

**CITY OF NEENAH
FINANCE AND PERSONNEL COMMITTEE MEETING
Monday, April 28, 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 March 10, 2025 Regular Meeting and April 15, 2025 Special Meeting (minutes can be found on the City's website)
3. Approval of Library Budget Amendment for 2025 CIP Budget (Attachments)
4. Approval of Parks & Recreation Budget Amendment for 2025 CIP Budget (Kading)
5. Approval of Position Reclassification – Parks & Recreation Office Manager (Kading)
6. Approval of Capital Carry Forwards from 2024 to 2025 (Attachments) (Rasmussen)
7. Approval of Recommendation for Replacement of TARF (Attachments) (Kaiser)
8. Approval of Updated Grant Policy (Attachments) (Rasmussen)
9. Q1 Financial Report (Attachments) (Rasmussen)
10. Discussion of Timeline for Borrowing, CIP and Budget (Attachments) (Rasmussen)
11. Fiscal Matters: February 2025 Vouchers (Attachments) (Rasmussen)
12. City Attorney Report (Rashid) (no report)
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 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.

CITY OF NEENAH
FINANCE AND PERSONNEL COMMITTEE MEETING
Monday, March 10, 2025 – 5:30 p.m.
Hauser Room, Neenah City Administration Building
211 Walnut Street, Neenah, Wisconsin

MINUTES

The meeting was called to order by Chairman Erickson at 5:30 pm.

Present: Chairman Erickson, Vice-Chair Boyette, Aldermen Steiner and Ellis, Council President Borchardt, Director of Finance Rasmussen, and City Clerk Nagel.

Also present: Mayor Lang, City Attorney Rashid, Director Schroeder, Aldermen Lendrum and Pollnow, and Citizen Frank Cuthbert.

Absent/Excused: None.

1. Public Appearances: None.
2. Minutes: **Motion/Second/Carried Borchardt/Boyette to approve the minutes from the January 27, 2025 Regular Meeting as written.** All voting aye.

Report

3. Primary Datacenter New Air Conditioner (Attachments) (Schroeder)
Motion/Second/Carried Stienen/Ellis approval to purchase equipment and services to install a new air conditioning unit in the Primary Datacenter at a cost not to exceed \$40,000, with funding coming from the Information Systems capital equipment budget. All voting aye.

Director Schroeder advised this is the same service provider of other units throughout the city which all link together. This purchase is for a second air conditioning unit of the same exact make and model as the original unit. This unit will provide for redundancy in case one of the units should fail. This will minimize any downtime caused by AC failure, and will prevent potential damage to equipment due to excessive heat.

Report

4. 2024 Operating Budget Carry Forwards to 2025 (Attachments) (Rasmussen)
Motion/Second/Carried Ellis/Borchardt by to recommend Council approve the 2024 General Fund Operating Carry Forwards to 2025 as submitted. All voting aye.

Director Rasmussen reviewed and answered any committee questions on the carry forwards.

Report

5. Proposed Amendment to Chapter 13-2 of the Special Assessments Ordinance (Attachments) (Rasmussen)
Motion/Second/Carried by Borchardt/Steinert to recommend Council approve Ordinance 2025-02 amendments to Chapter 13-2 of the Special Assessments Ordinance. All voting aye.

This proposed amendment will allow the Finance Director to automatically set the annual interest rate for special assessments based on the City's most recent borrowing rate, plus a 2% administrative fee. The rate would reflect the City's borrowing cost as of the most recent borrowing prior to January 1 of each year. This adjustment is designed to better align the interest rate with prevailing market conditions, recognizing that interest rates may fluctuate and are not known a year in advance.

Report

6. Transferring General Fund Surplus to Eliminate Various Deficits (Attachments) (Rasmussen)
Motion/Second/Carried Ellis/Borchardt to recommend Council approve the use of Fiscal Year 2024 General Fund balance (surplus) in the amount of \$191,967.04 to be applied to the following deficits: Municipal Court for \$21,705.91 and the remainder of the Parking Utility for \$170,261.13. 1.284 surplus. All voting aye.

This surplus presents an opportunity to help address some past deficits that have accumulated with Municipal Court and Parking Utility Fund.. Moving forward, staff will continue to implement processes aimed to better monitor and rectify the causes of these deficits.

7. Request for Approval of Updated Travel Policy (Attachments) (Rasmussen)

Motion/Second/Carried Steiner/Borchardt Motion to recommend Council approve the updated travel policy. All voting aye.

Director Rasmussen advised the current policy has not been revised since 2016. After thorough review, it was determined a complete rewrite the policy to reflect current standards and practices was necessary. These updates will improve the efficiency and clarity of the policy.

8. Fiscal Matters: January 2025 Vouchers (Attachments) (Rasmussen)

Motion/Second/Carried Ellis/Boyette to accept and place on file the January 2025 Vouchers. All voting aye.

9. City Attorney Report (Rashid)

- a. The Committee may convene in closed session pursuant to Wis. Stat. Sec. 19.85(1)(g) to confer with City Attorney who will render advice concerning strategies with respect to pending or impending litigation involving the City, specifically regarding: trial with Walmart over multiple years' tax appeals suits; Moderson and WRA appeals.

Motion/Second/Carried Borchardt/Ellis for the Committee may convene in closed session pursuant to Wis. Stat. Sec. 19.85(1)(g) to confer with City Attorney who will render advice concerning strategies with respect to pending or impending litigation involving the City, specifically regarding: trial with Walmart over multiple years' tax appeals suits; Moderson and WRA appeals. Motion carried in voice vote 5-0.

At 6:01 PM, the Committee convened into closed session.

At 6:09 PM, Motion/Second/Carried Borchardt/Ellis to adjourn the meeting. The Committee adjourned the meeting in Closed session.

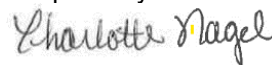
- b. The Committee may reconvene into open session to consider action on the City Attorney's report of pending or threatened litigation.

The Committee did not reconvene into open session.

10. Adjournment

Motion/Second/Carried Borchardt/Ellis to adjourn the meeting 6:09 PM. All voting aye.

Respectfully submitted,



Charlotte Nagel
City Clerk

CITY OF NEENAH
Finance and Personnel Committee Organizational Meeting
Tuesday, April 15, 2025 – 7:12 PM
Council Chambers - City Administration Building

Present: Alderpersons Borchardt, Erickson, Steiner, Bruno, and Ellis

Also Present: City Clerk Nagel

Alderman Erickson opened the meeting.

Motion/Second/Carried Erickson/Bruno nominating Alderperson Steiner as Chair of the Finance and Personnel Committee. All voting aye.

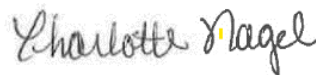
Ald. Steiner assumed the Chair.

Motion/Second/Carried Ellis/Bruno nominating Alderperson Erickson as Vice-Chair of the Finance and Personnel Committee. All voting aye.

Committee agreed to hold the Finance and Personnel Committee meetings at 5:30 p.m. on the Monday of the week preceding the regularly scheduled Council meeting. All voting aye.

Motion/Second/Carried Erickson/Ellis to adjourn at 7:13 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Charlotte Nagel". The signature is written in dark ink and is positioned above the printed name and title.

Charlotte Nagel
City Clerk



Library Department
240 E. Wisconsin Ave • Neenah WI 54957
Phone 920-886-6300
E-mail: hardina-wilhelm@neenahlibrary.org
Nicole Hardina-Wilhelm
Library Director

M E M O R A N D U M

TO: Mayor Lang, Chairman Steiner, and Members of the Finance & Personnel Committee

FROM: Nicole Hardina-Wilhelm, Library Director

DATE: April 18, 2025

RE: Adjustment to the Library's 2025 CIP budget

The Library budgeted for the 2025 CIP budget funds to reupholster seven youth chairs. We have opted not to reupholster the youth furniture, instead utilizing existing library furniture. With the spring snow melt, it has become evident that we must fix the seawall erosion. The Library Board has approved reallocating the \$7,000 in CIP funds for the youth furniture to repair the seawall. I ask the City's Finance and Personnel committee to use the funds set aside for youth furniture to repair the seawall.



Department of Parks & Recreation

TO: Chair Steiner and Members of the Finance & Personnel Committee

FROM: Michael T. Kading, Director of Parks & Recreation *mkc*

DATE: April 28, 2025

RE: 2025 CIP Budget Reallocation

During the 2025 CIP Budget Process, the Parks & Recreation Department initially requested \$140,000 for play equipment at The Green and \$155,000 for play equipment at Doty Park. However, the department is now seeking to transfer \$60,000 from the Doty Park play equipment fund to The Green play equipment fund.

Recently, the department issued Requests for Proposals (RFPs) for The Green play equipment and installation. Despite receiving proposals from two companies, the play value was deemed insufficient. Discussions with vendors who did not submit proposals revealed concerns about the \$140,000 budget, stating it was inadequate to deliver satisfactory play value.

Additionally, the Doty Park play equipment project will be postponed by at least a year to explore the possibility of theming the play area to reflect the history of Doty Island and Doty Park. Fundraising efforts are anticipated to support a portion of this initiative.

Budget Overview:

- **The Green:**
 - Initial Allocation: \$140,000
 - Proposed Transfer: \$60,000
 - Total: \$200,000
- **Doty Park:**
 - Initial Allocation: \$155,000
 - Proposed Reduction: \$60,000
 - Total: \$95,000

These adjustments are necessary to address rising costs of materials, including plastic, steel, and rubber.

The Parks & Recreation Commission has reviewed and recommends transferring \$60,000 from the Doty Park play equipment CIP funding to The Green play equipment fund.

Suggested Action: Recommend the transfer of \$60,000 from Doty Park play equipment CIP funding to The Green play equipment fund.

Creating Community Through People, Parks & Programs



Department of Parks & Recreation

TO: Chair Steiner and Members of the Finance & Personnel Committee
FROM: Michael T. Kading, Director of Parks & Recreation *mtk*
DATE: April 28, 2025
RE: Position Reclassification – Parks & Recreation Office Manager

The Administrative Assistant within the Parks & Recreation Department has resigned. Staff took this opportunity to review the Office Manager and Administrative Assistant job descriptions/duties with a focus on streamlining our office procedures and responsibilities while highlighting the need to increase marketing efforts and create a coordinated sponsorship program.

Upon review, we found that it would be best to have the Office Manager supervise the Administrative Assistant and have this position directly responsible for marketing and sponsorship efforts. This recommendation was submitted to Human Resources, leading to the reclassification of the Office Manager position from Grade 7 to Grade 8. As a result, the position will receive a 5% salary increase, amounting to \$2,891.12 after fringes.

The cost of this salary adjustment will be covered by savings from the budgeted 2025 Recreation Supervisor position, as the actual salary for the newly hired Recreation Supervisor is \$6,800 lower than originally projected.

If you have any further questions, please contact me.

Creating Community Through People, Parks & Programs



MEMORANDUM

Date: April 28, 2025

To: Chairperson Stiener and Members of the Finance & Personnel Committee

From: Amy Fairchild, Director of Human Resources & Safety

Re: Position Reclassification – Parks and Recreations Office Manager

Upon a vacancy created within the Parks and Recreation Department, Director Kading updated the job description of the Office Manager to include duties associated with the direct oversight of the Part-Time Administrative Assistant and more emphasis on Marketing and Sponsorship responsibilities.

Upon further review, the structure proposed aligns with other Departments within the City as it relates to the organizational structure. In such instances, the position is retitled to Specialist rather than Manager.

These responsibilities increase the complexity and reliability of the position to such a degree it warrants the reclassification of the position from a Grade 7 to a Grade 8.

Based on policy, position reclassifications result in a 5% pay increase per grade. This would move the individual in the position from a Grade 7-6 to a Grade 8-4 of the current pay scale resulting in an overall increase of \$2,891.12 after fringes are applied.

Human Resources would support the proposed reclassification as proposed.

Current job
description
Pg 1/3

**The City of Neenah
Position Description**

Position Title: Office Manager

Department: Parks and Recreation

FLSA: Non-exempt

Date: November 2022

Reports To: Parks and Recreation Director

Purpose of Position

The purpose of this position is to perform administrative functions for the City Parks and Recreation Department. The work is performed under the direction of the Director of Parks and Recreation.

Essential Duties and Responsibilities

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

Provide customer service to both internal and external customers. Answer, screen, and route telephone calls, emails and social media to appropriate staff. Resolve issues or refer customers to appropriate staff.

Assist customers with program registrations, facility reservations, and other department activities.

Serve as administrator of registration software program. Monitor updates and provide training to staff including, but not limited to, interns, recreation assistants, pool managers and newly hired staff.

Develop and prepare marketing materials for programs and events including Rec Guide layout/design. Distribute information to schools, media outlets and the public. Update and proof articles for City Newsletter.

Schedule and coordinate internal facility reservations.

Collect, deposit, and maintain accurate records of department receipts and revenues. Prepare bills. Authorize and issue refunds.

Issue work permits.

Maintain current information on parks and park facilities, recreation programs and activities, special events, forestry and cemetery operations.

Oversee and maintain department webpage, Facebook and social media.

Oversee and maintain department Memorial Giving program.

Process department payroll for seasonal employees.

Prepare and distribute meeting agendas and minutes. Coordinate and schedule meeting facilities.

Solicit proposals from vendors for various services and products. Recommend service agreements.

Assign and process utility bills and service invoices.

Assist with sponsor agreements for recreation programs and Community Band. Assist in recruiting and maintaining sponsors.

Manage contracts and agreements with vendors, non-profit groups and entertainers for CommunityFest and other special events.

Provide administrative assistance to Director of Parks and Recreation, Superintendent of Recreation, Superintendent of Parks/City Forester, Recreation Supervisor and Program Directors.

Research and gather information for reports and projects. Prepare a variety of printed materials, correspondences, reports and notices.

Prepare general conditions, specifications, proposal sheets, advertisements and other legal documentation for bid documents and contracts.

Assist with grant application and reimbursement requests.

Assist with preparation of annual Operating Budget and five-year Capital Improvement Plan.

Develop and recommend office policies and procedures.

Monitor park surveillance system for follow up on police reports.

Prioritize daily tasks and special projects to ensure deadlines are met. Delegate work to Administrative Assistant as needed.

Maintain and reconcile department petty cash account.

Maintain, order and restock office supplies, materials and forms. Approve and assign purchases.

Maintain office in an organized professional manner including filing, copier, laminator, and phone messaging system.

Participate in weekly staff meetings, and other meetings as necessary.

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma or equivalent. Vocational/technical training in Administrative Assistant program, three years responsible secretarial/administrative support experience, or any combination of education and experience that provides equivalent knowledge, skills and abilities. Must be proficient in MS Word and Excel. Preferred: Adobe Indesign or Publisher. Rec Trac knowledge

Physical and Mental Abilities Required to Perform Essential Job Functions

Language Ability and Interpersonal Communication

Ability to analyze and categorize data and information in order to determine the relationship of the data with reference to established criteria/standards.

Ability to compare, count, differentiate, measure, assemble, copy and record and transcribe data and information.

Ability to classify, compute and tabulate data.

Ability to assemble, copy, record and transcribe data and information.

Ability to advise and provide interpretation to others on how to apply policies, procedures and standards to specific situations.

Ability to utilize a wide variety of descriptive data and information such as invoices, deposits, time sheets, registration forms/reports, payroll reports, schedules, calendars, computer software operating manuals,

budget manual, street guides, policies, brochures, flyers, regulations, bid tabulations, contracts, meeting minutes and a wide variety of correspondence.

Ability to communicate orally, in writing, electronically, and by use of technology with patrons, vendor representatives, students, department personnel, city employees, city officials, news media, sponsors, representatives from other government agencies and the general public.

Mathematical Ability

Ability to add and subtract, multiply and divide, and calculate percentages, fractions, decimals and ratios.

Ability to interpret basic descriptive statistical reports.

Judgment and Situational Reasoning Ability

Ability to use functional reasoning and apply rational judgment in performing diversified work activities.

Ability to exercise the judgment, decisiveness and creativity required in situations involving the evaluation of information, including confidential or sensitive information, against measurable criteria.

Physical Requirements

Ability to operate a variety of office equipment such as computer, telephone, fax machine, calculator/adding machine, computer printer, binding machine, laminator and photocopier.
Ability to coordinate eyes, hands, feet and limbs in performing movements requiring skill and training, such as data entry.

Ability to exert light physical effort in sedentary to light work, but which may involve some lifting, carrying, pushing and pulling.

Ability to recognize and identify individual characteristics of shapes and sounds associated with job-related objects, materials and tasks.

Environmental Adaptability

Ability to work under generally safe and comfortable conditions where exposure to environmental factors such as repetitive computer keyboard use and irate individuals, may cause discomfort and poses a limited risk of injury.

The City of Neenah is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Employee's Signature

Date

Supervisor's Signature

Date



City of Neenah Position Description

Updated job
description
Pg 1/3

Position:	Parks and Recreations Specialist	Department:	Parks and Recreation
FLSA Status/Annual Hrs:	Non-Exempt/1950 Hours Annually	Grade:	8
Reporting Supervisor:	Director of Parks and Recreation	Date:	April 2025

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JOB SUMMARY:

The Parks and Recreations Specialist plays a key administrative role in the daily operation of the Parks & Recreation Department. Position is responsible for overseeing office systems, supervising administrative assistant, marketing/promoting department activities, efficient communication and coordination with the public and other departments.

ESSENTIAL JOB DUTIES

- Provide customer service to both internal and external customers. Answer, screen, and route telephone calls, emails and social media to appropriate staff. Resolve issues or refer customers to appropriate staff.
- Assist customers with program registrations, facility reservations, and other department activities.
- Serve as point of contact and administrator of registration software program including class set ups, ticket management running report such as weekly program registrations. Monitor updates and provide training of software to staff including, but not limited to, interns, recreation assistants, pool managers and newly hired staff.
- Provide administrative assistance to Director of Parks & Recreation, Superintendent of Recreation, Superintendent of Parks, Recreation Supervisor and Program Directors.
- Collect, deposit and maintain accurate records of department receipts and revenues. Prepare bills. Authorize and issue refunds. Maintain and reconcile department petty cash account.
- Develop, design and prepare marketing materials for programs and events including Rec Guide and City Newsletter Facebook and social media. Distribute information to media outlets and public.
- Oversee the recruitment and maintenance of the department's Corporate, Private and Individual Sponsorship/Fundraising programming.
- Compile and distribute meeting agendas and minutes. Coordinate and schedule meeting facilities.
- Research and gather information for reports and projects. Prepare a variety of printed materials, correspondences, reports and notices, including but not limited to Annual Report
- Assist with research and grant writing applications and reimbursement.
- Supervise Part-Time Administrative Assistant
- Develop and recommend office policies and procedures.
- Maintain office in an organized professional manner, including filing, copier, laminator and phone messaging system.
- Participate in weekly staff meetings and take/distribute notes and participate in assigned committees and other meetings as necessary.
- Adheres to policies and procedures as outlined in the employee handbook.
- Adheres to schedule in a timely and punctual manner.

EDUCATION AND EXPERIENCE:

The following is required for the position:

- Education and experience equal to:
 - High school diploma or equivalent degree – and
 - Vocational/technical training in Administrative Assistant program or

- 3-5 years of administrative support experience – or
- A combination of education and experience equal substituting 2 years' experience for education.
- Associates' Degree Preferred

The following are not required but are preferred for the position:

- Previous experience working in a parks and recreation department, municipality or other public entity.
- Previous experience with Rectrac or similar registration software
- Previous experience working with Canva or other marketing materials

SUCCESSION PLANNING:

The following position(s) are opportunities for growth within the City of Neenah. Candidates who meet the below educational/experience requirements may receive advancement within the pay grade upon hire/placement/acquisition.

Recreation Supervisor

- CVMIC Emerging Leadership Certification (Preferred)
- One of the following:
 - Bachelor's Degree in Parks and Recreation Administration or Equivalent – and-
 - 1-2 years of recreation agency experience-or-
 - A combination of education and experience substituting 2 years' experience for education.
- CPR and First Aide Certification

KNOWLEDGE/SKILLS/ABILITIES:

- Knowledge of modern office equipment, practices, and procedures
- Knowledge of City and Department policies and procedures
- Knowledge of basic accounting and mathematics
- Knowledge of local, state, and federal employment practices
- Skill in Microsoft Suite products
- Skill in use of Social Media
- Skill in compiling data and preparing reports
- Skill in planning and organizing work independently
- Skill in establishing and maintaining files and records
- Skill in interpersonal relations
- Skill in oral and written communication
- Ability to lead, delegate, council and direct staff
- Ability to work autonomously and as part of a team
- Ability to work with Rectrac and other specialty programs

SUPERVISORY CONTROLS:

- The Parks Director gives objectives and general direction and provides feedback as appropriate or as unique situations arise.

GUIDELINES:

- Guidelines include local, state, and federal laws in addition to city and departmental policies and procedures. These guidelines are open for interpretation and require the ability to interpret and apply such guidelines in various situations.

COMPLEXITY:

- The work consists of related administrative and recreational duties. The need to multi-task and switch focus on a regular basis contribute to the complexity of the work.

PERSONAL CONTACTS:

- Contacts are typically with citizens, general public, co-workers, other City personnel, and vendors.

PURPOSE OF CONTACTS:

- Contacts are typically to direct personnel, give or exchange information, to resolve problems, and to provide services.

PHYSICAL REQUIREMENTS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Ability to alternate between sitting and standing as needed
- Ability to have close visual acuity to perform activity such as: preparing and analyzing data and figures; transcribing, viewing a computer terminal; extensive reading
- Ability to operate standard office equipment and keyboards
- Ability to lift and carry up to 20 pounds regularly and up to 50 pounds on occasion with assistance

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- The work is typically performed in an office
- Off site visits at remote facilities exists up to 10% of the time
- Minimal exposure to loud noises or equipment
- Moderate travel between office locations exists

SUPERVISORY AND MANAGEMENT RESPONSIBILITY:

- Part-time Administrative Assistant

To perform this job successfully, an individual must be able to perform each essential job function satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions herein described. Since every duty connected with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in the job description sheet. AT ANY TIME, AN EMPLOYEE MAY BE ASKED TO ASSIST ANOTHER DEPARTMENT WHERE NEEDED AND IN PERIODS OF DOWN TIME.

Current Grade

Grade 7

Step	Rate	1040 Hours	1950 Hours	2080 Hours
1	\$ 23.08	\$ 24,003.20	\$ 45,006.00	\$ 48,006.40
2	\$ 23.42	\$ 24,356.80	\$ 45,669.00	\$ 48,713.60
3	\$ 23.78	\$ 24,731.20	\$ 46,371.00	\$ 49,462.40
4	\$ 24.13	\$ 25,095.20	\$ 47,053.50	\$ 50,190.40
5	\$ 24.49	\$ 25,469.60	\$ 47,755.50	\$ 50,939.20
6	\$ 24.86	\$ 25,854.40	\$ 48,477.00	\$ 51,708.80
7	\$ 25.23	\$ 26,239.20	\$ 49,198.50	\$ 52,478.40
8	\$ 25.61	\$ 26,634.40	\$ 49,939.50	\$ 53,268.80
9	\$ 26.00	\$ 27,040.00	\$ 50,700.00	\$ 54,080.00
10	\$ 26.39	\$ 27,445.60	\$ 51,460.50	\$ 54,891.20
11	\$ 26.78	\$ 27,851.20	\$ 52,221.00	\$ 55,702.40
12	\$ 27.18	\$ 28,267.20	\$ 53,001.00	\$ 56,534.40
13	\$ 27.59	\$ 28,693.60	\$ 53,800.50	\$ 57,387.20
14	\$ 28.01	\$ 29,130.40	\$ 54,619.50	\$ 58,260.80
15	\$ 28.43	\$ 29,567.20	\$ 55,438.50	\$ 59,134.40
16	\$ 28.85	\$ 30,004.00	\$ 56,257.50	\$ 60,008.00
17	\$ 29.29	\$ 30,461.60	\$ 57,115.50	\$ 60,923.20
18	\$ 29.72	\$ 30,908.80	\$ 57,954.00	\$ 61,817.60
19	\$ 30.17	\$ 31,376.80	\$ 58,831.50	\$ 62,753.60
20	\$ 30.62	\$ 31,844.80	\$ 59,709.00	\$ 63,689.60
21	\$ 31.08	\$ 32,323.20	\$ 60,606.00	\$ 64,646.40
22	\$ 31.55	\$ 32,812.00	\$ 61,522.50	\$ 65,624.00
23	\$ 32.02	\$ 33,300.80	\$ 62,439.00	\$ 66,601.60
24	\$ 32.50	\$ 33,800.00	\$ 63,375.00	\$ 67,600.00
25	\$ 32.99	\$ 34,309.60	\$ 64,330.50	\$ 68,619.20

*

Updated Grade

Grade 8

Step	Rate	1040 Hours	1950 Hours	2080 Hours
1	\$ 25.19	\$ 26,197.60	\$ 49,120.50	\$ 52,395.20
2	\$ 25.57	\$ 26,592.80	\$ 49,861.50	\$ 53,185.60
3	\$ 25.95	\$ 26,988.00	\$ 50,602.50	\$ 53,976.00
4	\$ 26.34	\$ 27,393.60	\$ 51,363.00	\$ 54,787.20
5	\$ 26.74	\$ 27,809.60	\$ 52,143.00	\$ 55,619.20
6	\$ 27.14	\$ 28,225.60	\$ 52,923.00	\$ 56,451.20
7	\$ 27.55	\$ 28,652.00	\$ 53,722.50	\$ 57,304.00
8	\$ 27.96	\$ 29,078.40	\$ 54,522.00	\$ 58,156.80
9	\$ 28.38	\$ 29,515.20	\$ 55,341.00	\$ 59,030.40
10	\$ 28.80	\$ 29,952.00	\$ 56,160.00	\$ 59,904.00
11	\$ 29.24	\$ 30,409.60	\$ 57,018.00	\$ 60,819.20
12	\$ 29.68	\$ 30,867.20	\$ 57,876.00	\$ 61,734.40
13	\$ 30.12	\$ 31,324.80	\$ 58,734.00	\$ 62,649.60
14	\$ 30.57	\$ 31,792.80	\$ 59,611.50	\$ 63,585.60
15	\$ 31.03	\$ 32,271.20	\$ 60,508.50	\$ 64,542.40
16	\$ 31.50	\$ 32,760.00	\$ 61,425.00	\$ 65,520.00
17	\$ 31.97	\$ 33,248.80	\$ 62,341.50	\$ 66,497.60
18	\$ 32.45	\$ 33,748.00	\$ 63,277.50	\$ 67,496.00
19	\$ 32.93	\$ 34,247.20	\$ 64,213.50	\$ 68,494.40
20	\$ 33.43	\$ 34,767.20	\$ 65,188.50	\$ 69,534.40
21	\$ 33.93	\$ 35,287.20	\$ 66,163.50	\$ 70,574.40
22	\$ 34.44	\$ 35,817.60	\$ 67,158.00	\$ 71,635.20
23	\$ 34.96	\$ 36,358.40	\$ 68,172.00	\$ 72,716.80
24	\$ 35.48	\$ 36,899.20	\$ 69,186.00	\$ 73,798.40
25	\$ 36.01	\$ 37,450.40	\$ 70,219.50	\$ 74,900.80

*



Finance Department
211 Walnut St. • Neenah WI 54957-0426
Phone 920-886-6140 • Fax: 920-886-6150
e-mail: vrasmussen@neenahwi.gov
Vicky K. Rasmussen, CPA
Director of Finance

M E M O R A N D U M

TO: Chairman Steiner and Members of the Finance and Personnel Committee

FROM: Vicky Rasmussen, Director of Finance

DATE: April 28, 2025

RE: Request for Approval – 2024 to 2025 Capital Project Carry Forwards

I am requesting approval for the attached list of capital project carry forwards from 2024 to 2025. These projects are either currently in progress or are anticipated to begin in the near future. Several of these have already been approved through Council-authorized changes, while others are encumbered through existing contracts or purchase orders.

