will be done in spring.
- 6) Contract 7-24 (Misc Concrete Pavement/Sidewalk Repair): The majority of the work is complete. The sidewalk on the west side of the north end of Baldwin will be done when arrangements have been finalized with the abutting property owner.
- 7) Contract 11-24 (Douglas Park Pond): Work is ongoing. Pond excavation and storm pipe installation are complete. Final grading and landscaping will happen in spring.
- 8) Contract 13-24 (S. Commercial St Turn Lane at Winneconne Av): The contract was awarded to Vinton Construction. The work has not been scheduled. We are working through the property acquisition.
- 9) Contract 1-25 (Alexander, Lexington, Forest Manor Ct, Bruce, Southfield Plat Utilities and Street): The pre-construction meeting was held on 4/3. The contractor plans to start work on 4/7.

- 10) Contract 2-25 (Elm, Douglas Utilities and Street):
  - a) Elm: Utility main installation on Elm is about 60% complete. Sanitary sewer lateral installation will start the week of 4/7.
  - b) Douglas: Sanitary sewer main is installed. Storm sewer main is installed from Commercial to the Douglas Park entrance. Sanitary sewer lateral installation has started.
- 11) Contract 3-25 (Caroline, Hickory Utility and Street Construction): The contract was awarded to David Tenor Corp. A schedule has not been set.
- 12) Contract 8-25 (Tullar Garage Roof Repair): The contract was awarded to JT Rams, LLC. A schedule has not been set.
- 13) PASER Ratings: Staff is beginning the biannual review of street ratings. Once they have been compiled, they will be provided to WisDOT and become part of our CIP development.
- 14) Church Street Ramp: A large window was damaged in the parking ramp, apparently by someone with a pellet gun. Building Manager Benson has made arrangements for its replacement.

A request for proposal for the ramp inspection was distributed on 4/4. Proposals are due in late April.
- 15) Nicolet/Commercial Roundabout: A request for proposal was distributed on 3/31. Proposals are due at the end of April.
- 16) City Hall HVAC: Work on the second floor HVAC upgrade is scheduled to start the week of 4/7.