Of note, Information Systems has several ongoing projects with continuous funding needs, which are carried forward annually due to their nature.

The total amount of carry forwards this year is \$4,140,723, compared to \$9,072,795 last year. This reduction is primarily due to a shift in our borrowing strategy — we are now aligning borrowing more closely with project timelines and the bidding process.

Motion: Recommend Council approve the Capital Project Carry Forwards from 2024 to 2025.

City of Neenah
As of 12-31-24
2024 and Prior CIP Project Funds to be Carried Forward to 2025

PROJECT DESCRIPTION/ REASON FOR RECOMMENDATION	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
Information Systems			
ERP Suite (Equipment) 2024	\$ 55,324	55,324	
Multi-Year Software/Maintenance Contracts (Equipment) 2024	96,013	96,013	
Cybersecurity Analysis (Equipment) 2023, 2024	84,208	84,208	
Smart Cities Initiatives (Equipment) 2023	104,179	104,179	
Wireless Network Upgrade (Equipment) 2023	12,691	12,691	
Redundant Data Storage (Equipment) 2023	71,958	71,958	
Fiber Builds (Equipment) 2023	35,540	35,540	
Police			
Storage Building - Previously Vehicle Barriers (Equipment) 2024 Council Approved Project 3/19/25	60,042	60,042	
Storage Building - Previously Building Addition (Facilities) 2023 Council Approved Project 3/19/25	154,120	154,120	
Fire			
Remodel Station 31 Design and Engineering (Facilities) 2024 Council Approved Project 9/18/24	301,990	301,990	
Parks/Cemetery			
Cook Park (Facilities) 2023	180,000	180,000	
Arrowhead Park			
Arrowhead Park Design, Engineering and Construction 2021, 2022	972,345	972,345	
Non-TID Redevelopment			
Redevelopment Planning & Projects 2021 - 2024	210,717	210,717	
TID			
Utility, Pedestrian Trail & Street Improvements (TID 11) 2023	115,000	115,000	
North Pond Design (TID 12) 2023	50,000	50,000	
North Pond Modifications (TID 12) 2023	200,000	200,000	
Public Works - Equipment			
Plow Truck w/o Salter 2023	111,117	111,117	
Public Works - Public Infrastructure			
Commercial St / Winneconne Ave Acquisition 2023 (\$15,000) & 2024 (\$115,000)	130,000	130,000	
Commercial St / Winneconne Ave Construction 2024	45,827	45,827	
Commercial St / Winneconne Ave Construction 2024 Purchase Order/Contract Committed	148,308	148,308	
River St / High St 2023 Purchase Order/Contract Committed	61,532	61,532	
Undesignated Street Repair 2024	67,500	67,500	
Wisconsin Ave / Church St - Traffic Control 2024	90,000	90,000	
Traffic Signal Interconnect 2023	3,508	3,508	
Miscellaneous Sidewalk Repairs 2023	24,000	24,000	
Public Works - Sanitary Sewer			
South Park Ave Easement 2024	66,929	66,929	
South Park Ave Easement 2024 Purchase Order/Contract Committed	79,561	79,561	
River St / High St 2023 Purchase Order/Contract Committed	9,070	9,070	
Bell St. (Sanitary Sewer) 2019	75,000	75,000	
Public Works - Storm Water			
Harrison St Pond 2023	180,700	180,700	
Harrison St Pond 2023 Purchase Order/Contract Committed	94,852	94,852	
Detention Ponds 2024 Purchase Order/Contract Committed	248,292	248,292	
Total Prior Years Non-Lapsing Project Funds	4,140,323	4,140,323	-

Summary

Function	Amount
Public Infrastructure	570,675
Equipment	631,072
Facilities	636,110
Arrowhead Park	972,345
Redevelopment	210,717
TIF #11	115,000
TIF #12	250,000
Sanitary Sewer	230,560
Storm Water	523,844
Total	4,140,323



M E M O R A N D U M

DATE: April 15, 2025
TO: Mayor Lang and Members of the Neenah Common Council
FROM: Gerry Kaiser, Director of Public Works
Vicky Rasmussen, Director of Finance
David Rashid, City Attorney
RE: TARF Alternatives Review

Summary:

After reviewing alternatives to the collection of transportation assessment replacement fees (TARF) for transportation-related capital projects, staff recommends that Council adopt a motor vehicle registration fee, more commonly known as a wheel tax, to replace the TARF.

Background:

The City adopted the TARF fee in 2018 to replace the revenue collected from special assessments for transportation-related capital projects involving street reconstruction, street resurfacing, and sidewalk construction. The TARF was implemented in 2019. In late 2024, the City was notified of potential legal action from WMC Litigation Services who claimed that the TARF was a tax that was not specifically authorized under state law. After consulting with outside legal experts, it was determined that the City would not fare well if a formal legal challenge were filed based on the rationale behind recent prior court decisions made on transportation utilities in the Town of Buchanan and the Village of Pewaukee. In the City's budget approved for 2025, the TARF revenue was replaced with debt levy. Council action in late 2024 placed a moratorium on use of the TARF.

Alternative Review:

Since the last Council action, staff has evaluated alternatives to the TARF. There are essentially three alternatives: special assessments, debt levy, and wheel tax. These alternatives were reviewed individually and considered in combination. Ultimately, staff determined that the use of these in combination did not provide an improvement over their use as individual methods and left open the potential for legal challenge.

Below is a discussion of the alternatives. The alternatives assume a revenue generation target of \$825,000, which was the target used in the last TARF review.

1. Special assessments. The estimated residential rate is \$43/assessable front foot for resurfacing and \$74/assessable front foot for reconstruction. Assuming a 30-year

improvement life for a resurfacing and a typical 70-foot single-family residential lot, this results in an initial cost of \$3,010 or an annual cost of about \$100 for this method.

Advantages:

- A. it is a statutorily authorized method.
- B. it is an accepted method.
- C. it directly targets the properties benefiting from the work.

Disadvantages:

- A. the financial burden to households can be significant, especially on those streets where utility service line replacement work was also done.
- B. the special assessment process is staff intensive.
- C. repayment period is 5 years. An expansion of this to 8 years or the statutory maximum of 10 years would lessen the impact on property owners, but result in a longer “payback” period to the City treasury.

2. Debt Levy.

The use of debt levy to offset lost TARF revenue increased the City portion of the property tax bill by approximately \$0.29/\$1000 of assessed value. Assuming a median single-family property value of \$280,000, this resulted in an annual impact of \$81.20.

Advantages: Simple to implement.

Disadvantages:

- A. tax-exempt parcels do not pay toward transportation. This includes school properties, which means that only city residents pay toward projects around NJSD properties.
- B. it places the greater cost burden on residential and commercial property taxpayers since their valuations are done differently than manufacturing/industrial valuations.

3. Wheel Tax.

The wheel tax applies to vehicles under 8,000 pounds that are registered to properties within the city limits. As of 1/7/2025, Dept. of Revenue tables note that 27,075 vehicles satisfy these criteria. This results in a wheel tax of slightly over \$30 per vehicle. It is estimated that a typical single-family household has three vehicles, so they would see a total wheel tax of \$90 per year.

Advantages:

- A. it is a statutorily authorized method.
- B. it has been adopted by several area communities so, in that respect, it is a known quantity. (A list of municipalities and counties with a wheel tax is attached.)
- C. it is managed by the State, so once it is implemented there is minimal administrative work on the part of the City.

Disadvantages:

- A. it places the cost burden for roads primarily on residential properties since it excludes vehicles over 8,000 pounds and vehicles registered outside of the municipality.
- B. it effectively excludes commercial and industrial properties even though they see the greatest benefit from the road network.

- C. it excludes non-profit properties unless they have vehicles registered to properties within the City.

Conclusion:

In the end, none of the alternatives offer the combination of equitable cost distribution as well as minimization of individual property owner impact that the TARG offered. Consequently, staff reluctantly recommends the adoption of a wheel tax to replace revenue that had been generated through the TARG. This issue highlights the need for state legislation to address the limited tools available to communities to fund transportation improvements in a way that ensures that all benefited properties are impacted while avoids the potentially onerous burden of special assessments.

The appropriate motion would be to direct staff to prepare the necessary ordinance and to make the necessary arrangements with the Wisconsin Department Transportation – Division of Motor Vehicles to implement a municipal motor vehicle registration fee starting in 2026.

Current wheel tax jurisdictions

WisDOT currently collects a wheel tax for the following:

Municipalities

- Adams (city; \$25)
- Appleton (city; \$30)
- Arena (township; \$20)
- Ashland (city; \$20)
- Baraboo (city; \$20)
- Beloit (city; \$20)
- Bellevue (village; \$20) (\$25 for registrations beginning on or after 4/1/2025)
- Boscobel (city; \$10)
- Chilton (city; \$20)
- Delavan (township; \$15 for registrations beginning on or after 3/1/2025)
- Doylestown (village; \$20)
- Eden (village; \$30)
- Eau Claire (city; \$24)
- Evansville (city; \$40)
- Fort Atkinson (city; \$20)
- Gillett (city; \$20)
- Green Bay (city; \$25)
- Hustisford (village; \$35)
- Janesville (city; \$40)
- Iron Ridge (village; \$10)
- Kaukauna (city; \$10)
- Lodi (city; \$20)
- Lomira (village; \$30)
- Madison (city; \$40)
- Manitowoc (city; \$20)
- Milton (city; \$30)
- Milwaukee (city; \$30)
- Montello (city; \$20)
- New London (city; \$20)
- Oregon (village; \$40)
- Oshkosh (city; \$35)
- Platteville (city; \$20)
- Portage (city; \$20)
- Port Edwards (village; \$35)
- Potosi (village; \$10 for registrations beginning on or after 5/1/2025)
- Prairie du Sac (village; \$20)
- Redgranite (village; \$25)
- Rice Lake (city; \$20)
- Ripon (city; \$25 for registrations beginning on or after 4/1/2025)
- River Falls (city; \$10)

Municipalities (cont'd)

- Sauk City (village; \$20)
- Shawano (city; \$40)
- Sheboygan (city; \$20)
- Shorewood (village; \$30 for registrations beginning on or after 3/1/2025)
- Sun Prairie (city; \$30 for registrations beginning on or after 2/1/2025)
- Tigerton (village; \$10)
- Waterloo (city; \$15)
- Wauwatosa (city; \$15 for registrations beginning on or after 5/1/2025)

Counties

- Crawford County (\$20)
- Dane County (\$28)
- Dunn County (\$20)
- Eau Claire (\$30)
- Green County (\$25)
- Iowa County (\$25)
- Langlade County (\$15)
- Marathon County (\$25)
- Milwaukee County (\$30)
- Portage County (\$30)
- Richland County (\$20)
- St. Croix County (\$20)
- Vernon County (\$25)



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Vicky K. Rasmussen, CPA
Director of Finance

M E M O R A N D U M

TO: Chairman Steiner and Members of the Finance and Personnel Committee

FROM: Vicky Rasmussen, Director of Finance

DATE: April 28, 2025

RE: Request for Approval of Updated Grant Policy

I am requesting your approval of the revised Grant Policy. The current policy, last updated in 2015, required a comprehensive review to align it with current standards and practices. As a result of this review, a rewrite of the policy was necessary.

Attached to this memo are the existing (2015) policy, the proposed updated policy, and a flowchart outlining the revised process for your reference and comparison. One of the key updates in the new version is the adjustment of dollar thresholds. Given that the current thresholds were established a decade ago, they no longer reflect present-day financial realities. As part of the revision process, I also reviewed the policies of surrounding communities to help align our thresholds with current regional standards.

I believe these revisions will significantly improve both the clarity and efficiency of the grant process. Your feedback and approval are appreciated.

Motion: Recommend Council approve the updated Grant Policy.



P O L I C Y

DATE: May 2025 **POLICY NO:** 2025-1
TITLE: Grant and Donation Management Policy
ISSUER: Finance
COVERAGE: All City Departments / Employees
AUTHORITY: Common Council Approval on May 7, 2025
DURATION: Indefinite

I. PURPOSE

The purpose of this policy is to establish a standardized procedure for the solicitation, acceptance, administration, and accountability of grant and donation funding across all City of Neenah departments, agencies, and related entities. This policy is designed to ensure that funds are solicited for programs that align with the City's goals, are administered efficiently, and are subject to regular performance evaluations and compliance requirements.

II. DEFINITIONS

Grant:

A financial award given by an organization, government agency, or private entity to support specific initiatives, programs, or projects that align with the objectives of the granting body. Types of grants are as follows:

- **Federal Grants:** Financial awards provided by the federal government to support programs, research, and initiatives that serve national interests or address federal priorities.
- **State Grants:** Financial assistance provided by state governments to support programs and initiatives at the state or local level, promoting state development goals.
- **Private Grants:** Funds awarded by private organizations such as corporations, foundations, or philanthropists aimed at supporting specific causes, research, or projects.

Donation:

A donation (aka gift or contribution) is the voluntary, non-reciprocal transfer of money or property from a donor. The donor may be an individual, a corporation or a non-profit organization. The donor does not expect anything of value in return other than recognition and does not exert control over expenditure of the funds. A donation may meet the interests of the donor and can be restricted or unrestricted. A restricted donation is a contribution designated for a specific purpose or expenditure. If the donor does not specify any restrictions, the City allocates the funds to expenditures according to its own discretion. If the donor does specify restrictions or conditions for receipt of the donation, the City reserves the right to reject the donation and/or negotiate the terms of the donation.

III. POLICY

This policy establishes the procedures for applying for, accepting, and managing grants and donations. The policy aims to ensure compliance with applicable regulations while maximizing the effective and efficient use of funds and resources allocated for specific purposes.

The policy outlines the following procedures for applying, managing, and reporting on grants and donations:

- **Application Process:** Steps required to apply for various types of grants.
- **Fund Management:** Proper handling of funds received through grants or donations, ensuring that the funds are used as intended.
- **Oversight and Reporting:** Requirements for reporting and oversight based on the size and nature of the grant or donation.

All City personnel involved in the solicitation, acceptance, or management of grants and donations must follow the procedures outlined in this policy. The complexity of the procedures may vary depending on the amount or nature of the funds. Larger grants or high-value donations may require more rigorous oversight and detailed reporting, while smaller donations or grants may involve simpler processes.

This policy applies to all City departments, agencies, and offices that are involved in soliciting, accepting, or managing grants and donations.

IV. GRANT MANAGEMENT PROCEDURES

Application Process

The following steps should be taken to ensure proper solicitation and acceptance of grants and donations:

- **Identify Funding Sources:** All potential grants and donations must be reviewed by the appropriate approving authority using the following criteria:
 1. Is the grant or donation consistent with City goals, objectives and policies?
 2. Does the grant or donation require a local funding match? If so, what is the source of that match?
 3. What impact, if any, will the grant or donation have on existing City personnel?
 4. Who will be the City staff member(s) responsible for managing the grant or donation?
 5. What are the potential ongoing operating budget impacts and future replacement costs?
- **Submit Proposal/Application:** A proposal or application shall be prepared and submitted in accordance with the grantor's requirements, ensuring that all required details and documentation are included. (Refer to Section V for additional guidance.)
- **Approval Documentation:** All necessary documentation must be completed and formally approved prior to initiating the application process. (Refer to Section V for additional guidance.)

Award and Acceptance of Funds

- **Formal Acceptance:** Once funds are awarded, a formal acceptance process must be completed to ensure full compliance with all terms and conditions set forth by the grantor or donor. (Refer to Section V for additional guidance.)
- **Designated Responsibility:** A designated individual or department will be responsible for ensuring that the terms of the grant agreement or donation are fully understood and agreed upon before proceeding.

Grant Management and Oversight

- **Monitoring Fund Usage:** The department responsible must regularly monitor the use of grant or donation funds to ensure adherence to the approved budget, program objectives, and all applicable local, state, and federal regulations. All financial transactions must be thoroughly documented.
- **Progress Reporting:** The project or program manager will ensure that progress reports and performance metrics are tracked and submitted as required by the grantor or donor agreement.

Close-Out Process

- **Close-Out Report:** Upon completion of the funded program or project, a close-out report must be prepared. This report should include an audit of all expenditures and an evaluation of the program's effectiveness in meeting its goals.
- **Unused Funds:** Any unused funds must be returned to the grantor or donor in accordance with the grant's or donation's specific requirements. All related documentation supporting the return of funds must be retained for audit and compliance purposes.

V. GRANT APPLICATION AND ACCEPTANCE REQUIREMENTS

The following thresholds outline the individuals and bodies authorized to approve and accept grants and donations on behalf of the City:

Under \$25,000:

- **Approval to Apply for Grant:** Department Head
- **Approval to Accept Grant/Donation:** Department Head with notification to the Mayor and Finance Director
- **Signer for Agreement/Contract:** Mayor

\$25,000 or Over for Budgeted Items:

- **Approval to Apply for Grant:** Department Head, with notification to the Mayor and Finance Director
- **Approval to Accept Grant/Donation:** Department Head, Finance Director and Mayor, with notification to the Committee of Jurisdiction
- **Signer for Agreement/Contract:** Mayor

\$25,000 and Over for Unbudgeted Items:

- **Approval to Apply for Grant:** Department Head, Finance Director, Mayor, Committee of Jurisdiction and Common Council
- **Approval to Accept Grant/Donation:** Department Head, Finance Director, Mayor, Committee of Jurisdiction and Common Council
- **Approval of Budget Amendment to Appropriate Expenditures:** Committee of Jurisdiction and Council
- **Signer for Agreement/Contract:** Mayor

VI. GRANT-FUNDED EMPLOYEES

If grant funds are intended to be used for the hiring of personnel, the grantee department must coordinate with the Human Resources Department to:

- Determine the appropriate employment classification and status, and
- Initiate the recruitment and selection process.

All individuals hired into grant-funded positions are subject to all applicable City policies and procedures, including but not limited to hiring practices, employee conduct, and performance evaluation standards.

Employees whose positions are funded through external grants are subject to the terms and duration of the grant. Once the grant period ends, and if no alternative funding is secured, the position will be discontinued. Continued employment is not guaranteed beyond the term of the grant.

VII. EXCEPTIONS

General exceptions:

This policy does not apply to in-kind donation of services; event sponsorships, memorials and annual recurring grants (such as recycling grants). However, Department Heads should evaluate that the acceptance of in-kind donation of services, sponsorships, memorials and recurring grants align with the City's goals.

Critical Timing Exception

In the event that the time constraints of a grant opportunity do not align with the procedures outlined in this policy, an expedited process may be initiated. The Finance Director, Mayor, and the Department Head responsible for the grant may collectively authorize immediate action to apply for or accept the grant.

This critical timing exception is intended solely for situations where the standard process cannot reasonably be followed due to urgent deadlines. Utilization of this exception will be monitored to ensure it is not used as a means to bypass the intent or requirements of this policy.

All decisions made under this provision must be reported to the appropriate Committee of Jurisdiction and/or Council at the next available meeting. (Refer to Section V for appropriate bodies to report to.)

VIII. CRITERIA FOR APPLICATION INVOLVING OUTSIDE SUBRECIPIENT AGENCIES

For grants where the City serves as a pass-through entity, distributing funds to subrecipient agencies, it is essential to evaluate the capability and reliability of any potential subrecipients. If an agency that has not previously received grant funding from the City of Neenah expresses interest in participating in a grant program, a formal screening process will be conducted by a representative from the Finance Department in collaboration with City staff involved in the implementation and expenditure of associated grant funds.

The screening process will include the following components:

Examination of Agency Documentation

The agency must submit the following materials for review and verification:

- Federal Tax Identification Number
- Articles of Incorporation/Bylaws and Mission Statement
- Administrative Structure Chart
- Board of Directors/Officers Roster
- Most recent fiscal year Agency Budget and Financial Statements

Interview of Potential Subrecipient

A panel—including at minimum a representative from the Finance Department and staff directly involved in grant administration—will conduct an interview with the agency's representative(s). The interview will assess:

- The agency's organizational capacity
- The appropriateness and feasibility of proposed grant-funded activities

Exceptions to Screening Requirement

Agencies that have received pass-through grant funds from the City within the past 24 months will not be required to undergo this screening process unless they have experienced significant changes in financial condition or key personnel.

IX. CITY ATTORNEY REVIEW

Any grant or donation agreement required as a condition of receiving funds shall be submitted to the City Attorney's Office for legal review. The City Attorney shall make the best efforts to complete the review within five (5) business days of receipt.

X. RESPONSIBILITY

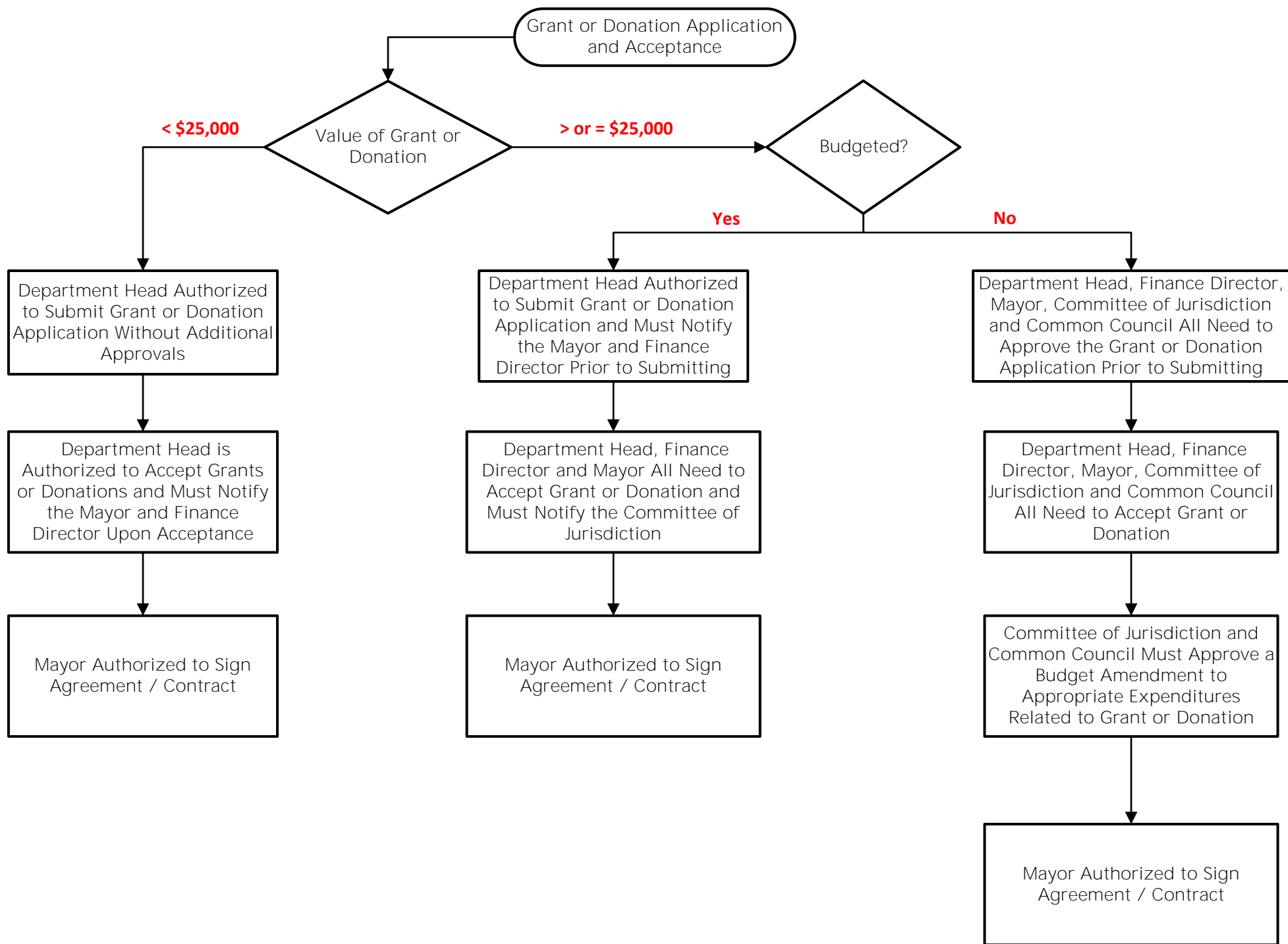
The Finance Director or their designee will oversee the implementation of this policy, ensuring compliance across all departments and activities. Department heads or designated program managers will be responsible for managing the specific grants or donations awarded to their department and ensuring that proper documentation, reporting, and compliance are maintained.

XI. CONCLUSION

By adhering to the procedures outlined in this policy, the City of Neenah ensures that grant and donation funding is solicited, managed, and evaluated effectively, promoting transparency, accountability, and the efficient use of public and private resources.

XII. POLICY REVIEW

This policy will be reviewed periodically to ensure its effectiveness and compliance with applicable laws and regulations.





POLICY

DATE: 6/17/2015 EFFECTIVE DATE Immediately POLICY NO: 2015-1
TITLE: Grant Administration Policy
ISSUER: Finance Dept.
COVERAGE: Citywide
AUTHORITY: Council Approval: 6/17/2015
DURATION: Perpetual
SYNOPSIS: Procedures for Processing Grants and Donations

I. INTRODUCTION

To establish a common procedure for all City of Neenah Departments when both applying and accounting for any type of grant funding. Focus criteria includes: 1) solicitation of funds for programs that are consistent with the goals of the City; 2) administration of grant funds awarded in the most efficient manner (including annual audit, single audit, and grant specific compliance requirements); and 3) regular evaluation of the performance of the program(s) receiving funding.

II. POLICY

This policy establishes procedures addressing both the content, accounting and compliance responsibilities associated with each respective grant or donation, in addition to procedures for acceptance and ongoing administration of awarded funds or equipment until grant close out. The policy pertains to all agencies, departments or offices of the City, and those committees, boards or commissions that manage or operate other City properties, installations or activities, unless otherwise provided by statute. Procedures are also modified based on the grant amount or value of equipment donated.

A. Grant Review Criteria

All grants and donations shall be reviewed by the approving authority with the following review criteria in mind: 1) is the grant or donation consistent with City goals, objectives and policies; 2) does the grant or donation require a local match and if so, what is the source for that match; 3) what impacts, if any, does the grant or donation have on existing City personnel; 4) identification of responsible City staff for the grant or donation; and, 5) consider ongoing operating budget impact and further replacement costs.

B. Exceptions

Because of their routine nature, this policy does not apply to in-kind donation of services; event sponsorships, memorials and annual recurring grants (such as recycling grants), except that department heads shall evaluate acceptance of in-kind donation of services, sponsorships, memorials and recurring grants consistent with the standards outlined in ¶II.A. above.

C. City Attorney Review

Any grant or donation agreement required to receive a grant or donation shall be referred to the City Attorney's office for review. The City Attorney shall use best efforts to complete any review within five (5) business days of receipt.

D. Less than \$2500

Small grants or donations require Department Head approval for application and acceptance. City Department Heads are authorized to sign any grant agreement required to receive the grant or donation.

E. \$2,500 to \$10,000

Medium sized grants and donations require authorization by the Department Head, and Mayor to proceed. Initial investigation into and application for the grant or donation may begin with Department Head authorization. The Department Head shall notify the Committee of Jurisdiction after the Mayor, with the advice of the Finance Director has approved accepting the grant or donation. The Mayor is authorized to sign any grant application and contract required to receive the grant or donation.

F. Greater than \$10,000 involving budgeted program or equipment

Large grants or donations for currently adopted budgeted items shall initially be authorized by the Department Head. This initial authorization shall permit research and filing of the grant application. The Department Head shall notify the Mayor, and Finance Director and seek approval of the Mayor to proceed with the application. The Department Head shall notify the Common Council upon application for the grant or donation and upon award or denial of the City's application. The Mayor is authorized to sign any grant application and contract required to receive the grant or donation.

G. Greater than \$10,000 requiring use of unbudgeted City resources

The department head shall first seek the Mayor's approval with input from the Finance Director before starting any application for a grant or donation requiring a local match or requiring an unbudgeted use of City resources. Prior to submitting an application, the department Head shall seek approval for the grant application from the Common Council. The Common Council shall also review and act on any grant agreement required to receive the grant or donation. The Mayor is authorized to sign the application and grant agreement only after approval of both by the Mayor.

H. Criteria for Application Involving Outside Subrecipient Agencies

For grants where the City is a pass-through agency of funding being distributed to subrecipients, it is pertinent that the capability of the potential subrecipient agencies be examined. Thus, if an agency that has not previously received grant funds from the City of Neenah expresses interest in participating in one of our grant funding sources, that agency will be subject to a screening conducted by a Finance Department representative and staff directly involved in implementation and spend down of associated grant funds. The screening will involve:

1. Examination of Agency Documents. The agency seeking to become a subrecipient will be asked to submit the following items to the City for review and verification:
 - a. Federal Tax Identification Number
 - b. Articles of Incorporation/Bylaws and Mission Statement
 - c. Administrative Structure Chart
 - d. Board of Directors/Officers Roster
 - e. Agency Budget/Financial Statements (from previous fiscal year).
2. Interview of Potential Subrecipient. A panel consisting of a Finance Department representative and others directly associated with administration of the grant will conduct an interview with agency representative(s) to address both general agency capacity and appropriateness of activities planned to be accomplished with grant funds if they are awarded.
3. Subrecipients receiving pass-through grants from the City within the past 24 months shall not be required to undergo this screening unless the subrecipient has experienced significant financial or personnel change.

Upon completion of this screening, the interview panel will make a recommendation related to the capacity and appropriateness of the agency to carry out activities funded under the grant sought.

I. Procurement

Any procurement activities that will take place as part of a grant award shall follow all City purchasing policies and procedures. If the procurement requirements of a grant are stricter than those of the City of Neenah, then those requirements must be followed. Grantee departments are encouraged to consult with the Purchasing Manager in the Finance Department.

J. Grant-Funded Staff

If grant funds will be used for the hiring of personnel, the grantee department must contact the Human Resources Department to determine employee status and to start the selection process. Any person hired to fill a grant-funded position is subject to all applicable City policies.

K. Critical Timing Grants

If a situation arises where the Grant Administration Policy will not accommodate the timeframe in which to apply or accept a grant, the Finance Director, Mayor and Department Head

responsible for the grant can expedite the process and/or acquire the appropriate authorization in order to apply for or accept a grant. Critical Timing Issue utilization will be monitored, however, so that it is not used as a method to avoid compliance with the intent of this Policy. Any decisions made will be reported out to the Committee of Jurisdiction and Finance Committee at the next available meeting.

III. CONCLUSION

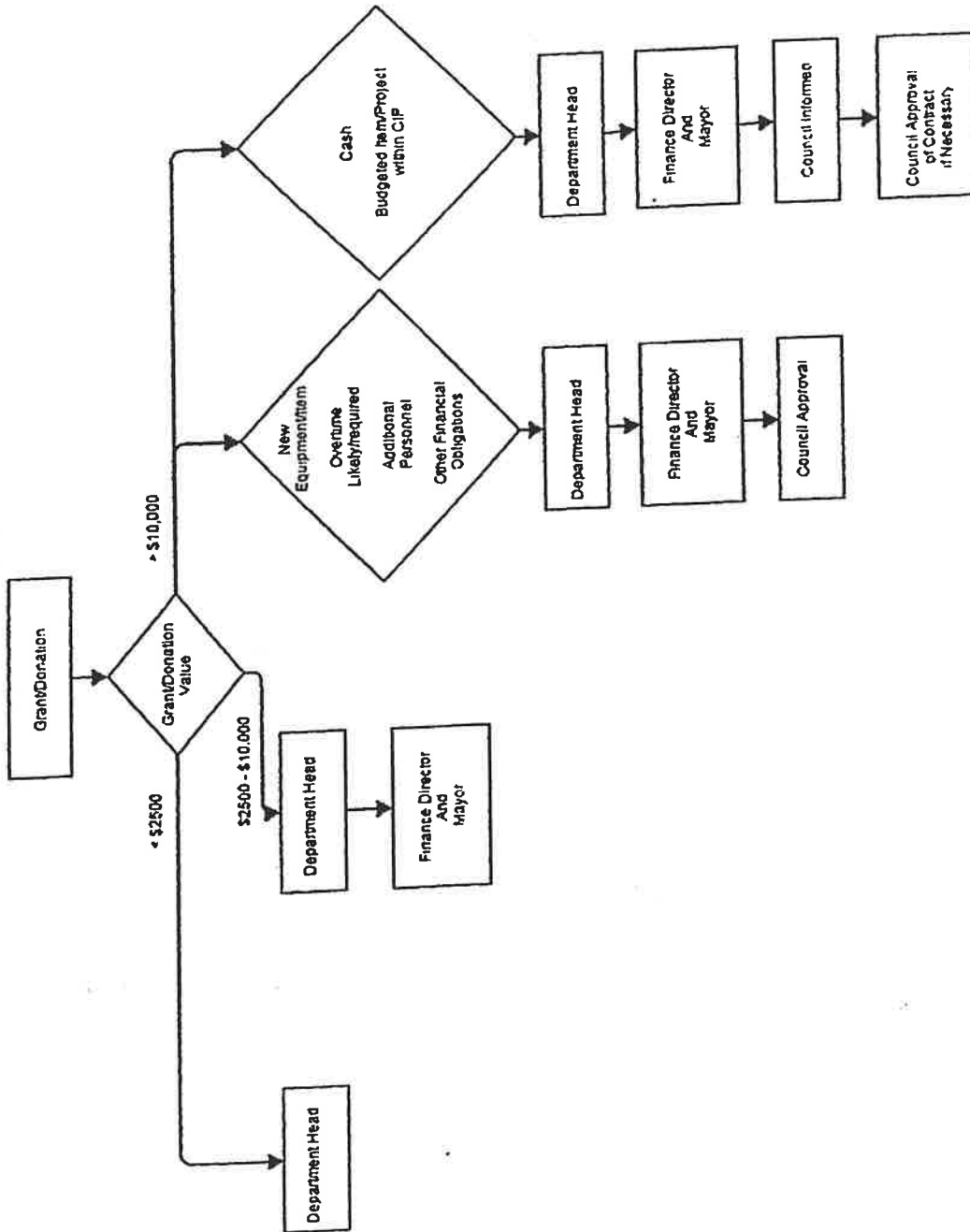
Department heads and City staff are encouraged to find alternative funding sources for City programs and equipment. Utilizing this policy will insure that such grants and equipment donations are consistent with the City's purpose as well as City budget priorities.

Exhibit A
Grant Administration Flow Chart

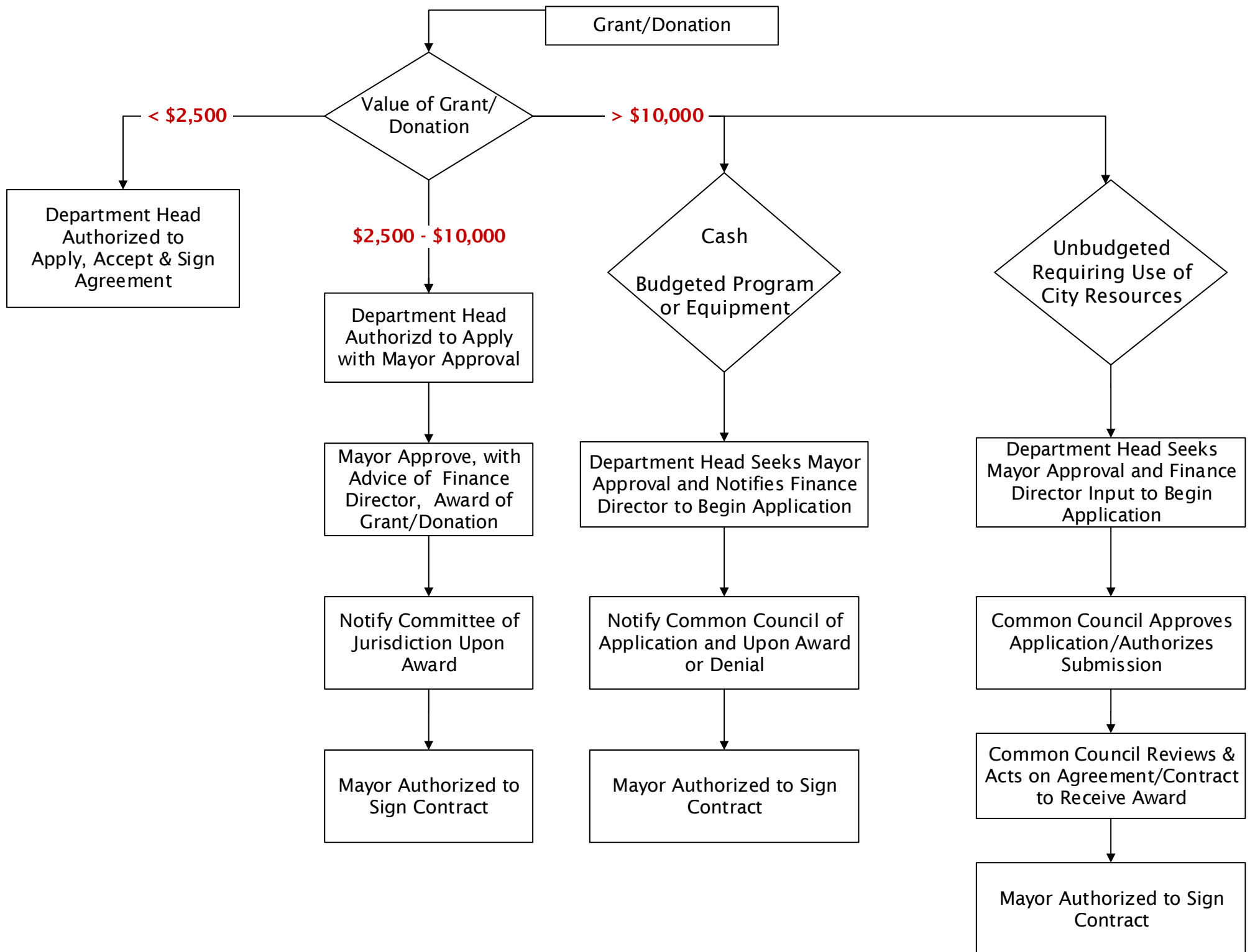
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grant policy chart 2

Draft Grant and Donation Policy Flow Chart



4/22/2015





M E M O R A N D U M

TO: Chairman Steiner and Members of the Finance and Personnel Committee

FROM: Vicky Rasmussen, Director of Finance

DATE: April 28, 2025

RE: 1st Quarter 2025 Financial Statements

Included with this memo are the 1st quarter financial statements for the City of Neenah. These statements cover the period of **January 1 – March 31, 2025**. At this point, the City is **25%** through its fiscal year and the general fund surplus is tracking closely with the same period last year. Key items to highlight include:

General Fund (pages 1 – 2)

Expenditures (page 1)

- Overall General Fund expenditures total **\$7,118,875**, representing **22.97%** of the total adopted budget of **\$30,996,510**. This is consistent with the anticipated **25%** benchmark through March 31st. A few notable variances include:
 - **Finance** expenditures are currently at **29.47%** of the department's budget. This is primarily due to the annual auditing services, which are paid for in the first quarter.
 - **Library** expenditures currently stand at **29.08%** of the department's budget. This is primarily due to the full-year payment for the Winnefox Automated Library Services (WALS).
 - **Land Maintenance** expenditures are currently at **38.93%** of the department's budget. This includes costs related to snow removal and weed cutting. As of March 31, 2025, the snow removal portion alone accounts for **43%** of its annual budget.

Revenues (page 2)

- Overall General Fund revenues are at **\$17,441,068**, representing **56.27%** of the total adopted budget of **\$30,996,510**. This is consistent with the anticipated **25%** benchmark through March 31st. A few notable variances include:
 - **Property Tax** is fully accounted for at **100%**, as it is recognized in full at the beginning of the fiscal year.
 - **Weights and Measures Fees** revenues are **118.81%** of the annual budget, due to the full amount of expected revenue for the year being received in the first quarter.
 - **Community Fest** revenues are at **102.41%** of the adopted budget. This is due to the timing of the event, which takes place in summer, with sponsorships received in advance.
 - **Parks and Recreation** revenues have exceeded the **25%** benchmark, primarily due to the seasonal timing of receiving payments ahead of time for programs and activities that occur in the summer months.

General Fund (pages 1 – 2) - continued

Net Surplus (Deficit) (page 2)

- The net surplus year-to-date for 2025 is **\$10,322,193**, which is slightly higher by **\$1,962**, compared to the same period last year at **\$10,320,231**. This indicates a consistent financial position compared to the prior year.

Capital Project Funds (pages 3 – 7)

- Capital Project Funds are used to account for the construction, rehabilitation, and acquisition of capital assets such as buildings, equipment, and streets. The City utilizes these funds to support Capital Equipment, Public Infrastructure, Facilities, Redevelopment, and Tax Increment Financing (TIF) projects.
- These pages present capital projects by fund and department. For each project, the actual expenditures through March 31, 2025, the adopted budget for 2025, and the percentage of budget spent are provided to show how each project is progressing.
- A **new** report has been added at the end of the 1st Quarter Financial Statement packet. This report further details the open capital projects, including carryovers from the prior year, current year budget and amendments, actual expenditures, remaining balance and status notes, where applicable.

Internal Service Funds (Page 8)

- An Internal Service Fund is used to provide benefits or services to other departments or funds within the government on a cost-reimbursement basis, with the objective of breaking even rather than generating a profit. The City utilizes these funds to account for Information Systems, Fleet Services, Liability Insurance, and Benefit Accrual.
- All of these funds are performing on track, or near track of the **25%** benchmark, consistent with expectations for the first quarter of the fiscal year.

Enterprise Funds (page 9)

- Enterprise Funds are used to account for operations that are financed and operated similarly to private business enterprises, where the intent is for the costs of providing goods and services to the public on an ongoing basis to be primarily covered through user charges. The City utilizes these funds to account for the Sanitary Sewer, Storm Water, and Water Utilities.
- **Storm Water Utility's** principal repayment is at **96.71%**, as debt principal payments are made on March 1 each year.
- **Sanitary Sewer's** principal repayment is at **97.41%**, as debt principal payments are made on March 1 each year.

Tax Incremental Financing District (TIF) Special Revenue Funds (pages 10-11)

- Special Revenue Funds are used to report specific revenue sources that are restricted or committed for particular purposes. Each Tax Increment Financing (TIF) district is structured with both a Special Revenue Fund and a Capital Project Fund. The TIF Special Revenue Fund accounts for the accumulation of revenues such as incremental property taxes, land sales, and other district-specific income. These funds are designated for program and administrative expenditures within the district, including debt service repayments (both principal and interest).
- **Property Tax** on all TIFs are fully accounted for at **100.98%**, as it is recognized in full at the beginning of the fiscal year.

Custodial Funds (page 12)

- Custodial Funds are used to account for assets held by the City in a fiduciary capacity as an agent for individuals, private organizations, or other governmental entities. The City utilizes these funds to manage financial activity for the Joint Municipal Court and Neenah-Menasha Fire Rescue (NMFR).
- **Municipal Court** expenditures are at **22.16%** of the adopted budget and are currently tracking a **\$16,701** surplus to year-to-date.
- **NMFR** expenditures are slightly higher at **29.63%** of the adopted budget. The variance is primarily due to the annual clothing allowance, which the majority has been paid out and is currently at **77%** of the budget.

Other Funds (pages 13 - 14)

- Debt Service Fund is used to account for the repayment of debt, including both principal and interest. It also serves as the repository for debt levy revenue collected to fund these obligations.
- The remainder of the funds are Special Revenue funds; some are for grants and others are for miscellaneous purposes.

Expendable Trust Funds (page 15)

- Trust Funds are used to account for assets held by the City in a trustee capacity for specific purposes. The City maintains trust funds for the Cemetery, Parks and Recreation, Library, Civic and Social Programs, Police Department, and Dial-a-Ride services.
- Trust Funds total **\$5,089,412** in 2025 versus **\$4,871,676** in 2024, an increase of **\$217,736** or **4.5%**.

Investments (pages 16 – 22)

- Interest rates are beginning to trend downward. The Local Government Investment Pool (LGIP) rate is currently just over **4.4%**, compared to **5.4%** at the same time last year. As many local banks use the LGIP rate as a benchmark, this decline reflects a broader market trend. Despite the drop, investment income revenue is performing slightly better than anticipated.
- On page 16 – “*Total General City*” figure stands at **\$47,674,964** for the 1st quarter of 2025 versus **\$50,877,983** in the same period of 2024. This is a **\$3,203,020** decrease from last year and is due to several large equipment purchases made in the 1st quarter of 2025.

**CITY OF NEENAH
FINANCIAL STATEMENTS
MARCH 31, 2025**



TABLE OF CONTENTS

GENERAL FUND

GENERAL FUND EXPENDITURES.....	1
GENERAL FUND REVENUES.....	2

CAPITAL PROJECT FUNDS

CAPITAL EQUIPMENT	3
PUBLIC INFRASTRUCTURE.....	4
CAPITAL FACILITIES	5
REDEVELOPMENT	6
TAX INCREMENTAL DISTRICTS	7

INTERNAL SERVICE FUNDS

IS, FLEET MANAGEMENT, LIABILITY INSURANCE, BENEFIT ACCRUAL	8
--	---

ENTERPRISE FUNDS

STORM WATER, SANITARY SEWER, WATER.....	9
---	---

TAX INCREMENTAL DISTRICTS (SPECIAL REVENUE)

TID 7 (WESTSIDE BUSINESS), TID 8 (DOWNTOWN REDEV), TIF 9 (HWY 41 INDUSTRIAL)	10
TIF 10 (NEAR DOWNTOWN), TID 11 (PENDLETON PARK), TID 12 (BRIDGEWOOD, TID 13.....	11

CUSTODIAL FUNDS

JOINT MUNICIPAL COURT, NEENAH-MENASHA FIRE RESCUE	12
---	----

OTHER FUNDS

DEBT SERVICE, INDUSTRIAL DEVELOPMENT, RECYCLING, SMALL BUSINESS/HOUSING LOANS	13
DEVELOPER LAND SALES	13
ALLIANT ENERGY PILOT, ARPA, TIF AFFORDABLE HOUSING.....	14

TRUST FUNDS

CEMETERY, PARK & REC, DIAL-A-RIDE, POLICE, LIBRARY, CIVIC	15
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INVESTMENTS

INVESTMENTS SUMMARY.....	16
LONG-TERM INVESTMENTS DETAIL	18

**CITY OF NEENAH
GENERAL FUND
3/31/2025**

	THRU 3/31/2024	THRU 3/31/2025	2025 BUDGET	% OF BUDGET
Council	17,566	17,093	81,930	20.86%
Mayors	68,751	64,739	273,620	23.66%
Finance	395,162	402,094	1,364,400	29.47%
Legal & Adm. Services	134,071	142,836	577,700	24.72%
Human Resources & Safety	72,582	68,765	329,910	20.84%
COVID-19	-	-	-	0.00%
Municipal Building	65,736	74,488	366,210	20.34%
Police	1,844,064	1,881,542	8,686,050	21.66%
Fire Department	1,505,276	1,617,265	6,421,440	25.19%
Other Public Safety	1,769	514	11,950	4.30%
Sundry and Reserves	2,509	2,506	(40,000)	-6.27%
Public Works Admin	194,903	162,402	906,570	17.91%
Municipal Facilities	136,521	152,111	569,200	26.72%
Sanitation	220,319	177,548	986,710	17.99%
Street Maintenance	70,870	71,151	497,940	14.29%
Land Maintenance	278,900	260,172	668,300	38.93%
Street Signal & Light	155,838	161,289	881,180	18.30%
Public Works	795	160	10,200	1.57%
Parking Services	-	50,342	227,140	22.16%
Interdepartmental Service	3,912	4,798	6,630	72.37%
Park & Rec Administration	196,557	194,330	871,640	22.29%
Adult Programs	-	407	3,700	11.00%
Contracted Programs	6,571	5,976	56,520	10.57%
Independent Programs	7,300	3,045	348,680	0.87%
Youth Programs	9,633	8,743	216,480	4.04%
Other Pk & Rec Activities	996	838	15,270	5.49%
Riverside Players	1,418	350	34,780	1.01%
Parks	153,692	178,719	1,110,580	16.09%
City Wide Forestry Progm	82,519	80,785	345,050	23.41%
Assistance Programs	-	-	250	0.00%
Community Development	440,549	470,547	1,994,680	23.59%
Celebration/Commemoration	14,259	6,587	91,170	7.22%
Public Library	773,838	792,428	2,725,170	29.08%
Commissions	-	154	11,970	1.29%
Oak Hill Cemetery	59,422	64,151	328,490	19.53%
Transfers	-	-	15,000	0.00%
	6,916,298	7,118,875	30,996,510	22.97%

**CITY OF NEENAH
GENERAL FUND
3/31/2025**

	THRU 3/31/2024	THRU 3/31/2025	2025 BUDGET	% OF BUDGET
Property Taxes	14,766,836	14,972,767	14,972,760	100.00%
Payment in lieu	13,328	10,024	938,400	1.07%
Other Taxes	-	-	100,000	0.00%
State Revenues	-	-	3,571,430	0.00%
State & Federal Aids	334,733	382,098	2,059,350	18.55%
Special Financing	-	-	300,000	0.00%
License Revenue	9,002	10,324	73,320	14.08%
Permits Revenue	65,820	64,275	298,420	21.54%
Weights & Measures Fees	20,014	30,890	26,000	118.81%
General Gov't Revenues	15,560	16,087	288,000	5.59%
Special Charges	840	105	6,500	1.62%
Public Library	7,208	6,050	1,205,630	0.50%
Police Revenue	11	189	192,150	0.10%
General Gov't Services	128,658	135,743	530,160	25.60%
Public Works	34,128	39,267	147,500	26.62%
Oak Hill Cemetery Revenue	15,145	24,290	171,170	14.19%
Investment Income	282,914	284,206	1,283,400	22.14%
Fines & Forfeitures	24,394	21,304	87,150	24.45%
Property Damage Recovery	1,543	6,745	5,000	134.90%
Reimbursements	25,221	-	149,490	0.00%
Lease/Rental Revenue	29,296	29,373	112,190	26.18%
Sale of City Properties	4,460	18,190	73,000	24.92%
Other Revenue	499	(1,417)	1,240	-114.27%
Parking	-	76,860	217,400	35.35%
Community Fest	18,440	19,970	19,500	102.41%
General Receipts	(1,529)	(1,964)	(13,750)	14.28%
Adult Program Revenue	6,790	5,895	9,800	60.15%
Contracted Progrm Revenue	43,836	43,205	70,500	61.28%
Municipal Pool Revenue	54,005	54,893	247,550	22.17%
Youth Program Revenue	216,516	222,932	241,190	92.43%
Other Park & Rec Revenue	950	264	2,100	12.57%
Riverside Players	936	900	41,000	2.20%
Parks Revenue	67,780	64,329	123,930	51.91%
Fund Transfers	1,049,195	903,274	3,445,030	26.22%
	<u>17,236,529</u>	<u>17,441,068</u>	<u>30,996,510</u>	<u>56.27%</u>
EXPENDITURES	<u>6,916,298</u>	<u>7,118,875</u>	<u>30,996,510</u>	
NET SURPLUS (DEFICIT)	<u>10,320,231</u>	<u>10,322,193</u>	<u>-</u>	

**CITY OF NEENAH
CAPITAL EQUIPMENT
3/31/2025**

		THRU 3/31/2025	2025 BUDGET	% OF BUDGET
CLERK	BADGER BOOKS	-	8,100	0.00%
	FOLDING MACHINE	10,923	-	0.00%
		10,923	8,100	134.85%
IS	ERP	85,979	240,000	35.82%
	MULTI-YR MAINT CONTRACTS	180,267	410,000	43.97%
	CYBERSECURITY	44,539	-	0.00%
	FIBER BUILDS	-	60,000	0.00%
	CITY COMPUTER EQUIPMENT	35,698	40,000	89.24%
	TECHNOLOGY REPLACEMENT	-	65,000	0.00%
	DATA CENTER A/C	-	40,000	0.00%
		346,483	855,000	40.52%
POLICE	VEHICLE PURCHASES	89,444	282,500	31.66%
	AXON BODY CAM CONTRACT	-	40,550	0.00%
	AXON TASER CONTRACT	18,840	18,840	100.00%
	ISU EVIDENCE EQUIPMENT	-	20,000	0.00%
	BALLISTIC HELMETS	-	15,000	0.00%
	IN CAR VIDEO SYSTEM	26,228	30,000	87.43%
		134,511	406,890	33.06%
NMFR	MAJOR EQUIPMENT	-	30,560	0.00%
	HEAVY DUTY RESCUE	451,353	488,960	92.31%
	ONE-TON PICKUP TRUCK	29,929	45,840	65.29%
	LIGHT DUTY VEHICLE	-	38,200	0.00%
	TURNOUT GEAR	-	39,730	0.00%
	TRAINING TOWER	-	305,600	0.00%
		481,282	948,890	50.72%
PW	PLOW TRUCK-RPL 6A	824	-	0.00%
	PLOW TRUCK W/ SALTER '23	824	-	0.00%
	PLOW TRUCK W/O SALTER	824	-	0.00%
	RPL #8-SINGLE AXLE TRUCK	824	250,000	0.33%
	25 YD GARBAGE TRUCK	247,997	275,000	90.18%
	AUTO SOLID WASTE TRUCK	1,107	375,000	0.30%
	RPL #20-3/4 TON TRUCK	-	75,000	0.00%
	RPL #1B-SUPERVISOR TRUCK	-	65,000	0.00%
	RPL #18-1-TON DUMP TRUCK	-	80,000	0.00%
	RPL #10A-14 YD TRUCK	-	315,000	0.00%
	ADMIN BUILDING TRACTOR	-	50,000	0.00%
	REFUSE/RECYCLING CARTS	-	42,000	0.00%
		252,401	1,527,000	16.53%
P&R	LAWN MOWER 4	-	155,000	0.00%
CD	INSP/ASSESSOR VEHICLE	16,588	25,000	66.35%
CEMETERY	TR1 CASE HOE	-	150,000	0.00%
	EXPENDITURES	1,242,188	4,075,880	30.48%
	BORROWING	-	4,075,880	0.00%
	FUNDING SOURCES	-	4,075,880	0.00%
	NET SURPLUS (DEFICIT)	(1,242,188)	-	

**CITY OF NEENAH
PUBLIC INFRASTRUCTURE
3/31/2025**

		THRU 3/31/2025	2025 BUDGET	% OF BUDGET
STREETS	S COMMERCIAL DESIGN	2,087	-	0.00%
	STEVENS ST	6,361	-	0.00%
	COMM/WINN RE ACQUISITION	4,452	-	0.00%
	S. COMMERCIAL ST.	14,833	2,400,000	0.62%
	FOREST MANOR CT	34	235,000	0.01%
	ALEXANDER DR	34	125,000	0.03%
	LEXINGTON CT	34	150,000	0.02%
	BRUCE ST	34	80,000	0.04%
	HICKORY LN	65	390,000	0.02%
	CAROLINE ST	65	140,000	0.05%
	DOUGLAS ST	70	140,000	0.05%
	ELM ST	70	350,000	0.02%
	WISCONSIN AVE DESIGN	-	25,000	0.00%
	SOUTHFIELD PLAT	-	290,000	0.00%
	MISC STREET REPAIR	-	225,000	0.00%
	PAVEMENT MARKINGS	-	60,000	0.00%
	BRIDGE REPAIRS	-	100,000	0.00%
		28,140	4,710,000	0.60%
TRAFFIC	COMMERCIAL/NICOLET	-	15,000	0.00%
	TRAFFIC SIGNAL SUPPLIES	3,436	29,000	11.85%
	EQUIP MAINT SUPPLIES	125	3,000	4.18%
	TDS Engineering	3,138	-	0.00%
		6,699	47,000	0.00%
SIDEWALKS	MISC SIDEWALK REPAIR	-	150,000	0.00%
	BRUCE ST	-	130,000	0.00%
		-	280,000	0.00%
ENGINEERING	CIP PROJECTS ENGINEERING	40,625	162,500	25.00%
	EXPENDITURES	75,464	5,199,500	1.45%
	BORROWING	-	4,699,500	0.00%
	TDS ESCROW	3,138	-	0.00%
	USE OF RESERVES	-	500,000	0.00%
	FUNDING SOURCES	3,138	5,199,500	0.06%
	NET SURPLUS (DEFICIT)	(72,326)	-	

**CITY OF NEENAH
CAPITAL FACILITIES
3/31/2025**

		THRU 3/31/2025	2025 BUDGET	% OF BUDGET
ADMIN	HVAC SYSTEM	-	60,000	0.00%
	WINDOW REPLACEMENT	-	475,000	0.00%
	WINDOW SILL REPLACEMENT	-	30,000	0.00%
		-	565,000	0.00%
POLICE	ADMIN ROOM UPGRADES	-	80,000	0.00%
	CARPET REPLACEMENT	-	60,000	0.00%
	RECORDS ROOM REMODEL	-	50,000	0.00%
	FRONT DESK UPGRADES	-	10,000	0.00%
	ISU FURNITURE	-	10,000	0.00%
		-	210,000	0.00%
NMFR	REMODEL STATION 31	22,860	3,000,000	0.76%
	KEY FOB ENTRANCES	-	36,210	0.00%
	STATION 32 REMODEL	41,353	195,000	21.21%
		64,213	3,231,210	1.99%
ARROWHEAD	ARROWHEAD DIST DESIGN	65,258	-	0.00%
BERGSTROM	BERGSTROM MAHLER MUSEUM	35,000	35,000	100.00%
PW	TULLAR ROOF	117	120,000	0.10%
	TULLAR OVH DOOR MAINT	-	12,000	0.00%
	TULLAR CEILING FANS SOUTH	-	7,000	0.00%
	TULLAR HVAC UPGRADES	-	25,000	0.00%
	TULLAR VERTICAL CAULKING	-	30,000	0.00%
	TULLAR DOOR LOCKS	-	40,000	0.00%
	TULLAR PRESSURE WASHER	-	15,000	0.00%
	CECIL REPAIRS	-	40,000	0.00%
	RAMP STORM DRAIN PIPES	-	40,000	0.00%
	RAMP STRUCTURE SURVEY	-	15,000	0.00%
	RAMP MISC REPAIRS	-	15,000	0.00%
		117	359,000	0.03%
P&R	DOTY/KP SEAWALL	30,118	3,055,000	0.99%
	LLBDM-PHASE 1A	5,680	-	0.00%
	LLBDM-PHASE 1B	5,680	-	0.00%
	BLDG ADA UPGRADES	-	20,000	0.00%
	KIMB PT LIGHTHOUSE ADA	-	20,000	0.00%
	SOUTHVIEW COURTS REBUILD	-	400,000	0.00%
	MISC ASPHALT TRAILS/LOTS	-	35,000	0.00%
	CARPENTER PRESERVE	-	100,000	0.00%
	SHATTUCK FLAG MEMORIAL	13,581	100,000	13.58%
	GREEN PARK PLAY EQUIP	-	140,000	0.00%
	DOTY PARK PLAY EQUIP	-	155,000	0.00%
		55,059	4,025,000	1.37%
LIBRARY	REUPHOLSTER CHAIRS	-	7,000	0.00%
	LEVEL CONCRETE	-	4,000	0.00%
		-	11,000	0.00%
	EXPENDITURES	219,646	8,436,210	2.60%
	BORROWING	-	7,386,210	0.00%
	ARPA	65,258	-	0.00%
	CONTRIBUTIONS	-	1,050,000	0.00%
	FUNDING SOURCES	65,258	8,436,210	0.77%
	NET SURPLUS (DEFICIT)	(154,388)	-	

**CITY OF NEENAH
REDEVELOPMENT
3/31/2025**

	THRU 3/31/2025	2025 BUDGET	% OF BUDGET
REDEVELOPMENT (NON-TIF)	-	50,000	0.00%
BORROWING	-	50,000	0.00%
FUNDING SOURCES	-	50,000	0.00%
NET SURPLUS (DEFICIT)	-	-	

**CITY OF NEENAH
TIF-CAPITAL
3/31/2025**

		THRU 3/31/2025	2025 BUDGET	% OF BUDGET
TIF 9	PROMOTION	-	15,000	0.00%
	FC REGIONAL PARTNERSHIP	-	4,200	0.00%
	SITE PREP WORK	1,600	-	0.00%
		1,600	19,200	8.33%
	CAPITAL BORROWING	-	19,200	0.00%
	NET SURPLUS (DEFICIT)	(1,600)	-	
TIF 10	PROMOTION	203	10,000	2.03%
	CAPITAL BORROWING	-	10,000	0.00%
	NET SURPLUS (DEFICIT)	(203)	-	
TIF 11	PROMOTION	-	10,000	0.00%
	FC REGIONAL PARTNERSHIP	-	4,200	0.00%
		-	14,200	0.00%
	CAPITAL BORROWING	-	14,200	0.00%
	NET SURPLUS (DEFICIT)	-	-	
TIF 12	PROMOTION	-	15,000	0.00%
	FC REGIONAL PARTNERSHIP	-	4,200	0.00%
		-	19,200	0.00%
	CAPITAL BORROWING	-	19,200	0.00%
	NET SURPLUS (DEFICIT)	-	-	
TIF 13	PROMOTION	-	15,000	0.00%
	CAPITAL BORROWING	-	15,000	0.00%
	NET SURPLUS (DEFICIT)	-	-	

CITY OF NEENAH
INTERNAL SERVICE FUNDS
3/31/2025

		THRU 3/31/2024	THRU 3/31/2025	2025 BUDGET	% OF BUDGET
IS	Information Systems	170,118	168,774	736,140	22.93%
	Training/Redundant Data	1,470	2,522	10,130	24.90%
	Capital Outlay-Info Sys	3,839	2,583	30,000	8.61%
	General Fund	-	6,250	25,000	25.00%
		<u>175,427</u>	<u>180,129</u>	<u>801,270</u>	<u>22.48%</u>
	Transfers In	192,233	193,879	779,700	24.87%
		<u>192,233</u>	<u>193,879</u>	<u>779,700</u>	<u>24.87%</u>
	NET SURPLUS (DEFICIT)	<u>16,806</u>	<u>13,750</u>	<u>(21,570)</u>	
FLEET	Expenses	193,560	186,010	819,990	22.68%
	Transfers In	222,459	205,535	822,590	24.99%
	NET SURPLUS (DEFICIT)	<u>28,899</u>	<u>19,525</u>	<u>2,600</u>	
LIABILITY INSURANCE	Expenses	241	5	100,000	0.01%
	Transfers In	17,500	17,500	70,000	25.00%
	NET SURPLUS (DEFICIT)	<u>17,259</u>	<u>17,495</u>	<u>(30,000)</u>	
BENEFIT ACCRUAL	Expenses	2,577,186	2,307,779	10,580,000	21.81%
	Transfers In	2,786,186	2,918,030	10,300,000	28.33%
	NET SURPLUS (DEFICIT)	<u>209,000</u>	<u>610,251</u>	<u>(280,000)</u>	

**CITY OF NEENAH
ENTERPRISE FUNDS
3/31/2025**

		THRU 3/31/2024	THRU 3/31/2025	2025 BUDGET	% OF BUDGET
STORM WATER	Storm Operation	239,990	246,374	1,157,480	21.29%
	General Fund	137,263	143,160	547,640	26.14%
	Capital	13,871	180,136	1,320,000	13.65%
	Principal Repayment	781,880	838,400	866,940	96.71%
		<u>1,173,004</u>	<u>1,408,070</u>	<u>3,892,060</u>	<u>36.18%</u>
	Revenue	609,635	613,433	2,270,000	27.02%
	Borrowing	-	-	1,320,000	0.00%
		<u>609,635</u>	<u>613,433</u>	<u>3,590,000</u>	<u>17.09%</u>
	NET SURPLUS (DEFICIT)	<u>(563,369)</u>	<u>(794,637)</u>	<u>(302,060)</u>	
SANITARY SEWER	Sewer Operation	857,185	1,065,030	4,202,630	25.34%
	General Fund	281,243	191,893	705,070	27.22%
	Capital	633,165	136,037	1,012,500	13.44%
	Principal Repayment	1,241,000	1,241,000	1,274,020	97.41%
		<u>3,012,593</u>	<u>2,633,960</u>	<u>7,194,220</u>	<u>36.61%</u>
	Revenue	1,242,654	1,275,264	5,075,000	25.13%
	Borrowing	-	-	1,012,500	0.00%
		<u>1,242,654</u>	<u>1,275,264</u>	<u>6,087,500</u>	<u>20.95%</u>
	NET SURPLUS (DEFICIT)	<u>(1,769,939)</u>	<u>(1,358,696)</u>	<u>(1,106,720)</u>	
WATER	Expenses	1,890,640	2,415,141	9,205,980	26.23%
	Revenue	2,186,947	2,200,892	8,469,850	25.99%
	NET SURPLUS (DEFICIT)	<u>296,307</u>	<u>(214,249)</u>	<u>(736,130)</u>	

CITY OF NEENAH
TIF-SPECIAL REVENUE
3/31/2025

		THRU 3/31/2024	THRU 3/31/2025	2025 BUDGET	% OF BUDGET
TIF 7	Program Expenditures	-	1,300	23,700	5.49%
	General Fund	35,080	36,840	147,360	25.00%
	Transfer to Debt Service	560,832	573,355	599,340	95.66%
	Special Revenue TIF # 8	-	-	1,450,450	0.00%
		595,912	611,495	2,220,850	27.53%
	Property Taxes	2,149,358	1,985,108	1,965,830	100.98%
	State Revenues	-	-	193,520	0.00%
	Investment Income	21,350	15,135	61,500	24.61%
		2,170,708	2,000,243	2,220,850	90.07%
	NET SURPLUS (DEFICIT)	1,574,796	1,388,748	-	
TIF 8	Program Expenditures	15,111	1,912	243,590	0.78%
	Capital Lease	-	-	35,000	0.00%
	General Fund	87,697	78,096	147,360	53.00%
	Transfer to Debt Service	749,316	752,101	2,547,636	29.52%
	CDA	-	-	85,435	0.00%
		852,124	832,109	3,059,021	27.20%
	Property Taxes	1,469,340	1,459,708	1,445,530	100.98%
	State Revenues	-	-	298,750	0.00%
	Investment Income	-	-	30,000	0.00%
	Lease/Rental Revenue	-	-	35,000	0.00%
	Fund Transfers	-	-	1,450,450	0.00%
		1,469,340	1,459,708	3,259,730	44.78%
	NET SURPLUS (DEFICIT)	617,216	627,599	200,709	
TIF 9	Program Expenditures	-	1,300	98,740	1.32%
	General Fund	29,240	33,518	122,800	27.29%
	Transfer to Debt Service	118,432	122,185	313,730	38.95%
		147,672	157,003	535,270	29.33%
	Property Taxes	171,635	172,484	170,810	100.98%
	State Revenues	-	-	97,530	0.00%
	Special Financing	-	-	1,500	0.00%
	Investment Income	488	-	4,000	0.00%
		172,123	172,484	273,840	62.99%
	NET SURPLUS (DEFICIT)	24,451	15,481	(261,430)	

**CITY OF NEENAH
TIF-SPECIAL REVENUE
3/31/2025**

		THRU 3/31/2024	THRU 3/31/2025	2025 BUDGET	% OF BUDGET
TIF 10	Program Expenditures	-	1,300	1,500	86.67%
	General Fund	11,695	12,280	49,120	25.00%
	Transfer to Debt Service	131,222	244,270	361,030	67.66%
		<u>142,917</u>	<u>257,850</u>	<u>411,650</u>	<u>62.64%</u>
	Property Taxes	290,159	238,968	236,650	100.98%
	State Revenues	-	-	29,840	0.00%
	Special Financing	-	-	500	0.00%
	Investment Income	16,370	12,562	55,000	22.84%
		<u>306,529</u>	<u>251,530</u>	<u>321,990</u>	<u>78.12%</u>
	NET SURPLUS (DEFICIT)	<u>163,612</u>	<u>(6,320)</u>	<u>(89,660)</u>	
TIF 11	Program Expenditures	-	1,300	238,620	0.54%
	General Fund	11,695	12,280	49,120	25.00%
	Transfer to Debt Service	19,735	19,931	38,180	52.20%
		<u>31,430</u>	<u>33,511</u>	<u>325,920</u>	<u>10.28%</u>
	Property Taxes	292,314	529,090	523,950	100.98%
	Special Financing	-	-	750	0.00%
	Investment Income	9,867	9,581	30,000	31.94%
		<u>302,181</u>	<u>538,671</u>	<u>554,700</u>	<u>97.11%</u>
	NET SURPLUS (DEFICIT)	<u>270,751</u>	<u>505,160</u>	<u>228,780</u>	
TIF 12	Program Expenditures	-	1,300	1,000	130.00%
	General Fund	11,695	12,280	49,120	25.00%
	Transfer to Debt Service	18,900	36,675	38,340	95.66%
		<u>30,595</u>	<u>50,255</u>	<u>88,460</u>	<u>56.81%</u>
	Property Taxes	10,497	39,409	39,030	100.97%
	State Revenues	-	-	16,080	0.00%
	Special Financing	-	-	5,000	0.00%
	Investment Income	4,037	2,776	15,000	18.51%
		<u>14,534</u>	<u>42,185</u>	<u>75,110</u>	<u>56.16%</u>
	NET SURPLUS (DEFICIT)	<u>(16,061)</u>	<u>(8,070)</u>	<u>(13,350)</u>	
TIF 13	Program Expenditures	-	1,250	1,500	83.33%
	General Fund	11,695	12,280	49,120	25.00%
	Transfer to Debt Service	-	25,810	-	0.00%
		<u>11,695</u>	<u>39,340</u>	<u>50,620</u>	<u>77.72%</u>
	Special Financing	-	-	2,500	0.00%
	Investment Income	(266)	654	5,000	13.08%
		<u>(266)</u>	<u>654</u>	<u>7,500</u>	<u>8.72%</u>
	NET SURPLUS (DEFICIT)	<u>(11,961)</u>	<u>(38,686)</u>	<u>(43,120)</u>	

**CITY OF NEENAH
CUSTODIAL FUNDS
3/31/2025**

		THRU 3/31/2024	THRU 3/31/2025	2025 BUDGET	% OF BUDGET
COURT	Expenses	97,388	91,942	414,910	22.16%
	Revenue	104,739	108,643	389,850	27.87%
	NET SURPLUS (DEFICIT)	7,351	16,701	(25,060)	
NMFR	Expenses	2,417,775	3,105,267	10,481,020	29.63%
	Revenue	2,497,550	3,415,432	10,481,020	32.59%
	NET SURPLUS (DEFICIT)	79,775	310,165	-	

**CITY OF NEENAH
OTHER FUNDS
3/31/2025**

		THRU 3/31/2024	THRU 3/31/2025	2025 BUDGET	% OF BUDGET
DEBT SERVICE	Expenditures	6,406,079	7,481,029	10,438,329	71.67%
	Revenue	8,305,553	6,615,279	9,961,893	66.41%
	NET SURPLUS (DEFICIT)	1,899,474	(865,750)	(476,436)	
INDUST. DEVELOPMENT	Expenditures	3,518	10,690	25,000	42.76%
	Revenue	27,408	32,194	27,408	117.46%
	NET SURPLUS (DEFICIT)	23,890	21,504	2,408	
RECYCLING	Expenditures	131,349	122,257	697,510	17.53%
	Revenue	390,774	439,078	675,990	64.95%
	NET SURPLUS (DEFICIT)	259,425	316,821	(21,520)	
SMALL BUS./ HOUSING LOANS	Expenditures	8,880	8,895	44,200	20.12%
	Revenue	20,218	75,978	101,600	74.78%
	NET SURPLUS (DEFICIT)	11,338	67,083	57,400	
DEV. LAND SALES	Expenditures	96	75,000	301,500	24.88%
	Revenue	57,004	-	100,000	0.00%
	NET SURPLUS (DEFICIT)	56,908	(75,000)	(201,500)	

**CITY OF NEENAH
OTHER FUNDS
3/31/2025**

		THRU 3/31/2024	THRU 3/31/2025	2025 BUDGET	% OF BUDGET
ALLIANT PILOT	Expenditures	-	75,000	547,270	13.70%
	Revenue	-	-	494,380	0.00%
	NET SURPLUS (DEFICIT)	-	(75,000)	(52,890)	
ARPA	Expenditures	349,005	-	14,344	0.00%
	Revenue	33,192	8,832	-	0.00%
	NET SURPLUS (DEFICIT)	(315,813)	8,832	(14,344)	
TIF AFFORD. HOUSING	Expenditures	-	-	200,000	0.00%
	Revenue	-	-	500	0.00%
	NET SURPLUS (DEFICIT)	-	-	(199,500)	
SURPLUS TID INCREMENT	Expenditures	282	25,000	100,000	0.00%
	Revenue	-	-	-	0.00%
	NET SURPLUS (DEFICIT)	(282)	(25,000)	(100,000)	

CITY OF NEENAH
EXPENDABLE TRUST FUNDS
As of March 31, 2025

CEMETERY

Perpetual Care	\$1,688,175	
Flower Fund	153,908	
Gus Toepel Burial Fund	5,095	
GD Barnes Cemetery Trust	9,698	
Total Cemetery		<u>\$1,856,876</u>

PARKS & RECREATION

Park Development - Arrowhead	129	
Park Development - Minergy	122,720	
Alice Jean-Arrowhead	6,954	
Trees for the Living	55,066	
Park Benches	26,954	
Babcock Memorial/Kimberly Point	48,201	
Riverside (Nielsen)	6,431	
Riverside Players	10,426	
Neenah Community Band	33,479	
German Band	4,495	
Brent Peppert Scholarship	-	
Dance Band	3,508	
Park Land Acquisition	5,010	
Park & Playground Equipment	6,797	
Soccer	2,147	
Doty Cabin	8,464	
Fun Run	15,143	
All Other Contributions	8,348	
Shattuck Park Live Music	1,833	
Carpenter Preserve	10,878	
Nickolas Band Scholarship	-	
Archery Range	674	
Sunshine Program	4,611	
Park Kart	7,808	
Dog Park	10,063	
Tennis	30,573	
Kim	10,886	
Cemetery	614	
Shattuck Flag Memorial	6,704	
Kayak	3,822	
Total Park and Recreation		<u>\$452,738</u>

NEENAH PUBLIC LIBRARY

\$2,035,453

CIVIC & SOCIAL

Miscellaneous/Other	2,652	
Health/Emergency Government-Other	5	
Marigen Carpenter Tree Fund	103,144	
Sale of Compost	51,984	
City Wear	1,818	
CommunityFest	24,336	
Neenah Time Capsule	(1,175)	
Power Up Project	1,297	
Neenah Arts Council	1,351	
Community Amenity	101,950	
Total Civic and Social		<u>\$287,362</u>

POLICE DEPARTMENT

Drug Education	280	
Crime Prevention	2,391	
Court Ordered	3,600	
Program for Kids	610	
Good Samaritan	1,880	
Police Equipment	(36)	
Choices	1,026	
Grant Reimbursement	17,492	
Great	864	
Other Training	46,078	
Training Grant-SWAT	45,699	
All Other Contributions	110	
Forensic	1,942	
K-9 Project	46,824	
Bike Patrol	5,040	
Neighborhood District	9,763	
Police Awards	8,138	
Total Police		<u>\$191,701</u>

DIAL-A-RIDE

\$265,282

TOTAL TRUST FUNDS

\$5,089,412

**CITY OF NEENAH
SCHEDULE OF CITY INVESTMENTS
AS OF MARCH 31, 2025**

GENERAL CITY

<u>Type</u>	<u>Institution</u>	<u>Amount</u>	<u>Current Int. Rate</u>
Checking/Repurchase Agreements	Associated Bank	\$4,883,376.05	3.50%
Local Gov't Investment Pool-City	State of WI/U.S. Bank	4,527,744.15	4.39%
Tax Collection	BMO Harris	2,098,157.51	4.42%
Ultimate Money Market	Community First CU	383,731.29	1.049%
Extended FDIC Sweep	First Business Bank	6,014,012.01	4.39%
Extended FDIC Sweep - ARPA	First Business Bank	728,991.04	4.39%
Limited Volatility Strategy Portfolio	Dana/TD Ameritrade	8,135,364.24	various
* Federal Securities	Various	5,248,688.11	various
* Corporate Securities	Various	3,914,737.50	various
* State/Municipal Taxable Securities	Various	4,407,242.50	various
* Certificates of Deposit	Various	7,332,919.18	various

Total General City	\$47,674,963.58
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* See Attached

** **\$2,446,561.24 of City's portion of pooled cash is advanced to the Water Utility,
repaid at a rate of 2%**

**CITY OF NEENAH
SCHEDULE OF CITY INVESTMENTS (con't)
AS OF MARCH 31, 2025**

<u>Type</u>	<u>Institution</u>	<u>Amount</u>	<u>Current Int. Rate</u>
<u>LIBRARY</u>			
Trust Fund (03/31/25)	Associated Trust	2,162,829.35	various
Total Library		2,162,829.35	
<u>CEMETERY</u>			
Trust Fund (03/31/25)	Associated Trust	1,731,259.04	various
Total Cemetery		1,731,259.04	
<u>CDA</u>			
Debt Service Reserve - 2008/16 Bond:	Associated Trust	398,525.79	various
Total CDA		398,525.79	
<u>STORM WATER UTILITY</u>			
Local Gov't Investment Pool	State of WI/U.S. Bank	21,247.25	4.39%
Total Storm Water Utility		21,247.25	
<u>WATER UTILITY</u>			
Local Gov't Investment Pool	State of WI/U.S. Bank	3,543,868.93	4.39%
* Federal/State/Muni/Corp Securities	Various	1,916,470.00	various
Total Water Utility		5,460,338.93	
<u>B.I.D.</u>			
Money Market	State of WI/U.S. Bank	21,360.54	4.39%
Total B.I.D.		21,360.54	
TOTAL CASH & INVESTMENTS		\$ 57,470,524.48	

* See Attached

**CITY OF NEENAH
INVESTMENT PORTFOLIO
3/31/2025**

General City

Federal Securities

Purchase Date	Estimated Pre Pay or next Call Date	Final Maturity Date	Security	Description	Cost	Par Value	12/31/2024 or "At Purchase" Market Value	Coupon Rate	Yield to Call/Date	Yield to Maturity	Cusip #	Vendor	Interest Dates
<u>US Treasury (Inflation Indexed)</u>				0.004%	of City Portfolio								
12/31/21	n/a	12/31/23	Goldman Sachs Treas Inst. Portf Fund 506		\$786.77	\$786.77	\$1,162.72	2.22%	2.220%	2.22%	n/a	n/a	Assoc. Trust
<u>Total US Treasury (Inflation Indexed)</u>					\$786.77	\$786.77	\$1,162.72						

Mortgage Backed

				5.69%	of City Portfolio								
07/09/12	05/20/22	07/20/39	GNMA	20% CPR ave 4.26yr	\$49,058.29	\$14,412.30	\$14,463.49	5.00%	n/a	1.99%	38374VC98	Stifel	20th each mo.
01/23/14	05/01/22	05/01/43	FNMA (ARM)	12% CPR ave 4.10 yr	\$13,833.26	\$11,129.32	\$11,505.30	2.18%	n/a	2.04%	3138WXXY8	Stifel	25th each mo.
01/23/17	09/15/22	04/01/25	FNMA (ARM)	15% CPR ave 2.80yr	\$6,433.21	\$62.42	\$59.58	4.00%	n/a	2.05%	31412RG92	1st Horiz	25th each mo.
12/26/17	08/01/23	05/25/42	FNMA (Loans)	20% CPR ave 3.32yr	\$33,172.27	\$48,931.33	\$43,893.80	1.50%	n/a	3.12%	3136AAW35	1st Horiz	25th each mo.
10/11/12	10/11/23	06/01/32	FNMA (Loans)	12% CPR ave 5.45yr	\$37,404.48	\$15,752.61	\$15,365.48	4.00%	n/a	2.15%	31418AF78	1st Horiz	25th each mo.
02/08/17	02/15/24	02/15/42	FHLMC	20% CPR ave 7.0 yr	\$27,650.03	\$33,076.90	\$29,839.25	2.00%	n/a	2.73%	3137AW3Y9	1st Horiz	15th each mo.
05/12/16	06/01/24	11/01/30	FHLMC	15% CPR ave 3.98 yr	\$32,248.60	\$20,277.06	\$19,668.91	3.50%	n/a	1.81%	3128P7P56	1st Horiz	15th each mo.
05/12/16	06/15/24	12/01/30	FHLMC	15% CPR ave 4.01 yr	\$35,327.79	\$22,670.81	\$21,985.73	3.50%	n/a	1.82%	3128P7P80	1st Horiz	15th each mo.
12/27/17	08/01/24	06/25/43	FNMA (Loans)	20% CPR ave 3.83yr	\$13,787.78	\$31,300.44	\$26,186.35	1.50%	n/a	3.96%	3136AEVE4	1st Horiz	25th each mo.
07/12/18	08/01/24	03/20/40	GNMA	15% CPR ave 3.03yr	\$29,304.62	\$29,945.19	\$29,320.58	3.00%	n/a	3.06%	38377DBC9	1st Horiz	20th each mo.
12/26/12	02/01/25	05/01/37	FNMA (ARM)	12% CPR ave 5.58yr	\$57,322.60	\$23,274.89	\$23,857.77	2.72%	n/a	1.12%	3138EKC29	1st Horiz	25th each mo.
12/20/16	04/20/25	11/01/44	FNMA (ARM)	20% CPR ave 4.09yr	\$30,495.67	\$23,579.33	\$21,457.80	4.00%	n/a	3.19%	31418BKD7	1st Horiz	25th each mo.
06/18/20	08/01/25	10/16/45	GNMA	15% CPR ave 2.54yr	\$32,276.14	\$31,212.35	\$28,696.93	1.77%	n/a	1.34%	38378KAB5	1st Horiz	15th each mo.
02/28/20	03/31/26	03/31/26	FNMA (Loans)	25% CPR ave 3.03yr	\$48,023.07	\$36,935.98	\$35,278.35	4.00%	n/a	1.81%	31418CVC5	1st Horiz	25th each mo.
07/18/22	08/01/27	12/16/57	GNMA	30% CPR ave 2.43yr	\$215,595.80	\$237,085.62	\$193,231.30	2.50%	n/a	6.30%	38379RMX8	1st Horiz	16th each mo.
04/28/20	07/31/28	03/15/42	FHLMC	15% CPR ave 4.11yr	\$107,208.68	\$97,046.13	\$87,604.59	2.25%	n/a	1.51%	3137ANNS0	1st Horiz	15th each mo.
07/23/18	08/01/28	08/20/42	GNMA	15% CPR ave 5.05yr	\$21,568.06	\$19,455.31	\$19,638.99	2.75%	n/a	3.70%	36179MLX6	1st Horiz	20th each mo.
07/23/18	08/01/28	07/20/42	GNMA	15% CPR ave 5.05yr	\$19,436.59	\$17,451.07	\$17,613.48	2.75%	n/a	3.70%	36179MHU7	1st Horiz	20th each mo.
12/05/19	12/01/28	11/25/57	FHLMC	8% CPR ave 4.35 yr	\$60,227.64	\$53,120.30	\$50,751.55	3.50%	n/a	2.53%	35563PFG9	1st Horiz	25th each mo.
07/26/22	07/01/29	03/01/34	FNMA (Loans)	15% CPR ave 3.50yr	\$19,021.60	\$19,116.29	\$19,118.76	3.01%	n/a	4.36%	31403DPE3	1st Horiz	25th each mo.
07/26/22	10/01/29	11/01/34	FNMA (Loans)	15% CPR ave 3.59yr	\$62,494.54	\$41,514.20	\$43,202.13	2.93%	n/a	4.21%	31407UMR5	1st Horiz	1st each mo.
07/26/22	01/26/29	10/01/34	FHLMC	15% CPR ave 3.75 yr	\$22,976.03	\$22,286.74	\$23,073.59	2.65%	n/a	4.03%	31300L2T1	1st Horiz	1st each mo.
07/26/22	02/26/29	01/01/35	FNMA (Loans)	15% CPR ave 3.80yr	\$22,773.10	\$22,356.06	\$22,651.80	3.35%	n/a	4.02%	31406NYU2	1st Horiz	25th each mo.
07/26/22	03/26/29	09/01/38	FNMA (Loans)	15% CPR ave 3.85yr	\$51,593.37	\$49,926.85	\$51,311.43	2.51%	n/a	4.19%	3138EK6B6	1st Horiz	25th each mo.
07/26/22	01/26/30	09/01/35	FNMA (Loans)	15% CPR ave 3.91yr	\$60,320.14	\$37,831.68	\$38,977.39	3.98%	n/a	4.27%	31415VYE9	1st Horiz	1st each mo.
07/26/22	04/30/30	10/20/35	GNMA	15% CPR ave 3.86yr	\$45,762.61	\$47,437.72	\$47,939.18	1.75%	n/a	4.22%	36225DUX0	1st Horiz	20th each mo.
07/26/22	06/26/30	09/01/37	Freddie Mac	15% CPR ave 3.96yr	\$40,578.41	\$39,448.43	\$40,686.74	2.30%	n/a	4.07%	31416L3X2	1st Horiz	25th each mo.
07/26/22	09/01/30	07/01/36	Freddie Mac	15% CPR ave 4.12yr	\$18,443.26	\$18,135.25	\$18,385.78	2.29%	n/a	4.01%	3128QGFJ6	1st Horiz	1st each mo.
07/26/22	12/01/32	09/01/46	Freddie Mac	15% CPR ave 5.20yr	\$25,528.32	\$25,528.32	\$26,265.36	1.89%	n/a	4.86%	31326LGE9	1st Horiz	1st each mo.
<u>Total Mortgage Backed</u>				5.69%	\$1,239,865.96	\$1,090,300.90	\$1,022,031.39						

**CITY OF NEENAH
INVESTMENT PORTFOLIO
3/31/2025**

Purchase Date	Estimated Pre Pay or next Call Date	Final Maturity Date	Security	Description	Cost	Par Value	12/31/2024 or "At Purchase" Market Value	Coupon Rate	Yield to Call/Date	Yield to Maturity	Cusip #	Vendor	Interest Dates
<u>Agency Bonds</u>				19.06%	of City Portfolio								
<u>Federal Agricultural Mortgage Corp</u>				4.59%	of City Portfolio								
1/28/2025	1/28/2027	1/28/2030	Farmer Mac	5yr / 2yr call	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00	4.79%	n/a	4.79%	31424WUD2	Stifel	1/28, 7/28
<u>Total Federal Agricultural Mortgage Corp</u>				4.59%	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00						
<u>Federal Farm Credit Bank</u>				7.97%	of City Portfolio								
09/04/20	05/01/22	08/13/26	FFCBNK	5.9 yr, 3 mo no call	\$249,805.00	\$250,000.00	\$235,772.50	0.70%	n/a	0.71%	3133EL3X0	Stifel	2/13, 8/13
09/04/20	05/01/22	08/13/26	FFCBNK	5.9 yr, 11 mo no call	\$249,812.00	\$250,000.00	\$235,657.50	0.67%	n/a	0.68%	3133EL3Y8	Stifel	2/13, 8/13
02/17/21	05/01/22	02/17/26	FFCBNK	5 yr, 6 mo no call	\$249,229.75	\$250,000.00	\$239,812.50	0.59%	1.21%	0.65%	3133EMQX3	Stifel	2/17, 8/17
03/16/21	05/01/22	02/16/27	FFCBNK	6 yr, 11mo no call	\$245,499.90	\$250,000.00	\$231,470.00	0.78%	2.78%	1.10%	3133EMQW5	Stifel	2/16, 8/16
04/05/21	05/12/22	08/13/26	FFCBNK	5.45 yr w/2 call dates	\$245,157.50	\$250,000.00	\$235,772.50	0.70%	2.80%	1.73%	3133EL3X0	Stifel	2/13, 8/13
02/03/22	01/26/23	01/26/27	FFCBNK	5 yr 1yr no call.	\$249,643.96	\$250,000.00	\$237,160.00	1.78%	1.93%	1.81%	3133ENLZ1	Stifel	1/26, 7/26
02/08/21	02/02/23	02/02/26	FFCBNK	5 yr, 2 yr no call	\$249,802.75	\$250,000.00	\$239,685.00	0.45%	0.49%	0.47%	3133EMPD8	Stifel	2/21, 8/21
<u>Total Federal Farm Credit Bank</u>				7.97%	\$1,738,950.86	\$1,750,000.00	\$1,655,330.00						
<u>Federal Home Loan Bank</u>				4.57%	of City Portfolio								
06/30/21	05/10/22	02/10/27	FHLBNK	5.5yr, 2mo no call	\$247,278.75	\$250,000.00	\$232,480.00	0.83%	3.90%	1.03%	3130AKYH3	Stifel	2/10, 8/10
01/26/21	05/26/22	01/26/26	FHLBNK	5 yr, 6 mo no call	\$249,688.76	\$250,000.00	\$240,192.50	0.50%	0.75%	0.53%	3130AKMD5	Stifel	1/26, 7/26
02/22/22	08/02/22	02/02/27	FHLBNK	5 yr, 6 mo no call	\$250,000.00	\$250,000.00	\$237,477.50	1.87%	1.870%	1.87%	3130AQU92	Stifel	2/22, 8/22
02/11/21	02/10/23	02/10/28	FHLBNK	7 yr, 2 yr no call	\$248,890.00	\$250,000.00	\$223,700.00	0.78%	1.00%	0.85%	3130AKVG8	Stifel	2/10, 8/10
<u>Total Federal Home Loan Bank</u>				4.57%	\$995,857.51	\$1,000,000.00	\$933,850.00						
<u>Federal Home Loan Mortgage Corp.</u>				1.36%	of City Portfolio								
06/14/21	05/13/22	10/13/27	Freddie Mac	6.3yr, 2mo no call	\$247,401.36	\$250,000.00	\$227,255.00	0.90%	4.08%	1.07%	3134GWYB6	Stifel	4/13, 10/13
07/26/21	05/26/22	11/26/29	Freddie Mac	8.3yr, 4mo no call	\$49,253.72	\$50,000.00	\$42,573.00	1.17%	5.72%	1.36%	3134GXET7	Stifel	5/26, 11/26
<u>Total Federal Home Loan Mtg. Corp.</u>				1.36%	\$296,655.08	\$300,000.00	\$269,828.00						
<u>Federal National Mortgage Assoc.</u>				0.57%	of City Portfolio								
04/22/21	10/20/22	10/20/25	FNMA	4.5yr, 18 mo no call	\$123,781.25	\$125,000.00	\$121,283.75	0.50%	1.16%	0.72%	3136G44U4	Stifel	4/20, 10/20
<u>Total Federal National Mortgage Assoc.</u>				0.57%	\$123,781.25	\$125,000.00	\$121,283.75						
<u>Total Agency Bonds</u>				19.06%	\$4,155,244.70	\$4,175,000.00	\$3,980,291.75						
<u>SBA Backed</u>				1.46%	of City Portfolio								
06/28/16	05/01/22	09/01/34	SBA	5% CPR ave 5.68yr	\$54,068.59	\$45,083.38	\$41,246.16	2.92%	n/a	2.26%	83162CWN9	1st Horiz	3/1, 9/1
11/04/16	05/01/22	01/01/30	SBA	15% CPR ave 3.82yr	\$56,984.81	\$32,899.24	\$32,360.78	4.38%	n/a	2.00%	83162CTA1	1st Horiz	1/1, 7/1
04/19/17	07/01/22	01/01/26	SBA	20% CPR ave 2.62yr	\$19,728.90	\$7,035.33	\$7,001.58	5.21%	n/a	2.32%	83162CQA4	1st Horiz	1/1, 7/1
10/19/17	07/01/22	04/25/37	SBA	12% CPR ave 5.2yr	\$41,571.29	\$42,146.73	\$41,847.51	1.60%	n/a	2.35%	83164LFD8	1st Horiz	25th each mo.
10/19/17	07/01/22	04/25/37	SBA	12% CPR ave 5.2yr	\$3,892.60	\$4,185.19	\$4,181.02	1.60%	n/a	2.35%	83164LGR6	1st Horiz	25th each mo.
03/06/15	01/06/25	05/01/32	SBA	12% CPR ave 4.82yr	\$75,351.19	\$75,501.19	\$69,396.92	2.38%	n/a	2.37%	83162CUU5	1st Horiz	5/1, 11/1
04/03/20	07/01/25	02/01/28	SBA	20% CPR ave 5.2yr	\$66,800.00	\$49,123.95	\$49,168.28	5.16%	n/a	2.32%	83162CRP0	1st Horiz	2/1, 8/1
<u>Total SBA Backed</u>				1.46%	\$318,397.99	\$255,975.01	\$245,202.25						
<u>Total Federal Securities - City</u>				26.21%	\$5,714,295.42	\$5,522,062.68	\$5,248,688.11						

**CITY OF NEENAH
INVESTMENT PORTFOLIO
3/31/2025**

	Estimated						12/31/2024						
	Pre Pay or next	Final					or "At Purchase"	Coupon	Yield to	Yield to			
Purchase Date	Call Date	Maturity Date	Security	Description	Cost	Par Value	Market Value	Rate	Call/Date	Maturity	Cusip #	Vendor	Interest Dates
Corporate Securities			18.88% of City Portfolio										
09/23/21	05/24/22	02/24/26	IBRD Bank	4.45yrcorp AAA/Aaa	\$248,590.64	\$250,000.00	\$239,097.50	0.65%	2.000%	0.78%	45906M2L4	Stifel	2/24, 8/24
07/30/21	07/30/22	07/30/26	Bank of America	5yr corp A-/A2	\$250,000.00	\$250,000.00	\$235,227.50	1.20%	1.200%	1.20%	06048WM72	Stifel	1/30, 7/30
04/14/22	10/14/22	04/14/25	Bank of Montreal	3 yr corp A-/A2	\$250,000.00	\$250,000.00	\$248,685.00	3.40%	3.400%	3.40%	06368GNS2	Stifel	4/14, 10/14
04/07/22	04/07/25	04/07/25	Can Imp Bank	3 yr corp AA-/A2	\$250,354.56	\$250,000.00	\$249,055.00	3.30%	3.250%	3.25%	13607HR46	Stifel	4/7, 10/7
05/26/22	04/14/25	04/14/25	Royal Bank CN	2.85yr corp A/A1	\$250,164.00	\$250,000.00	\$249,167.50	3.38%	n/a	3.35%	78016EZ59	Stifel	4/14, 10/14
02/03/21	06/12/25	06/12/25	Toronto DomBnk	4.35yrcorp A/Aa3	\$255,688.32	\$250,000.00	\$246,190.00	1.15%	0.62%	0.62%	89114QCH9	Stifel	6/20, 12/20
12/22/21	12/01/25	03/01/26	Exxon Mobil	4.45yrcorp AA-/Aa2	\$266,193.75	\$250,000.00	\$246,065.00	3.04%	1.350%	1.44%	30231GAT9	Stifel	3/1, 9/1
02/04/21	12/22/25	01/22/26	Equinor ASA	4.85yrcorp AA-/Aa2	\$262,153.37	\$250,000.00	\$242,732.50	1.75%	0.735%	0.75%	29446MAJ1	Stifel	1/22, 7/22
04/01/20	01/01/26	04/01/26	JPMorg Chase	5 yr corp A+/Aa2	\$272,480.00	\$250,000.00	\$246,187.50	3.30%	1.34%	1.43%	46625HQW3	Stifel	4/1, 10/1
02/05/21	01/14/26	01/14/26	Natl Aus Bnk Ltd	5yr corp AA-/Aa3	\$281,680.20	\$250,000.00	\$247,127.50	3.38%	0.757%	0.76%	63254AAP3	Stifel	1/14, 7/14
12/07/21	03/15/26	06/15/26	JPMorg Chase	4.5yr corp A-/A2	\$267,526.72	\$250,000.00	\$245,247.50	3.20%	1.500%	1.58%	46625HRS1	Stifel	6/15, 12/15
02/01/22	04/19/26	04/19/26	Bank of Am Corp	4.25 yr corp A-/A2	\$264,982.45	\$250,000.00	\$246,252.50	3.50%	2.010%	2.01%	06051GFX2	Stifel	4/19, 10/19
07/14/21	07/14/26	07/14/26	Royal Bank CN	5yr corp AA-/A2	\$250,606.50	\$250,000.00	\$237,437.50	1.15%	1.100%	1.10%	78016EZT7	Stifel	1/14, 7/14
02/07/22	02/02/27	02/02/27	Bank of Nova Sc	5 yr corp A-/A2	\$247,060.26	\$250,000.00	\$236,265.00	1.95%	2.200%	2.20%	06417XAD3	Stifel	2/2, 8/2
1/24/2025	7/24/2025	1/24/2030	Bank America	5yr Corp	\$500,000.00	\$500,000.00	\$500,000.00	5.25%	na	5.25%	06055JG5	Stifel	24th each mo.
Total Corporate Securities - City			18.88% \$4,117,480.77 \$4,000,000.00 \$3,914,737.50										
Certificates of Deposit			33.79% of City Portfolio										
09/06/23	11/06/27	11/06/27	CFCU	36 Mo CD	\$250,000.00	\$250,000.00	\$250,000.00	4.025%	4.100%	4.10%	40123286649	CFCU	Monthly
09/06/23	06/06/25	06/06/25	CFCU	21 Mo CD	\$250,000.00	\$250,000.00	\$250,000.00	4.89%	5.000%	5.00%	40123286656	CFCU	Monthly
09/06/23	09/05/28	09/05/28	CFCU	60 Mo CD	\$250,000.00	\$250,000.00	\$250,000.00	3.93%	4.000%	4.00%	40122647452	CFCU	Monthly
01/12/23	12/12/27	12/12/27	BMO	59 Mo CD	\$250,000.00	\$250,000.00	\$250,000.00	4.40%	4.500%	4.50%	6900740343	BMO	Quarterly
01/12/23	12/12/25	12/12/25	BMO	35 Mo CD	\$250,000.00	\$250,000.00	\$250,000.00	4.21%	4.300%	4.30%	6900740341	BMO	Quarterly
01/12/23	10/12/26	10/12/26	BMO	45 Mo CD	\$250,000.00	\$250,000.00	\$250,000.00	4.31%	4.400%	4.40%	6900740342	BMO	Quarterly
08/01/23	09/01/25	09/01/25	BMO	25 Mo CD	\$404,706.32	\$404,706.32	\$404,706.32	4.641%	4.750%	4.75%	6900847262	BMO	Quarterly
08/01/23	07/01/26	07/01/26	BMO	35 Mo CD	\$404,462.62	\$404,462.62	\$404,462.62	4.402%	4.500%	4.50%	6900847261	BMO	Quarterly
08/01/23	05/01/27	05/01/27	BMO	45 Mo CD	\$404,462.62	\$404,462.62	\$404,462.62	4.402%	4.500%	4.50%	6900847263	BMO	Quarterly
08/01/23	07/01/28	07/01/28	BMO	59 Mo CD	\$404,462.62	\$404,462.62	\$404,462.62	4.402%	4.500%	4.50%	6900847264	BMO	Quarterly
09/03/24	11/03/25	11/03/25	CFCU	14 Month CD	\$500,000.00	\$500,000.00	\$500,000.00	5.05%	4.937%	4.94%	40124199585	CFCU	Monthly
09/03/24	11/03/25	11/03/25	CFCU	14 Month CD	\$500,000.00	\$500,000.00	\$500,000.00	5.05%	4.937%	4.94%	40124199593	CFCU	Monthly
09/03/24	11/03/25	11/03/25	CFCU	14 Month CD	\$500,000.00	\$500,000.00	\$500,000.00	5.05%	4.937%	4.94%	40124199601	CFCU	Monthly
09/03/24	09/03/29	09/03/29	CFCU	5 Year CD	\$500,000.00	\$500,000.00	\$500,000.00	4.30%	4.218%	4.22%	40124199619	CFCU	Monthly
09/03/24	09/03/29	09/03/29	CFCU	5 Year CD	\$500,000.00	\$500,000.00	\$500,000.00	4.30%	4.218%	4.22%	40124199627	CFCU	Monthly
03/14/25	03/14/30	03/14/30	CFCU	60 Month	\$500,000.00	\$500,000.00	\$500,000.00	4.03%	4.100%	4.10%	40124708997	CFCU	Monthly
03/14/25	03/14/30	03/14/30	CFCU	60 Month	\$500,000.00	\$500,000.00	\$500,000.00	4.03%	4.100%	4.10%	40124709037	CFCU	Monthly
06/23/21	06/23/26	06/23/26	UBSBnk USA	60 mo CD	\$250,000.00	\$250,000.00	\$238,095.00	0.75%	0.750%	0.75%	90348JN48	Stifel	23rd each mo.
07/08/21	07/08/26	07/08/26	Sallie Mae Bnk	60 mo CD	\$250,000.00	\$250,000.00	\$238,775.00	1.00%	1.000%	1.00%	7954506Y6	Stifel	1/8, 7/8
09/28/21	09/28/26	09/28/26	St Bank India	60 mo CD	\$250,000.00	\$250,000.00	\$237,955.00	1.15%	1.150%	1.15%	856285XL0	Stifel	3/28, 9/28
Total Certificates of Deposit - City			33.79% \$7,368,094.18 \$7,368,094.18 \$7,332,919.18										

**CITY OF NEENAH
INVESTMENT PORTFOLIO
3/31/2025**

Estimated		12/31/2024											
	Pre Pay or next	Final					or "At Purchase"	Coupon	Yield to	Yield to			
Purchase Date	Call Date	Maturity Date	Security	Description	Cost	Par Value	Market Value	Rate	Call/Date	Maturity	Cusip #	Vendor	Interest Dates
State/Municipal Taxable Securities				21.12%									
03/15/19	06/01/22	06/01/25	Grafton, WI	6-yr Muni Callable	\$277,510.75	\$275,000.00	\$273,575.50	3.05%	2.75%	2.88%	384514-UA-1	PiperJafBMO	6/1, 12/1
08/15/18	04/01/25	04/01/25	Grand Chute WI	7-yr Muni Non-Call	\$175,505.75	\$175,000.00	\$174,742.75	3.65%	3.600%	3.60%	38528H-AF-2	PiperJafBMO	4/1, 10/1
03/31/22	03/01/25	04/01/25	Florida Pwr&Lt.	3.0 yr Muni A+/Aa2	\$250,559.84	\$250,000.00	\$248,800.00	2.85%	2.77%	2.77%	341081FZ5	Stifel	4/1,10/1
04/03/20	05/01/25	05/01/25	State of WI GO	5-yr RevBd AA/Aa1	\$257,362.50	\$250,000.00	\$247,783.75	1.875%	1.274%	1.27%	97705MQK4	PiperJafBMO	5/1, 11/1
10/05/22	05/01/25	05/01/25	WI St Txbl Ser 2 Go Ut	5-yr RevBd AA/Aa1	\$155,350.80	\$165,000.00	\$163,523.25	1.875%	n/a		97705MZP3	Stifel	5/1, 11/1
10/05/22	05/01/25	05/01/25	WI St Txbl Ser 2 Go Ut	5-yr RevBd AA/Aa1	\$80,029.20	\$85,000.00	\$84,260.50	1.875%	n/a		97705MZF5	Stifel	5/1, 11/1
02/28/22	11/15/25	11/15/25	AustinTX Elec Util	3.5 yr Muni AA	\$256,022.50	\$250,000.00	\$246,020.00	2.68%	n/a	2.00%	052414RR2	Stifel	5/15,11/15
10/29/20	03/01/26	03/01/26	Beaumont TX	5.5 yr Muni AA-/Aa2	\$303,162.50	\$250,000.00	\$252,190.00	5.00%	n/a	0.91%	0745096C9	Stifel	3/1, 9/1
08/15/18	04/01/26	04/01/26	Grand Chute WI	8-yr Muni Non-Call	\$265,863.90	\$265,000.00	\$263,423.25	3.75%	3.700%	3.70%	38528H-AG-0	PiperJafBMO	4/1, 10/1
04/20/20	04/01/26	04/01/26	Milwaukee, WI	6-yr Muni AA-/AA-	\$259,672.50	\$250,000.00	\$245,140.00	3.00%	2.30%	2.30%	602366-E5-1	PiperJafBMO	4/1, 10/1
11/17/20	08/01/26	08/01/26	Cranston RI	5.75 yr Muni AA-/Aa2	\$253,040.00	\$250,000.00	\$238,765.00	1.50%	n/a	1.28%	224562HR2	Stifel	2/1, 8/1
11/04/21	11/15/26	11/15/26	Connlsvl PA SchD	5-yr Muni AA/Aa	\$313,093.80	\$310,000.00	\$292,826.00	1.39%	n/a	1.18%	207889UG9	Stifel	5/15, 11/15
11/17/21	01/01/27	01/01/27	Peoria IL Tax GO	5.15 yr MuniA+/A+	\$252,355.00	\$250,000.00	\$235,482.50	1.69%	n/a	1.50%	713178DZ1	Stifel	1/1, 7/1
05/03/22	05/01/27	05/01/27	Ecorse MI Schls	5yr Mun Aa1	\$236,052.50	\$250,000.00	\$238,440.00	2.03%	n/a	3.53%	279196CU1	Stifel	5/1, 11/1
09/24/20	08/01/27	08/01/27	San Bernadino CA	6.85-yr Muni AA/A1	\$254,410.00	\$250,000.00	\$232,660.00	1.64%	n/a	1.37%	796711H36	Stifel	2/1, 8/1
11/24/21	08/01/27	08/01/27	Tigard OR Wtr	5.65yrMuni AA/Aa3	\$255,957.50	\$250,000.00	\$234,997.50	2.00%	n/a	1.56%	88675ABU9	Stifel	2/1, 8/1
01/28/22	01/01/28	01/01/28	Boone IL SchDist	5.9yr Muni AA/Aa	\$257,542.50	\$250,000.00	\$234,712.50	2.48%	n/a	1.94%	099032GS7	Stifel	1/1, 7/1
02/15/23	08/01/23	02/01/28	Milwaukee WI Txbl	5-yr Muni Non-Call	\$251,095.00	\$250,000.00	\$250,087.50	4.60%	n/a	4.58%	602366U79	Stifel	2/1, 8/1
2/16/2023	11/1/2023	5/1/2025	Wisconsin St	2.3 yr	\$251,107.50	\$250,000.00	\$249,812.50	4.415%	n/a	4.396%	977100HS8	Stifel	5/1, 11/1
State/Municipal Taxable Securities-City				21.12%	\$4,605,694.04	\$4,525,000.00	\$4,407,242.50						
Total Securities - City				100.00%	\$21,805,564.41	\$21,415,156.86	\$20,903,587.29						

**CITY OF NEENAH
INVESTMENT PORTFOLIO
3/31/2025**

	Estimated Pre Pay or next	Final					12/31/2024 or "At Purchase"	Coupon	Yield to	Yield to			
Purchase Date	Call Date	Maturity Date	Security	Description	Cost	Par Value	Market Value	Rate	Call/Date	Maturity	Cusip #	Vendor	Interest Dates
<u>Water (Operating)</u>													
<u>Federal Securities</u>													
06/14/21	05/13/22	10/13/27	FNMA	6.3yr, 2mo no call	\$247,401.36	\$250,000.00	\$227,255.00	0.90%	4.08%	1.07%	3134GWYB6	Stifel	4/13, 10/13
03/16/21	05/16/22	02/16/27	FFCBNK	6 yr, 11mo no call	\$245,499.90	\$250,000.00	\$231,470.00	0.78%	2.78%	1.10%	3133EMQW5	Stifel	2/16, 8/16
04/05/21	04/12/23	08/13/26	FFCBNK	5.45 yr w/2 call dates	\$245,157.50	\$250,000.00	\$235,772.50	0.70%	2.80%	1.73%	3133EL3X0	Stifel	2/13, 8/13
Total Federal Securities					\$738,058.76	\$750,000.00	\$694,497.50						
<u>Corporate Securities</u>													
04/01/20	01/01/26	04/01/26	JPMorg Chase	5 yr corp A+/Aa2	\$272,480.00	\$250,000.00	\$246,187.50	3.30%	1.34%	1.43%	46625HQW3	Stifel	4/1,10/1
02/01/22	04/19/26	04/19/26	Bank of Am Corp	4.25 yr corp A-/A2	\$264,982.45	\$250,000.00	\$246,252.50	3.50%	2.010%	2.01%	06051GFX2	Stifel	4/19,10/19
Total Corporate Securities					\$537,462.45	\$500,000.00	\$492,440.00						
<u>State/Municipal Taxable Securities</u>													
03/31/22	03/01/25	04/01/25	Florida Pwr&Lt.	3.0 yr Muni A+/Aa2	\$250,559.84	\$250,000.00	\$248,800.00	2.85%	2.77%	2.77%	341081FZ5	Stifel	4/1,10/1
02/28/22	11/15/25	11/15/25	AustinTX Elec Util	3.5 yr Muni AA	\$256,022.50	\$250,000.00	\$246,020.00	2.68%	n/a	2.00%	052414RR2	Stifel	5/15,11/15
01/28/22	01/01/28	01/01/28	Boone IL SchDist	5.9yr Muni AA/Aa	\$257,542.50	\$250,000.00	\$234,712.50	2.48%	n/a	1.94%	099032GS7	Stifel	1/1, 7/1
Total State/Municipal Taxable Securities					\$764,124.84	\$750,000.00	\$729,532.50						
Total Water (Operating)					\$2,039,646.05	\$2,000,000.00	\$1,916,470.00						
Total Water All Securities					\$2,039,646.05	\$2,000,000.00	\$1,916,470.00						
Total All City/Water Securities					\$23,845,210.46	\$23,415,156.86	\$22,820,057.29						

City of Neenah
2025 Capital Improvements Budget - Streets, Pedestrian Routes and Traffic Control
Status Updates

PROJECT NUMBER	PROJECT DESCRIPTION AND PLAN COMMENTS	2024 CARRY FORWARDS	2025 ADOPTED BUDGET	2025 BUDGET AMENDMENTS	2025 REVISED BUDGET	EXPENDITURES TO DATE	REMAINING BALANCE	STATUS COMMENTS
<u>Major Streets</u>								
STR01	S. Commercial Street (Stanley - Winneconne) / 8,135 ft. (4,5) Year three of funding for professional services for design of street construction, storm sewer construction and real estate management - All services to be performed in compliance with WisDOT requirements.	\$ -	\$ -	\$ -	\$ -	\$ 2,087	\$ (2,087)	Complete.
STR03	Commercial Street/Winneconne Avenue Intersection Improvement. Project to modify southbound approach lanes to better align with lane configuration to be used in the S. Commercial Street reconstruction and reduce vehicle merge conflicts. Request is for construction.	194,135	-	-	-	-	194,135	Project started in 2024 and will end in 2025
STR13	S. Commercial Street (Stanley - Winneconne) / 8,135 ft. (4,5) Real estate acquisition. Costs for fee simple and easement purchases.	130,000	-	-	-	4,452	125,548	Project complete.
STR20	S. Commercial Street (Stanley - Winneconne) / 8,135 ft. (4,5) Reconstruct street: Construction to be funded in part through STP-Urban Program - Budget estimate reflects City's share of total project cost	-	2,400,000	-	2,400,000	14,833	2,385,167	WisDOT contract. Ongoing construction. Estimated at \$2.6M.
<u>Street Upgrades - City Initiated</u>								
STR06	Stevens Street (Winnebago Heights - Laudan) / 600 ft. (2) Reconstruct. Coordinate with utility construction.	-	-	-	-	6,361	(6,361)	Complete. Contract 1-24 final payment issued.
STR14	River Street (Forest - Edna) / 475 ft. (4) and High Street (River - Center)/475 ft. (3) Resurface. Coordinate with utility construction.	61,532	-	-	-	-	61,532	Contract 7-23 remains open for punchlist items.
STR21	Forest Manor Court (Marathon - S terminus) 900 ft. (3) Resurface Coordinate with utility construction.		235,000	-	235,000	34	234,966	Awarded in Contract 1-25. Estimated at \$171,571.
STR22	Alexander Drive (Bruce - Commercial) 740 ft. (2) Resurface Coordinate with utility construction.		125,000	-	125,000	34	124,966	Awarded in Contract 1-25. Estimated at \$90,000.
STR23	Lexington Court (Bruce - E terminus) 580 ft. (2) Resurface Coordinate with utility construction.		150,000	-	150,000	34	149,966	Awarded in Contract 1-25. Estimated at \$90,000.
STR24	Bruce Street (Parkwood - Lexington) 475 ft. (3.3) Resurface Coordinate with utility construction.		80,000	-	80,000	34	79,966	Awarded in Contract 1-25. Estimated at \$90,000.
STR25	Hickory Lane (Cecil - Baldwin) 950 ft. (4) Resurface Coordinate with utility construction. Moved from fiscal year 2029		390,000	-	390,000	65	389,935	Awarded in Contract 3-25. Estimated at \$199,420.
STR26	Caroline Street (Lake - terminus) 475 ft. (2) Reconstruct Coordinate with utility construction. Severely degraded road		140,000	-	140,000	65	139,935	Awarded in Contract 3-25. Estimated at \$110,000.
STR27	Douglas Street (Henry - Commercial) 845 ft. (4) Resurface Coordinate with utility construction. Work associated with Douglas Pond utilities		140,000	-	140,000	70	139,930	Awarded in Contract 2-25. Estimated at \$150,000.
STR28	Elm Street (Division - Wisconsin) 2,000 ft. (3,4) Resurface Coordinate with utility construction. Moved from fiscal year 2028		350,000	-	350,000	70	349,930	Awarded in Contract 2-25. Estimated at \$355,895.
STR29	Wisconsin Avenue (Oak - Lakeshore) 3,410 ft. (3) Reconstruct Planning services to develop conceptual design in preparation for 2026 construction.		25,000	-	25,000	-	25,000	RFP being prepared.
012-9910	Engineering / administrative costs related to CIP projects. Transfer to City's general fund.		162,500	-	162,500	40,625	121,875	Monthly Allocation

City of Neenah 2025 Capital Improvements Budget - Streets, Pedestrian Routes and Traffic Control Status Updates
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PROJECT NUMBER	PROJECT DESCRIPTION AND PLAN COMMENTS	2024 CARRY FORWARDS	2025 ADOPTED BUDGET	2025 BUDGET AMENDMENTS	2025 REVISED BUDGET	EXPENDITURES TO DATE	REMAINING BALANCE	STATUS COMMENTS
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Subdivision Streets Under Improvement Contracts

NST01	Southfield Plat Existing 2" asphalt and gravel streets; Construct curb/gutter streets Bruce St / 830 ft. Southfield Ct / 390 ft.		290,000	-	290,000	-	290,000	Awarded in Contract 1-25. Estimated at \$200,000.
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General Street / Bridge Repair

SM01	Undesignated concrete and asphalt pavement repair	\$ 67,500	225,000	-	225,000	-	292,500	Asphalt repairs awarded. Concrete repairs bid opening 4/22.
SM02	Annual pavement markings		60,000	-	60,000	-	60,000	Ongoing, as needed.
SM04	Commercial Street, Fox River Bridge Repairs to deck at Neenah Paper abutting dock; Outside design services and construction		100,000	-	100,000	-	100,000	2/19/25 council approved design of bridge for \$16,500. Plans being developed by Benesch.
Total Streets		\$ 453,167	\$ 4,872,500	\$ -	\$ 4,872,500	\$ 68,764	\$ 5,256,903	

PEDESTRIAN ROUTES

New Pedestrian Routes

SDW05	Bruce Street (Castle Oak - Alexander) 2,820 ft. of sidewalk. Sidewalk on both sides	\$ -	130,000	-	130,000	-	130,000	Awarded in Contract 1-25. Estimated at \$100,000.
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Pedestrian Routes Replacement / Repair

SDW01	Undesignated	\$ 24,000	150,000	-	150,000	-	174,000	Bid opening 4/22.
Total Pedestrian Routes		\$ 24,000	\$ 280,000	\$ -	\$ 280,000	\$ -	\$ 304,000	

TRAFFIC CONTROL

TC04	Wisconsin/Church - reconstruct radius at northwest corner, modify radius, striping and traffic signals to accommodate a pedestrian crossing on the west leg of the intersection	90,000	-	-	-	-	90,000	Awarded Contract 11-25.
TC05	Traffic Signal Interconnect	3,508	-	-	-	-	3,508	In process.
TC09	Commercial Street/Nicolet Blvd; Roundabout feasibility study Joint project with City of Menasha. Cost shown is total estimate for the study.	-	15,000	-	15,000	-	15,000	Proposals due 4/30.
TC10	Purchase traffic signal supplies	-	29,000	-	29,000	3,436	25,564	Ongoing, as needed.
TC11	Fixed equipment maintenance supplies	-	3,000	-	3,000	125	2,875	Ongoing, as needed.
Total Traffic Control		93,508	47,000	-	47,000	3,561	136,947	

TOTAL STREETS, PEDESTIAN ROUTES & TRAFFIC CONTROL	\$ 570,675	\$ 5,199,500	\$ -	\$ 5,199,500	\$ 72,326	\$ 5,697,849
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City of Neenah
2025 Capital Improvements Budget - Facilities
Status Updates

PROJECT NUMBER	PROJECT DESCRIPTION AND PLAN COMMENTS	2024 CARRY FORWARDS	2025 ADOPTED BUDGET	2025 BUDGET AMENDMENTS	2025 REVISED BUDGET	EXPENDITURES TO DATE	REMAINING BALANCE	STATUS COMMENTS
Administration Building								
MBF02	HVAC System - Continue upgrades with variable air valve unit replacement on 2nd floor.	\$ -	\$ 60,000	\$ 30,000	\$ 90,000	\$ -	\$ 90,000	2/19/25 Council approved amendment. Increase in cost for HVAC to \$76,914, moved window sill replacement budget to this project - may not need entire \$30k. Currently being worked on
MBF05	Window and entry door replacement - Improve building energy efficiency (Evaluate grants for energy efficient building improvements)	-	475,000	-	475,000	-	475,000	Contract being developed.
MBF06	Window sill replacement - Materials only, staff to install	-	30,000	(30,000)	-	-	-	2/19/25 Council approved postponing until 2026 and moving budget to HVAC System (MBF02).
Total Administration Building		\$ -	\$ 565,000	\$ -	\$ 565,000	\$ -	\$ 565,000	

Police Department								
PDF07	Administration Room Upgrades. Admin offices/rooms will be 31 years old, showing age, and are not set up to be the most efficient. We will upgrade 3 offices and the conference room to include repairing cracked walls around windows, door frames, and corners; changing out cabinets and file drawers to increase storage and usability; replacing desks/office tables as needed; adjusting/replacing lighting to improve employee health and well-being; purchasing a new table and 10 new chairs for the conference room, as well as upgrading the countertops, cabinets, and technology in that room.	\$ -	\$ 80,000	\$ (44,000)	\$ 36,000	\$ -	\$ 36,000	4/15/25 Council approved amendment and purchase in the amount of \$36,000.
PDF08	Complete Carpet Replacement. Carpet is 14 years old and showing significant signs of wear. We intend to replace the carpet in hallways, common areas and office areas.	-	60,000	1,009	61,009	-	61,009	4/15/25 Council approved amendment and purchase in the amount of \$61,009.37. Overage to come from project PDF09.
PDF09	Records room remodel: Reorganize cubicles and professional staff space to increase efficiency within the records department.	-	50,000	(2,000)	48,000	-	48,000	4/15/25 Council approved amendment and purchase in the amount of \$48,000.
PDF10	Upgrade front desk area.	-	10,000	(3,500)	6,500	-	6,500	4/15/25 Council approved amendment and purchase in the amount of \$6,500.
PDF11	Replacement of 31 year old office furniture in ISU. 8 sets of furniture	-	10,000	(1,500)	8,500	-	8,500	4/15/25 Council approved amendment and purchase in the amount of \$8,500.
NEW	Storage Shed	214,162	-	117,203	117,203	-	331,365	3/19/25 Council approved contract with Bayland Buildings for \$331,365. This will be funded with savings from 2024 projects: \$154,120 from building addition + \$60,041.81 from Barriers projects and remainder of \$117,203 to come from fund balance,
Total 2025 Police Department		\$ 214,162	\$ 210,000	\$ 67,212	\$ 277,212	\$ -	\$ 491,374	

City of Neenah
2025 Capital Improvements Budget - Facilities
Status Updates

PROJECT NUMBER	PROJECT DESCRIPTION AND PLAN COMMENTS	2024 CARRY FORWARDS	2025 ADOPTED BUDGET	2025 BUDGET AMENDMENTS	2025 REVISED BUDGET	EXPENDITURES TO DATE	REMAINING BALANCE	STATUS COMMENTS
Fire Department								
FDF02	Phase 1 - Remodel fire station #31 on Tullar Rd. in 2020 a facilities study concluded that Station #31 needed to be replaced or a complete renovation of the current facility should be planned; including a new roof, exterior walls, complete gut to framing and rebuild of the fire station quarters to better meet the current and future needs of the fire department. In addition, to serving as a fire station, this location also houses the city's employee health clinic and IS server room, thus the cost of the remodel would be charged \$4,200,000 to NMFR and \$1,800,000 to Administration Facilities	\$ 301,990	\$ 3,000,000	\$ -	\$ 3,000,000	\$ 22,860	\$ 3,279,130	\$301,990 carry forward from 2024 is for the design and engineering of the remodel - 2024 budget was \$335,000 - cost is \$432,570 with SEH Inc (council approved this contract on 9/18/24 the difference to come from Facilities Fund balance). All expenses to date are for SEH. Working towards getting this done so it can go to bid.
FDF10	Provide key FOB entrance for Neenah fire stations (controlled by Neenah IS)	-	36,210	-	36,210	-	36,210	Station 32 doors - waiting on vendors to get materials and get back to us on a timeline of install. Back door key FOB completed.
FDF11	Remodel of station #32 administration offices, conference room, approach and lobby (Moved from 2026)	-	195,000	-	195,000	41,353	153,647	Station 32 remodel - concrete contractors come in a few weeks. Waiting on quotes from vendors on other items to complete the project.
Total 2025 Fire Department		\$ 301,990	\$ 3,231,210	\$ -	\$ 3,231,210	\$ 64,213	\$ 3,468,987	
City Facilities								
PWF01	Tullar Garage: Replace roof over Park's small equipment repair area and Mechanics area - phase 3 and 4 of 5 to replace the original roof on the 1990 building (Approximately 4,860 and 9,020 SF)	-	120,000	-	120,000	117	119,883	Awarded Contract 8-25. Start date not set.
PWF03	Tullar Garage: Overhead Door and Opener replacement: On-going project - 2 shop doors (3 and 4 of 9)	-	12,000	-	12,000	-	12,000	Ongoing work.
PWF05	Tullar Garage: Replace ceiling fans in Parks Shop	-	7,000	-	7,000	-	7,000	Not started yet.
PWF11	Tullar Garage: HVAC Upgrades Air handling units for Parks shop and mechanics area.	-	25,000	-	25,000	-	25,000	Meeting with contractor 4/28.
PWF12	Tullar Garage: Vertical caulking, concentrating on West side of the building	-	30,000	-	30,000	-	30,000	When weather permits, project will begin.
PWF13	Tullar Garage: Replace exterior door locks and install electric key fobs for Park's shop, Maintenance shop, front office, woodshop, traffic shop and front gate.	-	40,000	-	40,000	-	40,000	Meeting with contractor week of 4/28.
PWF14	Tullar Garage: Replace wall-mounted pressure washer in wash bay	-	15,000	-	15,000	-	15,000	Not started yet.
PWF15	Cecil Garage: Replace water service and Roof/building maintenance	-	40,000	-	40,000	-	40,000	Meeting with roofing company week of 4/28/25.
Total 2025 City Facilities		\$ -	\$ 289,000	\$ -	\$ 289,000	\$ 117	\$ 288,883	

City of Neenah
2025 Capital Improvements Budget - Facilities
Status Updates

PROJECT NUMBER	PROJECT DESCRIPTION AND PLAN COMMENTS	2024 CARRY FORWARDS	2025 ADOPTED BUDGET	2025 BUDGET AMENDMENTS	2025 REVISED BUDGET	EXPENDITURES TO DATE	REMAINING BALANCE	STATUS COMMENTS
Parking Facilities								
PWF16	Church Street Ramp: Replace 4 cast iron storm drain pipes at outside of ramp	\$ -	\$ 40,000	\$ -	\$ 40,000	\$ -	\$ 40,000	Work scheduled with Jim's Plumbing on 5/6/25.
PWF17	Church Street Ramp: Structure condition survey	-	15,000	-	15,000	-	15,000	Proposals due 4/24.
PWF18	Church Street Ramp: Miscellaneous structure repairs	-	15,000	-	15,000	-	15,000	Ongoing, as needed.
Total 2025 Parking Facilities		\$ -	\$ 70,000	\$ -	\$ 70,000	\$ -	\$ 70,000	
Bergstrom-Mahler Museum								
BMF01	Annual Subsidy. (Potential projects could include: HVAC repair/replace, Paint and repair exterior trim and repair stucco, Slate roof repair and inspection.)	\$ -	\$ 35,000	\$ -	\$ 35,000	\$ 35,000	\$ -	This was paid in January 2025.
Total 2025 Bergstrom-Mahler Museum		-	35,000	-	35,000	35,000	-	
Library								
LBF09	Reupholster 7 library chairs (public seating) - The seating in the youth department sees significant usage and the fabric is wearing thin.	-	\$ 7,000	\$ (7,000)	\$ -	\$ -	\$ -	Approved by Library Board on 4/18/25 to reallocate the \$7k to repair of the seawall. Going before Finance Committee on 4/28/25 and Council on 5/7/25.
LBF10	Level concrete by the Library's front doors	-	4,000	-	4,000	-	4,000	Not started yet.
NEW	Repair of Seawall	-	-	7,000	7,000	-	7,000	Approved by Library Board on 4/18/25 to reallocate the \$7k to repair of the seawall. Going before Finance Committee on 4/28/25 and Council on 5/7/25.
Total 2025 Library		-	11,000	-	11,000	-	11,000	

City of Neenah
2025 Capital Improvements Budget - Facilities
Status Updates

PROJECT NUMBER	PROJECT DESCRIPTION AND PLAN COMMENTS	2024 CARRY FORWARDS	2025 ADOPTED BUDGET	2025 BUDGET AMENDMENTS	2025 REVISED BUDGET	EXPENDITURES TO DATE	REMAINING BALANCE	STATUS COMMENTS
<u>Parks and Recreation</u>								
PRF01	Doty Seawall replacement construction and stabilization - phase 1 (applying for grants to offset cost)		\$ 3,055,000	\$ -	\$ 3,055,000	\$ 30,117	\$ 3,024,883	The project is out for bids (due May 6), and will come before Parks Commission 5/15 and Council 6/4. Construction to begin late summer/early fall with completion Spring 2026. Applied for DNR grant - estimating \$1.1M
PFR02	Little Lake Butte Des Morts (LBDM) aquatic plant management plan Phase 1A	-	-	-	-	5,680	(5,680)	Funding Source: WI-DNR Surface Water Grant \$50,000; Participating Municipalities \$10,500; Fund for Lake Michigan grant \$15,000; Future Neenah \$1,200; Community Foundation \$2,492; In-Kind \$9,855; City of Neenah's cost approximately \$14,000
PRF02B	Little Lake Butte Des Morts (LBDM) aquatic plant management plan Phase 1B	-	-	-	-	5,680	(5,680)	Funding Source: WI-DNR Surface Water Grant \$50,000; Participating Municipalities \$10,500; Fund for Lake Michigan grant \$15,000; Future Neenah \$1,200; Community Foundation \$2,492; In-Kind \$9,855; City of Neenah's cost approximately \$14,000
PRF06	Building ADA upgrades		20,000	-	20,000	-	20,000	Focus is on Doty Park.
PRF07	Kimberly Point lighthouse - ADA / historical preservation Final design / grant writing		20,000	-	20,000	-	20,000	In progress, grant has been written to help support reconstruction, fundraising kick-off August 7.
PRF08	Southview Courts (\$300,000 was adopted in 2024, project did not occur , so the amount was not borrowed for in 2024. An additional \$100,000 is needed to complete project, for a total of \$400,000)		400,000	-	400,000	-	400,000	Work will commence mid-May and end by July.
PRF12	Miscellaneous asphalt trails / parking lots program		35,000	-	35,000	-	35,000	Work through the construction season.
PFR15	Cook Park	180,000	-	-	-	-	180,000	June/July install
PFR18	Carpenter Preserve phase 1		100,000	-	100,000	-	100,000	Work on throughout the year.
PRF19	Flag memorial Shattuck Park		100,000	-	100,000	13,581	86,419	Significant In-kind donor (Miron) has been secured and other donations - Est. \$50k
PRF20	Green Park		140,000	60,000	200,000	-	200,000	Fall 2025; \$60K coming from Doty Park through Parks Commission budget amendment on 4/17/25. Going before Finance Committee on 4/28/25 and Council on 5/7/25.
PRF21	Doty Park		155,000	(60,000)	95,000	-	95,000	Delayed minimum 1 yr to work with DICP on theming of the play area and fundraising. Conceptual Design will be spent for \$20k - remaining \$75k will not be needed in 2025 or borrowed for. Commission budget amendment on 4/17/25.
Total 2025 Parks and Recreation		\$ 180,000	\$ 4,025,000	\$ -	\$ 4,025,000	\$ 55,058	\$ 4,149,942	
<u>Arrowhead</u>								
APF01	Arrowhead Park Design, Engineering and Construction	\$ 972,345	\$ -	\$ -	\$ -	\$ -	\$ 972,345	In process.
Total 2025 Bergstrom-Mahler Museum		972,345	-	-	-	-	972,345	
TOTAL ALL 2025 FACILITIES		\$ 1,668,497	\$ 8,436,210	\$ 67,212	\$ 8,503,422	\$ 154,388	\$ 10,017,531	

City of Neenah
2025 Capital Improvements Budget - Equipment
Status Updates

PROJECT NUMBER	PROJECT DESCRIPTION AND PLAN COMMENTS	2024 CARRY FORWARDS	2025 ADOPTED BUDGET	2025 BUDGET AMENDMENTS	2025 REVISED BUDGET	EXPENDITURES TO DATE	REMAINING BALANCE	STATUS COMMENTS
<u>DOLAS / City Clerk</u>								
CCE01	Badger Books - one (1) server and six (6) clients	\$ -	\$ 8,100	\$ -	\$ 8,100	\$ -	\$ 8,100	These are no longer needed. Will not borrow for.
CCE02	Folding Machine	-	-	10,923	10,923	10,923	-	2/5/25 Council approved purchase in amount of \$10,932.50 to be funded from fund balance.
Total 2025 DOLAS / City Clerk		\$ -	\$ 8,100	\$ 10,923	\$ 19,023	\$ 10,923	\$ 8,100	
<u>Information Systems</u>								
ISE01	Enterprise Resource Planning Suite (ERP). As the City's ERP implementation continues this funding will be utilized for application implementations and modifications, training and SaaS Cloud access fees. When this project was initiated in 2019 it was anticipated to be a 3 - 4 year project. Benefits will include seamless integration for data sharing between nearly all City applications, ability to more easily introduce dashboards and analytics for decision making and extending services to the public more efficiently through web portals.	55,324	240,000	-	240,000	85,979	209,345	Central Square renewal processed. TTech (Ascent) Tax system 50% implemented. Targeting completion by October. Identified Navaline cloud migration. Targeting project start by June, no timeline estimate yet.
ISE02	Multi-Year Hardware/Software Maintenance Agreements. Carrying on the effort to budget expenditures and tax levy dollars most efficiently, these additional funds will provide the necessary funding to implement 5 year agreements for hardware/software	96,013	410,000	-	410,000	180,267	325,746	Approximately 15 of 34 license renewals processed. Currently estimating completing all renewals 6% under budget.
ISE03	Cybersecurity Initiative - Continue to address security deficiencies identified in the 2022 security analysis, including SaaS/License fees for solutions.	84,208	-	-	-	44,539	39,669	2 of 3 license renewals processed. New Duo MFA system 60% implemented, covered by state grant, targeting completion by July. Two new implementations identified.
ISE04	Smart Cities Initiatives	104,179	-	-	-	-	104,179	Cemetery and Washington Park fiber approved at 12/18/24 Council Meeting. Contract signed and project started. Work to start May 5th. Targeting completion by May 23rd. Note: \$50k of this project coming from remaining ARPA funds. Additional fiber projects identified, currently prioritizing with staff.
ISE07	Wireless Network Upgrade	12,691	-	-	-	-	12,691	Equipment purchased in 2024. Installation starting May 5th at the Pool. Remaining sites need to be scheduled. Targeting completion by October.
ISE09	Redundant Data Storage	71,958	-	-	-	-	71,958	Assessing needs and creating RFP document. Targeting completion by August.
ISE10	Fiber Builds/Acquisitions - Expansion of the City's Fiber Infrastructure to meet the City's technology initiatives, including Smart Cities.	35,540	60,000	-	60,000	-	95,540	Additional fiber projects identified, currently prioritizing with staff.
ISE11	Computer Replacement Fund. Ongoing fund to replace aging and low-performance endpoints such as desktops, laptops and thin clients.	-	40,000	-	40,000	35,698	4,302	Purchased 34 machines. 60% completion. Targeting 2025 replacements completed by September.
ISE14	Technology Replacement Fund. This funding will provide us the ability to upgrade aging hardware, and replace equipment when it is at end of life or experiences hardware failure. Currently planning 2025 funds for replacement of end of life access control hardware, security cameras, and phone system equipment.	-	65,000	-	65,000	-	65,000	Currently assessing existing technology and prioritizing replacements. Targeting 2025 replacements completed by end of year.
ISE15	Data Center Air Conditioning. Replace current AC unit in Production Data Center. This unit was purchased in 2011 and struggles to maintain acceptable temperatures during stretches of hot weather because of the increase of devices added to the room. <i>Deferred from 2024 budget.</i>	-	40,000	-	40,000	-	40,000	Approved at 3/19 Council Meeting. Quote signed. Waiting for equipment and scheduling of install. Targeting project completion by June.
Total 2025 Information Systems		\$ 459,913	\$ 855,000	\$ -	\$ 855,000	\$ 346,483	\$ 968,430	

City of Neenah
2025 Capital Improvements Budget - Equipment
Status Updates

PROJECT NUMBER	PROJECT DESCRIPTION AND PLAN COMMENTS	2024 CARRY FORWARDS	2025 ADOPTED BUDGET	2025 BUDGET AMENDMENTS	2025 REVISED BUDGET	EXPENDITURES TO DATE	REMAINING BALANCE	STATUS COMMENTS
<u>Police Department</u>								
PDE01	Vehicle purchases: Squads 1, 5, 28, 29 and 34	\$ -	\$ 282,500	\$ -	\$ 282,500	\$ 89,443	\$ 193,057	2/5/25 Council approved purchase in amount of \$282,000. Squads 28/29/23 are done for the most part. Waiting on 1, 5 and 34 to come in yet.
PDE03	Axon body cam equipment contract (3rd year out of 5-year contract with body cam provider). The contract is a service agreement, as well as equipment replacement. This includes new cameras and equipment upon signing, halfway (2.5 years), and at the end of the contract (5 years), replacing equipment 3 times in 5 years.	-	40,550	-	40,550	-	40,550	Invoice for \$40,550 should come in May.
PDE04	Axon Taser 7. Payment 5 of 5. Continued payment on purchase of 20 Taser 7s. Cost includes all training cartridges and accessories per year.	-	18,840	-	18,840	18,840	-	This is complete.
PDE09	ISU Crime Scene evidence documentation cameras, lens and equipment to replace the current equipment from 2005/2006	-	20,000	-	20,000	-	20,000	Being priced out now. Will probably fall under 12k.
PDE11	Ballistic helmets (14)	-	15,000	-	15,000	-	15,000	Holding off until end of year or may try to carry over.
PDE12	In-car video recording system replacement for 10 squads. Includes removal of old camera system and install of new Axon cameras, as well as yearly maintenance fees. Payment 1 of 5.	-	30,000	-	30,000	26,228	3,772	This should be done for the year.
Total 2025 Police Department		\$ -	\$ 406,890	\$ -	\$ 406,890	\$ 134,511	\$ 272,379	

City of Neenah
2025 Capital Improvements Budget - Equipment
Status Updates

PROJECT NUMBER	PROJECT DESCRIPTION AND PLAN COMMENTS	2024 CARRY FORWARDS	2025 ADOPTED BUDGET	2025 BUDGET AMENDMENTS	2025 REVISED BUDGET	EXPENDITURES TO DATE	REMAINING BALANCE	STATUS COMMENTS
Fire Department (Neenah Share Only)								
FDE01	Major equipment relating to firefighting, EMS, hazmat meters, communication equipment, large appliances and station maintenance equipment such as snowblowers, lawnmowers, etc. Total projected cost \$50,000. City of Neenah responsible for fixed percentage as agreed to in the Consolidation Agreement. 2025 cost distribution formula 61.12% is used for budgeting purposes	\$ -	\$ 30,560	\$ -	\$ 30,560	\$ -	\$ 30,560	Ongoing throughout the year
FDE04	Purchase of Heavy Duty Rescue for multiple special operations response. Total project cost is \$800,000 for vehicle and associated equipment. City of Neenah is responsible for fixed percentage as agreed to in the Consolidation Agreement. 2025 cost distribution formula 61.12% is used for budgeting purposes - Contractually obligated	-	488,960	-	488,960	451,353	37,607	Paid for the vehicle, the equipment and other items are not paid for yet.
FDE05	Purchase of a one-ton pick up truck for towing small equipment (boat, trailer etc.) Total project cost is \$75,000 for vehicle and associated equipment. City of Neenah is responsible for fixed percentage as agreed to in the Consolidation Agreement. 2025 cost distribution formula 61.12% is used for budgeting purposes	-	45,840	-	45,840	29,929	15,911	3/5/25 Council approved purchase in total amount not to exceed \$62,500 (Neenah's portion \$38,200). This has been purchased and is in-service.
FDE06	Purchase of a light duty truck Total project cost is \$62,500. City of Neenah is responsible for fixed percentage as agreed to in the Consolidation Agreement. 2025 cost distribution formula 61.12% is used for budgeting purposes - Move one light duty vehicle to fiscal year 2026	-	38,200	-	38,200	-	38,200	This was purchased 4/14/25. The vehicle is being outfitted with radios, lights, sirens, etc.
FDE07	Purchase turnout gear. According to the National Fire Protection Association (NFPA) 1851 standard, turnout gear has a maximum service life of 10 years, regardless of its condition. NMFR follows these guidelines to protect our firefighters from risks posed by aging gear, which can include compromised protection against fire and exposure to hazardous substances. This Capital Improvement Program (CIP) budget will fund the replacement of older gear with new, NFPA-compliant equipment, ensuring continuous safety and protection for our personnel. Ensuring that all firefighters have up-to-date, properly maintained PPE is not only a best practice but a legal and ethical obligation to safeguard their health and well-being. Worn or outdated gear increases the risk of injury and exposure to harmful substances, including carcinogens. Replacing PPE at appropriate intervals is vital in reducing these risks and in complying with NFPA safety standards. Total project cost is \$65,000.	-	39,730	-	39,730	-	39,730	Purchases are ongoing.
FDE08	Replace and upgrade of Training Tower, along with related buildings and props. In August of 2023 a windstorm damaged buildings and props on our training grounds. This event has created an unexpected opportunity to revamp our grounds and the types of training we are able to offer.	-	305,600	-	305,600	-	305,600	Received \$305,600 grant from Winnebago County Spirit Fund for Neenah's portion - Total cost before grant is \$611,200. This project is ongoing.
Total Fire Department (Neenah Share Only)		\$ -	\$ 948,890	\$ -	\$ 948,890	\$ 481,282	\$ 467,608	

City of Neenah
2025 Capital Improvements Budget - Equipment
Status Updates

PROJECT NUMBER	PROJECT DESCRIPTION AND PLAN COMMENTS	2024 CARRY FORWARDS	2025 ADOPTED BUDGET	2025 BUDGET AMENDMENTS	2025 REVISED BUDGET	EXPENDITURES TO DATE	REMAINING BALANCE	STATUS COMMENTS
Public Works								
PWE10	Replace #9A - 2001 14-yd. Plow truck - no salter (Stainless Steel Box)	\$ 111,117	\$ -	\$ -	\$ -	\$ 2,472	\$ 108,645	PO 24-6, 24-7. Ordered. Approved by Council 4/18/23 for \$251,302, budget was \$230,000, remainder to be funded by fund balance.
PWE13	Replace #8 - 2004 Single-axle patrol truck with wing. (Stainless steel box, no salter)	-	250,000	-	250,000	824	249,176	2/19/25 Council approved purchase in amount of \$247,497.80. PO 25-7
PWE14	Replace 25yd rear load garbage truck - number to be determined	-	275,000	-	275,000	247,999	27,001	12/18/24 Council approved purchase in amount of \$246,692. PO 25-1
PWE15	Replace 2019 New Way automated solid waste truck. Truck number to be determined.	-	375,000	-	375,000	1,107	373,893	\$379,887 Purchase Order 25-2
PWE16	Replace #20 - 2005 3/4 ton pick-up with V-plow.	-	75,000	-	75,000	-	75,000	Not started yet.
PWE17	Replace #1B - 2013 shop supervisors truck	-	65,000	-	65,000	-	65,000	Not started yet.
PWE18	Replace #18 - 2006 1-ton dump truck (no plow)	-	80,000	-	80,000	-	80,000	Not started yet.
PWE19	Replace #10A - 2009 14 yd. Tandem-axle patrol truck with wing and salter (stainless steel box, scraper blade)	-	315,000	-	315,000	-	315,000	2/19/25 Council approved purchase in amount of \$359,153.30, with the difference of \$44,153 to come out of fund balance PO 25-8
PWE20	Replace administration building tractor (include snowblower, mower deck and salter)	-	50,000	-	50,000	-	50,000	2/5/25 Council approved purchase in amount of \$42,357.88. PO 25-3. Delivered.
PWE21	Purchase refuse and recycling carts - minimum order of 702	-	42,000	-	42,000	-	42,000	2/5/25 Council approved purchase in amount of \$39,786. PO 25-4.
Total 2025 Public Works		\$ 111,117	\$ 1,527,000	\$ -	\$ 1,527,000	\$ 252,402	\$ 1,385,715	
Community Development								
CDE01	Replace Inspection/Assessor vehicle. Low mileage used vehicles and lease options will be explored.	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ 16,588	\$ 8,413	12/10/24 Council approved the purchase in amount of \$20,698. This is complete. Trade-in offset cost.
Total 2025 Community Development		-	\$ 25,000	\$ -	\$ 25,000	\$ 16,588	\$ 8,413	
Parks and Recreation								
PRE04	Lawn Mower 4 - Moved up from fiscal year 2028		\$ 155,000	\$ -	\$ 155,000	\$ -	\$ 155,000	3/5/25 Council approved purchase for \$154,060.14. Has been ordered.
Total 2025 Parks and Recreation		-	\$ 155,000	\$ -	\$ 155,000	\$ -	\$ 155,000	
Cemetery								
CME01	Replace 2004 TR1 Case hoe	\$ -	\$ 150,000	\$ -	\$ 150,000	\$ -	\$ 150,000	4/15/25 Council approved the purchase in the amount of \$106,275.66. Has been ordered.
Total 2025 Cemetery		-	\$ 150,000	\$ -	\$ 150,000	\$ -	\$ 150,000	
TOTAL ALL 2025 EQUIPMENT		\$ 571,030	\$ 4,075,880	\$ 10,923	\$ 4,086,803	\$ 1,242,188	\$ 3,415,645	

City of Neenah
2025 Capital Improvements Budget - Sanitary Sewer
Status Updates

PROJECT NUMBER	PROJECT DESCRIPTION AND PLAN COMMENTS	2024 CARRY FORWARDS	2025 ADOPTED BUDGET	2025 BUDGET AMENDMENTS	2025 REVISED BUDGET	EXPENDITURES TO DATE	REMAINING BALANCE	STATUS COMMENTS
SEW08	South Park Ave Easement	\$ 146,490	\$ -	\$ -	\$ -	\$ 80,552	\$ 65,938	Contract 4-24 is open.
SEW10	Pavement repair: Concrete and asphalt patches.	-	20,000	-	20,000	-	20,000	Included in contracts 4-25 and 5-25.
SEW13	River St / High St	9,070	-	-	-	-	9,070	Contract 7-23 is open.
SEW16	Existing sanitary sewer system repairs/replacement. Various locations. Grouting, pipe joint sealing, sealing and repairing manholes, slip lining pipe, relaying mains, spot rehabilitation.	-	180,000	-	180,000	5,000	175,000	Ongoing work.
SEW17	Lift station upgrades. Various locations. Continuation of City-wide program begun in 1997.	-	40,000	-	40,000	31,542	8,458	Ongoing work.
SEW19	Bell St	75,000	-	-	-	-	75,000	
SEW22	Hickory Lane (Cecil - Baldwin) 950 ft. Install new main and laterals. Coordinate with street construction. Moved forward from fiscal year 2029	-	200,000	-	200,000	16	199,984	Awarded in Contract 3-25. Estimated at \$167,610.
SEW23	Caroline Street (Lake - terminus) 430 ft. Install new main and laterals. Coordinate with street construction.	-	90,000	-	90,000	16	89,984	Awarded in Contract 3-25. Estimated at \$85,000.
SEW24	Douglas Street (Henry - Commercial) 845 ft. Install new main and laterals (22). Coordinate with street construction.	-	180,000	-	180,000	16	179,984	Awarded in Contract 2-25. Estimated at \$215,000.
SEW25	Elm Street (Division - Wisconsin) 870 ft. Install new main and laterals Coordinate with street construction. Moved forward from fiscal year 2028	-	240,000	-	240,000	16	239,984	Awarded in Contract 2-25. Estimated at \$160,368.
046-9910	Engineering/Administrative costs related to CIP projects. Transfer to City's General Fund.	-	62,500	-	62,500	15,625	46,875	Monthly Allocation
TOTAL 2025 SANITARY SEWER		\$ 230,560	\$ 1,012,500	\$ -	\$ 1,012,500	\$ 132,783	\$ 1,110,277	

City of Neenah
2025 Capital Improvements Budget - Storm Water
Status Updates

PROJECT NUMBER	PROJECT DESCRIPTION AND PLAN COMMENTS	2024 CARRY FORWARDS	2025 ADOPTED BUDGET	2025 BUDGET AMENDMENTS	2025 REVISED BUDGET	EXPENDITURES TO DATE	REMAINING BALANCE	STATUS COMMENTS
STW05	Miscellaneous repairs/Various streets. Storm sewer mains, catch basins and leads. Includes work on street paving projects that aren't listed above. Annual appropriation to continue this program.	\$ -	\$ 200,000	\$ -	\$ 200,000	\$ -	\$ 200,000	Approx. \$32,000 allocated in contracts 1-25 and 3-25.
STW06	Detention Ponds - Storm water management device development. \$150,000. Leading sites are Bridgewood Pond, Peckham Pond, Douglas Park Pond, Rec Park site.	248,292	500,000	-	500,000	180,136	568,156	\$248,292 Purchase Order from 2024 Contract 11-24, Douglas Pond
STW08	Developer reimbursement. Oversize storm pipes and ponds	-	50,000	-	50,000	-	50,000	4th Add to Freedom Meadows and 2nd Add to Freedom Acres developer reimbursement.
STW09	Mini storm sewer. Various locations. Limited funds are recommended to continue elimination of backyard drainage problems.	-	5,000	-	5,000	-	5,000	Used as needed.
STW10	Pavement repair: Concrete and asphalt patches.	-	60,000	-	60,000	-	60,000	Included in contracts 4-25 and 5-25.
STW11	Harrison St Pond	275,552	-	-	-	-	275,552	Contract 7-21 is open. Punchlist items are being addressed.
STW13	Caroline Street (Lake - terminus) 510 ft. Replace main, install laterals and catch basins. Coordinate with street construction.	-	10,000	-	10,000	-	10,000	Awarded in Contract 3-25.
STW14	Douglas Street (Henry - Commercial) 8290 ft. Replace main, install laterals and catch basins. Coordinate with street construction.	-	210,000	-	210,000	-	210,000	Awarded in Contract 2-25. Estimated \$170,000.
STW15	Elm Street (Division - Wisconsin) 1720 ft. Replace main, install laterals and catch basins. Coordinate with street construction. Moved from fiscal year 2028	-	260,000	-	260,000	-	260,000	Awarded in Contract 2-25. Estimated \$94,469.
049-9910	Engineering/Administrative costs related to CIP projects. Transfer to City's General Fund.	-	25,000	-	25,000	6,250	18,750	Monthly Allocation
TOTAL 2025 STORM WATER		\$523,844	\$1,320,000	\$ -	\$ 1,320,000	\$ 186,386	\$ 1,657,458	

City of Neenah
2025 Capital Improvements Budget - TID and Redevelopment
Status Updates

PROJECT NUMBER	PROJECT DESCRIPTION AND PLAN COMMENTS	2024 CARRY FORWARDS	2025 ADOPTED BUDGET	2025 BUDGET AMENDMENTS	2025 REVISED BUDGET	EXPENDITURES TO DATE	REMAINING BALANCE	STATUS COMMENTS
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TID #9 - US Highway 41 Industrial Corridor District

TF901	Planning / marketing / project support	\$ -	\$ 15,000	\$ -	\$ 15,000	\$ -	\$ 15,000	These funds are used for misc. studies, plans, site marketing, etc.
TF902	Fox Cities Regional Partnership	-	4,200	-	4,200	-	4,200	Funding for Fox Cities Regional Partnership
TF903	Site Prep Work	-	-	-	-	1,600	(1,600)	Done.
Total 2025 TID #9		\$ -	\$ 19,200	\$ -	\$ 19,200	\$ 1,600	\$ 17,600	

TID #10 - Near Downtown District

TF1001	Planning / marketing / project support	\$ -	\$ 10,000	\$ -	\$ 10,000	\$ 203	\$ 9,797	These funds are used for misc. studies, plans, site marketing, etc.
Total 2025 TID #10		\$ -	\$ 10,000	\$ -	\$ 10,000	\$ 203	\$ 9,797	

TID #11 - Pendleton Development Area

TF1101	Planning / marketing / project support	\$ -	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ 10,000	These funds are used for misc. studies, plans, site marketing, etc.
TF1102	Fox Cities Regional Partnership	-	4,200	-	4,200	-	4,200	Funding for Fox Cities Regional Partnership
TF1103	Utility, Pedestrian Trail & Street Improvements	115,000	-	-	-	-	115,000	These funds are intended to install a trail, curb/gutter along the south side of CTH JJ adjacent to the Pendleton Park Apartments. This was required as part of the development agreement.
Total 2025 TID #11		\$ 115,000	\$ 14,200	\$ -	\$ 14,200	\$ -	\$ 129,200	

City of Neenah
2025 Capital Improvements Budget - TID and Redevelopment
Status Updates

PROJECT NUMBER	PROJECT DESCRIPTION AND PLAN COMMENTS	2024 CARRY FORWARDS	2025 ADOPTED BUDGET	2025 BUDGET AMENDMENTS	2025 REVISED BUDGET	EXPENDITURES TO DATE	REMAINING BALANCE	STATUS COMMENTS
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TID #12 - Bridgewood Development Area

TF1201	Planning / marketing / project support	\$ -	\$ 15,000	\$ -	\$ 15,000	\$ -	\$ 15,000	These funds are used for misc. studies, plans, site marketing, etc.
TF1202	Fox Cities Economic Development Partnership	-	4,200	-	4,200	-	4,200	Funding for Fox Cities Regional Partnership
TF1209	North Pond Design	50,000	-	-	-	-	50,000	City acquired the pond north of Bridgewood Hotel. The funds are to design the pond to function as a city storm water pond.
TF1210	North Pond Modifications	200,000	-	-	-	-	200,000	Once designed, these funds will pay for the construction of the north pond.
Total 2025 TID #12		\$ 250,000	\$ 19,200	\$ -	\$ 19,200	\$ -	\$ 269,200	

TID #13 - Industrial Park Expansion Area

TF1301	Planning / marketing / project support	\$ -	\$ 15,000	\$ -	\$ 15,000	\$ -	\$ 15,000	These funds are used for misc. studies, plans, site marketing, etc.
Total 2025 TID #13		\$ -	\$ 15,000	\$ -	\$ 15,000	\$ -	\$ 15,000	

Redevelopment Fund

RD01	Funds will assist with financing and construction of redevelopment planning and projects in non-TIF areas of the City.	\$ 210,717	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ 260,717	The purpose of the fund was to create a revenue source to assist with redevelopment projects outside of a TIF district. At this point, the funds will be used on an as-needed basis.
Total 2025 Redevelopment Fund		\$ 210,717	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ 260,717	



Finance Department
211 Walnut St. • Neenah WI 54957-0426
Phone 920-886-6140 • Fax: 920-886-6150
e-mail: vrasmussen@neenahwi.gov
Vicky K. Rasmussen, CPA
Director of Finance

M E M O R A N D U M

TO: Chairman Steiner and Members of the Finance and Personnel Committee

FROM: Vicky Rasmussen, Director of Finance

DATE: April 28, 2025

RE: Finance Timelines for 2025

Attached are timelines for the following items:

1. 2025 Capital Borrowing Process
2. 5-Year Capital Improvement Plan (CIP) for Fiscal Years 2025-2029
3. 2026 Operating and Capital Budget.

There is one significant change to this year's CIP timeline. Due to the borrowing scheduled for September, we will need to finalize the 2025 borrowing amounts by early June. These amounts will be based on the capital budget approved in November 2024. The final borrowing amount, which will be brought to Council via a bonding resolution, will not exceed the approved total and may ultimately be less.

The CIP will be compiled and presented at workshops in August. However, there will be no separate vote to adopt the CIP at that time. Instead, it will be incorporated into the full budget for adoption in November 2025. This revised approach is intended to streamline capital project reporting and reduce redundancies in the process.

Please review the attached timelines in advance of our discussion. No motion is required, as this item is for informational purposes only.

2025 Capital Borrowing Timeline



TASK	Due Date
Official Statement Questionnaire sent to City.	Tuesday, June 3, 2025
Finance Committee reviews financing plan and considers resolution authorizing the parameters of the issuance.	Monday, June 9, 2025
Council reviews financing plan and considers resolution authorizing the parameters of the issuance.	Wednesday, June 18, 2025
Official Statement Questionnaire sent to Baird.	Thursday, June 19, 2025
POS numbers due (what the City plans to borrow).	Thursday, June 19, 2025
Draft POS to Support Banker and Banker for review. Draft POS e-mailed to rating agency.	Wednesday, July 2, 2025
Comments due from Support Banker and Banker.	Wednesday, July 9, 2025
Draft POS to City and Bond Counsel for review.	Wednesday, July 16, 2025
Comments due from City and Bond Counsel	Wednesday, July 23, 2025
Rating agency due diligence call. Baird due diligence call. (Firm dates TBD when closer)	July 28 or 29, 2025
Rating agency report for review and final report due.	Tuesday, August 5, 2025
Electronic distribution of POS and sales documents.	Wednesday, August 6, 2025
Pricing - rates and terms are finalized. Certificate of Purchaser executed.	Tuesday, August 12, 2025
Anticipated Settlement Date.	Tuesday, September 2, 2025

2025 - 2029 Capital Improvements Plan (CIP) Timeline



TASK	Due Date
Finance to meet with each department with 2025 Capital Projects to review status and finalize borrowing amounts	5/5 - 5/9/2025
Finance to send out templates for fiscal years 2026 - 2029 Capital Project	5/23/25
Finance send 2025 borrowing amounts to Baird	6/19/25
All departmental requests for fiscal years 2026 - 2029 due to Finance	6/20/25
Department Heads meet with Mayor and Finance Director	7/14 - 7/23/25
Finance draft CIP and print	7/24 - 8/8/25
Proposed 5-year CIP distributed to Common Council	8/11/25
Common Council workshop to review recommendations	8/18 - 8/20/25
Adoption of CIP and approval of 2026 Capital Budget	11/18/25

2026 Operating & Capital Budget Timeline



TASK	Due Date
Budget Materials Distributed to Departments	7/21/25
Preliminary Requests Due from Departments	8/18/25
Finance Department Review and Format Requests	8/18 - 8/29/25
Department Heads Meet with Mayor and Finance Director	9/8 - 9/19/25
Formulate Executive Operating and Capital Budget	9/19 - 9/26/25
Finance Dept. to Prepare Final Proposed Budget Document	9/29 - 10/17/25
Executive Budget Distributed	10/29/25
Budget Workshops with Aldermen	11/10 - 11/12/25
Formal Budget Hearing and Adoption	11/18/25



MEMORANDUM

To: Members of the Finance and Personnel Committee

From: Chairman Erickson *JE*

Date: March 17, 2025

Re: February Voucher Review

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

1. February General Expenditure Voucher Nos. 2511 through 2555 (\$359,111.04) and 2444 through 2525 and 59836 through 59959 (\$2,252,979.85) and February payroll (\$3,595.81) for a combined total of \$2,615,686.70.
2. February Automated Transfers Nos. 1 through 65 totaling \$23,672,622.20.

I recommend their approval.

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

Attachments

EXPENDITURE ABSTRACT FOR PERIOD FEBRUARY 1 THROUGH FEBRUARY 28, 2025
EXPLANATION OF AUTOMATED TRANSFERS

Transfer No.	Transfer Date	Amount	Vendor	Purpose	Budget/Cost Center
1	2/3/25	\$1,498.18	DELTA DENTAL	Vision Premium	FRINGE BENEFIT DIST.
2	2/4/25	\$2,527.64	BANCORP	FSA/HRA Debit Card Prefund	N/A
3	2/5/25	\$9,339.75	DELTA DENTAL	Dental Claims	FRINGE BENEFIT DIST.
4	2/5/25	\$680.00	DIVERSIFIED BENEFIT SERVICES	2025 Employee FSA Plan	N/A
5	2/5/25	\$1,363.07	DIVERSIFIED BENEFIT SERVICES	2025 Employee HRA Plan	N/A
6	2/6/25	\$17,381.70	UMR	1/29 - 2/4 Health Insurance Disbursements	FRINGE BENEFIT DIST.
7	2/7/25	\$145.66	DIVERSIFIED BENEFIT SERVICES	2025 Employee HRA Plan	N/A
8	2/7/25	\$862.00	STIFEL	4th Quarter Investment Fees	N/A
9	2/10/25	\$2,092.70	QUADIENT	Postage	N/A
10	2/11/25	\$4,094.04	BANCORP	FSA/HRA Debit Card Prefund	N/A
11	2/12/25	\$3,640.80	DELTA DENTAL	Dental Claims	FRINGE BENEFIT DIST.
12	2/12/25	\$1,575.00	DIVERSIFIED BENEFIT SERVICES	2025 Employee FSA Plan	N/A
13	2/12/25	\$2,704.07	DIVERSIFIED BENEFIT SERVICES	2025 Employee HRA Plan	N/A
14	2/13/25	\$34,375.90	UMR	2/5 - 2/11 Health Insurance Disbursements	FRINGE BENEFIT DIST.
15	2/13/25	\$18,413.37	MISSIONSQUARE	457 Deferred Comp. Contributions	N/A
16	2/13/25	\$3,927.25	MISSIONSQUARE	Employee IRA Contributions	N/A
17	2/13/25	\$2,055.41	MIDAMERICA	FICA Alternative Plan #3121	N/A
18	2/13/25	\$49.00	COMMUNITY FIRST CREDIT UNION	FD Local 275 Conduit	N/A
19	2/13/25	\$6,297.48	COMMUNITY FIRST CREDIT UNION	FD Union Dues	N/A
20	2/13/25	\$1,222.75	ASSOCIATED BANK	Child Support	N/A
21	2/13/25	\$517,064.10	EMPLOYEE PAYROLL	ACH Direct Deposit	N/A
22	2/13/25	\$1,695.00	NATIONWIDE	457 Deferred Comp. Contributions	N/A
23	2/13/25	\$1,200.00	NATIONWIDE	Employee IRA Contributions	N/A
24	2/14/25	\$143,005.04	DEPARTMENT OF THE TREASURY	Employer/Employee Social Security Federal Withholding	FRINGE BENEFITS DIST.
25	2/14/25	\$49,001.92	UMR	Admin Fees and Stop Loss	FRINGE BENEFIT DIST.
26	2/14/25	\$3,413.16	DIVERSIFIED BENEFIT SERVICES	2025 Employee HRA Plan	N/A
27	2/14/25	\$5,873.00	ASSOCIATED BANK	Jan Bank Service Fee	N/A
28	2/18/25	\$63,814.70	WISCONSIN DEPT OF REVENUE	State Withholding	FRINGE BENEFITS DIST.
29	2/19/25	\$1,974.13	BANCORP	FSA/HRA Debit Card Prefund	N/A
30	2/19/25	\$390.00	DIVERSIFIED BENEFIT SERVICES	2025 Employee FSA Plan	N/A
31	2/19/25	\$2,159.76	DIVERSIFIED BENEFIT SERVICES	2025 Employee HRA Plan	N/A
32	2/19/25	\$3,070.40	DELTA DENTAL	Dental Claims	FRINGE BENEFIT DIST.
33	2/20/25	\$3,254.06	WISCONSIN DEPT OF REVENUE	Jan Sales Tax	N/A
34	2/20/25	\$2,553.99	USPS	Punch Cards	N/A
35	2/20/25	\$2,585.19	USPS	Summer Activity Guide	N/A
36	2/20/25	\$40,359.50	UMR	2/12 - 2/18 Health Insurance Disbursements	FRINGE BENEFIT DIST.
37	2/20/25	\$3,867,041.58	WINNEBAGO COUNTY TREASURER	February Tax Settlement	N/A
38	2/20/25	\$6,560,265.75	NJSD	February Tax Settlement	N/A
39	2/20/25	\$813,169.68	FOX VALLEY TECHNICAL COLLEGE	February Tax Settlement	N/A
40	2/21/25	\$355.95	DIVERSIFIED BENEFIT SERVICES	2025 Employee HRA Plan	N/A
41	2/25/25	\$1,793.86	BANCORP	FSA/HRA Debit Card Prefund	N/A
42	2/26/25	\$4,306.38	DELTA DENTAL	Dental Claims	FRINGE BENEFIT DIST.
43	2/26/25	\$1,315.98	DIVERSIFIED BENEFIT SERVICES	2025 Employee FSA Plan	N/A
44	2/26/25	\$2,097.66	DIVERSIFIED BENEFIT SERVICES	2025 Employee HRA Plan	N/A
45	2/27/25	\$19,063.37	MISSIONSQUARE	457 Deferred Comp. Contributions	N/A
46	2/27/25	\$3,596.25	MISSIONSQUARE	Employee IRA Contributions	N/A
47	2/27/25	\$57,775.59	PELION BENEFITS/PRECISION CHOICE	RHS Employee Benefit	N/A
48	2/27/25	\$2,396.78	MIDAMERICA	FICA Alternative Plan #3121	N/A
49	2/27/25	\$49.00	COMMUNITY FIRST CREDIT UNION	FD Local 275 Conduit	N/A
50	2/27/25	\$1,222.75	ASSOCIATED BANK	Child Support	N/A
51	2/27/25	\$541,273.78	EMPLOYEE PAYROLL	ACH Direct Deposit	N/A
52	2/27/25	\$1,695.00	NATIONWIDE	457 Deferred Comp. Contributions	N/A
53	2/27/25	\$1,200.00	NATIONWIDE	Employee IRA Contributions	N/A
54	2/27/25	\$48,991.60	UMR	2/19 - 2/25 Health Insurance Disbursements	FRINGE BENEFIT DIST.
55	2/28/25	\$9,216.50	ASSOCIATED BANK	Debt Service Payment	N/A
56	2/28/25	\$9,768,528.48	DTC	Principal & Interest Payment	N/A
57	2/28/25	\$355,936.05	WI EMPLOYEE TRUST FUNDS	Retirement Contribution	FRINGE BENEFITS DIST.
58	2/28/25	\$142,999.55	DEPARTMENT OF THE TREASURY	Employer/Employee Social Security Federal Withholding	FRINGE BENEFITS DIST.
59	2/28/25	\$31,018.55	WISCONSIN DEPT OF REVENUE	State Withholding	FRINGE BENEFITS DIST.
60	2/28/25	\$359,111.04	US BANK	1/26-2/25 P-Card Statement	N/A
61	2/28/25	\$2,585.19	USPS	Neenah Notes Newsletter	N/A
62	2/28/25	\$225.00	DIVERSIFIED BENEFIT SERVICES	2025 Employee FSA Plan	N/A
63	2/28/25	\$4,842.03	DIVERSIFIED BENEFIT SERVICES	2025 Employee HRA Plan	N/A
64	2/28/25	\$4,738.92	MERCHANT SERVICES	Debit Card/Credit Card Service Fee	N/A
65	2/28/25	\$110,150.21	WE Energies	Invoices	N/A
FEB TOTAL		\$23,672,622.20			

Feb 2025 Check Register-Over \$2,000

AP Pymt Date	AP Pymt #	AP Vendor Name	AP Invoice #	AP Trans Amount	AP Description 01	AP Description 02	Fund Description	Department Description
02/06/2025	2445	ASSOCIATED APPRAISAL CONSULTANTS	178635	3,041.67	FEB ASSOCIATED APPRAISAL		General Fund	Community Development
02/06/2025	2447	BAYCOM INC C/O OWNERSEDGE INC	SRVCE52979	10,166.00	PORTABLES, MOBILES, INFRA	STRUCTURE SUPPORT	General Fund	Police
02/06/2025	2448	DAVID TENOR CORPORATION	CN5-24 FINAL	104,523.03	PAY REQUEST_FINAL_CONTRAC	T 5-24	Streets,Utility,Sidewalks	Upgrades-City Initiated
		DAVID TENOR CORPORATION	CN5-24 FINAL	14,570.50	PAY REQUEST_FINAL_CONTRAC	T 5-24	Streets,Utility,Sidewalks	
		DAVID TENOR CORPORATION	CN5-24 FINAL	15,268.65	PAY REQUEST_FINAL_CONTRAC	T 5-24	Storm Water Management	Sewer Repair/Replacement
		DAVID TENOR CORPORATION	CN5-24 FINAL	11,182.23	PAY REQUEST_FINAL_CONTRAC	T 5-24	Sewer Capital Fund	Sewer Repair/Replacement
02/06/2025	2450	ENERGY CONTROL & DESIGN INC	103058IN	2,440.73	ST 32 HYGROSTAT DUCT REPA	IRS	General Fund	Fire Department
		ENERGY CONTROL & DESIGN INC	103056IN	4,445.21	PM HVAC WORK CITY HALL		General Fund	Municipal Building
02/06/2025	2451	GRAEF	137136	60,677.44	ARROWHEAD DEVELOPMENT THR	U 12/31/24	Facility Improvement Fund	Other
02/06/2025	2452	GRAYMONT WESTERN LIME INC	35234846RI	5,417.56	HYDRATED LIME		Water	Other
02/06/2025	2455	MCC INC	CN8-24 FINAL	18,868.51	PAY REQUEST_FINAL_CONTRAC	T 8-24	Water	Other
		MCC INC	CN8-24 FINAL	7,301.33	PAY REQUEST_FINAL_CONTRAC	T 8-24	Facility Improvement Fund	Public Works
		MCC INC	CN8-24 FINAL	59,206.27	PAY REQUEST_FINAL_CONTRAC	T 8-24	Streets,Utility,Sidewalks	Street Maintenance
		MCC INC	CN8-24 FINAL	5,147.96	PAY REQUEST_FINAL_CONTRAC	T 8-24	Sewer Capital Fund	Sewer Repair/Replacement
02/06/2025	2456	MCMAHON	937965	4,667.10	DEC PROFESSIONAL SERVICES	CONTRACT A	Water	Other
02/06/2025	2457	MENASHA, CITY OF	22458	19,344.43	DEC VEHICLE MAINT TRANSPO	NDERS FOR MENASHA	Neenah Menasha Fire	Fire Department
		MENASHA, CITY OF	JAN 2025 COURT	2,864.10	JAN COURT FINES		Joint Municipal Court Fd	Administration Exp.
02/06/2025	2462	NEENAH ANIMAL SHELTER INC	FEB 2025	2,083.33	MONTHLY FEE - FEB 25		General Fund	Police
02/06/2025	2463	NEENAH MENASHA SEWERAGE COMMISSION	2025022	9,670.00	FEB PRINCIPAL PYMT_RE LOA	N	Sewer Operating Utility	Sewer Operations
		NEENAH MENASHA SEWERAGE COMMISSION	2025022	47,459.00	FEB PRINCIPAL PYMT_CW LOA	N	Sewer Capital Fund	Sewer Capital Costs
		NEENAH MENASHA SEWERAGE COMMISSION	2025022	10,014.00	FEB INTEREST PYMT_CW LOAN		Sewer Capital Fund	Sewer Capital Costs
		NEENAH MENASHA SEWERAGE COMMISSION	2025022	4,029.00	FEB INTEREST PYMT_RE LOAN		Sewer Operating Utility	Sewer Operations
		NEENAH MENASHA SEWERAGE COMMISSION	2025016	189,403.89	FEB PLANT EXPENSE		Sewer Operating Utility	Sewer Operations
02/06/2025	2466	PRIMADATA LLC	69214	2,286.00	JAN UTILITY BILLS-POSTAGE		General Fund	Finance
02/06/2025	2472	WINNEBAGO COUNTY TREASURER	30005	9,847.96	2025 PIRMS MAINTENANCE		Capital Equipment Fund	Information Systems
		WINNEBAGO COUNTY TREASURER	JAN 2025 COURT	2,119.30	JAN COURT FINES		Joint Municipal Court Fd	Administration Exp.
02/13/2025	2475	ENERGY CONTROL & DESIGN INC	103020IN	2,450.84	REPLACEMENT OF BOILER PUM		General Fund	Police
02/13/2025	2477	GEI CONSULTANTS INC	3163396	5,660.74	LLBMD PLANNING SERVICES 8		Facility Improvement Fund	Parks
02/13/2025	2478	GRAYMONT WESTERN LIME INC	35235245RI	5,779.93	HYDRATED LIME	/31/24-9/27/24	Water	Other
02/13/2025	2479	J D OGDEN PLUMBING & HEATING INC	102364	3,489.03	ST 31/TRN CENTER HOT WATE		General Fund	Fire Department
02/13/2025	2481	MENASHA, CITY OF	JAN 2025 WRS	64,678.00	JAN RETIREMENT-MENASHA	R HEATER	Benefit Accrual Fund	Retirement & Taxes
02/13/2025	2483	ROHDE BROTHERS INC	56719	142,500.00	PAY REQUEST #3 CONT 1-24W		Water	Other
02/13/2025	2490	ENERGY CONTROL & DESIGN INC	103057IN	5,865.50	ST 32 BOILER REPAIRS		General Fund	Fire Department
02/20/2025	2491	FUTURE NEENAH INC	2024 BID	160,333.51	2024 BID ASSESSMENT		Business Impr Dist (BID)	Finance
02/20/2025	2493	GRAYMONT WESTERN LIME INC	35235510RI	5,021.78	HYDRATED LIME		Water	Other
		GRAYMONT WESTERN LIME INC	35235722RI	5,116.87	HYDRATED LIME		Water	Other
02/20/2025	2501	M3 INSURANCE	119446	2,839.00	MAR CONSULTING FEES		Benefit Accrual Fund	Insurance
02/20/2025	2506	SECURIAN FINANCIAL GROUP INC	MAR 2025 2832L	5,883.30	MAR INSURANCE		Benefit Accrual Fund	Insurance
02/28/2025	2511	U S BANK	02-12-25	2,999.25	COMPLETE OFFICE OF W	COPY PAPER/853149	General Fund	Finance
		U S BANK	02-12-25	21,026.57	LEVENHAGEN OIL CORPORATI	DIESEL/7515 GALLONS/80636	Fleet Management	Information Systems
		U S BANK	02-12-25	4,743.00	FS *WWW/MTCPRO.COM	2025 MAINTENANCE PRO	Capital Equipment Fund	Municipal Facilities
		U S BANK	02-12-25	2,701.10	MACQUEEN EMERGE/EQUIP	BEARINGS, BUSHINGS, PINS,	Fleet Management	Other
		U S BANK	02-12-25	5,806.50	MIDWEST METER - JACKSON	METER REPAIR PARTS	Water	Other
		U S BANK	02-12-25	3,167.03	ACCURATE ALIGNMENT AND FR	2500552/Q32 REPAIR	Neenah Menasha Fire	Fire Department
		U S BANK	02-12-25	5,010.03	HAWKINS INC	SODIUM PERMANGANATE	Water	Other
		U S BANK	02-12-25	25,966.01	COMPASS MINERALS AMER	ROAD SALT	General Fund	Land Maintenance
		U S BANK	02-12-25	17,844.78	KUEHL ELECTRIC INC	LIFT STATION ELECTRICAL	Sewer Capital Fund	Sewer Repair/Replacement
		U S BANK	02-12-25	4,750.20	CIVICPLUS	2025 WEB ACCESSIBILITY	Information Systems	Information Systems
		U S BANK	02-12-25	4,539.22	KUEHL ELECTRIC INC	SIGNAL MATERIALS, CABLES/	General Fund	
		U S BANK	02-12-25	2,130.98	LEVENHAGEN OIL CORPORATI	DIESEL EXHAUST FLUID	Fleet Management	
		U S BANK	02-12-25	8,108.38	LEVENHAGEN OIL CORPORATI	LEAD FREE/3006 GALLONS/80	Fleet Management	
		U S BANK	02-12-25	3,536.64	BAKER-TAYLOR	BOOKS	General Fund	Public Library
		U S BANK	02-12-25	2,633.50	N AMERICA RESCUE PRODUCT	HEMOSTATIC BANDAGES	General Fund	Police
		U S BANK	02-12-25	3,070.00	TAPCO	KNOCKDOWN TRAFFIC SIGNAL/	General Fund	
02/27/2025	2512	CHEMTRADE CHEMICALS US LLC	90200254	8,010.90	FERRIC SULFATE		Water	Other
02/27/2025	2514	GRAYMONT WESTERN LIME INC	35235897RI	5,114.30	HYDRATED LIME		Water	Other
02/27/2025	2520	SOUSEK MEDICINE LLC	6246034	2,325.00	NEW HIRE PHYSICALS		Neenah Menasha Fire	Fire Department
		SOUSEK MEDICINE LLC	6246034	25,625.00	ANNUAL PHYSICALS		Neenah Menasha Fire	Fire Department
02/27/2025	2522	TREEO'S	23015	2,367.50	FEB SNOW REMOVAL GATEWAY		General Fund	Parking Services
		TREEO'S	23016	8,427.50	FEB SNOW REMOVAL PARKING	RAMP	General Fund	
02/27/2025	2525	WINNEBAGO COUNTY TREASURER	134308	32,203.76	JAN 2025 LANDFILL CHARGES		General Fund	Storm Water Management
02/28/2025	2527	U S BANK	02-25-25	5,625.18	JAN 2025 LANDFILL CHARGES		General Fund	Storm Water Management
		U S BANK	02-25-25	8,382.23	COMPASS MINERALS AMER	ROAD SALT	General Fund	Land Maintenance
		U S BANK	02-25-25	16,266.55	LEVENHAGEN OIL CORPORATI	MOTOR VEHICLE OIL &	Fleet Management	
		U S BANK	02-25-25	4,801.00	AMZN MKTP US*LC52477L3	DESKTOP REPLACEMENTS FOR	Neenah Menasha Fire	Fire Department

Feb 2025 Check Register-Over \$2,000

AP Pymt Date	AP Pymt #	AP Vendor Name	AP Invoice #	AP Trans Amount	AP Description 01	AP Description 02	Fund Description	Department Description
		U S BANK	02-25-25	2,789.85	AMZN MKTP US*3F2ZK4TE3	LAPTOP REPLACEMENTS FOR	Neenah Menasha Fire	Fire Department
		U S BANK	02-25-25	2,294.25	LAKESHORE RECYCLING SYST	JAN RECYCLING DUMPSTER	Recycling Fund	Recycling Program
		U S BANK	02-25-25	4,847.40	CRANE ENGINEERING SALES	MAIN ST MECH SEAL	Sewer Capital Fund	Sewer Repair/Replacement
		U S BANK	02-25-25	10,400.00	TCAW OCC HEALTH	JAN PRACTITIONER SERVICES	Benefit Accrual Fund	Insurance
		U S BANK	02-25-25	2,049.01	ROCKET INDUSTRIAL	CLEANING SUPPLIES/IN00505	General Fund	Municipal Building
		U S BANK	02-25-25	4,840.00	TCAW OCC HEALTH	JAN LABS	Benefit Accrual Fund	Insurance
		U S BANK	02-25-25	2,884.40	STREICHER'S MO	PRACTICE AMMO-9MM	General Fund	Police
		U S BANK	02-25-25	13,080.00	CIS BENCHMARK	CIS ESS 2/15/25-2/14/26	Capital Equipment Fund	Information Systems
		U S BANK	02-25-25	2,499.38	AMAZON MKTPL*D74638MR3	REPLACEMENT LAPTOPS (2)	Capital Equipment Fund	Information Systems
		U S BANK	02-25-25	2,245.38	AMAZON MKTPL*CY7S01V93	REPLACEMENT LAPTOPS AND D	Capital Equipment Fund	Information Systems
		U S BANK	02-25-25	3,678.84	AMZN MKTP US*3F71E1EK3	REPLACEMENT LAPTOPS (4)	Capital Equipment Fund	Information Systems
		U S BANK	02-25-25	3,468.21	AIRGAS - NORTH	CARBON DIOXIDE	Water	Other
		U S BANK	02-25-25	3,150.36	BAKER-TAYLOR	BOOKS	General Fund	Public Library
		U S BANK	02-25-25	4,638.00	AMAZON MKTPL*QQ2E04D43	REPLACEMENT LAPTOPS (4)	Capital Equipment Fund	Information Systems
		U S BANK	02-25-25	2,202.48	FERGUSON ENT	438151/SERVICE CORP STOPS	Water	Other
		U S BANK	02-25-25	4,365.88	AMAZON MKTPL*YV9EX7FR3	REPLACEMENT LAPTOPS (2)	Capital Equipment Fund	Information Systems
		U S BANK	02-25-25	6,320.16	HAWKINS INC	LPC-31	Water	Other
		U S BANK	02-25-25	4,546.00	MACQUEEN EMERGE/QUIP	FLOW MASK TEST/COMPRESS T	Neenah Menasha Fire	Fire Department
		U S BANK	02-25-25	5,396.96	AMAZON MKTPL*SP2P25CF3	REPLACEMENT LAPTOPS (4)	Capital Equipment Fund	Information Systems
		U S BANK	02-25-25	5,336.10	AMAZON MKTPL*PH1L38ID3	REPLACEMENT DESKTOPS (10)	Capital Equipment Fund	Information Systems
		U S BANK	02-25-25	7,307.50	LANDSCAPE ARCHITECTURE SE	RVICES	Facility Improvement Fund	Other
		JEREMY J KOX LANDSCAPE	JK240250	9,679.94	PAY REQUEST_FINAL_CONTRAT	2-24	Storm Water Management	Sewer Repair/Replacement
02/06/2025	59847	KRUCZEK CONSTRUCTION INC	CN2-24 FINAL	48,427.71	CN2-24 FINAL		Water	Other
02/06/2025	59849	KRUCZEK CONSTRUCTION INC	CN2-24 FINAL	204,846.62	PAY REQUEST_FINAL_CONTRAC	T 2-24	Streets Utility/Sidewalks	Upgrades-City Initiated
		KRUCZEK CONSTRUCTION INC	CN2-24 FINAL	109,161.23	PAY REQUEST_FINAL_CONTRAC	T 2-24	Sewer Capital Fund	Sewer Repair/Replacement
		KRUCZEK CONSTRUCTION INC	CN2-24 FINAL	35,544.81	PAY REQUEST_FINAL_CONTRAC	T 2-24	Storm Water Management	Sewer Repair/Replacement
02/06/2025	59852	MIDWEST METER INC	174278IN	48,228.00	METERS		Water	Other
02/06/2025	59854	M3 INSURANCE	119444	2,839.00	JAN CONSULTING FEES		Benefit Accrual Fund	Insurance
		M3 INSURANCE	119445	2,839.00	FEB CONSULTING FEES		Benefit Accrual Fund	Insurance
02/06/2025	59856	OSHKOSH FIRE & POLICE EQUIPMENT INC	198238	2,555.00	HELMETS		Neenah Menasha Fire	Other
02/06/2025	59861	SCOTT LAMERS CONSTRUCTION LLC	CN4-24 PAY #3	21,935.50	PAY REQUEST NO.3_CONTRACT	4-24	Sewer Capital Fund	Sewer Repair/Replacement
		SCOTT LAMERS CONSTRUCTION LLC	CN4-24 PAY #3	162,037.70	PAY REQUEST NO.3_CONTRACT	4-24	Water	Other
02/06/2025	59862	SERVICE OIL COMPANY INC	214118	10,844.95	V-PLOW/FORD TRUCK		Water	Other
02/06/2025	59864	STANTEC CONSULTING SERVICES INC	2340250	13,956.25	CDBG HOUSING STUDY ASSIST	ANCE THRU 1/10	Federal COVID Program	Block Grant
02/06/2025	59865	STATE OF WISCONSIN	JAN 2025 COURT	5,970.75	JAN COURT FINES		Joint Municipal Court Fd	Administration Exp
02/06/2025	59867	T2 SYSTEMS INC	F017461	29,254.00	T2 PARKING SYSTEM		Parking Utility Fund	Police
02/06/2025	59869	WINNEFOX LIBRARY SYSTEM	WLS3450	29,000.00	2025 TECH RESERVE		General Fund	Public Library
02/13/2025	59871	APPLETON, CITY OF	16401	41,896.00	JAN MASS TRANSIT		General Fund	Community Development
02/13/2025	59874	BENITEK LLC	PSINV103162	2,500.00	JAN BENITEK		Capital Equipment Fund	Information Systems
02/13/2025	59876	BLUE DOOR CONSULTING LLC	INV33662	3,384.73	DEC BRANDING/MARKETING		Library Fd/ Misc. Trusts	Public Library
02/13/2025	59881	DURABLE CONTROLS INC	71016	5,629.80	EDC CONTROLLERS / PH PROB	ES	Water	Other
02/13/2025	59892	NEENAH MAIN AUTO BODY INC	5223	3,323.37	REPAIR OF SQ. 11		General Fund	Finance
02/20/2025	59903	BERGSTROM AUTOMOTIVE	152601	44,110.50	NEW VEHICLE - SQ. #28		Capital Equipment Fund	Police
02/20/2025	59904	BOYEA PAINTING LLC	INV01642	9,000.00	ST 32 PAINTING		Facility Improvement Fund	Fire Department
02/20/2025	59905	CLOUDPOINT GEOSPATIAL INC	INV05305	2,100.00	PROJECT FEE		General Fund	Community Development
02/20/2025	59907	CONSTRUCTIVE ANALYTICS LLC	20251	5,522.50	SHORELINE IMPROVEMENTS 12	10/24-1/31/25	Facility Improvement Fund	Parks
02/20/2025	59909	EDGEWATER RESOURCES LLC	5489	4,417.30	2025 NINJAONE LICENSING		Capital Equipment Fund	Information Systems
02/20/2025	59916	INSIGHT PUBLIC SECTOR	1101234669	2,388.70	STRUCTURE FIRE GLOVES		Neenah Menasha Fire	Fire Department
02/20/2025	59917	JEFFERSON FIRE & SAFETY INC	IN323381	2,615.00	PLUMBING REPAIR - ST 32 R		Facility Improvement Fund	Police
02/20/2025	59918	JIM'S PLUMBING	39804	36,547.50	NEW SQUAD PURCHASE	EMODEL	Capital Equipment Fund	Other
02/20/2025	59919	KOCOUREK CHEVROLET	53210	2,663.96	W-M PUMPHEADS / TUBE ELEM		Water	Other
02/20/2025	59920	LAI LLC	2561847	25,167.10	LEXIPOL 12/1/24 - 12/31/2	5	Neenah Menasha Fire	Fire Department
02/20/2025	59922	LEXIPOL LLC	INVLEX11246784	2,500.00	SEWER LATERAL REIMB-226 L		Sewer Capital Fund	Sewer Repair/Replacement
02/20/2025	59923	M & E CONSTRUCTION LLC	20254	4,850.15	NEW CAMERAS AT PARKING RA	MP	Facility Improvement Fund	Public Works
02/20/2025	59925	ONE SOURCE TECHNOLOGIES INC	16098	41,896.00	FEB MASS TRANSIT		General Fund	Community Development
02/27/2025	59935	APPLETON, CITY OF	16472	58,616.90	PAY REQUEST NO.4_CONTRAC	T 4-24	Sewer Capital Fund	Sewer Repair/Replacement
02/27/2025	59950	SCOTT LAMERS CONSTRUCTION LLC	CN4-24 PAY #4	2,405,953.94				